

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, September 24, 2020
1:33 P.M.**

**The Meeting was held using GoToMeeting
By Video and/or Teleconference from the
Main Conference Room at the YMPO Offices at
502 South Orange Avenue, Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.
The Yuma Metropolitan Planning Organization (YMPO) Chair, Martha Garcia, called the YMPO Executive Board (the Board) meeting to order at 1:33 p.m. She invited members to join her in reciting 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:

Chair	Martha Garcia, Vice-Mayor, City of Somerton
Vice-Chair	Maria Cruz, Vice-Mayor, City of San Luis
Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Councilmember, City of Yuma ^
Member	Paul Patane, ADOT Southwest District Engineer
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ^
Member	Karen Watts, Deputy Mayor, City of Yuma

^ Members attended in person - all other members participated by teleconference.

YMPO Executive Board Members Absent:

Member	Chris Morris, Councilmember, City of Yuma
Member	Vacant, Cocopah Indian Tribe

As six 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
DeLaurien McKenzie	Associate Planner

Additional Attendees:

Susan Thorpe	Yuma County Administrator
Barry Olsen	Larry W Suci Law Offices ^
Jerry Cabrera	City of Somerton Manager
Kevin Adams	RTAC Representative

Declaration of Votes:

Councilmember Knight announced that he held a proxy for Councilmember Chris Morris, for a total of three votes for the City of Yuma.

3. Title VI Declaration and Call to the Public

DeLaurien McKenzie, YMPO Associate Planner, read the YMPO Title VI obligations. No members of the public addressed the Board.

5. Possible New Offices for YMPO

The YMPO Executive Director, Paul Ward, started presenting on the possible new office at 230 West Morrison Street by providing some background information on the current lease and pointed out positive facts for purchasing the commercial property. He mentioned there would be more funds available to conduct studies and that members could possibly use depreciation as In-Kind matching funds, which means less cash from member agencies. Mr. Ward reviewed the steps needed to make the decision to purchase new offices. He showed Board members the possible new office location, layout plan, and parking spaces. Mr. Ward outlined decision-making pointers for the Board's guidance on possible new office acquisition and mentioned that, to preserve confidentiality in the acquisition process, members might wish to go into Executive Session for further discussion.

MOTION: Councilmember Knight moved to go into Executive Session. Supervisor Pancrazi seconded, and the motion was unanimously approved.

6. Executive Session

The Board met in Executive Session to discuss the circumstances regarding possible acquisition of a commercial property. There are no minutes available for this period.

7. Reconvene to Public Meeting

MOTION: Councilmember Gary Knight moved to reconvene to Public Meeting at 2:17 p.m. Vice-Mayor Cruz seconded, and the item was unanimously approved.

8. Possible New YMPO – Open Discussion

Mr. Ward read Resolution 151 out loud, including some recommended changes.

MOTION: Supervisor Porchas moved to approve Resolution 151 which authorizes Mr. Ward to negotiate acquisition of the property as presented. Vice-Mayor Cruz seconded, and the item was unanimously approved.

MOTION: Councilmember Gary Knight moved to approve Resolution 151, as presented. Secretary/Treasurer, Supervisor Martin Porchas seconded, and the motion was unanimously approved.

4. Consent Agenda

- A. Approval of the August 27, 2020, Board Meeting Minutes.
- B. YMPO Income/Expenditure Report for August 2020.

MOTION: Councilmember Gary Knight moved to approve the consent agenda, as presented. Southwest District Engineer Paul Patane seconded, and the motion was unanimously approved.

9. Steps to Achieve the 2020 Census

Mr. McKenzie provided the monthly update to the 2020 Census operations and confirmed there were six days left until September 30, 2020. He reviewed the most recent self-response percentages gathered per jurisdiction and reported on the lessons learned from the 2020 Census, to date. He mentioned that he is in constant communication with the State Demographer and will continue the effort for updates on the Tract and Boundary locations after the Census data collection period. Mr. McKenzie focused on how community involvement can help enhance the numbers during the next census cycle.

He mentioned that, towards the end of the current Census period, Ms. Albers, a Technical Advisory Committee representative from the City of Yuma, had a great idea to collaborate with YCIPTA to have Census representatives ride the bus for free as part of public participation efforts. Mr. McKenzie also mentioned that better identifying tracts and boundaries can help in the future census years. Mr. Ward added that YMPO is not directly involved in the Census count but can be - if local agencies ask for help - keeping in mind that there is constant communication with the State Demographer Jim Chang.

10. FY 2020-24 YMPO Transportation Improvement Program (TIP) - Amendment #2

Charles Gutierrez, Senior Planning/Mobility Manager reported on several changes to federal funded projects requested by three YMPO member agencies. In addition, YCIPTA also requested several changes to transit projects. He mentioned that the City of Yuma requested that the Surface Transportation Block Grant (STBG) funds for 8th Street Corridor project, programmed in FY 2023/24 be removed from that project and re-programmed for their COY-23-10 16th Street Corridor project for Right of Way in FY 2023 and Construction in FY 2024. Further, he reported that the City of Yuma had already constructed the 8th Street project with other funds. Yuma County requested that the federal funds for their YC-20-01 mill and overlay project be deferred one year.

ADOT/Yuma County also requested the deferral of a bridge project by one year and a minor project name change.

MOTION: Councilmember Knight moved to approve requested changes to the FY 2020-24 YMPO Transportation Improvement Program – Amendment #2. Supervisor Porchas seconded, and the motion was unanimously approved.

11. Summary of Current Events/Board Member Reports/Executive Director's Report & 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 - Future Meetings
- B. TAC Minutes
- C. Conference Updates (AZTA, RTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities. Kevin Adams briefed the Board on Legislative action in Washington.
- F. Projects - Economic Development and Transportation

12. 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 UPWP and Annual Budget Amendment.
- B. Future Regional Transportation Funds update.

13. Progress Reports.

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

- A. Sep 1 - Real Estate Acquisition discussion with COY attorney (PW).
- B. Sep 3 - Meet with YC Human Resources Director (PW, CG, CF).
- C. Sep 3 - COGs/MPOs Director's telemeeting (PW).
- D. Sep 3 - Personal briefing with De'Laurien (PW, DM).
- E. Sep 3 - Discuss possible future 5305 funding with CYMPO Director (PW).
- F. Sep 8 - Staff meeting (All staff).
- G. Sep 8 - City of San Luis Cesar Chavez Blvd discussion (PW, CG, SL staff).
- H. Sep 8 - Present to Regional Economic Development panel (PW).
- I. Sep 9 - YCIPTA/YMPO SRTP telemeeting (PW).
- J. Sep 9 - Reimbursement/DBA ADOT Presentation (CG)
- K. Sep 10 - YMPO TAC telemeeting (PW, CG, DM).
- L. Sep 11 - ADOT/COGs/MPOs Working Group telemeeting (PW, CG).
- M. Sep 14 - RTAC Management Committee telemeeting (PW).

- N. Sep 14 - COG/MPO Rural Summit Meeting (PW)
- O. Sep 14 - ADOT/YMPO Coordination telemeeting (PW, CG).
- P. Sep 15 - YMPO LRTP telemeeting with Kittelson (PW, CG, DM).
- Q. Sep 16 - ASCE Infrastructure Report Card telemeeting (PW).
- R. Sep 18 - AZSTB telemeeting (PW)
- S. Sep 21 - FHWA EDC 5 STEP Initiative (Skype meeting) (PW).
- T. Sep 22 - Roadbotics Presentation by KHA (PW, DM, CG)
- U. Sep 23-25 - Roads and Streets teleconference (El Conquistador).
- V. Sep 23 - YCIPTA/YMPO SRTP telemeeting (PW, MR).
- W. Sep 23 - 5310/5311 Transit 101 (CG)
- X. Sep 23 - AZDOA Data Management Presentation (CG)
- Y. Sep 23 - 5311 Implementation Meeting (CG)
- Z. Sep 24 - YMPO Executive Board telemeeting.
- AA. Sep 24 - 5310 Implementation Plan Meeting (CG)

16. Adjournment.

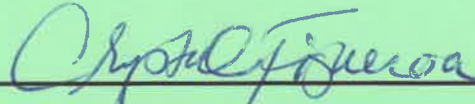
There being no further business to discuss, the meeting was adjourned at 3:05 p.m.

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.

Minutes signatures on the next page

Preparation and Approval of Minutes:

Minutes prepared by:



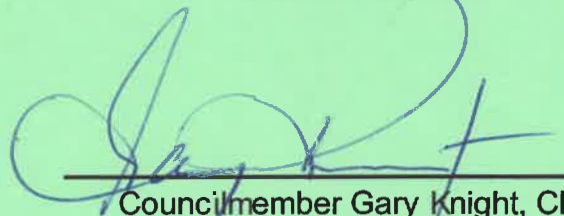
Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

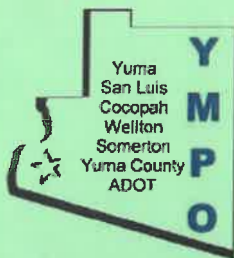
Minutes approved in regular session on
October 29, 2020



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



Councilmember Gary Knight, Chair
YMPO Executive Board



EXECUTIVE BOARD SPECIAL MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Special Meeting
Thursday, September 29, 2020
1:31 P.M.**

**The Meeting was held using GoToMeeting
By Video and/or Teleconference from the
Main Conference Room at the YMPO Offices at
502 South Orange Avenue, Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning Organization (YMPO) Chair, Martha Garcia, called this YMPO Executive Board (the Board) special meeting to order at 1:31 p.m. She invited members to join her in reciting 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:

Chair	Martha Garcia, Vice-Mayor, City of Somerton
Vice-Chair	Maria Cruz, Vice-Mayor, City of San Luis
Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Councilmember, City of Yuma ^
Member	Paul Patane, ADOT Southwest District Engineer
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ^
Member	Karen Watts, Deputy Mayor, City of Yuma
Member	Chris Morris, Councilmember, City of Yuma

^ Members attended in person. All other members participated by teleconference.

YMPO Executive Board Members Absent:

Member	Vacant, Cocopah Indian Tribe
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As six 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

Declaration of Votes:

Councilmember Knight declared a total of five votes for the City of Yuma. Two votes for himself, two votes for Deputy Mayor Watts, and one vote for Councilmember Morris.

3. Title VI Declaration and Call to the Public

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

4. Possible New Offices for YMPO

Mr. Ward reported that, during the previous Board meeting on September 24, 2020, the Board approved a resolution authorizing him to negotiate with the owner of the commercial property at 230 West Morrison Street, Yuma, Arizona 85364. Mr. Ward reported that he met with the owners and obtained a verbal agreement for a purchase price of \$525,000, with an initial \$25,000 deposit to be placed in escrow and the remaining balance at closing on, or about, November 2, 2020. Mr. Ward mentioned that an detailed property inspection would be scheduled for the property within the allowed inspection period. He requested an amendment to the FY 2020-2021 Unified Planning Work Program (UPWP) FY 2021 only, to include local funds for the real estate purchased price plus additional funds for possible building improvements upon acquisition.

Since the item was not listed in this way on the agenda for action, Councilmember Knight recommended the deferral of the UPWP Amendment request to the next Board meeting or if needed, to schedule a special meeting. The Chair agreed and directed Mr. Ward to include this possible action for the next Board meeting agenda.

MOTION: Councilmember Knight moved to approve confirmation of the offer made by Mr. Ward to purchase the 230 West Morrison Street, Yuma, Arizona 85364 property for \$525,000 with an initial deposit to escrow for \$25,000. Vice-Mayor Cruz seconded, and the motion was unanimously approved.

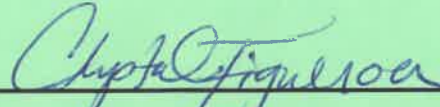
5. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:05 p.m.

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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
October 29, 2020



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



Councilmember Gary Knight, Chair
YMPO Executive Board