

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in a Regular Board Meeting session on Monday, October 27, 2025, at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Brian Golding Sr., called the meeting to order at 1:30 p.m.

Members Present:

Brian Golding, Sr./Quechan Indian Tribe/Chair
Louie Galaviz/City of Somerton/Vice Chair
Arturo Durazo/Cocopah Indian Tribe/Secretary/Treasurer
Ian McGaughey/Yuma County
Richard Marsh/Town of Welton – via telephone
Czarina Gallegos/Arizona Western College

Members Absent:

Lizeth Servin/City of San Luis
Jay Simonton /City of Yuma

Others Present:

Carol Perez/YCIPTA/Transit Services Specialist
David Garcia/YCIPTA/Transit Operations Manager
Adriana Ortiz/YCIPTA/Accounting Clerk I
Kirt Manuel/YCIPTA/Brand Ambassador
Denis Aceves/YCIPTA/Clerk I
Anabel Teran/RATP/General Manager

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Ms. Gallegos.

CALL TO THE PUBLIC

No public present, no comments made.

No.1: Adopt the August 25, 2025, regular session minutes. Action required.

Motion (Galaviz/Gallegos): To approve the item as presented.

Voice Vote: Motion carries, 6-0.

DISCUSSION & ACTION ITEMS:

No.1: Discussion and or action regarding Amendment 5 of the Commute with Enterprise Independent Contractors Agreement for the Vanpool Program. Action required.

Mr. Garcia presented the item as contained in the Members' packet on behalf of Ms. Kreger.

Ms. Gallegos inquired whether the amount was already included in the budget.

Mr. Garcia confirmed that the amount was included in the budget.

Mr. Galaviz asked whether this is an annual contract and whether anything has changed in the agreement.

Mr. Garcia stated that this is the final year and that the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) will need to issue a Request for Proposal (RFP) for the next anniversary.

Motion (Gallegos/Durazo): To approve the item as presented.

Voice Vote: Motion carries, 6-0.

No. 2: Discussion and or action regarding the Updated YCIPTA Disadvantaged Business Enterprise Plan. Action required.

Mr. Garcia presented the item as contained in the Members' packet on behalf of Ms. Kreger.

Ms. Gallegos inquired whether YCIPTA had approved this procedure.

Mr. Garcia specified that the plan must be renewed and updated every three (3) years and noted that the current plan covers fiscal years 2023–2025, with a renewal to be completed for the upcoming fiscal year.

Ms. Gallegos questioned whether the current approved plans included the proper procedure for identifying the correct steps to follow.

Mr. Garcia stated that, upon Board approval of the Disadvantaged Business Enterprise (DBE) Program Plan, staff would submit it to the Federal Transit Administration (FTA) and notify the agency that the plan had been approved and that all required steps were included.

Mr. Galaviz inquired whether the source of Attachment C was the FTA itself.

Ms. Perez stated that the plan was initially completed incorrectly due to the absence of an established process. After guidance from the FTA on the correct method, the plan was revised accordingly.

Mr. Golding Sr. clarified that once the Board approves the DBE Program Plan, it will be ready to proceed.

Motion:(Galaviz/Durazo): To approve the item as presented.

Voice Vote: Motion carries, 6-0.

No. 3: Discussion and or action regarding transit services in the Foothills. Possible action required.

Ms. Perez presented the item as contained in the Members' packet.

Ms. Perez stated that, by Mr. McGaughey's request, staff evaluated several options for reinstating transit services in the Fortuna Foothills area.

Ms. Perez provided background on the Brown Route, which was discontinued on Saturday, July 30, 2022, noting that ridership at the time was 5,787, reflecting post-pandemic numbers.

Ms. Perez explained that page eighty-five (85) of the Members' packet outlines the reinstatement of the Brown Route as it previously operated.

Ms. Perez suggested changing the route to allow only three (3) potential deviations instead of four (4).

Ms. Perez explained that a deviation is basically the Brown Route operating with the ability to deviate within the shaded areas.

Ms. Perez stated that the revenue hours were approximately seven and one-half (7.5) hours per day.

Ms. Perez noted that the current fully allocated cost is \$175 per hour, resulting in a daily rate of approximately \$1,313 and an annual cost of \$334,688.00.

Ms. Perez clarified to the Board that staff would still be required to secure a fifty percent (50%) match if the Board chose to reinstate the route.

Ms. Perez continued to explain the options that were listed in the Member packet.

Mr. Galaviz asked Ms. Perez whether the information staff plans to use would be used to measure passengers' needs and trip durations, and whether staff is setting a timeframe for collecting this information.

Ms. Perez specified that it would depend on whether the service is maintained as on-demand and further stated that, if the staff intends to plan a fixed route, a minimum timeframe of six (6) months would be required.

Mr. Galaviz inquired about the cost of the on-demand option.

