

## EXECUTIVE BOARD REGULAR MEETING MINUTES

*Local Governments & Citizens Working Together*

**Executive Board  
Regular Meeting  
Thursday, December 12, 2019  
1:30 p.m.**

**City of San Luis, Council Chambers  
1090 East Union Street  
San Luis, Arizona 85349**

1. Call to Order and the Pledge of Allegiance.

In the absence of Chairman J. Deal Begay, Jr., Vice-Chairman, Miguel Villalpando, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. He called on City of Yuma Councilmember Edward Thomas 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:

Vice-Chair	Miguel Villalpando, Councilmember, City of Somerton
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Michael Jones for Paul Patane, ADOT SW District Engineer
Member	Martin Porchas, Supervisor, Yuma County
Member	Edward Thomas, Councilmember, City of Yuma

YMPO Executive Board Members Absent:

Chairman	J. Deal Begay, Jr, Vice-Chairman, Cocopah Indian Tribe
Secretary/Treasurer	Maria Cruz, Vice-Mayor, City of San Luis
Member	Lynne Pancrazi, Supervisor, Yuma County
Member	Jacob Miller, Councilmember, City of Yuma

As members from five, out of seven, constituent member agencies were present, the quorum requirement was met.

YMPO Staff Present:

Paul Ward	Executive Director
Charles Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II
De'Laurien McKenzie	Associate Planner
Melissa Ramos	Assistant Planner



Additional Attendees

Martha Garcia	Vice-Mayor, City of Somerton
Tadeo A. De La Hoya	City Manager, City of San Luis
Gene Dalbey	Yuma Regional Bicycle Coalition

Declaration of Votes.

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

3. Title VI Declaration and Call to the Public.

De'Laurien McKenzie, YMPO Associate Planner, read the YMPO Title VI obligations.

The Chairman introduced City of Somerton Vice-Mayor, Martha Garcia, and announced she would be taking over in his place as the City of Somerton representative member for the YMPO Board.

4. Consent Agenda

- A. Approval of the October 31, 2019, Board Meeting Minutes.
- B. YMPO Income/Expenditure Report for October 2019.

MOTION: Deputy Mayor Knight moved to approve consent agenda items as recommended, Supervisor Porchas seconded, and the consent agenda was unanimously approved.

5. Final Report on the 2018 Update of the Yuma Region Transportation Safety Study

Charles Gutierrez, YMPO Senior Planning/Mobility Manager, introduced Greenlight Traffic Engineering (GTE) Principal, Mike Blankenship, who presented the results and findings of the Safety Plan.

Mr. Blankenship's report on the 2018 Yuma Region Safety Plan Update consisted of five years of crash data, 2014-2018 which were used to develop the findings in the plan. He specified that the plan had an outreach component and used an online service called Social Pinpoint which resulted in public comment in different areas of the region from various multi-modal users. The Chairman noticed that most of the concerns from the public were in Yuma and questioned if it was due to more people residing in Yuma versus San Luis or Somerton.

Mr. Gutierrez noted that flyers for public comment went out for both the Bicycle/Pedestrian Study and the Safety Plan Update at the same time to the entire region from Dateland to the City of San Luis. He mentioned that it's unfortunate, but the public didn't respond in some areas, although the effort was put forward to reach all areas. The Chairman stated that he didn't doubt that YMPO did a good job but suggested that maybe involving the



municipalities to disseminate the information could prompt more responses from certain areas. Mr. Gutierrez responded that during the Technical Advisory Committee (TAC) meetings, members were given all the information to take back to their municipalities. He concluded by taking in consideration his comment and evaluate what worked and didn't work as far as public participation. The Chairman noted that often the public comments on safety issues; however, he realizes that if the public doesn't contribute in responding to such surveys the issue won't be noticed.

Mr. Blankenship continued and reported on crash data in Yuma County and reinforced that improving such reports is focused on the four E's of traffic Safety: engineering, enforcement, education, and emergency services. The overall goal is to reduce overall fatal crashes in the Yuma Region to Zero. In about 95% of the crashes there's a human element involved that contributes to accidents and occasionally there are some engineering issues, as well. He noted that the overall results of the study led to the region being awarded \$10.7 Million, (eight out of nine projects submitted) HSIP projects for the 2023-24 fiscal years.

