

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting session on Monday, June 21, 2021 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Dr. Michael Sabath called the meeting to order at 1:30 P.M.

Members Present:

Dr. Michael Sabath/Northern Arizona University/Chair
Ralph Velez/City of San Luis /Secretary/Treasurer
Larry Killman/Town of Wellton
Brian Golding, Sr./Quechan Tribe
Fernando Mezquita/Cocopah Tribe
Susan Thorpe/Yuma County
Philip Rodriguez/City of Yuma

Members Absent:

Jerry Cabrera/City of Somerton/Vice Chair
Susanna M. Zambrano/Arizona Western College

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Chona Medel/YCIPTA/Financial Services Operations Manager
Oliver Cromwell/RATP Dev/General Manager
Anabel Teran/RATP Dev/Operations Manager
Andras Serfozo/RATP Dev/Administrative Support
Paul D. Ward/YMPO/ Executive Director
Steve Wilks/IBI Group/Associate
Rick Williams/Michael Baker International/Technical Specialist IV
Dave Shafarz/IBI Group/Senior Transportation Planner

The Pledge of Allegiance was led by Mr. Golding.

The agenda for the meeting is as follows:

CONSENT CALENDAR:

No. 1: Adopt the May 24, 2021 regular session minutes. Action required.

Motion (Golding/Velez): To approve item as presented.

Voice Vote: Motion Carries, (5-0) with Mr. Rodriguez, Ms. Thorpe, Ms. Zambrano and Mr. Cabrera being excused.

Ms. Thorpe arrived at 1:31 p.m.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the Cocopah Indian Tribe's replacement on the YCIPTA Board of Directors. Action Required.

Ms. Kreger introduced Mr. Fernando Mezquita to the Board. Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the replacement of Paul Soto, Cocopah Indian Tribal representative with Fernando Mezquita, Planning Director.

Motion (Killman/Thorpe): To approve item as presented.

Voice Vote: Motion Carries, (6-0) with Mr. Rodriguez, Ms. Zambrano and Mr. Cabrera being excused.

Mr. Rodriguez arrived at 1:33 p.m.

No. 2: Discussion and or action regarding the adoption of YCIPTA/YMPO Short Range Transit Plan. Action required.

Ms. Kreger provided background information on the item. Ms. Kreger stated that some items were amended as requested.

Ms. Thorpe suggested that Ms. Kreger provide a summary of the amendments to Mr. Mezquita.

Ms. Kreger stated the amendments include discussion regarding the San Luis Transit Study and to incorporate the carry over amounts on the financial tables.

Mr. Mezquita thanked Ms. Kreger for the summary.

Motion (Thorpe/Golding): To approve item as presented.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

No. 3: Discussion and or action regarding the 1st One Year Extension to the Agreement for the Provision of General Fixed Route and Demand Response Services by and between YCIPTA and RATP Dev Yuma, LLC. Action required.

Ms. Kreger noted that history was being made, this was the first extension to a contractor since YCIPTA had been formed. Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the 1st One Year Extension to the Agreement for the Provision of General Fixed Route and Demand Response Services by and between YCIPTA and RATP Dev Yuma, LLC.

Motion (Golding/Rodriguez): To approve item as presented.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

No. 4: Discussion and or action regarding the support letter for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant application submitted by the City of San Luis, Arizona. Action required.

Ms. Kreger provided background information on this item as contained in the member packet.

Ms. Thorpe stated that Yuma County had already provided a letter.

Motion (Killman/Thorpe): To approve item as presented.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

No.5: Discussion and or action regarding the YCIPTA FY20221-2022 Operating and Capital Budget. Action required.

Ms. Kreger provided background information on this item as contained in the member packet.

Ms. Thorpe inquired as to why there was no cost for bus shelters.

Ms. Medel stated that bus shelters were under furniture and equipment.

Ms. Thorpe requested this be a separate line item since it not really considered furniture.

Mr. Golding inquired as to where the bus shelters are carried our books.

Ms. Medel stated that those were listed under assets.

Ms. Thorpe noted that not much progress was being made on bus shelters.

Mr. Velez inquired if the budget reflected the changes in the Short Range Transit Plan (SRTP).

Ms. Kreger stated that it did not include those changes.

Mr. Rodriguez inquired regarding American Rescue Plan (ARP) Funding and uses of the funding. Discussion ensued in regards to ARP Funding.

Dr. Sabath inquired as to how budget compare to previous budget.

Ms. Kreger stated that it was a decrease \$12.73 per revenue hour from previous year.

Motion (Velez/Thorpe): To approve item as presented.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

No. 6: Discussion and or action regarding the YCIPTA Title VI Plan Update for FY2022-2024. Action required.

Ms. Kreger stated that the general content is same but staff has changed. Ms. Kreger further stated that this was a requirement to apply for grants.

Mr. Golding inquired regarding the Non-elected Committees Membership Table on page 18 of Title VI plan.

Mr. Golding stated that the intent to establish a transit committee is clear; discussion of the committee has been in the minutes for years.

Ms. Kreger stated that the committee currently has three members.

Ms. Thorpe requested that the information for the three committee members be obtained and the table be updated.

Dr. Sabath tabled the item for a future agenda. No action taken.

