

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, February 28, 2019
1:30 p.m.**

**City of Yuma
City One Plaza
Yuma, Arizona 85364
Room 190**

1. 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 1:32 p.m. She called on Yuma County Supervisor Martin Porchas 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:

Chairwoman	Cecilia McCollough, Mayor, Town of Wellton
Secretary/Treasurer	J. Deal Begay, Junior, Vice-Chairman, Cocopah Indian Tribe
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Maria Ramos, Vice-Mayor, City of San Luis
Member	Paul Patane, ADOT SW District Engineer
Member	Martin Porchas, Board of Supervisors, Yuma County *
Member	Miguel Villalpando, Councilmember, City of Somerton *
Member	Edward Thomas, Councilmember, City of Yuma

* Councilmember Villalpando arrived at 1:35 p.m. and Supervisor Porchas arrived later, at 1:59 p.m.

YMPO Executive Board Members Absent:

Member	Jacob Miller, Councilmember, City of Yuma
Member	Lynne Pancrazi, Board of Supervisors, Yuma County

As members from six, of the seven, constituent member agencies were present, the quorum requirement was met. The Chairwoman welcomed Councilmember Thomas to the YMPO Executive Board.

YMPO Staff Present:

Paul D. Ward	Executive Director
Charles A. Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II

Additional Attendees:

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

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 declared their proxy votes, for a total of three votes for the City of Yuma.

3. Title VI Declaration and Call to the Public.

Mr. Charles Gutierrez, YMPO Senior Planning/Mobility Manager, read out loud the YMPO Title VI obligations.

There were no members of the public who wished to address the Board.

Councilmember Villalpando joined the meeting at 1:35 p.m., increasing the quorum present to all, seven, member agencies.

10. Resolution in Support of the Renaming the State Route 195

Mr. Ward informed the Board that during the December 2018 meeting, the renaming process for State Route 195 to Robert A. Vaughan Expressway was briefly discussed. He mentioned that, at that time, the YMPO Board had adopted Resolution 128 to support the remaining; however, the renaming did not occur due to the State rules on renaming, which require that the renaming cannot become official until after the individual being honored has been deceased for five years. He mentioned the honoree has been deceased for more than five years and suggested that an updated resolution with current Board members might be appropriate. He reported that the State Board on Geographic and Historic Names intends to review the case at their April 2019 meeting.

MOTION: Deputy Mayor Knight moved to adopt YMPO Resolution 145, Vice-Mayor Ramos seconded, and the motion was unanimously approved.

4. Election of Executive Board Officers-Calendar Year 2019

Mr. Ward provided a handout to the Board which showed the YMPO Officer positions held during the last twelve years to help visualize the trend of each municipality. Vice-Mayor Ramos indicated her preference for moving up the Vice-Chairman of the Cocopah Indian Tribe, J. Deal Begay Jr., to the YMPO Chairman position.

Amid general consensus, the Chairwoman agreed to defer further discussion on agenda items 4, until the arrival of the Yuma County Supervisor Martin Porchas.

5. Consent Agenda.

A. Approval of the January 31, 2019, Meeting Minutes.

B. YMPO Income and Expenditure Report for January 2019.

Mr. Ward reported a correction to the January 31, 2019, meeting minutes that were published on the YMPO website. He requested an addition to the last paragraph of item 4, YMPO Title VI Program, to add the motion that was taken to approve the Program. Specifically: MOTION: Deputy Mayor Knight moved to approve the YMPO 2019 Title VI Nondiscrimination in Federally Assisted Programs Report. Vice-Mayor Ramos seconded, and the item was unanimously approved.

MOTION: Deputy Mayor Knight moved to approve the consent agenda, with the above correction. Vice-Mayor Ramos seconded, and the consent agenda was unanimously approved.