MOTION: Mayor Cecilia McCollough moved to approve the final report of the Yuma Region Transportation Safety Study, Councilmember Thomas seconded, and the item was unanimously approved.

6. Future Regional Funding Options for Transportation Purposes

Paul Ward, YMPO Executive Director, reported that, at the state level, YMPO doesn't do well at receiving funds as part of the State highway system, partly because the region doesn't have enough lane-miles on the system, compared to other regions. Mr. Ward mentioned that he is committed and will continue to work with the ADOT Southwest District Engineer Paul Patane, and Assistant District Engineer Michael Jones and their colleagues to obtain the region's fair share. Mr. Ward reminded the Board that 85% of the population of Arizona already has a local half-cent sales tax for transportation purposes. He reported meeting with the region's City Administrators/Managers, County Administrator and senior transportation individuals to analyze transportation funding options for the region. The first option was to go for a half-cent sales tax and go to the voters within Yuma County as a whole, including the Cities and Towns in November of 2022. Mr. Ward mentioned that in order to get there, a list of priority projects will be developed to justify the funds requested. In addition, the team intends to develop a plan as to how those funds will be divided amongst member agencies. Mr. Ward reported that meetings with the City and Town Administrators will continue to happen and that he will keep the Board updated as to their progress.

Mr. Ward informed the Board that he attended a COG/MPO Directors meeting and heard from the RTAC representative, Kevin Adams, that the Arizona House Transportation Chairman, Noel Campbell, was being encouraged to re-submit his bill from last year for consideration to increase the user fees on Gasoline and Diesel Fuel within the State of



Arizona. The bill would also index the fee to inflation and implement a new fee on hybrid and/or electric vehicles, essentially where everyone using the transportation system is paying their fair share. The bill last year didn't move forward, but the intention is to resurrect it. Mr. Ward mentioned that the stated efforts would directly affect the regions local half-cent sales tax transportation efforts.

7. Regional Steps to Achieve the 2020 Census

Mr. Ward requested that this item be defer to the next Board meeting.

8. FY 2020-2021 YMPO Unified Planning Work Program (UPWP) Amendment #1

Mr. Ward reported that ADOT had finally confirmed federal funds totals that have been brought forward from FY 2019 and updated award amounts for the current FY 2020 UPWP. Consequently, some of the federal funds either increased or decreased. In general, brought forward funds were adjusted for the current studies in the work program that are underway or expected to begin in FY 2020. He mentioned that he had requested funding for the Long-Range Transportation Plan Update that was recently submitted to ADOT for consideration.

MOTION: Deputy Mayor Knight moved to approve the FY 2020-2021 YMPO UPWP Amendment #1, Councilmember Thomas seconded, and the item was unanimously approved.

9. Entity Dues to Member Agencies

Crystal Figueroa, YMPO Accountant, informed the board that the final Entity Dues had been assessed considering the changes and approval of the FY 2020-2021 YMPO UPWP Amendment #1 and the recently updated official population estimates. She reported that assessments slightly decreased, primarily due to the identification of an increased in-kind match revenues collected from member agencies. Ms. Figueroa mentioned final invoices for fiscal year 2020 would be mailed out to member agencies that evening.

10. Update on the Loan to the Central Arizona Governments (CAG)

Ms. Figueroa updated the Board on the Intergovernmental Agreement with CAG for the \$150,000 loan executed in April of 2019. She noted that the loan stipulated an interest at the rate of 2% per annum, payable in one lump sum payment on the 10th day of April 2020. In the event that the repayment is not met by the due date, CAG will bear interest at the rate of 18% per annum until paid in full. Ms. Figueroa reported that she had communicated with CAG Executive Director, Andrea Robles, and reported that repayment is anticipated as stated on the Promissory Note. She expressed that things are progressing in a positive manner for their organization and they would like to thank the YMPO Board for their support and provide a check for repayment personally.



