



## Central Yavapai Metropolitan Planning Organization

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November 21, 2025

Arizona Department of Transportation  
Ms. Ruth Garcia, Multimodal Planning Division  
206 S. 17<sup>th</sup> Avenue, MD 310B  
Phoenix, AZ 85007

Re: CYMPO FY 2026-2027 UPWP Amendment 1

Dear Ms. Garcia:

I would like to request the following amendment be made to the CYMPO FY 2026-2027 Unified Planning Work Program:

- 1) Change references from CYMPO to YPLAN
- 2) Change references regarding geography from central Yavapai to Greater Yavapai
- 3) Change Organizational Chart (pg. 9)
- 4) Update Executive Board Membership (pg. 10)
- 5) Add projects to Work Element 200: Regional Planning Projects (pg. 18)

Please find the attached FY26-75 UPWP with highlighted changes.

Sincerely,

Signed by:



Vincent Gallegos,  
Executive Director

Encl. FY26-75 UPWP – Amendment 1

CC: Angela Ringor  
Elise Maza



## **FISCAL YEARS 2026 and 2027 UNIFIED PLANNING WORK PROGRAM and BUDGET**

For a Comprehensive, Cooperative, and Continuing  
Transportation Planning Process

### **Fiscal Year Terminology**

***State & YPLAN Fiscal Year '26 (FY 26)***

July 1, 2025 – June 30, 2026

***FHWA Federal Fiscal Year '26 (FFY 26)***

October 1, 2025 – September 30, 2026

***FTA Federal Fiscal Year '26 (FFY 26)***

October 1, 2026 – September 30, 2027

**Approved on May 14, 2024, by the:  
CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (YAVAPAI  
PLAN) TECHNICAL ADVISORY COMMITTEE**

**Approved on May 28, 2025, by the:  
CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (YAVAPAI  
PLAN) EXECUTIVE BOARD**

**Amended November 19, 2025**

This report was prepared in cooperation with Yavapai County, City of Prescott,  
Towns of Prescott Valley, Chino Valley, and Dewey-Humboldt, Arizona Department of  
Transportation, Federal Transit Administration, Federal Highway Administration, and USDA  
Forest Service

Assistance Listing FHWA: 20.205  
Assistance Listing FTA: 20.513  
Assistance Listing FTA 5305d: 20.505

**FEDERAL CERTIFICATIONS**  
**METROPOLITAN TRANSPORTATION PLANNING PROCESS**  
**SELF-CERTIFICATION**

The Arizona Department of Transportation and the Central Yavapai Metropolitan Planning Organization (Yavapai Plan), the Metropolitan Planning Organization for the **Greater** Yavapai area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the FAST (Pub. L. 114 – 357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction projects;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender;
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Central Yavapai Metropolitan Planning Organization

Arizona Department of Transportation  
Multimodal Planning Division

Vincent Gallegos  
CYMPO Executive Director

Date

Matt Moul  
Director, Multimodal Planning

Date

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## **SECTION I**

### **INTRODUCTION TO THE UNIFIED PLANNING WORK PROGRAM AND BUDGET (UPWP)**

#### **A Brief Definition of the UPWP**

The purpose of the Unified Planning Work Program (UPWP) is to outline multimodal transportation planning activities within a financially constrained budget to be conducted in the **Yavapai Plan (YPLAN)** planning area for a one- or two- year period.

*Federal definition of a Unified Planning Work Program (UPWP) is “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds” (23CFR450.104).*

#### **Adoption and Amendment of the UPWP**

The UPWP is adopted every two years by the **YPLAN** Executive Board. The financial plan in the UPWP is based on estimates of available funding sources. While care is taken in developing as accurate a funding estimate, it is often necessary to adjust the financial tables to reflect actual available funding as new information becomes available. The following Administrative Amendments may be made by the Executive Director without further action by the Board:

- Work elements already approved by the Board may be added,
- Correct scrivener’s errors,
- Change fund source, providing that fiscal constraint is maintained,
- Correct grant revenue estimates to reflect better information if the result is an increase or if decrease is less than \$5,000.

**Yavapai Plan** certifies that the 2026 and 2027 Unified Planning Work Program for the **Greater** Yavapai Region has been developed cooperatively and provided opportunities for public participation.

## **SECTION II**

### **VISION AND MISSION STATEMENTS AND INTRODUCTION**

#### **VISION STATEMENT**

To promote and maintain a regional coordinated transportation system for the safe and efficient movement of people, goods, and services.

#### **MISSION STATEMENT**

Use regional leadership in planning and promoting a comprehensive multi-modal transportation system.

#### **INTRODUCTION**

The Unified Planning Work Program (UPWP) is a narrative description of all activities performed by **Yavapai Plan (YPLAN)**, as the lead transportation planning agency for each fiscal year in collaboration with members of the Metropolitan Planning Organization (MPO).

The **YPLAN** Planning Boundary (Figure 1) includes the jurisdictions of Yavapai County, the City of Prescott, Yavapai Prescott Indian Tribe, the Towns of Chino Valley, Prescott Valley and Dewey-Humboldt, as well as the Arizona Department of Transportation (ADOT), United States Department of Agriculture (USDA) and Forest Service. All planning is done in cooperation with the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Reflected in the UPWP are planning activities provided for in the agreements and contractual relationships among the Arizona Department of Transportation (ADOT), the U.S. Department of Transportation, and the Central Yavapai Metropolitan Planning Organization (**YPLAN**), which was officially designated by the Governor of Arizona in 2003 as the Metropolitan Planning Organization (MPO) for the Central Yavapai region.

The UPWP offers an indication of regional short and long-range transportation planning objectives, the manner in which to achieve these objectives, the budget necessary to sustain the overall planning effort, and the sources of funding for each specific program element. Due to the many regional transportation needs, **YPLAN** will largely rely upon external services for accomplishment of various tasks in a quality, professional and timely manner. However, in all cases **YPLAN** personnel will provide project management and direction to study efforts. When tasks allow, **YPLAN** personnel may offer topical mastery of a technical, analytical or operational process which does not require engaging outside experts. These efforts demonstrate a strategic approach through highly qualified personnel and adapting varying skill sets and expertise to **YPLAN's** body of work, while conserving Federal, State and local resources for study and project delivery.