7. FY 2018-19 YMPO Unified Planning Work Program (UPWP) Amendment #2

Mr. Ward introduced the FY 2018-19 YMPO UPWP Amendment #2 to Board members and informed them that YMPO has been awarded \$95,000 in Federal Transit Administration 5305(e)/(5304) funds to carry out the Yuma Region Short-Range Transit Plan. Mr. Ward also presented a memorandum which included a training line-item to include YMPO Executive Board members, Councils and Board of Supervisors of YMPO member agencies and members of the YMPO Technical Advisory Committee to attend conferences such as the annual Rural Transportation Summit and Roads and Streets conferences. The UPWP is being amended to ensure that prior approval for attending such conferences is obtained and, therefore, becomes eligible for Federal reimbursement. The amount of the total Federal & State funds budgeted for FY 2019 remains unchanged.

MOTION: Deputy Mayor Knight moved to approve Amendment #2 of the FY 2018-19 UPWP. Councilmember Edward Thomas seconded, and the item was unanimously approved.

8. Tentative FY 2020-2024 Five Year ADOT Facilities Construction Program

Mr. Ward briefed the Board members on the recently approved Tentative State Highway Facilities Construction Program approved for publication during the recent STB meeting in Douglas. He mentioned that Yuma County was programmed to receive about \$25 million over the five-year time frame, which is less than half of what the region received in the last five-year program. He reported, in comparison, that Yavapai County is programmed to receive ten times more than Yuma County, but with almost an identical population and amount of money being put into the system. Mr. Ward mentioned that he just simply cannot explain why this difference is what it is.

Vice Chairman Begay asked if the State is aware of the shortfall. Deputy Mayor Knight responded that they are aware, and they're going to continue to be aware because he is

constantly reminding them. He mentioned that their response goes back to the formula by which every project up for consideration is judged. He continued that the existing process by which construction in the State is prioritized, a lack of funding overall and no funds for expansion in Greater Arizona all contribute to the problem.

Mr. Ward mentioned that Deputy Mayor Knight is in a difficult position because he doesn't only represent Yuma County, he represents District 6 which includes La Paz, Mohave and Yavapai Counties as well, so he also has to consider their interests. However, Deputy Mayor Knight mentioned he can object to how the money is being distributed.

4. Election of Executive Board Officers - Calendar Year 2019

The Chairwoman opened the Election of Executive Board Officers for discussion and nominations. After much discussion, amid general Board consensus, the Chairwoman followed the rotation process outlined in the YMPO By-Laws, whereby the YMPO Secretary/Treasurer J. Deal Begay Jr becomes the new Chair due to the vacancy of the Vice-Chair position. Mr. Begay accepted the position as the Chairman of the YMPO Board and accepted the gavel.

The new Chairman called for a nomination for the Vice Chair position.

MOTION: Deputy Mayor Knight nominated Councilmember Villalpando for Vice-Chair position and Supervisor Porchas seconded. Councilmember Villalpando accepted the nomination and the motion was unanimously approved.

At this point, Mr. Ward thanked the outgoing Chairwoman, Mayor Cecilia McCollough, for her service as the Chairwoman of the YMPO during the past year. The Chairman then called for a nomination for YMPO Secretary/Treasurer.

MOTION: Councilmember Thomas nominated Vice-Mayor Ramos for the YMPO Secretary/Treasurer position and Mayor McCollough seconded, Vice-Mayor Ramos accepted the nomination and the motion was unanimously approved.

6. Appointment of STB and RTAC Representatives and Election of YMPO Subcommittee Members.

The Chairman called on Board members for nominations of YMPO representatives to attend future State Transportation Board (STB), Rural Transportation Advisory Council (RTAC), and the YMPO Audit and By-Laws Committees.

A. RTAC Representative and Alternates (s)

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

MOTION: Supervisor Porchas nominated Vice-Mayor Ramos as the RTAC Representative. Councilmember Thomas seconded and the motion was unanimously approved.

Mayor McCollough expressed her interest to remain as the RTAC Alternate.

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

B. YMPO State Transportation Board Representative and Alternates (s)

MOTION: Vice-Mayor Ramos moved to nominate Councilmember Thomas as the STB Representative and Deputy Mayor Knight seconded. Councilmember Thomas accepted the nomination and the motion was unanimously approved.