No. 7: Discussion and or action regarding Financial Sustainability. PLACEHOLDER- No action required.

Ms. Kreger provided background information for the item. Ms. Kreger stated that at the last YCIPTA Board of Directors meeting, Board Members volunteered to form a financial committee. The volunteers were Dr. Sabath, Ms. Zambrano, Mr. Cabrera and Mr. Ward (Executive Director/YMPO).

The Chair requested a summary be provided to the Board.

Ms. Kreger provided the following regarding YCIPTA's deficit:

- Grants being on a reimbursement basis
- Yuma County Treasurer's charges interests on funds advanced
- YCIPTA started with a small initial fund balance
- Main factor was the legal issue with National Express.

Ms. Kreger stated that the purpose of the subcommittee was to come up with a resolution; collective action to determine a plan to be sustainable.

Motion (Golding/Mezquita): To form a Financial Sustainability Committee.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

No. 8: Discussion and or action regarding the YCIPTA Shelter and Bus Stop Permit status report. PLACEHOLDER No action required

Ms. Kreger stated that there was only a small update; YCIPTA's contractor is booked months. Ms. Kreger further stated that Mr. Killman is also having the same issue, however, Mr. Golding provided contact information for a contractor. Ms. Kreger stated that staff is in the process in requesting a quote. *No action required. No action taken.*

PROGRESS REPORTS:

No. 1: Operations Manager Report/Maintenance Update-- Oliver Cromwell, General Manager -- RATP Dev. *No action required.*

Mr. Cromwell thanked the Board for the extension and thanked YCIPTA for collaboration. Mr. Cromwell also introduced Ms. Anabel Teran, RAPT Dev Operations Manager.

Mr. Rodriguez inquired if anything would be different going forward due to COVID.

Mr. Cromwell stated that nothing drastic is anticipated. Mr. Cromwell stated that partitions were installed and that they were great to have for any outbreaks or violent customers.

Dr. Sabath inquired as to what is the most significant factor in delays.

Mr. Cromwell stated that he would have to request the data and would provide a breakdown at a later time.

Dr. Sabath inquired if there were any areas for improvements in regards to delays.

Mr. Cromwell stated that they are provided feedback from operators and take into account traffic patterns. Mr. Cromwell stated that if there is an issue it is brought to Ms. Kreger for resolution.

Dr. Sabath inquired as to how the data in Solutions is collected.

Mr. Cromwell stated that the data is a combination of manually entered in the system and farebox.

Ms. Thorpe inquired regarding terminology of the delays (10-50 W/ 10-100).

Mr. Cromwell explained that 10-50's are wheelchair boardings and 10-100's were restroom breaks.

Ms. Thorpe inquired regarding the definition of a DVI defect

Mr. Cromwell stated that DVI defects pertained to bus inspection/prechecks provided by the driver.

Mr. Golding stated that previously the drivers were making note of deficiencies and they are not getting repaired. Mr. Golding inquired regarding the current status of that issue.

Mr. Cromwell noted that the issue was occurring when he first started but since then maintenance has been restructured. Mr. Cromwell further stated that even if defected noted was innocuous it is still addressed; if the defect is a safety issue, the vehicle is pulled until repaired.

Ms. Thorpe inquired regarding where was May's data.

Ms. Kreger stated that the month is typically closed two weeks after month ends. These reports are not always available in time for the Board meeting. No action required. No action taken.

No. 2: Transit Director Report – Shelly Kreger, YCIPTA Transit Director. No action is required.

Ms. Kreger provided the report as contained in the member packet. No action required. No action taken.

No. 3: Transit Ridership – Carol Perez, Transit Operations Manager. No action is required.

Ms. Perez provided the report as contained in the member packet.

Mr. Rodriguez inquired regarding the route Green 4 takes.

Ms. Perez described the travel of that route: Starts in Downtown Yuma, travels along Redondo Center Drive to 16th Street, West on 16th St, South on Pacific, past the Walmart on Pacific Ave, East on 32nd St, travels to the Walmart on Ave B, travels to the Food City (Ave B and 16), North on Ave B, West on 3rd Street and back to Downtown Yuma. No action required. No action taken.

No.4: Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. No action is required.

Mrs. Medel provided the report as contained in the member packet. Mrs. Medel stated that the numbers listed are in fact May numbers not March.

Mr. Rodriguez inquired as to what line item shows interest expenses.

Mrs. Medel stated that it was the line item listed as finance charges. Ms. Medel explained when and

how the interest starts accruing.

Dr. Sabath inquired as to when this process started.

Ms. Medel stated that it started June of 2019.

Mr. Rodriguez stated that he preferred this format for annual budget; it was more helpful.

Mr. Rodriguez inquired what were the variances.

Ms. Medel stated that this was the bare minimum in regards to expenses; nothing extra other than COVID related expenses. No action required. No action taken.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

July 26, 2021

- FY2019-2020 Performance Report FY2019 & FY2020 Audit

Motion (Golding/Rodriguez): To adjourn.

Voice Vote: Motion Carries, (7-0) with Ms. Zambrano and Mr. Cabrera being excused.

ADJOURNMENT

There being no further business to come before the Authority, the meeting was adjourned at 2:35 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this ^{Aug 23rd} , 2021, Agenda Item CC1.



Carol Perez, Board Secretary