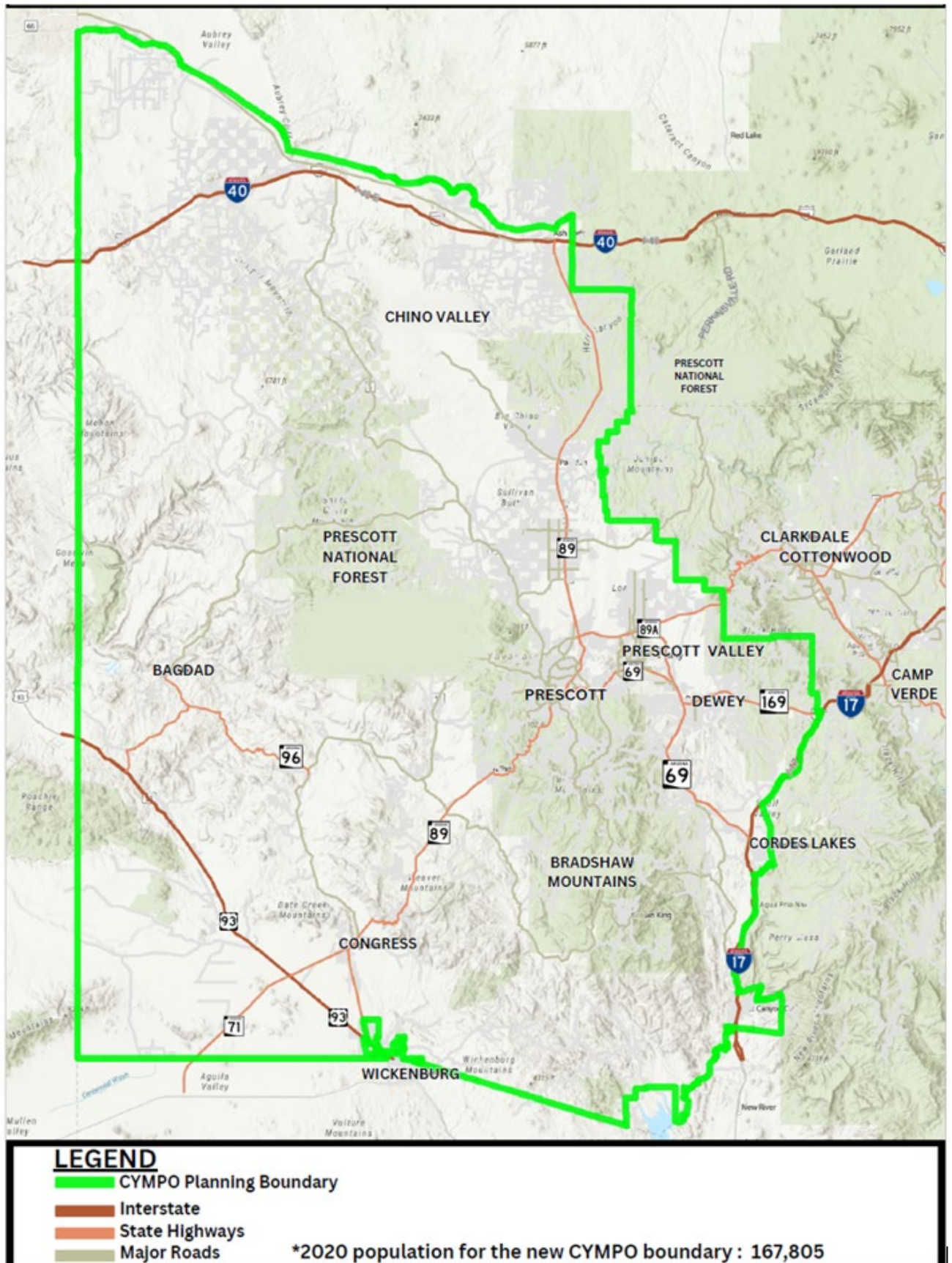
**YPLAN** provides certain specific contractual services to ADOT in support of its statewide planning and development responsibilities including acting as the Regional Planning Organization (RPO). As the MPO, **YPLAN** conducts the continuing, coordinated, and comprehensive (3-C) transportation planning process in accordance with Federal law and regulation. The multimodal, multi-jurisdictional nature of the activities in the UPWP necessitate just such a cooperative, coordinated approach to transportation planning for the region. Local elected officials, in collaboration with State and Federal agencies, accomplish this through collective decision making.

Anticipated in the planning process is the use of a Technical Advisory Committee (TAC) and other subgroups as identified to advise and guide **YPLAN** planning projects, such as stakeholder groups or

focus groups or acting advisory committees for the duration of a plan. When consultant services are used, YPLAN prepares a draft scope of work and presents the scope of intended services to the appropriate committee for review, refinement, and endorsement. Final documents will be submitted to the appropriate committees for approval. YPLAN will direct consultant study efforts and provide project management. Public Outreach initiatives will be managed by the YPLAN staff both in house and through consultant contracts.



Figure 1





### **SECTION III**

## **ORGANIZATION AND MANAGEMENT**

### **Staffing Roles and Responsibilities**

The YPLAN Executive Board appoints the Executive Director, who then reports directly to them. Additionally, the Executive Director supervises the YPLAN staff, which consists of planning, transit, and administrative personnel. Although each employee has an assigned job description, employees work as a team and share responsibilities of the organization to ensure that all assignments are completed.

Yavapai County is the human resources and fiduciary arm of YPLAN and provides staffing, purchasing services, accounting services, human resource/payroll services, and policies and procedures. Yavapai County Finance pays all expenses as incurred. ADOT, Yavapai County, the City of Prescott, and the Towns of Prescott Valley, Chino Valley and Dewey-Humboldt then reimburse Yavapai County Finance accordingly.