Supervisor Porchas volunteered to be the STB Alternate. There was no motion on this item, but the Board indicated their unanimous consent.

C. Election of Audit Committee members

The YMPO Secretary/Treasurer automatically becomes the Chairperson of the YMPO Audit Committee, in this case, the newly elected Vice-Mayor Ramos.

MOTION: Deputy Mayor Knight moved to nominate Supervisor Pancrazi as an Audit Committee member. Supervisor Porchas seconded and the motion was unanimously approved. Supervisor Pancrazi was not present to accept the nomination, but she is an existing member of the Audit Committee and Mr. Ward suggested that he would ensure she is willing to remain as an Audit Committee member prior to the next meeting.

MOTION: Vice-Mayor McCollough nominated herself to be the third Audit Committee member. Supervisor Porchas seconded, and the motion was unanimously approved.

D. Election of By-Laws Subcommittee Members

Mr. Ward stated a prior Board agreement that this item can be skipped unless, and until, action on the YMPO By-Laws are needed.

9. The FY 2020-2024 YMPO Transportation Improvement Program

Mr. Gutierrez updated the Board on the Transportation Improvement Program schedule and mentioned that projects were submitted to the YMPO for consideration of inclusion into the FY 2020-2024 TIP. He added that all projects are using the Surface Transportation Block Grant Program Funds unless otherwise stated. Currently, Mr Gutierrez reported that he had been working with staff members from the Cities of Yuma and San Luis to resolve some submission issues and be ready for the TAC in March for

a motion for recommendation for including new projects into the TIP. He also informed the Board regarding the Highway Safety Improvement Program projects, that the TAC and consultant for the YMPO Safety Study Update, Greenlight Traffic Engineering, are working on. The reported that the applications for eligibility to be programmed as funded projects in the FY 2023/24 fiscal year were pending.

11. Possible Loan to the Central Arizona Governments (CAG).

Mr. Ward presented to the Board on a possible loan to Central Arizona Governments (CAG) for operating purposes. He reported that CAG represents the rural areas of Gila and Pinal Counties and that the CAG Interim Executive Director, Andrea Robles, and Finance Director, Yvonne Tackett, were on the phone. He mentioned that CAG carries out a similar role as an MPO, except for rural areas of the State. He continued that CAG and YMPO are similar types of agencies in that they are financially independent and are not co-located with, or reliant on, a city or town or county agency that might be able to directly support them during Federal shutdowns.

Mr. Ward mentioned that the recent Federal shutdowns had hit the COG extremely hard and that, during the Accelerate Arizona Forum held in January, he became aware that CAG staff had implemented a reduction in working hours and they have been restricted to working as little as two days a week. He suggested to the Ms. Robles, that if the YMPO board approved, YMPO might be able to arrange a short-term loan, for as much as \$200,000, for as long as one year. The loan would have to be legalized through an Inter-Governmental Agreement (IGA). He stated that, currently, YMPO has approximately \$1.5 million in cash on deposit with the Yuma County Treasurer and is receiving one percent in interest on that amount. In the meantime, he suggested charging at least that one percent interest to ensure that YMPO doesn't receive less than what was currently being received.

Councilmember Thomas asked Ms. Robles of her confidence increasing their current budget. Ms. Robles answered that she was very confident on increasing their budget. She mentioned that last year the agency had been in financial trouble, with a very low reserve fund, but she and Finance Director Yvonne Tackett had been making some progress and has a plan to build-up an operating balance. However, the 35-day partial Federal Government shutdown had delayed a lot of their Federal reimbursements making their financial situation temporarily precarious, necessitating the temporary furlough of several of their staff members.

Mr. Ward added that the plans for the \$1.5M in the Yuma County Treasures later this year is to loan funds to our member agencies with the intention to advance construct some of the projects. However, the topic of loaning money to CAG is a separate matter and is only seen as a temporary loan.

