

**EXECUTIVE BOARD
REGULAR MEETING MINUTES**

Local Governments & Citizens Working Together

**EXECUTIVE BOARD & Executive Session
Regular Meeting
Thursday, July 30, 2015
1:30 PM**

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

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Executive Board Meeting called to order at 1:30pm and the Pledge of Allegiance is led by Councilmember Gary Knight.

**II. ROLL CALL ATTENDANCE
YMPO EXECUTIVE BOARD**

Chairwoman	Maria Ramos, Councilmember, City of San Luis
Treasurer	Russell "Russ" Clark, Board of Supervisors, Yuma County
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Greg Ferguson, Board of Supervisors, Yuma County
Member	Gary Knight, Councilmember, City of Yuma
Member	J. Deal Begay, Vice Chairman, Cocopah Indian Tribe,
Member	Martin Porchas, Mayor, City of Somerton
Member	Paul Patane, Yuma District Engineer, ADOT

YMPO EXECUTIVE BOARD MEMBERS ABSENT

Vice-Chairman	Cody Beeson, Councilmember, City of Yuma
Member	Edward Thomas, Deputy Mayor, City of Yuma

YMPO STAFF PRESENT

Executive Director	Charlene FitzGerald
Senior Planning Manager	Charles Gutierrez
Accountant II	Vivian Hunter

ADDITIONAL ATTENDEES

Bruce Bartholomew	ADOT
Gene Dalby	YRBC

III. DECLARATION OF VOTES:

Councilmember Gary Knight declares five votes for the City of Yuma.

IV. CALL TO THE PUBLIC:

Mr. Gene Dalby of Yuma Region Bicycle Coalition (YRBC) introduced himself to the Executive Board and briefly discussed the importance of the Yuma Bicycle community with respect to the economic recovery, commercials representing bicycles as part of a healthy lifestyle, and attracting tourists and visitors due to Yuma's ideal weather and infrastructure.

Mayor Martin Porchas arrived at meeting at 1:33 P.M.

In addition, Mr. Dalby informed the board members about the wounded warrior project which creates specialized bicycles for the wounded warriors. The project would benefit Yuma because of the two military installations. Mr. Dalby also discussed Yuma's Back to School Rodeo which gave away five free bicycles and numerous helmets. Mr. Dalby concluded stating social media has shed a negative light on bicycling in Yuma, and elected officials have an opportunity to change the public's view on bicycling in Yuma.

V. CONSENT AGENDA

A. EXECUTIVE BOARD MINUTES FOR JUNE 25, 2015 REGULAR MEETING

B. EXPENDITURE REPORT JUNE 2015

Paul Patane, representative of ADOT, stated that the expenditure report is confusing and asked if YMPO staff can present the expenditure report in a more user-friendly manner. Executive Board Director Charlene FitzGerald explained that in the past, the expenditure report was presented in a spreadsheet that followed the UPWP pattern, but the current expenditure report is pulled directly from QuickBooks. The revenues are located on the top, and all of the expenses are located on the bottom. The expenses are deducted from the revenues and calculate the net income or loss. The Year to Date (YTD) Budget are the numbers from the approved UPWP. The two columns to left are the current month in questions revenue or expenses and the other column amounts for the entire fiscal year. The last column % of Budget indicates how much of the budget has been earned or expensed with respect to the Budget.

Mr. Patane stated he will raise questions in the future if needed, but has a better understanding and is satisfied with Ms. FitzGerald's explanation.

Councilmember Gary Knight pointed out that "statue" should read "statute" on the top of page 6 of the Executive Board Packet.

MOTION:

Supervisor Greg Ferguson motioned to approve consent agenda items as amended and financial report as presented.

Supervisor Russ Clark seconded the motion.

VOTE:

The vote on motion was unanimous.

VI. EXECUTIVE SESSION

Executive Session moved and discussed after Item IX. Bylaws.

MOTION:

Supervisor Greg Ferguson motioned to enter into closed session to conduct the Executive Director's annual review.