11. State Transportation Board (STB) Meeting in Yuma, January 17, 2020

Mr. Ward announced that the STB Transportation meeting had been confirmed to be hosted in Yuma at the City of Yuma Council of Chambers on January 17, 2020, starting at 9:00 a.m. The Marine Corps Air Station will be hosting an informative session, possibly about aircraft simulators and give the STB members the opportunity to experience them on Thursday, January 16, 2020. In conjunction, that evening, a dinner will be hosted by the City of Yuma. Further details will be provided,

12. Tentative Schedules for Calendar Year 2020 Executive Board and Technical Advisory Committee Meetings.

Melissa Ramos, YMPO Assistant Planner, presented the Calendar Year 2020 schedules for the Executive Board and the TAC meetings and mentioned it was similar as for last year. Mr. Gutierrez mentioned that due to the ribbon-cutting ceremony for the Town of Wellton bridge over the Coyote Wash, he had contacted the TAC Chair and asked to possibly move the TAC meeting in January to be hosted in the Town of Wellton.

MOTION: Deputy Mayor Knight moved to approve the TAC and Executive Board schedules as presented, Supervisor Porchas seconded, and the item was unanimously approved.

13. Executive Director's Evaluation

The Chair requested a motion to go into Executive Session.

MOTION: Councilmember Thomas moved to recess into Executive Session. Deputy Mayor Knight seconded, and the item was unanimously approved.

14. Executive Session

The Board met in Executive Session on the Executive Director's evaluation. There are no minutes available for this period.

15. Reconvene to Public Meeting

MOTION: Deputy Mayor Knight moved to reconvene to Public Meeting at 3:09. Supervisor Porchas seconded, and the item was unanimously approved.

16. Executive Director's Evaluation – Open Discussion

MOTION: Deputy Mayor Knight moved to approve Mr. Ward's evaluation and to implement a 2.8% cost of living increase and a 1.2% merit increase, for a total of a 4% Increase. Supervisor Porchas seconded, and the item was unanimously approved.

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

- A. Staff Reports.
- B. TAC Minutes.



- C. Conference Updates
- D. MPO/COG Director/Planner Meetings.
- E. Rural Transportation Advocacy Council activities.
- F. Projects - Economic Development and Transportation.

18. Possible Future Agenda Items.

The following items will be heard at a future meeting. Members are encouraged to suggest topics for discussion at a future Board meeting.

- A. Possible New YMPO Offices.
- B. Presentation on What Planning Efforts an MPO is Supposed to Carry Out.

19. Progress Reports.

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

- A. Nov 4 - YMPO Staff meeting, all YMPO staff attended.
- B. Nov 4 - ADOT/YMPO Coordination meeting, Deputy Mayor Gary Knight, Paul Patane, Paul Ward and Charles Gutierrez attended.
- C. Nov 5 - Discussed SRTP re-advertisement.
- D. Nov 12-13 - Census Training (San Diego).
- E. Nov 14 - TAC meeting.
- F. Nov 15 - AZSTB meeting (Wickenburg).
- G. Nov 20-21 - PM-10 Stakeholder meetings.
- H. Dec 3 - YMPO Staff meeting (deferred one day).
- I. Dec 3 - Send out RMC meeting request.
- J. Dec 2-5 - Audit team visits.
- K. Dec 4 - Transportation Sales Tax meeting.
- L. Dec 5 - COG/MPO/ADOT Working Group.
- M. Dec 9 - ADOT/YMPO Coordination meeting.
- N. Dec 10 - COG/MPOs Director's meeting.

Before finalizing, Mr. Ward thanked City of Somerton Councilmember Miguel Villalpando and City of Yuma Councilmember Edward Thomas for their service as members of the YMPO Board and for all their support.

15. Adjournment.

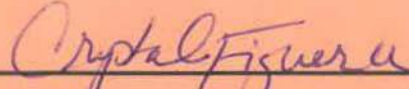
There being no further business to discuss, the meeting was adjourned at 3:30 p.m.

*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:



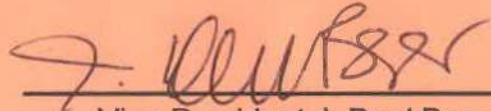
Crystal Figueroa, Executive Assistant  
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on  
January 30, 2020



Paul D. Ward, Executive Director, P.E.  
Yuma Metropolitan Planning Organization



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