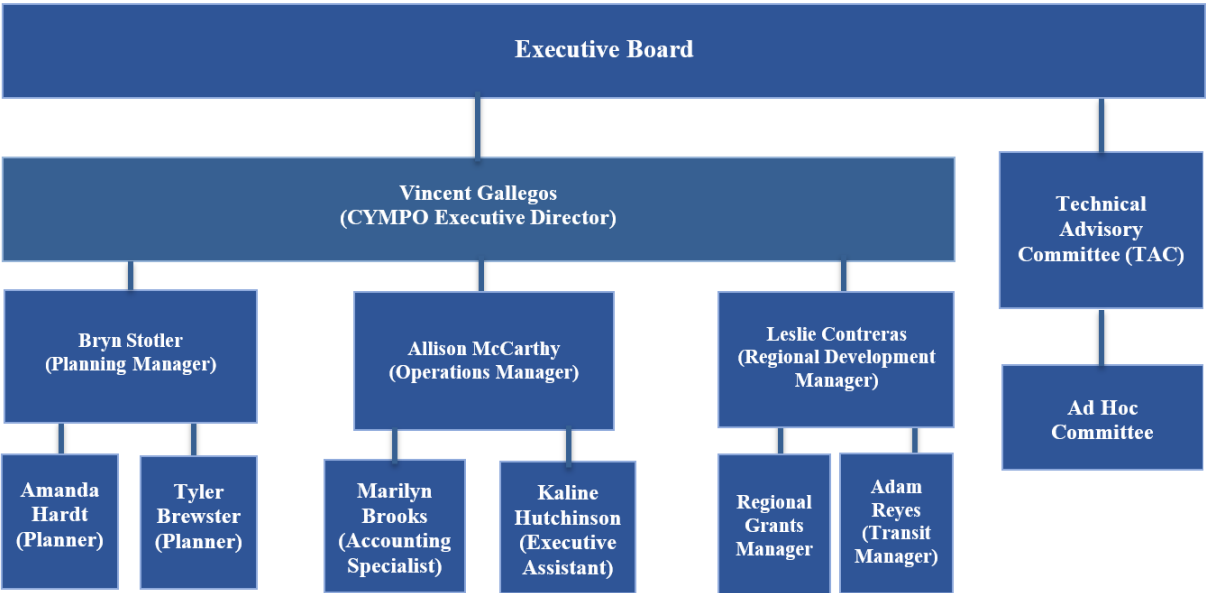
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#### **FY 2026-2027 YPLAN STAFF**

- Vincent Gallegos, Executive Director
- Bryn Stotler, Planning Manager
- Amanda Hardt, Planner
- Tyler Brewster, Planner
- Allison McCarthy, Operations Manager
- Kaline Hutchinson, Executive Assistant
- Marilyn Brooks, Accounting Specialist
- Leslie Contreras, Regional Development Manager
- VACANT, Regional Grants Manager
- Adam Reyes, Transit Manager

YPLAN Organizational Chart

Figure 2



Committee Structures

The **YPLAN Executive Board** consists of six elected or appointed officials from the City of Prescott, the Towns of Chino Valley, Dewey-Humboldt and Prescott Valley, Yavapai County and ADOT. It is the function of the Executive Board to act as a policy body coordinating transportation planning and related implementation activities within the **YPLAN** planning region. The Board must approve all agreements and contracts and the Chair, or designee, must sign all appropriate documents related to contracts and agreements of **YPLAN**. The positions of Chair, Vice-Chair, and Secretary-Treasurer are elected on an annual basis.

The **YPLAN Technical Advisory Committee (TAC)** is composed of technical and/or managerial staff representatives of the Towns of Chino Valley, Prescott Valley, Dewey-Humboldt, the City of Prescott, and Yavapai County. In addition to the five jurisdictions, ADOT Northwest District Office and Multi-modal Planning Division (MPD) are voting members of the TAC, as is the U.S. Forest Service. The positions of Chair and Vice-Chair are elected on an annual basis.

The TAC works in an advisory role to the Executive Board and its primary responsibility is to conduct technical reviews and analysis regarding project related activity of the Metropolitan Transportation Improvement Program (MTIP) and the Unified Planning Work Program (UPWP), as well as any related issues directed by **YPLAN**'s Executive Board.

**Ad Hoc Committees** are temporary committees formed to address a specific issue or task and may be dissolved once the task is completed. These committees will be formed by the TAC, and are created for a particular purpose, not intended to be a permanent structure.

All public committees adhere to the Arizona Open Meeting Law and abide by the **YPLAN** Bylaws.

**YAVAPAI PLAN (YPLAN)**

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**2025 EXECUTIVE BOARD**

**Kell Palguta**  
**YPLAN** Board Chair  
Mayor, Town of Prescott Valley

**Chris Kuknyo**  
**YPLAN** Vice-Chair  
Yavapai County Board of Supervisors

**Matthew Fenn**  
**YPLAN** Secretary/Treasurer  
Mayor, Town of Dewey-Humboldt

**Cathey Rusing**  
**YPLAN** Board Member  
Mayor, City of Prescott

**Tom Armstrong**  
**YPLAN** Board Chair  
Mayor, Town of Chino Valley

**Sam Elters**  
**YPLAN** Board Member  
ADOT District 6 Representative

\*Election of officers to be held annually in November

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**2025 TECHNICAL ADVISORY COMMITTEE (TAC)**

**Heather Ruder**  
**YPLAN** Chair  
Public Works Director  
Town of Prescott Valley

**Roger McCormick**  
**YPLAN** Vice-Chair  
Public Works Director  
Yavapai County

**Frank Marbury**  
Public Works Director/Town Engineer  
Town of Chino Valley

**Jade Peddie**  
Public Works Supervisor  
Town of Dewey-Humboldt

**Gwen Rowitsch**  
Public Works Director  
City of Prescott

**Andrew Roth, PE**  
Assistant Northwest District Engineer  
ADOT Northwest District

**Ruth Garcia**  
Regional Transportation Planner  
ADOT Multimodal Division

**VACANT**  
Prescott National Forest  
U. S. Forest Service

\*Election of officers to be held annually in November

## YAVAPAI PLAN (YPLAN)

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### **Operational Procedures and Bylaws/Agreements, Forms, Certifications and Assurances**

Yavapai County, as the fiduciary agent for YPLAN, sets forth the policies and procedures. YPLAN has established an office policy/procedural manual and updates the manual on a regular basis. The procedures followed are those set forth by Arizona Department of Transportation (ADOT), Federal Highways Administration (FHWA) and Federal Transit Administration (FTA).

YPLAN also works under the Bylaws as amended in 2017. An Intergovernmental Agreement (IGA) between YPLAN and The City of Prescott, Yavapai County and the Towns of Chino Valley, Prescott Valley, and Dewey-Humboldt. There is also an established Intergovernmental Agreement with Yavapai County as well as a Lease Agreement.

YPLAN has an established Procurement Policy that meets all federal requirements, as well as adhering to the Yavapai County Procurement Code. Yavapai County provides Human Resources to YPLAN staff, which provides training in areas such as Drug Free Work Environment, Sexual Harassment and Equal Employment Opportunity policies.