Councilmember Villalpando asked what happens if they don't pay, are there any assurances, bonds? Mr. Ward stated that there is no guarantee of repayment but that he was not aware of any other IGA between agencies that had not been repaid. He also reported that if the repayment is not made, he probably wouldn't be the YMPO Executive Director for much longer. However, he suggested that his feeling was that YMPO would be taking a chance for the right reasons. Mr. Knight expressed some misgivings.

Councilmember Thomas asked the CAG Finance Director about her confidence in repaying the loan. Ms. Tackett said that they have put together a plan to rebuild CAG's reserves over the next two years. She continued that the loan from YMPO would just accelerate that and make that transition a little more comfortable. Ms. Tackett also mentioned that she had been thinking about a possibly smaller amount of \$100K or less. Shea also anticipated that the loan term might be as short as few months.

After much discussion the Board came to a consensus to approve the loan by means of an Intergovernmental Agreement.

MOTION: Councilmember Thomas moved to authorize the Executive Director to enter into an IGA to loan up to \$150,000 to CAG with a minimum one percent interest to be rapid not more than one year after the loan was initiated. Vice Mayor Ramos seconded and the motion was unanimously approved.

12. 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.

13. Possible Future Agenda Items.

The following items will be heard at a future meeting

- A. Draft FY 2019-21 UPWP.
- B. FY 2016-17 Audit.
- C. Possible List of "Regional" projects

14. Progress Reports.

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

- A. January 30 - Regional funding with Paul Melcher, Paul Ward attended.
- B. January 31 - YMPO Executive Board meeting, Paul Ward, Charles Gutierrez, Crystal Figueroa and De'Laurien McKenzie attended.

- C. February 4 - ADOT/YMPO Coordination Meeting, Deputy Mayor Knight and Paul Ward attended.
- D. February 5 - Meeting at YPG, Paul Ward and Charles Gutierrez attended.
- E. February 6 - Meeting with Chairwoman McCollough, Paul Ward attended.
- F. February 7 - 5310 Application On-Site Training, Charles Gutierrez and Melissa Ramos attended.
- G. February 7 - Mobility Managers Meeting. Charles Gutierrez and Melissa Ramos attended.
- H. February 11 - Arizona Safety Summit, Charles Gutierrez attended.
- I. February 12 - Nonmotorized Users Group Meeting Teleconference, De'Laurien McKenzie participated.
- J. February 13 - Miovision Training - Charles Gutierrez attended.
- K. February 13 - Short Range Transit Plan Follow-up with YCIPTA Director Shelly Kreger, Paul Ward and Melissa Ramos attended.
- L. February 14 - YMPO TAC Meeting, YMPO Staff attended.
- M. February 14 - STBG Meeting with City of San Luis, Charles Gutierrez attended.
- N. February 15 - State Transportation Board Meeting, City of Douglas, Paul Ward attended.
- O. February 23 - Wellton Pioneer Days, Charles Gutierrez and Robert Aguilar attended.
- P. February 25 - MCAS Air Show Briefing, Charles Gutierrez attended.
- Q. February 26 - COG.MPO's Director's meeting, Paul Ward will attend.
- R. February 27 - Toward Zero Deaths National Highway Strategy on Highway Safety - YMPO Staff members will attend.
- S. February 27 - FTA title VI Implementation Plan Template Webinar, Various YMPO Staff members will attend.

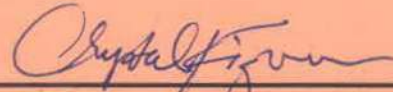
10. Adjournment.

There being no further business to discuss, the meeting was adjourned at 3:24 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:



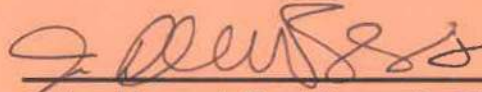
Crystal Figueroa, Accountant II/
Executive Assistant, YMPO

Minutes approved in regular session on
March 28, 2019

Minutes reviewed to form by:



Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization



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