



**Yuma County
Intergovernmental Public
Transportation Authority**

**Public Participation
Plan**

Adopted May 28, 2013

INTRODUCTION

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) formed on December 13, 2010 by the Yuma County Board of Supervisors to administer, plan, operate and maintain public transit services throughout Yuma County, including within the political jurisdictional boundaries of the Cities of Yuma, San Luis, Somerton, Town of Wellton and the unincorporated Yuma County areas. Service is also provided on the Cocopah and Fort Yuma Indian Reservations as well as eastern Imperial County, including the unincorporated community of Winterhaven and El Centro, California. As part of this transportation planning process, YCIPTA desires and requests citizen input on the work, projects, and products proposed and created by YCIPTA.

YCIPTA recognizes the importance and necessity of the public participation process.

The following groups govern the activities of YCIPTA:

Within the YCIPTA Board of Directors, there are nine Board Members that consist of City, County, Town, Indian Tribe and educational institutional administrators from the member entities that set the overall policy for the transit system. Each member entity receives one vote on the Board of Directors. When financial contributions are discussed, the Board of Directors has opted towards a weighted voting structure to ensure that members that pay more into the system have fair representation. The Board of Directors meets on the 4th Monday of each month at 1:30 pm at Yuma County Development Services Building inside Aldrich Hall.

All meetings of YCIPTA Board of Directors are open to the public. Members of the public may request time on the agenda of the YCIPTA Board of Directors to comment on specific subjects of interest to the Board Members. A minimum of two weeks advance notice should be given for requested agenda time. Additional subcommittees and working groups may be appointed at any time by YCIPTA Chair to address specific transportation- related topics or areas of interest to YCIPTA.

GOALS AND OBJECTIVES

The public participation process required by 23 CFR 450 should "... provide complete information, timely public notice, full public access to key decisions, and support early and continuing participation of the public in developing plans and Transportation Improvement Programs..."

YCIPTA is committed to the availability of timely, complete information; to the notification of and public access to the decision-making process; and to ongoing public participation throughout the transportation planning process including, but not limited to, the development of the Program of Projects, the Five Year Short Range Transit Plan, the Transportation Improvement Program, review of transit services, fares and operating perimeters and Federal Transit Administration (FTA) civil rights issues such as Title VI, Disadvantage Business Enterprise (DBE), Equal Opportunity Program (EEO) and Americans With Disabilities Act (ADA) and the Public Participation Process. Through this *Public Participation Process*, YCIPTA aims to identify methods for obtaining public

input and encouraging public participation in the transportation planning process.

STAKEHOLDERS AND PUBLIC GROUPS

YCIPTA has identified the following groups and individuals as those having potential interest in public input and participation opportunities:

- Neighborhood organizations;
- Homeowner associations;
- Chamber of Commerce and other business groups;
- Groups representing travel modes - transit, bicycle, pedestrian, freight;
- Advocacy groups for the disadvantaged and/or minority groups;
- Media – newspapers, television, radio;
- Governmental agencies;
- Educational Institutions (school districts, community colleges, private schools, State universities);
- Organizations or individuals who have been notified of public hearings for major projects, or organizations and individuals who have submitted written comments relating to public hearings for major projects, service changes and plans. These individuals and organizations would remain on the mailing list as long as the major project is under development.

INFORMATION ACCESS

All planning and programming information of YCIPTA is available for public review. The information can be viewed at the YCIPTA Bus Facility, 2715 East 14th Street, Yuma, AZ 85365. Additional information will also be posted online at www.yciptaz.gov.

OUTREACH TECHNIQUES

Information about all YCIPTA meetings will be added to the existing Public Meeting Calendar that is produced weekly and that is distributed to local newspapers (Yuma Sun, San Luis News, El Noticia and Imperial Valley Press, as well as local radio stations in Yuma and El Centro, and is placed on YCIPTA's website. In addition, the agenda for the meetings will be posted in YCIPTA Bus Facility, each member agency posting boards and on the website, www.yciptaz.gov, a minimum of twenty-four hours prior to the meetings.

Meeting information will also be included in the YCIPTA's newsletter, Cat Tales, as appropriate. This newsletter is published quarterly and distributed to transit passengers. Regular meetings, as well as special activities related to transit planning, Title VI and project development would be included.

Press releases to area newspapers, television stations, and radio stations will also be used to notify citizens of upcoming activities of YCIPTA.

YCIPTA maintains an active participation in the local government access cable channel. Programs describing the activities of YCIPTA will be included in the

programming.

YCIPTA's website, www.yciptaz.gov, will be used to provide information about YCIPTA activities including information about the development of the Program of Projects, the Five Year Short Range Transit Plan, the Transportation Improvement Program and Federal Transit Administration (FTA) civil rights documents such as Title VI and others. YCIPTA representatives will be listed along with contact information.

Formal notices for public input meetings are published in the Yuma Sun.

INPUT MECHANISMS

YCIPTA accepts input and comments from the public through a variety of means:

- a) YCIPTA's website at www.ycataz.gov or www.yciptaz.gov.
- b) By mail to 2715 East 14th Street, Yuma, AZ 85365.
- c) By emailing to jandoh@yciptaz.gov.
- d) By faxing a request or letter to 928.783.0309.

Comment forms can also be obtained at www.ycataz.gov or www.yciptaz.gov, by calling 928.539.7076, ext 237 to have one mailed, by emailing a request to jandoh@yciptaz.gov or by faxing to 928.783.0309.

The public may submit comments to their respective YCIPTA Board of Directors members or direct to the Board itself. Comments on YCIPTA services, plans, reports, and programs may be made at public input meetings. YCIPTA ensures that all public input meeting locations are accessible in accordance with the Americans with Disabilities Act (ADA).

Members of the public, or a representative of a group, with expressed comments on a particular topic may request of YCIPTA Chairman an appointment to serve as a citizen representative on an appropriate subcommittee if one is activated.

Interested members of the public will be able to offer input to the committees at a public forum element of each agenda.

YCIPTA will consider and respond to all public input received during the planning and program development processes. If significant written or oral comments are received on transit services, FTA civil rights or plans, a summary, analysis, and report on the disposition of the comments will be made a part of the conclusion of the public participation process.

SCHEDULE

Notification and announcement of all upcoming public input meetings are made approximately 30 days in advance of the scheduled meeting through the methods described in the Outreach Techniques section of this plan. Legal notice of a scheduled public input meeting is published in the Yuma Sun approximately 30 days prior to the meeting.

Regularly scheduled public input meetings occur on an as needed basis based on specific subject matter such as the development of the Program of Projects, the Five Year Short Range Transit Plan, the Transportation Improvement Program, review of transit services, fares and operating perimeters and Federal Transit Administration (FTA) civil rights issues such as Title VI, Disadvantage Business Enterprise (DBE), Equal Opportunity Program (EEO) and Americans With Disabilities Act (ADA). Other public input meetings are held throughout the year, as necessary.

Updates and revisions to YCIPTA's Public Participation Plan require a 45-day comment period. YCIPTA Board of Directors will approve this document following the completion of the public comment period.

EVALUATION

YCIPTA will review this Public Participation Plan periodically in order to monitor the effectiveness of the procedures outlined in this document. Following evaluation of the outputs and outcomes of the Public Participation Plan, YCIPTA may revise these methods to incorporate new and innovative ways to involve the public in the transportation decision-making process.

CONTACT INFORMATION

YCIPTA believes firmly in the essential role of the public in the transportation planning process, welcoming any and all comments from citizens or groups concerning transportation issues.

YCIPTA may be contacted at the following:

Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365
Phone: (928) 539-7076
Fax: (928) 783-0309
Website: <http://www.ycipta.az.gov>