Mayor Martin Porchas seconded the motion.

VOTE:

The vote on motion was unanimous.

Executive Session began at 2:42 P.M. after five minute break.

VII. RECONVENE TO PUBLIC MEETING

MOTION:

Supervisor Greg Ferguson motioned to reconvene the Executive Meeting.

Mayor Martin Porchas seconded the motion

VOTE:

The vote on motion was unanimous.

Regular Session reconvened at 3:38 P.M. by Chairwoman Maria Ramos

VIII. EXECUTIVE DIRECTOR REVIEW

MOTION:

Cocopah Vice Chairman J. Deal Begay motioned to approve of a 3% raise for the Executive Director's salary.

Member Paul Patane seconded the motion

VOTE:

The vote on motion was seven ayes and one nay.

IX. YMPO BYLAWS

Bylaws moved prior to Item VI. Executive Session

Executive Director Charlene FitzGerald stated a Bylaw Committee Meeting was held at the YMPO conference room which consisted of Mayor Martin Porchas and Cocopah Vice Chairman J. Deal Begay.

Mayor Porchas stated a few words were changed to Supervisor Greg Ferguson's written recommendations from last month's meeting, but he was still confused on a few aspects as far as having a proxy when a board member is not present.

Mayor Porchas believes a written proxy is necessary each time the member is absent.

Councilmember Gary Knight does not believe a written proxy is necessary if the primary member has already been declared an alternate member at the beginning of the year. A declared alternate member from the same jurisdiction, as stated in the

bylaws, has the same voting power and priorities as the primary member. Mr. Knight goes on to say that a proxy would be necessary if that primary member was giving his vote to somebody other than the already declared alternate.

Mayor Porchas' concern is giving five votes or two votes to one person because that individual's opinion can swing a vote. Mr. Knight responded he understands that concern, but that concern has nothing to do with the declaring the proxies. The three City of Yuma primary members are one another's declared alternatives as declared in a letter written from the Yuma Mayor. Therefore, any one of the primary members from the City of Yuma can possess all five votes at any given time. The problem *here* is not the amount of votes a person holds, it is whether a written proxy needs to be brought each time or not. Although tedious and cumbersome to retrieve a written proxy every time, it can be done, but Mr. Knight would like to make the process easier.

Mr. Ferguson concurred with Mr. Knight's view. Mr. Ferguson understands giving one entity/individual five votes is an entirely different topic of discussion from the item on the agenda today which is whether a written proxy is required every meeting or whether an annual one time proxy is sufficient.

Mr. Knight stated that the Bylaw Committee may want to meet again at a later date to discuss how to prevent one individual from having more than one vote or five votes, but for now the issue of how to declare the proxy is the issue.

MOTION:

Member Paul Patane motioned to approve all changes as presented in staff report. Supervisor Russ Clark seconded the motion.

VOTE:

The vote on motion was seven ayes and one nay.

Supervisor Ferguson explained that the motion is not passed because item 3 (f) has to be unanimous to pass. Councilmember Knight suggested breaking up the motion.

MOTION:

Supervisor Ferguson motioned to approve changes as presented in Bylaw 3 (f). Mayor Porchas seconded the motion.

VOTE:

The vote on motion was unanimously agreed upon.

MOTION:

Supervisor Ferguson motioned to approve Bylaw changes as presented in Bylaw 1 (b) and 2 (b) to include the removing of the Bylaw approval date within the body text. Supervisor Russ Clark seconded the motion.

VOTE:

The vote on motion was seven ayes and one nay.

X. EXECUTIVE DIRECTOR'S REPORT / SUMMARY OF CURRENT EVENTS / BOARD MEMBER REPORTS & COMMENTS

Executive Director Charlene FitzGerald announced that Governor Doug Ducey appointed Kim Sabow as the new Executive Director of the Arizona-Mexico Commission.