Ms. Perez stated that it would require approximately \$174,000 in Board funding for a whole year or \$87,000 for a half year.

Mr. Galaviz asked whether the on-demand service would compete with other services.

Ms. Perez mentioned that there is no competition on the route because of limited service in the Fortuna Foothills area.

Ms. Perez clarified that this option remains only preliminary and has not yet been fully evaluated.

Ms. Perez added that public outreach could be conducted to ensure residents understand the service will be a pilot program until staff secures funding for it.

Ms. Perez clarified that, depending on the Board's preference, staff would develop a detailed service plan and timelines based on the option selected.

Mr. McGaughey congratulated Ms. Perez on the detailed, well-thought-out report.

Mr. McGaughey asked about the experience with the on-demand service and inquired whether it is still being offered.

Ms. Perez stated that staff are still providing the on-demand service for Americans with Disabilities Act (ADA) and that the program would be similar.

Mr. McGaughey asked whether the on-demand service is scheduled by phone.

Ms. Perez stated that for the on-demand service, passengers call one (1) day and up to a week in advance to schedule transportation.

Mr. Galaviz acknowledged that the idea was excellent and expressed interest in potentially expanding a similar concept to the San Luis, Arizona area, noting that it would be a valuable approach.

Mr. McGaughey seconded the statement and noted that, in the past, several residents had indicated that full-sized buses in the Foothills area were often mostly empty, and that an on-demand service would be a better option.

Mr. McGaughey asked if funding is currently available for this service.

Ms. Perez stated that it would be an increase for the Board.

Mr. McGaughey stated that it was assumed the item was not included in the current budget.

Ms. Perez stated that it was correct.

Ms. Perez explained to Mr. McGaughey that the reason for using full-size buses was due to interlining with different routes. After completing one route, a bus would continue to operate on another route, which sometimes led to a larger bus being used.

Ms. Perez noted that fleet assignments depend on overall availability and that ridership is generally higher in the morning than in the afternoon for most routes.

Mr. McGaughey thanked Ms. Perez for the clarification.

Mr. Golding Sr. asked Ms. Perez if the community surveys would be the next step.

Ms. Perez stated that it was correct.

Mr. Golding Sr. asked whether conducting the surveys would have a limited financial impact.

Ms. Perez stated agreed it would be limited.

Mr. Golding Sr. inquired whether the staff had looked into FTA funding for a pilot route.

Ms. Perez clarified that the analysis is still in its beginning stages and furthermore most grants still require a matching portion.

Motion:(McGaughey/Gallegos): To approve the item as presented.

Voice Vote: Motion carries, 6-0.

No. 4: Discussion and or action regarding Priority Shelter Location List. No action required.

Mr. Garcia presented the item contained in the Members' packet.

Mr. Garcia informed the Board that a bus shelter is currently scheduled for placement at 19th Street and 4th Avenue, in front of the Plaza Ramada and across from the Social Security office, which is a high-usage location for passengers exiting the Social Security building.

Mr. McGaughey expressed pleasure upon learning that YCIPTA had partnered with Plaza Ramada for the shelter installation, noting that, moving forward, YCIPTA could collaborate with other businesses to install bus shelters.

Mr. Galaviz asked whether marketing revenue has been considered as a possible funding source for future bus shelters.

Mr. Galaviz questioned whether Mr. Garcia had a ridership threshold for installing a bus shelter or determining when one (1) would not be installed.

Mr. Garcia mentioned that no ridership threshold is applied.

Mr. Galaviz acknowledged that Mr. Garcia was approaching the matter from a different perspective, but noted that a five (5)-year shelter budget plan should be presented for Board review.

Mr. Galaviz inquired whether Mr. Garcia had considered other manufacturers for the purchase of bus shelters.

Mr. Garcia stated that staff are open to other manufacturers for bus shelters, but noted that the materials used in the current shelters are very durable.

Mr. Garcia stated that, if the Board so desired, staff could compile a more detailed report comparing shelter costs.

Ms. Gallegos stated that a shelter comparison report would be a great idea.

Ms. Gallegos asked whether staff were considering advertising accommodations when evaluating different shelter designs.

Ms. Perez stated that the shade being considered already had space for advertising.

No action required, no action taken.

No. 5: Discussion and or action regarding Staff Development Plan. No action required.

Mr. Garcia presented the item contained in the Members' packet.

Mr. McGaughey asked if the budget covered the training funds.

Mr. Garcia confirmed that the funds were included in the budget.

Mr. Golding inquired whether the plan had a typographical error, noting that it listed Mr. Garcia as the secondary candidate for Transit Director and listed Ms. Perez as the secondary candidate for the same position.

Ms. Perez clarified that the plan had a typographical error and that Ms. Perez is the primary candidate for Transit Director.

No action required, no action taken.