YPLAN has an adopted Title VI Policy, Limited English Proficiency Plan, Coordinated Public Transit/Human Services Transportation Plan (a.k.a. Coordination Plan), Public Involvement Plan, and adheres to ADOT's Disadvantaged Business Enterprise Policy. YPLAN uses the above referenced documents in order to meet the certifications and assurances contained as part of this document and in the daily operation of the MPO.

## **SECTION IV**

### **FUNDING DESCRIPTION AND BUDGET SUMMARY**

The Arizona Department of Transportation (ADOT) is the designated recipient of the Federal Aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds, ADOT has the responsibility and the authority under **2 CFR Part 200** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) to oversee all activities funded under the Federal Aid Program by the sub-recipients of these funds. ADOT's oversight responsibilities include, but are not limited to, overall work plan review, invoice billing review and approval, MTIP certification, air quality reviews, and quality assurance and quality control of traffic data. This section describes the types of funding sources used for planning.

#### **Statewide Planning & Research Funds (SPR)**

**SPR** funds are federal dollars from the State Planning and Research Program administered by ADOT. A 20% match is required and must be provided by **YPLAN**.

#### **Surface Transportation Block Grant (STBG)**

**STBG** is a federal-aid highway flexible funding program that funds a broad range of surface transportation capital needs including roads, transit, airport access, vanpool, and bicycle and pedestrian facilities, administrative and operating expenses, as well as planning and construction. The funds require a 5.7% local match, which is provided by **YPLAN**.

#### **Metropolitan Planning Funds (PL)**

**PL** funds have a required 5.7% match provided by **YPLAN**. The distribution of PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and must be approved by the FHWA.

#### **Consolidated Planning Grant (CPG)**

**CPG** combines the awarded PL and 5305(d) funds into one combined source. These funds combined are subject to a 5.7% match provided by **YPLAN**.

#### **Carbon Reduction Program (CRP)**

**CRP** funds are designated for projects that reduce transportation emissions, defined as carbon dioxide (CO<sub>2</sub>) emissions from on-road highway sources. A 5.7% match is required and must be provided by **YPLAN**.

#### **Federal Transit Administration (FTA) Funding (Sections 5300s)**

FTA funds are designated for transit planning, transit operating, research activities, and mobility management. The funds require a local match of 5.7%, 20%, or 50%, which is typically provided by **YPLAN**. In those cases, funds such as FTA Section 5305(d) or (e), 5307, and 5310 will be shown in the budget tables.

Unlike 5305(d) funds, 5310 Mobility Management funds are not a work program activity, and cannot be amended through the work program amendment process. In addition, 5310 carry-over funds are only allowed from year 1 to year 2. Carry forward is not allowed to occur into a new grant agreement with MPD Transit.

### Matching Funds

When at all possible, YPLAN will use in-kind contributions for match. On a monthly basis, the MPO staff tracks the time spent by local governments and stakeholders on MPO activities, research, and meetings. Matching contributions can also be made in the form of facilities and support services provided to YPLAN. The contributions reported are accumulated over a 2-year Work Program period and used as applicable match for all funding received.

### Carry-Forward Balances

Carry-forward funds occur when YPLAN does not expend authorized and/or allocated funds in the current and/or prior fiscal years. Carry-forward funds are combined with the annual Unified Planning Work Program budget for the new fiscal year to determine YPLAN's available fund balance for the upcoming year. At the end of fiscal year 2025, YPLAN anticipates the CPG, SPR, CRP and STBG funds will have carry-forward balances as indicated in the table below.

PL CPG) Carry-Forward Balance from FY25	<b>\$ 149,035</b>
5305d (CPG) Carry-Forward Balance from FY25	<b>\$ 97,211</b>
SPR Carry-Forward Balance from FY25	<b>\$ 60,656</b>
STBG Carry-Forward Balance from FY25	<b>\$ 674,757</b>
CRP Carry-Forward Balance from FY25	<b>\$ 136,275</b>

*\*The above table reflects estimates for carry forward balances anticipated for July 1, 2025.*  
Any carry-forward funds for PL, SPR, CRP, or STBG will be re-programmed into the FY26-27 UPWP.



FY 2026												
Table 1: CYMPO Funding by Work Element and Funding Source												
Work Element/Task Number	100: Administration	101: LTAP	200: Regional Planning Projects	201: Crash Data Analysis and HSIP Applications	300: Public Engagement and Education	401: Coordinated Mobility Management	402: Multimodal Planning Activities	403: Regional Public Transit Coordination and Development	501: Environmental	Federal Total	Local Match Total	Total Costs
FTA	5307 Federal							\$ 1,882,731		\$ 1,882,731		\$ 1,882,731
	5307 Match							\$ 881,130			\$ 881,130	\$ 881,130
	5310 Federal					\$ 75,000				\$ 75,000		\$ 75,000
	5310 Match					\$ 18,750					\$ 18,750	\$ 18,750
CPG	5305d Federal	\$ 97,338								\$ 97,338		\$ 97,338
	5305d Match	\$ 5,884									\$ 5,884	\$ 5,884
	PL Federal	\$ 159,823								\$ 159,823		\$ 159,823
	PL Match	\$ 9,661									\$ 9,661	\$ 9,661
FHWA	PL SATO Federal		\$ 4,015							\$ 4,015		\$ 4,015
	PL SATO Match										\$ -	\$ -
	SPR Federal	\$ 51,753								\$ 51,753		\$ 51,753
	SPR Match	\$ 12,938									\$ 12,938	\$ 12,938
	STBG Federal	\$ 592,788	\$ 5,000	\$ 314,958		\$ 46,000				\$ 958,746		\$ 958,746
	STBG Match	\$ 35,831		\$ 19,038		\$ 2,780					\$ 57,650	\$ 57,650
	CRP Federal								\$ 200,987	\$ 200,987		\$ 200,987
	CRP Match								\$ 12,149		\$ 12,149	\$ 12,149
Total Programmed		\$ 966,016	\$ 5,000	\$ 338,011	\$ -	\$ 48,780	\$ 93,750	\$ -	\$ 2,763,861	\$ 213,136	\$ 3,430,393	\$ 998,161
												\$ 4,428,554

	2020 Census Population	Percentage of Total Population	Local Match Requirement Dollars
Yavapai County	57,847	34.47%	\$ 344,093.46
Town of Prescott Valley	46,785	27.88%	\$ 278,292.96
City of Prescott	45,827	27.31%	\$ 272,594.45
Town of Chino Valley	13,020	7.76%	\$ 77,447.35
Town of Dewey-Humboldt	4,326	2.58%	\$ 25,732.51
Total	167,805	100%	\$ 998,161

**\*YPLAN** works with each member agency to collect in-kind match through contributed time and facilities to reduce the local match requirements. In addition, local match requirements will be reduced as partnership contributions are acquired, as outlined per Task 403 Regional Public Transit Coordination and Development.