Corridor profile studies will be completed regarding I-8 and SR 95. Member Paul Patane stated the purpose of the studies was to generate a performance rating in accordance with MAP-21.

Chairwoman Maria Ramos stated the Ribbon Cutting on Main Street in San Luis was a great event, and she was very pleased with the outcome.

XI. POSSIBLE FUTURE AGENDA ITEMS

Executive Director Charlene FitzGerald stated that the RFP is out for the circulation study for the transit route in San Luis. Ms. FitzGerald will meet with a committee comprised of YMPO, YCIPTA, ADOT and San Luis to rank and bring a recommendation to the Executive Board.

The RFQ is currently out for the Regional Transportation Plan update. It has to be completed by October 1, 2017.

Councilmember Gary Knight would like to add to a future Executive Board or Bylaw meeting Agenda Item in regards to Executive Board member leaving a meeting early. If an Executive Board member is called out of a meeting or has to leave a meeting early unexpectedly, he or she can give a verbal proxy to another board member by declaration prior to leaving. Executive Director FitzGerald asked Mr. Knight to send her the wording, and she can put on the next Bylaw Committee Meeting.

Executive Director Charlene FitzGerald stated next agenda will discuss the replacement of Cody Beeson on the Executive Board and Bylaw Committee.

- A. SAN LUIS CIRCULATION STUDY CONSULTANT SELECTION-AUG 2015**
- B. SAN LUIS TRAFFIC GPS STUDY – MAIN STREET – ADOT**
- C. 2018 – 2041 REGIONAL TRANSPORTATION PLAN CONSULTANT SELECTION – SEPT/OCT 2015**
- D. YMPO REGIONAL STRATEGIC TRANSPORTION SAFETY PLAN (YRSTSP) – NOV/DEC 2015**

XII. PROGRESS REPORTS

- A. **RDSIP**, June 29, Charles Gutierrez participated
- B. **Yuma ESD-City of Yuma Coordination Meeting**, June 30, Charles Gutierrez attended
- C. **NARC Discussion on Senate EPW's DRIVE Act**, July 7, Charlene FitzGerald participated
- D. **San Luis Improvement Project**, July 8, Charlene FitzGerald and Charles Gutierrez attended
- E. **FHWA Coordination**, July 10, Charlene FitzGerald participated
- F. **Women's Conference with Congressman Gosar**, July 20, Charlene FitzGerald attended
- G. **Corridor Profile Study TAC Meeting**, July 23, Charlene FitzGerald attended
- H. **Mobility Management Quarterly Statewide Meeting**, July 28, Charlene FitzGerald attended
- I. **Analysis of Bluetooth and Wi-Fi Technology -Wait Times**, July 29, Charlene FitzGerald attended
- J. **Executive Board Meeting**, July 30, Charlene FitzGerald, Charles Gutierrez and Vivian Hunter attended

XIII. ADJOURNMENT

MOTION:

Councilmember Gary Knight motioned to adjourn the meeting.
Mayor Cecilia McCollough seconded the motion.

VOTE:

The vote on motion was unanimous

Meeting adjourned at 3:39 P.M.

Future meeting locations:

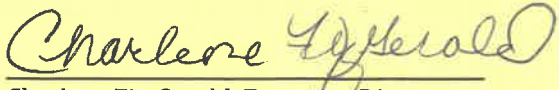
See attachment for dates: all meetings will be held in Yuma City Hall, room 190 in 2015

Minutes prepared by:



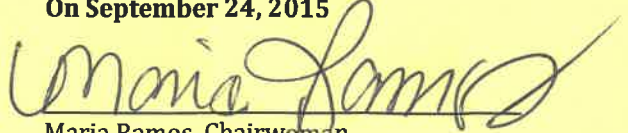
Vivian R. Hunter
Accountant II

Minutes reviewed to form by:



Charlene FitzGerald, Executive Director
Yuma Metropolitan Planning Organization

**Minutes adopted in regular session
On September 24, 2015**



Maria Ramos, Chairwoman
YMPO Executive Board