

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, May 30, 2019
1:30 p.m.**

**Cocopah Resort and Conference Center
15268 South Avenue B
Somerton, Arizona 85360
The Shell Room**

1. Call to Order and the Pledge of Allegiance.

The YMPO Chairman, J. Deal Begay, Jr, called the Executive Board (the Board) meeting of the Yuma Metropolitan Planning Organization (YMPO) to order at 1:30 p.m. He called on Town of Wellton Mayor, Cecilia McCollough, to lead the Pledge of Allegiance.

2. Roll Call Attendance.

The YMPO Executive Assistant/Accountant II, Crystal Figueroa, called the roll as follows:

YMPO Executive Board Members Present:

Chairman	J. Deal Begay, Jr, Vice-Chairman, Cocopah Indian Tribe
Secretary/Treasurer	Maria Ramos, Vice-Mayor, City of San Luis
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Paul Patane, ADOT SW District Engineer
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Edward Thomas, Councilmember, City of Yuma

** Councilmember Thomas arrived at 1:33 p.m.

YMPO Executive Board Members Absent:

Vice-Chair	Miguel Villalpando, Councilmember, City of Somerton
Member	Jacob Miller, Councilmember, City of Yuma
Member	Martin Porchas, Board of Supervisors, Yuma County

Mr. Ward informed the Chairman that he had received a call from Vice-Chair Villalpando that he was not able to attend, due to a family emergency. As members from six out of seven constituent member agencies were present, the quorum requirement was met.

YMPO Staff Present:

Paul D. Ward	Executive Director
Charles A. Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II
DeLaurien McKenzie	Associate Planner
Melissa Ramos	Assistant Planner

Additional Attendees:

Blake Herzog	Yuma Sun Reporter
Susan Thorpe	Yuma County Administrator
Gene Dalbey	Yuma Regional Bicycle Coalition

Declaration of Votes.

Gary Knight, Deputy Mayor, City of Yuma, submitted to Paul Ward, YMPO Executive Director, proxy letters from City of Yuma Councilmember Jacob Miller and declared one proxy vote, for a total of three votes for the City of Yuma.

Mr. Ward declared to have a standing proxy letter from Martin Porchas, giving Supervisor Pancrazi a total of two votes.

3. Title VI Declaration and Call to the Public.

DeLaurien McKenzie, YMPO Associate Planner, read out loud the YMPO Title VI obligations.

No members of the public addressed the Board.

4. Consent Agenda

- A. Approval of the April 25, 2019, Board Meeting Minutes.
- B. Approval of the May 16, 2019, Special Board Meeting Minutes.
- C. YMPO Income and Expenditure Report for April 2019.

MOTION: Deputy Mayor Knight moved to approve the April 25, 2019 Board Meeting Minutes as presented. Supervisor Pancrazi seconded, and the consent agenda item 4A was unanimously approved.

MOTION: Supervisor Pancrazi moved to approve the May 16, 2019 Board Meeting Minutes as presented. Mayor Ramos seconded, and the consent agenda item 4B was unanimously approved.

MOTION: Supervisor Pancrazi moved to approve the YMPO Income and Expenditure Report for April 2019 as presented. Deputy Mayor Knight seconded, and the consent agenda item 4C was unanimously approved.

5. Public Participation During YMPO Agenda Items

Charles Gutierrez, YMPO Senior Planning/Mobility Manager informed the Board about his research on public participation and open meeting laws and stated that public meeting laws encourage public participation. Deputy Mayor Knight mentioned that calls to the public may be encouraged but are NOT mandatory and it is up to the Governing Board to decide. Mr. Gutierrez mentioned that currently YMPO provides the opportunity for call to the public at the beginning of the meeting on items not on the agenda but does not give

the public a specific opportunity to participate on current individual items that ARE on the agenda. Deputy Mayor Knight mentioned that the City of Yuma meetings consist of two portions of public participation which the participant must submit a card request before the meeting starts for either call to the public or an individual agenda item. First is the call to the public at the beginning of the meeting and second a speaker request card for individual agenda items for comment at the end of the meeting for which the Board cannot comment on. Deputy Mayor Knight suggested that the same could be done at YMPO Board meetings and the Board can decide when to give the opportunity to speak to the members of the public, either at the beginning, during a specific agenda item or at the end. After much discussion, Mr. Gutierrez informed members that this was simply an opportunity to discuss ways of increasing public participation and promised to revisit this agenda item in the future. He also reported that he would discuss this item with TAC members for their preference.