No. 6: Discussion and or action regarding an update on Kim Joyce & Associates/City of San Luis/NAU Transit Needs Study. No action required.

Mr. Garcia presented the item contained in the Members' packet.

Mr. Garcia stated that several meetings held between late September and early October. Northern Arizona University (NAU) requested prior planning and transportation documents to develop a scope of work. It was determined that staff and the City of San Luis will meet in November to define the study scope, with estimated costs ranging from \$40,000 to \$200,000. The City of Yuma has allocated \$20,000 toward the study.

No action required, no action taken.

PROGRESS REPORTS:

No.1: Operations Report – Anabel Teran, General Manager, RATP Dev. No action is required.

Ms. Teran stated that since the last meeting, there have not been any at-fault accidents, and emphasized that it has been seventy-four (74) days without any incidents.

Ms. Teran stated that Mr. Bernard Thomas was recently promoted from Safety Manager to Assistant General Manager; however, Mr. Thomas continues to oversee safety operations.

Ms. Teran stated that Mr. Max Isbell resigned from the position of Maintenance Manager.

Ms. Teran further stated that Mr. Clint Williams, a current mechanic, has expressed interest in the Maintenance Manager position and is currently fulfilling the role and performing well.

Mr. Galaviz inquired whether Ms. Teran was the appropriate person to address scheduling questions.

Ms. Teran stated that it would depend on the question.

Mr. Galaviz noted that two (2) buses arrived simultaneously at the bus stop on Main Street near City Hall in Somerton, Arizona, assuming that one (1) of the buses might have been out of service but then saw that passengers boarded both buses.

Ms. Teran explained that two (2) routes pass by Main Street—the Yellow 95 and the Purple 6A South — and noted that one (1) of the routes may have been running behind schedule.

No action required, no action taken.

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

Mr. Garcia presented the item contained in the Members' packet on behalf of Ms. Kreger.

Mr. Galaviz inquired about the vehicle inventory and whether all vehicles are currently in use or if staff has looked into auctions for surplus vehicles.

Mr. Garcia inquired whether Mr. Galaviz was referring to the vehicles in the yard and confirmed that all vehicles there are in use.

Mr. Galaviz inquired whether there were any partnership options for the property on Arizona Avenue that had not yet been utilized, and, if so, whether staff could provide an update at the next meeting.

Mr. Golding Sr. agreed to provide an update at the next meeting.

No action required, no action taken.

No. 3: Transit Operations Report – David Garcia, YCIPTA Transit Operations Manager. No action is required.

Mr. Garcia presented the item contained in the Members' packet.

Mr. Galaviz mentioned that the Yuma County Area Transit (YCAT) bus signs in the City of Somerton are faded and inquired whether the staff had a replacement sign program in place.

Mr. Garcia stated that staff conduct a combination of bus shelter and bus stop inspections.

Mr. Garcia further stated that, on occasion, bus drivers report issues over the radio, and that the matter will be reviewed.

No action required, no action taken.

No.4: Brand Ambassador Report – Kirt Manuel, YCIPTA Brand Ambassador. No action required.

Mr. Manuel presented the item contained in the Members' packet.

Mr. Galaviz asked whether reevaluating the advertising model and pricing scale would be beneficial, given the demonstrated interest and existing limitations.

Mr. Galaviz also noted that the most visible advertising locations could offer a chance for higher revenue.

Mr. Manuel stated that there is currently no pricing scale in place; however, this is something that can be reviewed further.

No action required, no action taken.

No.5: Financial Report – Adriana Ortiz, YCIPTA Accounting Clerk I. No action is required.

Mr. Garcia presented Ms. Adriana Ortiz.

Ms. Ortiz presented the item contained in the Members' packet.

Ms. Gallegos asked whether the Arizona Department of Transportation (ADOT) was slow in making payments.

Ms. Ortiz stated that reports are submitted promptly to ensure timely payment; however, ADOT has been slow to issue payments.

Ms. Gallegos stated that the payroll information did not appear to be updated correctly on the report.

Ms. Ortiz informed Ms. Gallegos that the matter would be reviewed and that an update would be provided at the next meeting.

No action required, no action taken.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

November 24, 2025

Discussion on board date because of November 24th (Thanksgiving week) and December 22nd (Christmas week). Suggest combining the two on December 15th. ADJOURNMENT

Mr. McGaughey stated that in the past, the Board has combined both November and December meetings.

Mr. Golding Sr. inquired whether the Board wanted to make a motion.

Mr. McGaughey stated agreement with a motion to combine the November and December Board meetings.

Motion:(Galaviz/McGaughey): To approve the next Board meeting date for December 15, 2025.
Voice Vote: Motion carries, 6-0.

There being no further business to come before the Authority in Regular Session, the meeting was adjourned at 3:27 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this January 26, 2026, Agenda Item 001.



Denis Aceves, Board Secretary

On behalf of: