

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, May 31, 2018
1:33 p.m.**

**Cocopah Resort and Conference Center
15268 South Avenue B
Somerton, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.

YMPO Chairwoman Cecilia McCollough called the Executive Board (the Board) meeting of the Yuma Metropolitan Planning Organization (YMPO) to order at 1:33 p.m. She called on the Mayor of the City of Somerton, Jose Yepez, 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
Vice Chair	Jose Yepez, Mayor, City of Somerton
Member	Maria Ramos, Vice-Mayor, City of San Luis (by telephone)
Member	Paul Patane, ADOT SW District Engineer
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Karen Watts, Councilmember, City of Yuma

YMPO Executive Board Members Absent:

Member	Jacob Miller, Councilmember, City of Yuma
Secretary/Treasurer	J. Deal Begay, Jr., Vice-Chairman, Cocopah Indian Tribe
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Martin Porchas, Board of Supervisors, Yuma County

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

YMPO Staff Present:

Executive Director	Paul Ward
Senior Planner	Charles Gutierrez
Accountant II	Crystal Figueroa

Additional Attendees:

Susan Thorpe	Yuma County
Blake Herzog	Yuma Sun

Declaration of Votes.

Councilmember Karren Watts submitted to Mr. Paul Ward, YMPO Executive Director, proxy letters from Councilmember Jacob Miller and Deputy Gary Knight, she declared her proxy vote for a total of five votes for the City of Yuma.

3. Call to the Public

No public members addressed the Board.

4. Consent Agenda

- A. Approval of April 26, 2018, Board Meeting Minutes.
- B. YMPO Income and Expenditure Report for April 2018.

MOTION: Vice Chair Yepez moved to approve the consent agenda, as presented. Supervisor Pancrazi seconded, and the consent agenda was unanimously approved.

5. Resolution in Support of a BUILD Grant Application for the City of Yuma and YCIPTA.

YMPO Executive Director Paul Ward presented on the Better Utilizing Investments to Leverage Development (BUILD) Grant, replacing the TIGER Grant. He reminded members that YMPO had originally adopted a Resolution in support of a TIGER Grant application for the development of the YMPO region's first Multi-Modal Transportation Center during the September 2017 Board meeting. He mentioned that the City of Yuma and the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) have requested additional support for the similar application for a BUILD Grant for the same project in the form of a letter of support and a draft resolution.

Paul Patane, the ADOT Southwest District Engineer, asked if there were any other local governments within the YMPO region applying for the same funding. Mr. Ward mentioned that the City of San Luis may apply for funding improvements in their City. San Luis Vice-Mayor Maria Ramos confirmed that the City of San Luis were looking to apply for improvements to Juan Sanchez Blvd. Mr. Patane, then asked if the City of Yuma and the City of San Luis would then be competing against each other for the same grant. Mr. Ward affirmed it would be a competitive situation within the region in this case if San Luis decided to apply for the BUILD Grant. He continued to explain that the request for the support letter came from the City of Yuma and YCIPTA for their application and it wouldn't be a question of money coming to the region and then dividing it.

The Chairwoman asked if there was a negative in promoting a letter of support for both. Mr. Ward mentioned he did not foresee a problem with supporting both applications equally if they are valid and carry the support of the public. At that point, Vice-Chair Jose Yepez recommended that the City of San Luis should submit their request for a letter of support to the YMPO Board. The Chairwoman asked for a motion approving a letter of support and adopting a Resolution supporting the City of Yuma and YCIPTA's request.

MOTION: Supervisor Pancrazi moved to approve the request for a BUILD letter of support and Resolution as requested. Councilmember Karen Watts seconded. The motion was unanimously approved, with Mr. Patane not voting.

6. TIP Federal Funding Reimbursement

Mr. Ward informed the Board that ADOT returned \$194,712.01 of Federal Funds back to the region. Since funds were released late in the fiscal year, ADOT has agreed to borrow the funds so the region doesn't 'lose' them and they will be returned by ADOT in the next fiscal year.

MOTION: Vice-Chair Yopez moved to approve the Loan of YMPO Obligation Authority and Funds to ADOT with their return in FY 2019. Vice Mayor Ramos seconded and the motion was unanimously passed.