FY 2027											
Table 2: CYMPO Funding by Work Element and Funding Source											
Work Element/Task Number	100: Administration	101: LTAP	200: Regional Planning Projects	300: Public Engagement and Education	401: Coordinated Mobility Management	402: Multimodal Planning	403: Regional Public Transit Coordination and Development	500: Environmental	Federal Total	Local Match Total	Total Costs
FTA	5307 Federal						\$ 1,882,731		\$ 1,882,731		\$ 1,882,731
	5307 Match						\$ 881,130			\$ 881,130	\$ 881,130
	5310 Federal				\$ 75,000				\$ 75,000		\$ 75,000
	5310 Match				\$ 18,750					\$ 18,750	\$ 18,750
CPG	5305d Federal	\$ 97,338							\$ 97,338		\$ 97,338
	5305d Match	\$ 5,884								\$ 5,884	\$ 5,884
	PL Federal	\$ 159,823							\$ 159,823		\$ 159,823
	PL Match	\$ 9,661								\$ 9,661	\$ 9,661
	PL SATO Federal								\$ -		\$ -
	PL SATO Match									\$ -	\$ -
FHWA	SPR Federal	\$ 57,544							\$ 57,544		\$ 57,544
	SPR Match	\$ 14,386								\$ 14,386	\$ 14,386
	STBG Federal	\$ 619,951	\$ 5,000	\$ 287,795	\$ 46,000				\$ 958,746		\$ 958,746
	STBG Match	\$ 37,473		\$ 17,396	\$ 2,780					\$ 57,650	\$ 57,650
	CRP Federal								\$ -		\$ -
	CRP Match									\$ -	\$ -
Total Programmed		\$ 1,002,059	\$ 5,000	\$ 305,191	\$ 48,780	\$ 93,750	\$ -	\$ 2,763,861	\$ -	\$ 3,231,182	\$ 987,460

	2020 Census Population	Percentage of Total Population	Local Match Requirement Dollars
Yavapai County	57,847	34.47%	\$ 340,404.54
City of Prescott	46,785	27.88%	\$ 275,309.46
Town of Prescott Valley	45,827	27.31%	\$ 269,672.05
Town of Chino Valley	13,020	7.76%	\$ 76,617.06
Town of Dewey-Humboldt	4,326	2.58%	\$ 25,456.64
Total	167,805	100%	\$ 987,460

**\* YPLAN** works with each member agency to collect in-kind match through contributed time and facilities to reduce the local match requirements. In addition, local match requirements will be lessened as partnership contributions are acquired, as outlined per Task 403 Regional Public Transit Coordination and Development.

## **SECTION V**

### **MPO WORK ELEMENTS**

#### **Work Element 100 Administration, Management and Program Support**

Program Administration includes the tasks necessary to manage and support both the planning staff and the planning process. Activities in this category provide for the overall management of the YPLAN transportation planning program and ensure compliance with applicable federal and state requirements. This section includes organizational management, human resource management, administrative activities, interagency coordination, non-salary related costs, and financial management of the MPO.

#### **FY 2026 - 2027 Proposed Activities**

- Prepare and manage the implementation of tasks within the two-year Unified Planning Work Program (UPWP) that describes all anticipated planning activities within the YPLAN planning region for the given fiscal year
- Prepare and review requests for proposals, contracts, monthly progress reports and invoices, maintain membership lists and meeting schedules, prepare meeting agendas, and record meeting minutes
- Coordinate with Yavapai County as YPLAN's fiscal and human resources agent
- Develop and maintain operational procedures and internship program
- Coordinate with YPLAN attorney on review of policies, documents, etc. as required
- Maintain liability insurance coverage for YPLAN
- Promote regional cooperation and collaboration by providing ongoing communication with the public and other entities on MPO activities
- Participate in regional projects and planning activities
- Evaluate regional transportation planning processes within and surrounding the region
- Evaluate grant opportunities and coordinate with member agencies regarding grant specifications and submissions
- Prepare and continually maintain a fiscally constrained five-year Metropolitan Transportation Improvement Program (MTIP) in coordination with the public, Executive Board and Technical Advisory Committee (TAC)
- Undertake general administrative activities and reporting (as required by ADOT, FHWA, FTA)
- Maintain reporting and implementation of ADOT's performance measures, as required, in all projects, including transit, where applicable
  - This includes ADOT Transit Asset Management (TAM) measures for 5310 and 5311 agencies, as well as 5307 TAM measures and Public Transportation Agency Safety Plans (PTASP) Measures developed by Town of Prescott Valley
- Update, adopt, and implement as required:
  - FY26 and FY27 YPLAN Public Involvement Plan (PIP)
  - FY26 and FY27 Title VI Goals and Accomplishments
  - FY26 and FY27 Title VI Implementation Plan and Limited English Proficiency Plan (LEP)

### **Activities Involving Travel:**

**(Public Sector)** - **YPLAN** Staff, Executive Board Members, or TAC members may attend any or all Federal, State, COG/MPO, or Local Government agency hosted meetings, training, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., FHWA, FTA, ADOT, COG/MPOs, AASHTO).

**(Private Sector)** - **YPLAN** Staff, Executive Board Members, or TAC members may attend any or all National or Local Non-Profit agency hosted meetings, trainings, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., AzTA, RTAC, ACEC, AMPO, NARC, APA, ITE).

### **FY 2024 – FY 2025 Accomplishments**

- Developed, maintained, and implemented the FY 2024-2025 UPWP
- Maintained the FY 2022-2026 MTIP
- Participated in regional projects and planning activities
- Adopted and implemented a new **YPLAN** Title VI Plan, and submitted Title VI goals and accomplishments to ADOT

### **Operating Costs**

Where possible, all expenses are charged to specific program categories that benefit from the expenditures. Expenses that are attributed to general costs associated with operating the office that cannot be tied to a specific work task detailed in this document will be charged to Administration/Operating. Such expenses include those related to:

- Staff training and capacity building expenses (travel, registrations, etc.)
- General program administration and management
- Staff travel expenses
- Purchase of office support equipment, supplies, and postage
- Dues for professional organization membership

### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

### **101 Local Technical Assistance Program (LTAP)**

One of the core functions of the LTAP program is to provide on-demand technical training for the local communities. Arizona LTAP does not schedule classes on a regular or cyclical basis. On-demand training is scheduled when specifically requested by contributing member agencies.