6. ADOT Projects in the YMPO Region

Paul Patane, the ADOT Southwest District Engineer, delivered his annual presentation on the status report of ADOT projects completed, underway, and/or scheduled for construction within the YMPO region in the next few years. This item was on the agenda for information and discussion only, with no action anticipated.

7. FY 2018-2022 YMPO Transportation Improvement Program (TIP) Amendment #6.

Mr. Gutierrez informed the Board about the Yuma County and the Town of Wellton requested changes to their federally funded projects that need additional funding or Transfer. The Town of Wellton requested to add Surface Transportation Block Grant (STBG) program funds to the Coyote Wash Multiuse Pathway project. He reported that the bid opening was on April 26, 2019, and it was determined that the project was underfunded by \$187,867.

Mr. Gutierrez mentioned that the ADOT Program Manager was able to utilize \$100,000 released from the completed design phase of this project to make up a lot of the needed project funding for which Town of Wellton had already paid their local matching funds. He further reported that the TAC recommendation was to use \$82,859 in YMPO STBG funds to make up the remaining federal funds and the Town of Wellton had agreed to supply the additional 5.7% local match of \$5,008.

Mr. Gutierrez also reported that Yuma County has two bridges and one roadway project that needs an amendment after the bid opening was determined to be under-funded by \$148,952. YMPO recommended the use of \$85,778 of STBG funds with a 5.7% match of \$5,004 by the county. He reported that Yuma County had previously paid to ADOT \$61,171 of local match and that was applied to the amount. Mr. Gutierrez stated that the TAC recommendation was to approve the additional STBG funds to complete the project. Mr. Gutierrez reported that Yuma County has a project in FY 20 YC-20-02 for the design phase of the Avenue B: 24th Street to 32th Street Mill and Overlay and requested that it

be completed in-House and add the FY 2020 - \$135,000 (HURF Exchange) to the FY 2022 construction phase. Mr. Gutierrez mentioned that the County wants to maximize the construction phase and take the design in-house to what the match the appropriate HURF design standards.

MOTION: Supervisor Pancrazi moved to approve the FY 2018-2022 YMPO TIP Amendment #6 as presented. Mayor McCollough seconded, and the item was unanimously approved.

8. FY 2020-2024 YMPO Transportation Improvement Program (TIP)

Mr. Gutierrez informed the Board of the recent call for projects for the FY 2023 and FY 2024 YMPO TIP funding of the STBG funds. He mentioned that two projects were brought forward, the City of San Luis FY 2020 - SAN-20-01D: County 24th Street: Avenue F to Avenue H Design and FY 2022 Construction phases. Also, the City of Yuma FY 2023 – 8th Street COY-23-01D Design & COY-23-01RW Right of Way and FY2024 Construction phases. Mr. Gutierrez gave a brief overview of the projects listed under the four-year program.

MOTION: Deputy Mayor Knight moved to approve the FY 2020-2024 YMPO TIP, for public review and comment. Mayor Ramos seconded, and the item was unanimously approved.

9. Resolution in Support of a BUILD Grant Application for the City of Yuma and YCIPTA

Mr. Ward informed the Board about the prior unsuccessful BUILD Grant application for the development of the YMPO regions first Multi-Modal Transportation Center, located at the Hotel Del Sol in downtown Yuma. He mentioned that the application has turned full circle and the City of Yuma and the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) have requested additional support for the new application cycle for a BUILD Grant for the same project. Mr. Ward read out loud the letter the Resolution #147 in support of the BUILD Grant for the Multi-Modal Transportation Center.

MOTION: Deputy Mayor Knight moved to approve Resolution #147 supporting the request. Councilmember Thomas seconded, and the item was unanimously approved.

10. The 2019 Arizona-Mexico Commission 60th Anniversary Summit (AMC) at the Desert Ridge Resort in Phoenix from June 26-28, 2019.

Mr. Ward informed the Board about the next Arizona-Mexico Commission meeting, which is the 60th Anniversary Summit, scheduled for June 26-28, at the Desert Ridge Resort in north Phoenix. He mentioned that at the last summit all YMPO member agencies were represented by the Mayors themselves, since the summit conflicts with the scheduled June meeting of the Executive Board, he tentatively thought about holding a Board

meeting at YMPO or a telephonic meeting to approve a couple items such as the approval of the new TIP and or an amendment of the existing TIP. After much discussion, it was concluded that a Board meeting would be held for June at a pending location. Mr. Gutierrez mentioned he would update the Board on location. Mr. Ward confirmed that he will be attending the AMC meeting himself and won't be attending the Board meeting but will be held by Mr. Gutierrez.

11. Summary of Current Events/Board Member Reports/Executive Director's Report & Comments by Other Participants.

- a. Staff Reports:
- b. TAC Minutes.
- c. Conference Updates. YMPO Staff, Melissa Ramos updated the Board on the Rural Transportation Summit taking place on October 16-18, 2019 at Hotel Del Sol in Tucson AZ. She mentioned having six hotel rooms available for interested Board members.
- d. MPO/COG Director/Planner Meetings.
- e. Rural Transportation Advocacy Council activities.
- f. Projects - Economic Development and Transportation.

12. Possible Future Agenda Items.

The following items will be heard at a future meeting:

- A. FY 2022-2045 YMPO Long-Range Transportation Plan Update.
- B. Possible new Offices for YMPO.

14. Progress Reports.

Members and staff will update the Board on the progress of ongoing projects and other events.

- A. April 25 - YMPO Executive Board Meeting - All YMPO Staff attended.
- B. April 26 - AMTRAK/Rail meeting - Deputy Mayor Knight, Supervisor Pancrazi and Paul Ward attended.
- C. April 29 - Traffic Count Network Study - Travel Demand Model - Paul Ward, De'Laurien McKenzie, & Charles Gutierrez participated.
- D. April 29 - YPG Defense Access Roads Program - Paul Ward attended
- E. April 29-May 1 - ADOT 5310 Scoring Lake Havasu - Melissa Ramos and Charles Gutierrez attended.
- F. May 2 - Phone call with FMPO Director Jeff Meilbeck -Paul Ward and Crystal Figueroa participated.
- G. May 6 - YMPO staff meeting, all YMPO staff members attended.
- H. May 9 - YMPO TAC meeting.
- I. May 13 - RTAC meeting, Vice Mayor Ramos and Paul Ward participated
- J. May 13 - ADOT/YMPO Coordination meeting - Deputy Mayor Knight, Paul Patane and Charles Gutierrez attended.
- K. May 15 - TCN meeting - Paul Ward, Charles Gutierrez, De'Laurien McKenzie and Jesus Aguilar attended.

- L. May 17 - AZSTB meeting (Phoenix), Paul Ward attended.
- M. May 29 - Fred Pryor Human Resources training, Crystal Figueroa will attend.
- N. May 30 - EB meeting (Cocopah Casino and Resort).

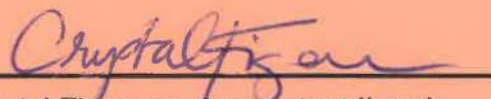
15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 3:19 p.m.

Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward at 928-783-8911

Preparation and Approval of Minutes:


Minutes prepared by:



Crystal Figueroa, Accountant II and
Executive Assistant, YMPO

Minutes approved in regular session on
June 27, 2019

Minutes reviewed to form by:



Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization



Vice-President J. Deal Begay Jr,
Chairman YMPO Executive Board