

**EXECUTIVE BOARD
REGULAR MEETING MINUTES**

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, February 27, 2020
1:30 p.m.**

**City of Yuma
City One Plaza
Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.
The Yuma Metropolitan Planning Organization (YMPO) Chairman, J. Deal Begay, Jr., called the YMPO Executive Board (the Board) meeting to order at 1:33 p.m. He called on City of Yuma Councilmember Gary Knight 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
Vice-Chair	Martha Garcia, Vice-Mayor, City of Somerton
Secretary/Treasurer	Maria Cruz, Vice-Mayor, City of San Luis *
Member	Gary Knight, Councilmember, City of Yuma
Member	Paul Patane, ADOT SW District Engineer
Member	Martin Porchas, Supervisor, Yuma County
Member	Karen Watts, Deputy Mayor, City of Yuma
Member	Chris Morris, Councilmember, City of Yuma

YMPO Executive Board Members Absent:

Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Lynne Pancrazi, Supervisor, Yuma County

* Participated by telephone

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

YMPO Staff Present:

Charles Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II

Additional Attendees

Gene Dalbey	Yuma Regional Bicycle Coalition
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Declaration of Votes.

No declarations were made.

3. Title VI Declaration and Call to the Public

Charles Gutierrez, Senior Planning/Mobility Manager, read the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda

A. Approval of the January 30, 2020, Board Meeting Minutes.

B. YMPO Income/Expenditure Report for November and January 2020.

MOTION: Councilmember Knight moved to approve the consent agenda, as presented. Supervisor Porchas seconded, and the consent agenda was unanimously approved.

5. Election of Executive Board Officers – Calendar Year 2020

The Chairman informed the Board that, during the previous Board meeting, Vice-Mayor Martha Garcia assumed the position of Vice-Chair and consequently followed the rotation process outlined in the YMPO By-Laws.

MOTION: Councilmember Knight moved to confirm the rotation of the YMPO Secretary/Treasurer Maria Cruz to the Vice-Chair position and Vice-Chair Garcia to the Chair position. Councilmember Morris seconded, and the rotation was approved.

Chairman Begay opened nominations for the vacant Secretary/Treasurer position.

MOTION: Councilmember Knight nominated Supervisor Porchas for the Secretary/Treasurer position considering the historical rotation of member agencies, Supervisor Porchas accepted, Vice-Chair Garcia seconded, and the motion was unanimously approved.

6. Calendar Year 2020 Election of YMPO Subcommittee Members and Identification of Officials for Attending STB and RTAC meetings.

The Chair called on Board members for nominations of YMPO representative to attend future State Transportation Board (STB), Rural Transportation Advisory Council (RTAC), and the YMPO Audit Committee.

A. RTAC Representative and Alternates

Vice-Mayor Ramos expressed her interest to remain the RTAC Representative.

MOTION: Councilmember Knight nominated Vice-Mayor Ramos as the RTAC representative. Councilmember Morris seconded, and the motion was unanimously approved.

MOTION: Councilmember Knight nominated Mayor McCollough as the RTAC Alternate, Vice-Chairman J. Deal Begay seconded, and the motion was unanimously approved. Mayor McCollough was not present to accept the nomination, but she is an existing member of the RTAC, and Mr. Knight suggested she is most likely willing to remain as an Alternate.

B. YMPO State Transportation Board Representative and Alternate

MOTION: Councilmember Knight nominated Councilmember Morris as the STB Representative. Supervisor Porchas seconded, and the motion was unanimously approved.

MOTION: Councilmember Knight nominated Deputy Mayor Watts as the STB Alternate. Vice-Mayor Ramos seconded, and the motion was unanimously approved.

C. Election of the Audit Committee members

The Secretary/Treasurer automatically becomes the Chairperson of the YMPO Audit Committee, in this case, the newly elected Supervisor Porchas.

MOTION: Supervisor Porchas nominated Mayor McCollough as an Audit Committee member. ADOT Southwest District Engineer Patane seconded, and the motion was unanimously approved. Mayor, McCollough was not present to accept the nomination.

