

**EXECUTIVE BOARD
REGULAR MEETING MINUTES**

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, November 1, 2018
1:30 p.m.**

**City of Yuma
City One Plaza
Yuma, Arizona 85354
Room 190**

- Call to Order and the Pledge of Allegiance.
YMPO Chairwoman, Mayor Cecilia McCollough, called the Executive Board (the Board) meeting of the Yuma Metropolitan Planning Organization (YMPO) to order at 1:36 p.m. She called on Yuma County Supervisor Martin Porchas, to lead the Pledge of Allegiance.
- Roll Call Attendance.
The YMPO Executive Director, Paul Ward, called the roll as follows:

YMPO Executive Board Members Present:

Chairwoman	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Maria Ramos, Vice-Mayor, City of San Luis
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Mike Jones for Paul Patane, ADOT SW District Engineer
Guest Member	Paul Soto, Past Chairman, Cocopah Indian Tribe

YMPO Executive Board Members Absent:

Vice Chair	Jose Yepez, Mayor, City of Somerton
Secretary/Treasurer	J. Deal Begay, Junior, Vice-Chairman, Cocopah Indian Tribe
Member	Jacob Miller, Councilmember, City of Yuma
Member	Karen Watts, Councilmember, City of Yuma

As members from five, of the seven, constituent member agencies were present, the quorum requirement was met. TMPO Chairwoman, Cecilia McCollough, paused to recognize Mr. Paul Soto, the Planning Director of the Cocopah Indian Tribe and a past Chairman of the YMPO Executive Board. Mr. Soto was allowed to participate in the meeting as a guest and as a representative of the Cocopah Indian Tribe but, not being a current elected official, was not eligible to vote and did not count towards the quorum.

YMPO Staff Present:

Executive Director	Paul Ward, Executive Director
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Additional Attendees:

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

Declaration of Votes.

City of Yuma Deputy Mayor, Gary Knight, submitted to Paul Ward, YMPO Executive Director, proxy letters from City of Yuma Councilmembers Jacob Miller and Karen Watts he declared their proxy votes, for a total of five votes for the City of Yuma.

3. Call to the Public.

No members of the public addressed the Board.

4. Consent Agenda.

A. Approval of the September 27, 2018, Meeting Minutes.

B. YMPO Income and Expenditure Reports for September 2018.

There were no comments posed nor corrections requested.

MOTION: Deputy Mayor Knight moved to approve the consent agenda, as presented. Vice-Mayor Maria Ramos seconded, and the consent agenda was unanimously approved.

5. FY 2018 Rural Transportation Summit - Lake Havasu City

The 20th Rural Transportation Summit (Summit, or RTS) took place at the London Bridge Resort in Lake Havasu City between October 24-26, 2018. Mr. Ward reported that he was not able to attend the Summit, but he kicked-off the report by stating that the focus of the Summit was on transportation issues in the rural areas of the State, even though all areas of State are invited to attend.

Deputy Mayor Knight reported that he felt the event was very useful and the breakout sessions he attended covered some excellent subjects. He was very happy to be able to network with some members of (his) District 6 of the State Transportation Board (STB) that he had not been able to meet yet. He stated that he would be traveling to Bullhead City and Kingman, in the near future, and especially enjoyed face-to-face meetings with members from La Paz, Mohave and Yavapai counties. He suggested that the general consensus of the members attending was that the State legislature needs to focus more on infrastructure needs in the rural areas to help transportation in the State, as a whole, to improve. This approach was supported, even by those from Maricopa and Pima counties, as they need strong roads through the remainder of the State to get and from their regions.

The Chairwoman reported that she attended and agreed with Deputy Mayor Knight that the breakout sessions were very good, especially the possibility of using self-driving vehicles as transit vehicles. She also enjoyed meeting current and former STB members with their advice on how to submit requests to the Board. She stressed the importance of having a team approach to advertising the region's concerns and agreed that having YMPO support for elected members to attend the Summit was much appreciated.

Mr. Ward gave YMPO Senior Planning/Mobility Manager, Charles Gutierrez, and YMPO Associate Planner, De'Laurien McKenzie, the credit for producing the YMPO video that was shown at the Summit and members described it as awesome. Mr. Ward reported

that the idea for the YMPO video stemmed from the original drone video of US-95 that was originally shown to the STB when they visited the Yuma region in February, 2018. Mr. Gutierrez and Mr. McKenzie sought member agency input as to what should be shown, bearing in mind the time limitations that were supposed to be applied. He thanked City of Yuma staff (in particular Brian Brady, Sr.) for their efforts in getting the drone footage flown, in the first place, and then editing the drone video clips into the current finished effort. The voice-over was particularly well-received. There were multiple requests to post the video (with a voice-over) on the YMPO website. Mr. Ward committed to sending copies of the voice-over video, together with the full video clips for each segment to each member agency on a flash drive. The Chairwoman summarized by singling out, and thanking Mr. Gutierrez, for his tireless efforts in supporting the Summit organizers with his communications and IT knowledge and abilities.