7. FY 2018-2022 YMPO Transportation Improvement Program (TIP) Amendment #4

Mr. Ward presented on the FY 2018-22 YMPO Transportation Improvement Program (TIP) Amendment#4. He mentioned that currently, the City of San Luis has a Highway Safety Improvement Program (HSIP) federally funded project programmed in the current year of the TIP. The original intent was to complete the project as a "design-build" type of project but ADOT had suggested that the project should be moved forward in two separate phases, design and then construction. A TIP Amendment/Administrative Adjustment is needed to accomplish the splitting of the original project.

MOTION: Councilmember Ramos moved to approve Amendment #4 to the FY 2018-2022 YMPO TIP for submittal to ADOT. Councilmember Watts seconded, and the motion was unanimously approved.

8. Matching Funds in the Unified Planning Work Program

Mr. Ward presented to the Board with a formal procedure for deciding how to forecast In-Kind and Cash Matching Funds. He reminded members that he had made a similar presentation in the past, outlining the federal funds and the matching funds being split between "In-Kind" and "Cash" matching funds. The only slight difference was to emphasize that, in this process, the deduction of all the agencies' combined "In-Kind" matching funds from the total amount would occur BEFORE dividing the "Cash" matching funds between member agencies on a population basis. These "Cash" matching funds would form the annual dues for each member agency.

MOTION: Supervisor Pancrazi moved to approve the calculation of matching funds as explained during the presentation. Vice Mayor Ramos seconded, and the motion was unanimously approved.

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

- A. Staff Reports.
- B. TAC Minutes.
- C. Conference Updates.
- D. MPO/COG Director/Planner Meeting.
- E. Rural Transportation Advocacy Council activities. Kevin Adams presented update.
- F. Projects - Economic Development and Transportation.
- G. FY 2018-41 YMPO Long-Range Transportation Plan.

10. Possible Future Agenda Items

- A. New FY 2019-2023 YMPO Transportation Improvement Program (TIP)
- B. Possible exchange of YMPO STBG funds with MAG CMAQ funds.
- C. Regional Transportation Conference – future process.

11. Progress Reports

- A. Apr 23 - YMPO Bike Study discussion with CivTech, Paul Ward and De'Laurien McKenzie attended.
- B. Apr 26 - YMPO Audit Committee meeting, Paul Ward and Crystal Figueroa attended.
- C. Apr 26 - YMPO Executive Board, Paul Ward, Crystal Figueroa, De'Laurien McKenzie and Melissa Ramos attended.
- D. Apr 30 - Discussion of future Studies with Stanley Consultants, Paul Ward and De'Laurien McKenzie attended.
- E. May 1 - Two Dust Control Working Groups held by ADEQ, Paul Ward attended.
- F. May 2 - Statewide ITS Architecture Workshop #1, Paul Ward and De'Laurien McKenzie participated by teleconference.
- G. May 7 - FTA 5310 Funds Application Panel Review of Projects, Charles Gutierrez provided input for the YMPO region.
- H. May 10 – YMPO TAC, Paul Ward, De'Laurien McKenzie, Melissa Ramos attended
- I. May 14 – Charles Gutierrez returns back to YMPO from Medical Leave
- J. May 14 – Southwest ADOT Coordination Meeting, Paul Ward and Charles Gutierrez attended
- K. May 14 – Review ADOT Contract, Paul Ward, Charles Gutierrez, Crystal Figueroa participated
- L. May 16 – OSHA Meeting/Training, Robert Aguilar attended
- M. May 16 – City of San Luis POE I & II Meeting, Paul Ward attended
- N. May 16 – City of San Luis Council Meeting, Paul Ward attended
- O. May 17 – Wilson & Co. & Y2K Engineering Briefing, Paul Ward, Charles Gutierrez, De'Laurien McKenzie attended
- P. May 18 – AZ State Transportation Board Meeting, Paul Ward attended
- Q. May 18 – Arizona State Retirement System meeting, Paul Ward attended
- R. May 23 – ADOT Bike/Ped Webinar, De'Laurien participated
- S. May 24 – Michael Baker International Bike/Ped Study discussion, Charles Gutierrez, participated

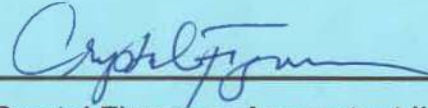
20. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:41 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
July 26, 2018

Minutes reviewed to form by:



Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization



Mayor Cecilia McCollough, Chairwoman
YMPO Executive Board