### **FY 2026 – FY 2027 Proposed Activities**

- LTAP Training opportunities will be made available to member agencies

### **FY 2024 – FY 2025 Accomplishments**

- LTAP Training opportunities were made available to member agencies

### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders/local partners.

## Work Element: 200 Regional Planning Projects

In May of 2025, the YPLAN Executive Board adopted the 2050 Regional Transportation Plan (RTP), which has added an element of policy and recommended investment choice to the traffic modeling. The 2050 YPLAN RTP Update identified 130 projects including 8 Bridge Rehabilitations, 6 Intersection Improvements, 2 ITS Improvements, 47 New Roadway Connections, 22 Roadway Widening, 45 Safety Improvements, which are continuously referred to by YPLAN staff and partners as funding becomes available for the implementation of prioritized projects.

### FY 2026 – FY 2027 Proposed Activities

- Initiate and/or contribute to planning and construction projects approved for the Rural Transportation Advocacy Council (RTAC) one-time funding for Greater Arizona
- Initiate additional planning and technical evaluation projects based on the 2050 list of projects
- Initiate SR89 Corridor Master Plan - SR89A to Paulden & Forest Service Boundary
- Initiate Downtown Prescott Safe and Smart Streets Initiative
- SR89 Design Concept Report (Road 3 North to Road 5 North)
- Continue Conservation Planning efforts
- Continue a Regional Trails Plan
- Conduct a Wildlife Corridor Study
- Conduct an Electric Vehicles (EV) Charging Infrastructure Plan
- Conduct an Emergency Evacuation Route Analysis (Emergency ERA)
- Conduct a Roadway Safety Assessment for Mt. Vernon Street
- Conduct a Bridge Selection Report for Agua Fria
- SR89A Design Concept Report (SR89 to Glassford Hill Road)
- Utilize updated traffic modeling and recommendations from the 2050 RTP to collaboratively develop short, mid, and long-range planning priorities for the YPLAN region and incorporate those priorities into the YPLAN planning processes
- Continue to work with member agencies to ensure Highway Performance Monitoring Systems (HPMS) data is provided to ADOT on a regular basis

### FY 2024 – FY 2025 Accomplishments

- 2050 Regional Transportation Plan
- Crash Data Analysis & Highway Safety Improvement Program (HSIP) Applications project
- Sundog Connector Design Concept Report & Environmental Overview (DCR & EO) project
- State Route 69 Urbanized Corridor Master Plan
- Roadway Safety Assessment – SR89A
- Applied for and was awarded Safe Streets for All (SS4A) grant for Downtown Prescott Safe and Smart Streets Initiative
- Contributed financially to Pioneer Parkway Trailhead project
- Initiated and contributed to planning and construction projects approved for the Rural Transportation Advocacy Council (RTAC) one-time funding for Greater Arizona
- Considered and selected various project recommendations identified in the 2045 Regional Transportation Plan (RTP)
- Worked with member agencies to ensure Highway Performance Monitoring Systems (HPMS) data is provided to ADOT on a regular basis.

### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

### **201 Regional Grant Management**

YPLAN acknowledges the limitations of obtaining sufficient funding for construction of projects, both at a state and federal level. CY YPLAN MPO has recognized that in order to deliver projects identified in the 2050 Regional Transportation Plan (RTP), an alternate source of funding will be paramount.

In response to this, with the approval of the Executive Board in 2024, YPLAN added a new staff position to the organization entitled Regional Grants Manager. The purpose of the position is to identify funding needs and opportunities throughout the region, and to actively assist, manage, and pursue with the pursuit of grant opportunities for transportation-related projects in the YPLAN boundary.

Existing Grant Opportunities Include:

- AZ SMART FUND
- Promoting Resilient Operations for Transformative, Efficient and Cost-Saving Transportation Program (PROTECT)
- Reconnecting Communities and Neighborhoods (RCN)
- Accelerated Innovation Deployment Demonstration Program
- Infrastructure for Rebuilding America (INFRA)
- National Infrastructure Project Assistance (MEGA)
- Rebuilding American Infrastructure with Sustainability and Equity (RAISE)
- Federal Lands Access Program
- Nationally Significant Federal Lands and Tribal Project Program
- Thriving Communities
- Rural Opportunities to Use Transportation for Economic Success (ROUTES)
- Safe Streets 4 All (SS4A)

### **FY 2026 - 2027 Proposed Activities**

- Identify funding needs
- Research funding opportunities
- Monitor grant timelines
- Assist with grant applications

### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

### **202 Crash Data Analysis and Highway Safety Improvement Program (HSIP) Applications**

#### **FY 2026 Proposed Activities**

- Solicit consulting services to perform a crash data analysis of the region and provide support in the preparation of HSIP applications
- Assist member agencies with the ADOT HSIP Call for Projects and application process

#### **FY 2024 – FY 2025 Accomplishments**

- Assisted member agencies with successful ADOT HSIP applications



### Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

## Work Element: 300 Public Engagement and Education

YPLAN is committed to amplifying its public engagement initiatives, with a strategic focus on actively informing, soliciting valuable feedback, and fostering participation in upcoming projects.

To achieve this commitment, YPLAN will employ a variety of outreach methods, including surveys, dynamic social media campaigns, and radio outreach. In addition, YPLAN plans to work alongside local municipalities and other key stakeholders to maximize the collaboration of outreach efforts and ensure a broad representation of community perspectives.

### FY 2026 - 2027 Proposed Activities

- Actively disseminate project information to public information platforms
- Coordinate with stakeholders and local municipalities to maximize public outreach and survey participation
- Work with local media outlets to distribute project information and advertise opportunities for public involvement with YPLAN activities

### FY 2024 – FY 2025 Accomplishments

- Developed and promoted YPLAN project information in partnership with Sparklight Media
- Developed and promoted YPLAN project information in partnership with local radio stations
- Introduced an updated YPLAN website

### Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

## Work Element: 400 Transit and Multimodal Activities

### 401 Coordinated Mobility Management

The objective of coordinated mobility management is to develop and provide program and/or project support for mobility planning efforts, including the development of a Coordinated Public Transit/Human Services Transportation Plan.

Through working with the established Local Coordination Committee (LCC), YPLAN will provide continued support to address enhanced coordination and topics of mutual interest to local human services providers. This Committee includes the region's transportation providers, human services agency administrators, interested citizens, and YPLAN staff.

YPLAN, ADOT and the providers of public transportation will cooperatively work together in developing and sharing information related to data, performance targets, and reporting for the region in accordance with 23 CFR Part 450.314(h).

#### **FY 2026 - 2027 Proposed Activities**

- Monitor federal, state, and local legislation and policy activities
- Provide ongoing staff and technical support to the Local Coordination Committee members
- Coordinate training/workshops for transit and human services agency staff
- Act as the regional mobility planning liaison for ADOT, assisting with outreach, coordination, technical and eGrants software support, and application review through the grantmaking cycle
- Provide general technical assistance to public and private transportation programs
- Collaborate with FTA and ADOT regarding funding and eligibility requirements for grant and financial management
- Develop a Human Services Transportation Coordination Plan Request for Proposals (RFP) to achieve a 3-year plan related to transportation services and coordination opportunities with existing for profit and non-profit providers. This document also serves as YPLAN's required Human Services Transportation Coordination Plan under the state and federal requirements. YPLAN will continue to utilize the Coordinated Public Transit – Human Services Transportation Plan to implement coordination and mobility management projects as identified across relevant mobility planning guidance via ADOT or the existing Coordinated Mobility Plan
- Assist human service organizations in making more efficient use of capital and operating resources for specialized transportation
- Provide a continuous, cooperative, and comprehensive transportation planning process throughout the YPLAN region
- Assist and coordinate with LCC members to strategize collaboration with the Yavapai Regional Transit (YRT), and Yavapai-Apache (YAN) transit systems

#### **FY 2024 – FY2025 Accomplishments**

- Provided ongoing staff and technical support to the Local Coordination Committee members
- Assisted and coordinated with LCC members to strategize collaboration with the Yavapai transit system
- Developed a scope of work for the Human Services Transportation Coordination Plan

#### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt, Chino Valley, and eligible project stakeholders/local partners.

#### **402 Multimodal Planning Activities**

The YPLAN planning area has a unique environment of rural and small urban communities. As the region's MPO, YPLAN receives federal funds for the purpose of conducting planning activities that will contribute to improving the methods and coordination of services to create a cohesive multimodal transportation system.

YPLAN will conduct planning efforts to further evaluate and strategize transit planning options such as governance and funding models of regional transit.

#### **FY 2026 – 2027 Proposed Activities**

- Evaluate opportunities to assist the region in its progression of developing an extensive transit system and improving multimodal forms of transportation
- Governance Plan
- Short-Range Transit Plan

- Funding and Sustainability Plan
- Transit Safety Plan
- In-Kind Match Analysis
- Transportation Development Strategy

#### **FY 2024 – FY2025 Accomplishments**

- Transit Marketing Plan
- Active Transportation Plan, branded as the “ACT-UP” – Active Community Transportation – Unified Plan.
- Pursued additional opportunities to assist the region in its progression of developing an extensive transit system and improving multimodal forms of transportation

#### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Member Agency contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Chino Valley, and Dewey-Humboldt. Additional contributors include, but are not limited to, eligible project stakeholders and local partners.

#### **403 Regional Public Transit Coordination and Development**

Beginning July 1, 2025, the management of Yavaline micro transit services will transfer from the Town of Prescott Valley to **YPLAN**. As a newly appointed 5307 Direct Recipient, **YPLAN** will assume the management of the existing system, and will work toward implementing regional expansion, identifying route efficiencies, and maintaining sustainable operations for the Yavaline transit system.

#### **FY 2026 – 2027 Proposed Activities**

- Continue to develop the local transit conversation and public/private partnerships with local governments, tribes, transit partners, non-profit organizations, business partners, advocates, institutions of higher learning, and healthcare groups to provide sustainability to Yavaline’s future.
- Hire a turn-key third-party operator and software provider
- Conduct a transit-related marketing plan to increase ridership, educate the population on the importance of public transit, and bring awareness of the new and current transportation opportunities available to the public.

#### **FY 2024 – FY2025 Accomplishments**

- **YPLAN** became the direct recipient of 5307 Urbanized Area Formula Grant funding, on behalf of the Prescott Valley-Prescott UZA, to continue the development of the YavaLine Regional Transit System’s service.
- Secured a Mobility Hub in Downtown Prescott to support local circulation and transfer opportunities with local and regional partners.

#### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, eligible project stakeholders/local partners.

## Work Element: 500 Environmental

The Infrastructure Investment and Jobs Act (IIJA) carries the planning factors initially established under the 2015 FAST ACT. These factors include protecting and enhancing the environment, promoting energy conservation, improving the quality of life, and ensuring consistency between transportation improvements and State and local growth and economic development patterns. YPLAN actively applies this framework in its planning activities, emphasizing the importance of safeguarding natural resources, reducing emissions, and fostering sustainable growth.

### Arizona Department of Environmental Quality (ADEQ) O-Zone Non-Attainment Boundary Determination

YPLAN maintains vigilance over the non-attainment boundary process with ADEQ. While the YPLAN region is currently in attainment with ozone levels at 0.069 parts per million—just below the non-attainment threshold of 0.070 parts per million—continued monitoring is critical. Reaching or exceeding the 0.070 threshold could significantly impact regional transportation projects, requiring YPLAN to implement air quality evaluations and monitoring as an integral part of transportation planning.

To ensure compliance and mitigate future risks, YPLAN staff will:

- Monitor changes in air quality regulations and thresholds.
- Collaborate with stakeholders to implement proactive countermeasures aimed at maintaining attainment status.
- Explore strategies to integrate clean energy and environmentally friendly practices into regional transportation systems.

### **FY 2026 - 2027 Proposed Activities**

YPLAN is committed to advancing conservation-focused planning while meeting the region's transportation needs. Proposed activities include:

- **Supporting active transportation initiatives:** Provide assistance to YPLAN members and community agencies for bicycle and pedestrian programs, enhancing regional mobility
- **Advancing multimodal solutions:** Implement the Transit Implementation Plan (TrIP), with a focus on low-emission and accessible transit options.
- **Enhancing environmental planning:** Collaborate with local governments and partner agencies to align transportation projects with regional conservation goals, including habitat protection and resource sustainability.
- **Managing air quality:** Work closely with the Governor of Arizona, ADEQ, ADOT, FHWA, and Local Public Agencies to address the Ozone Non-Attainment Boundary. Develop and implement mitigation measures to reduce ozone levels and promote cleaner air.