Next year's RTS is being hosted by the South Eastern Arizona Governments Organization (SEAGO) which is a Council of Governments representing Cochise, Graham, Greenlee, and Santa Cruz Counties; the Cities of Benson, Bisbee, Douglas, Nogales, Safford, Sierra Vista, Tombstone, and Willcox; the Towns of Clifton, Duncan, Huachuca City, Patagonia, Pima, and Thatcher; and the San Carlos Apache Tribe. In addition to being part of SEAGO, the City of Sierra Vista is also officially classified as a Metropolitan Planning Organization. The venue for next year's Summit is, tentatively, the Casino Del Sol Resort, on Valencia Road between Tucson and Sahuarita. The dates are shown as October 16-18, 2019, culminating with the State Transportation Board meeting in Sahuarita on Friday, October 18, 2019.

Mr. Ward suggested that, similar to this year, if the Board so desires, staff will ensure that next year's budget has sufficient funding for inviting all members of the YMPO Board to attend the Summit. He indicated that, because some members were not able to attend this year, he was able to extend invitations to two senior members from the Yuma Proving Grounds staff and they found the Summit very enlightening. He suggested that, providing funds were available, he would be willing to continue the invitations to YPG staff and to include the Chair and Vice Chairpersons of the YMPO Technical Advisory Committee (TAC) as well.

6. Transportation Performance Measures

Mr. Ward presented this item. He apologized to members that the remaining members of YMPO staff were all attending a Federal funds training course, so he was the only staff member left to address agenda items. He reminded members that the Federal Highway Administration (FHWA) requires that Metropolitan Planning Organizations either develop and adopt their own Transportation Performance Measures (TPMs) or adopt the State's. In January 2018, YMPO already adopted regional safety performance measures that agree with the Arizona's safety performance measures. Supervisor Pancrazi arrived at this point.

Mr. Ward continued that most Arizona MPOs have decided to accept the same TPMs that the State has adopted and read out the main criteria that form the basis of the TPMs. YMPO has reviewed the TPMs prepared by ADOT and the YMPO Technical Advisory Committee (TAC) has recommended that we should adopt these TPMs as our own unless, and until, we are able to prepare our own regional performance measures (PMs). Mr. Ward has drafted a letter that agrees that the YMPO adopts the same TPMs that the State of Arizona is using. He explained some of the difficulties in using the concept of "targets" for the safety PMs. He described that these PMs will be used to judge how well the region (and the State) does with regard to improving the delivery of transportation in the region.

He referred members to the letter that was attached to the agenda item which agrees that YMPO will use the State targets unless, and until, we are available to develop our own. He summarized by stating that this item is on the agenda for information, discussion and possible action to adopt the State of Arizona MAP-21 Transportation Performance Measures/Targets as outlined in the attached letter.

Supervisor Pancrazi asked whether different size cities and towns had different sized targets. Mr. Ward replied that some targets only apply in areas of the State but that the State's targets are mainly based on per-person or per-mile-traveled values.

MOTION: Supervisor Pancrazi moved to approve the Arizona MAP-21 Performance Measures/Targets developed by ADOT, as outlined in the attached letter, as presented. Deputy Mayor Knight seconded, and the item was unanimously approved.

7. Preferred Firms for the Bike/Ped and Traffic Counts Studies

Mr. Ward reported that he has finalized the negotiations with the two selected companies that were recommended as the preferred candidates for the Regional Bicycle/Pedestrian Study (Greenlight Traffic Engineering) and the Regional Traffic Counts Study (Kimley-Horn). He has also finalized a contract for the Traffic Counts study and expects to finalize the contract language for the Bike/Ped study by the end of the calendar year including reviews by our legal representatives. Mr. Ward finished his presentation by informing the Board that the YMPO legal team's name had changed from Byrne and Benesch to Benesch and Davy.

Vice-Mayor Ramos asked how much the Kimley-Horn project was agreed at. Mr. Ward did not remember the precise amount but he believed the amount of the Kimley Horn contract was \$85,000, but that the Bike/Ped contract was about \$90,000. Deputy Mayor Knight asked whether both studies came in under the amount projected and Mr. Ward agreed that they had.

Drafter's Note: The amount of the Traffic Counts Study was programmed at \$85,000 and the bid was at \$84,970, whereas the Bike/Ped study was programmed at \$88,000 but the bid was \$84,997.

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

This agenda item is an opportunity for members and staff to update the Board regarding recent occurrences, as shown below. If written information is available, it will be included in an attached Information Summary.

- A. Staff Reports are provided, as needed, with each agenda item.
- B. TAC Minutes.
- C. Conference Updates: Arizona Rural Transportation Summit;
- D. State Transportation Board Meeting, October, Lake Havasu City.
- E. MPO/COG Director/Planner Meeting, October, Lake Havasu City.
- F. Rural Transportation Advocacy Council, October, Lake Havasu City.
- G. Projects - Economic Development and Transportation.
- H. FY 2018-41 YMPO Long-Range Transportation Plan.

9. Possible Future Agenda Items.

The following items will possibly be heard at a future meeting.

- A. UPWP Amendment #1;
- B. FY 2018 Audit Schedule;
- C. FY 2019-23 YMPO TIP and the possible use of YMPO Funds for Member Agency TIP funded projects;
- D. Report on the remaining UPWP Studies;
- E. Possible Defense Access Roads Funding for US-95;
- F. Possible Air Quality Policy regarding Paving of Unpaved Dirt Roads;
- G. Possible Invitation to Mayor Santos Gonzales Yescas, City of San Luis, Rio Colorado.

10. Progress Reports.

Members and staff updated the Board on the progress of the following ongoing projects and other events:

- A. Sep 26 - ADOT's Planning to Programming (P2P) Meeting Southwest District, Paul Ward attended.
- B. Sep 27 - YMPO Executive Board Meeting, Paul Ward, Crystal Figueroa, De'Laurien McKenzie, and Charles Gutierrez participated
- C. Sep 27 - Traffic Count Safety Meeting, Paul Ward, Charles Gutierrez, Robert Aguilar participated.
- D. Sep 28 - Drone Flight various location, Charles Gutierrez participated.
- E. Sep 28 - City of Somerton GIS Department, De'Laurien McKenzie attended.
- F. Oct 1 - City of Yuma Media for video production, Charles Gutierrez and De'Laurien McKenzie attended.

- G. Oct 1 - City of Yuma Meeting with Mayor and Administrator, Paul Ward participated.
- H. Oct 2 - Participant Statistical Areas Program (PSAP), Charles Gutierrez and De'Laurien McKenzie attended.
- I. Oct 2 - City of San Luis Meeting with Administrator, Paul Ward attended.
- J. Oct 2 - ASRS City of Yuma Meeting, Crystal Figueroa attended.
- K. Oct 4 - Round Table with Governor Ducey, Paul Ward attended.
- L. Oct 9 - Non-Motorized Users Team Meeting, Charles Gutierrez and De'Laurien McKenzie participated.
- M. Oct 10-13 - OMB Super Circular Training, Paul Ward and Crystal Figueroa, attended.
- N. Oct 11 - TAC meeting, Charles Gutierrez, De'Laurien McKenzie and Melissa Ramos attended.
- O. Oct 15-16 - FHWA Safety Analyst Peer Exchange, Paul Ward attended.
- P. Oct 22 - ADOT/YMPO Coordination meeting (YMPO), Paul Ward attended.
- Q. Oct 24-26 - Arizona Rural Transportation Summit - Charles Gutierrez, Crystal Figueroa, De'Laurien McKenzie and Melissa Ramos attended.
- R. Oct 26 - STB meeting (Lake Havasu City), various attendees.
- S. Oct 29 - Meeting with Saguaro Foundation - Paul Ward, Charles Gutierrez, Crystal Figueroa, and Melissa Ramos attended.
- T. Oct 30 - Nov 1 - Financial Planning in Transportation (Phoenix), Charles Gutierrez, Crystal Figueroa, De'Laurien McKenzie and Melissa Ramos.
- U. Oct 31 - Russ Clark Radio Show - Paul Ward attended.

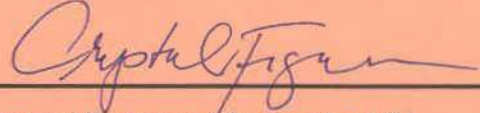
11. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:33 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:



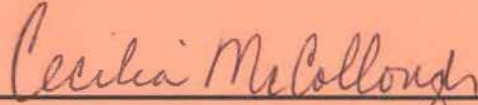
Crystal Figueroa, Accountant II/
Executive Assistant, YMPO

Minutes approved in regular session on
December 13, 2018

Minutes reviewed to form by:



Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization



Mayor Cecilia McCollough, Chairwoman
YMPO Executive Board