MOTION: Supervisor Porchas also nominated Supervisor Pancrazi as an Audit Committee member. Councilmember Knight seconded, and the motion was unanimously approved. Supervisor Pancrazi was not present to accept the nomination, but she had expressed at a prior meeting her interest to remain as a member.

7. BUILD Grant 2020: US-95

Mr. Gutierrez informed the Board that the United States Department of Transportation (USDOT) published a Notice of Funding Opportunity (NOFO) to apply for fiscal year 2020 discretionary grant funding through the Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants Program. In 2019, at the request of YMPO, a BUILD Grant application was submitted for the U.S. 95 but was turned down due to a low benefit/cost ratio. The YMPO region is looking to ADOT to reapply for funding for US-95 from the Fortuna Wash Bridge to Aberdeen Road. If not ADOT, then the regional effort might be either from Yuma County or City of Yuma as the sponsor. Mr. Gutierrez expressed that various members of the community are in support of the effort hiring an engineering consultant would be necessary to do the pre-work for BUILD Grant data gathering efforts for the application process. Mr. Gutierrez asked the Board for the support and approval to use local funds to hire a consultant, if needed.

MOTION: Councilmember Knight moved to approve the recommended action for the Executive Director to hire a consultant to do the Pre-Work and write the application for the BUILD Grant, Deputy Mayor Watts seconded, and the motion was unanimously approved.

8. Steps to Achieve the 2020 Census

Mr. Gutierrez informed the Board that the State has developed a website for the 2020 Census and it's the first year that individuals are able to submit information online. He reported that flyers and door-hangers will be distributed to reach the public. Mr. Gutierrez mention he will maintain the Board informed in the efforts for the 2020 Census.

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

- A. Staff Reports.
- B. TAC Minutes.
- C. Conference Updates, Mr. Gutierrez informed the Board that the 2021 RTS Conference be hosted in Yuma.
- D. MPO/COG Director/Planner Meetings.
- E. Rural Transportation Advocacy Council activities.
- F. Projects - Economic Development and Transportation.

10. 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 TIP Amendment
- B. Possible UPWP Amendment
- C. FY 2018-2019 Audit
- D. Repayment of CAG Loan
- E. Title VI Approval
- F. Possible future property status
- G. Future Transportation Funds update

11. Progress Reports.

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

- A. Feb 4 – Pavement Management Study Kick-off Pre-Meeting with KHA, Charles Gutierrez and De'Laurien McKenzie participated.
- B. Feb 5 – Port of Entry I Discussions in San Luis, Paul Ward and Charles Gutierrez attended.
- C. Feb 7 – MPO/COG Planner's Meeting, Charles Gutierrez and De'Laurien McKenzie attended.

- D. Feb 7 – Mobility Management Meeting, Charles Gutierrez attended.
- E. Feb 7 – ADOT/MPO/COG Working Group, Paul Ward, Crystal Figueroa, Charles Gutierrez attended.
- F. Feb 10 – ADOT/YMPO Coordination Meeting, Paul Ward and Charles Gutierrez attended.
- G. Feb 11 - First Aid/CPR Class, Melissa Ramos and De'Laurien McKenzie attended.
- H. Feb 11 - ACIS Training, Charles Gutierrez attended.
- I. Feb 11 - ADOT/YMPO TIP Meeting in Phoenix, Charles Gutierrez attended.
- J. Feb 18 – City of Yuma's ITS Kick-Off, Charles Gutierrez attended.
- K. Feb 24 – YMPO Chair Orientation, Charles Gutierrez and Crystal Figueroa attended.
- L. Feb 25 – COG/MPO Director's Meeting, Charles Gutierrez attended.
- M. Feb 27 – ITE Conference Presentation, De'Laurien McKenzie attended.

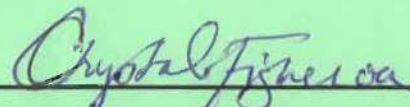
15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:23 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:

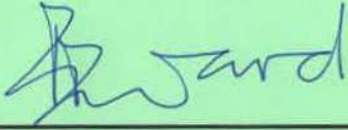
Minutes prepared by:



Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on
March 26, 2020



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



Vice-Mayor Martha Garcia,
Chair, YMPO Executive Board