### **FY 2024 - 2025 Accomplishments**

- Continued to monitor ozone non-attainment levels to ensure proactive management of air quality issues.
- Enhanced partnerships with regional stakeholders to integrate conservation goals into project planning.

### **Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

**501 Carbon Reduction Program**

Since FY2022, YPLAN has received an annual apportionment of Carbon Reduction Program (CRP) funding for projects designed to reduce transportation emissions, defined as carbon dioxide (CO2) emissions from on-road highway sources.

**FY 2026 - 2027 Proposed Activities**

- **Develop an Electric Vehicle (EV) Charging Infrastructure Plan:** Assess regional EV infrastructure needs, identify gaps, and promote EV adoption.
- **Identify emission reduction strategies:** Collaborate with stakeholders to explore alternative fuels, clean energy solutions, and sustainable transit options.
- **Support sustainable development:** Align CRP funding with broader conservation goals to reduce the environmental impact of transportation projects.

**FY 2024 - 2025 Accomplishments**

- Completed an Environmental Needs Assessment, identifying key conservation opportunities and challenges in transportation planning.

**Local Match Sources**

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

**Work Element: 600 Capital Expenditures**

**Description**

Purchase capital equipment and provide construction as needed to meet the responsibilities of YPLAN.

**Purpose**

Support the operations of the organization with capital needs.

**FY2026 and 2027 Goals and Objectives**

Office Equipment to outfit possible new office location

**Table 3: FY26 Operational Planning Activity Budget**

CYMPO									
Fiscal Year 2026 Budget									
Anticipated Revenues									
		FTA		FHWA					
Revenues	Fund Source	Budget Amount	5310	5307	CPG		SPR	STBG	CRP
					5305(d)	PL			
	FY25 Federal Carry Forward	\$ -							
	FY26 Federal Amount	\$ 3,499,625	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 159,823	\$ 125,000	\$ 958,746	\$ 200,987
	PL SATO	\$ 4,015				\$ 4,015			
	FY26 Obligation Authority (OA Rate 94.9%)	\$ 3,430,393	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 163,838	\$ 51,753	\$ 958,746	\$ 200,987
	Local Match	\$ 998,161	\$ 18,750	\$ 881,130	\$ 5,884	\$ 9,661	\$ 12,938	\$ 57,650	\$ 12,149
	Required Match Percentage		20%	20% and 50%	5.7%	5.7%	20%	5.7%	20.0%
	Federal Awards Obligated	\$ 3,430,393	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 163,838	\$ 51,753	\$ 958,746	\$ 200,987
TOTAL (Federal & Match)	\$ 4,501,801	\$ 93,750	\$ 2,763,861	\$ 103,222	\$ 173,499	\$ 137,938	\$ 1,016,396	\$ 213,136	
Anticipated Expenditures									
Operati	Personnel Services	\$ 1,176,602	\$ 75,000	\$ 473,380	\$ 97,338	\$ 159,823	\$ 51,753	\$ 319,308	
	Operating Expenses	\$ 273,480						\$ 273,480	
	Operating Subtotal	\$ 1,450,082	\$ 75,000	\$ 473,380	\$ 97,338	\$ 159,823	\$ 51,753	\$ 592,788	\$ -
Planning Studies									
Plans	LTAP Training	\$ 5,000						\$ 5,000	
	Regional Safety Campaign	\$ 46,000						\$ 46,000	
	Regional Trails Plan	\$ 199,963							\$ 199,963
	Project - To be Determined*	\$ 1,729,348		\$ 1,409,351		\$ 4,015		\$ 314,958	\$ 1,024
	Plans Subtotal	\$ 1,980,311	\$ -	\$ 1,409,351	\$ -	\$ 4,015	\$ -	\$ 365,958	\$ 200,987
	TOTAL	\$ 3,430,393	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 163,838	\$ 51,753	\$ 958,746	\$ 200,987

*\*The funding amounts identified under "Projects to be Determined" will be allocated to support the projects outlined under "FY2026 – 2027 Proposed Activities" within Work Element 200.*



**Table 4: FY27 Operational Planning Activity Budget**

CYMPO								
Fiscal Year 2027 Budget								
Anticipated Revenues								
			FTA		FHWA			
			5310	5307	CPG		SPR	STBG
Revenues	Fund Source	Budget Amount			5305(d)	PL		
	FY26 Federal Carry Forward							
	FY27 Federal Amount	\$ 3,298,638	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 159,823	\$ 125,000	\$ 958,746
	PL SATO							
	FY27 Obligation Authority (OA Rate 94.9%)	\$ 3,231,182	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 159,823	\$ 57,544	\$ 958,746
	Local Match	\$ 987,460	\$ 18,750	\$ 881,130	\$ 5,884	\$ 9,661	\$ 14,386	\$ 57,650
	Required Match Percentage		20%	20% and 50%	5.7%	5.7%	20%	5.7%
	Federal Awards Obligated	\$ 1,348,451	\$ 75,000		\$ 97,338	\$ 159,823	\$ 57,544	\$ 958,746
	TOTAL (Federal & Match)	\$ 1,454,781	\$ 93,750		\$ 103,222	\$ 169,484	\$ 71,930	\$ 1,016,396
Operating	Anticipated Expenditures							
	Personnel Services	\$ 1,222,773	\$ 75,000	\$ 494,801	\$ 97,338	\$ 159,823	\$ 57,544	\$ 338,267
	Operating Expenses	\$ 281,684					\$ -	\$ 281,684
Operating Subtotal		\$ 1,504,457	\$ 75,000	\$ 494,801	\$ 97,338	\$ 159,823	\$ 57,544	\$ 619,951
Plans	Planning Studies							
	LTAP Training	\$ 5,000						\$ 5,000
	Regional Safety Campaign	\$ 46,000						\$ 46,000
	Project - To be Determined*	\$ 1,675,725		\$ 1,387,930				\$ 287,795
	Plans Subtotal	\$ 1,726,725	\$ -	\$ 1,387,930	\$ -	\$ -	\$ -	\$ 338,795
TOTAL		\$ 3,231,182	\$ 75,000	\$ 1,882,731	\$ 97,338	\$ 159,823	\$ 57,544	\$ 958,746

*\*The funding amounts identified under "Projects to be Determined" will be allocated to support the projects outlined under "FY2026 – 2027 Proposed Activities" within Work Element 200.*

**SECTION V**  
**PUBLIC COMMENT**