

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting session on Monday, April 4, 2022 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Mr. Jerry Cabrera called the meeting to order at 1:31 P.M.

Members Present:

Jerry Cabrera/City of Somerton/Chair
Ralph Velez/City of San Luis/Vice Chair
Jay Simonton/City of Yuma/Secretary/Treasurer
Richard Marsh/Town of Wellton
Brian Golding, Sr./Quechan Tribe
Susan Thorpe/Yuma County
Eric Holland/Cocopah Tribe
Susanna M. Zambrano/Arizona Western College- via telephone

Members Absent:

Dr. Michael Sabath/Northern Arizona University

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Carol Perez/YCIPTA/Transit Operations Manager
Chona Medel/YCIPTA/Financial Services Operations Manager
Anabel Teran/RATP Dev/Ops Manager
Gilberto Villegas/Yuma County/ Chief Financial Officer
Elizabeth Punpayuk/Benesch, Shadle & White, PLC /Legal Counsel
Jenny Torres/City of San Luis/ Economic Development Director

The Pledge of Allegiance was led by the Chair, Mr. Cabrera.

CONSENT CALENDAR:

No. 1: Adopt the February 28, 2022 regular session minutes. Action required.

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

Voice Vote: Motion Carries, 8-0) with Sabath being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding support letter for the City of San Luis RAISE grant. Action required.

Ms. Kreger stated that last year the Board provided a letter of support for the City of San Luis Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant. Ms. Kreger stated that she was requesting an additional letter for this year's grant.

Ms. Kreger invited Ms. Torres to speak to the Board regarding the item.

Ms. Torres stated that the City of San Luis has been working on Chavez Boulevard. The City of San Luis has \$300 million for Port of Entry modernization. The City of San Luis is working on bottle neck/traffic occurring from Avenue F to the City. Ms. Torres stated that the City of San Luis submitted for the grant last year and the City of San Luis was recommended but needed to

be *highly* recommended to be awarded. Ms. Torres stated the City of San Luis has already received some letters of support.

**Motion (Simonton/Thorpe): To approve item as presented.
Voice Vote: Motion Carries, 8-0) with Sabath being excused.**

No. 2: Discussion and or action regarding YCIPTA Shelter and Bus Stop permit status report. No action required. NO UPDATES

Ms. Kreger stated that there were no updates at this time.

Mr. Simonton stated that in the previous meeting Ms. Kreger mentioned she was waiting for the ridership report. Mr. Simonton inquired if Ms. Kreger had time to identify the stops with the most ridership for bus stop shelter placement.

Ms. Kreger stated that she had not had the opportunity to do so with the Federal Transit Administration (FTA) audits. Ms. Kreger further stated that they will be available for next meeting.

No action required; no action taken.

No. 3: Discussion and or Action regarding the timeline for new Operations and Maintenance Facility. No action required. NO UPDATES

Ms. Kreger stated there were no updates for this item.

No action required; no action taken.

PROGRESS REPORTS:

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

Ms. Teran provided the information for this item as contained in the member packet.

No action required; no action taken.

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

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

Chair Cabrera mentioned that during the FTA exit conference, the FTA gave Kudos to the YCIPTA staff for their working relationships and to the amount of work done considering the small staff.

No action required; no action taken.

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

Ms. Perez provided the information for this item as contained in the member packet.

Ms. Perez stated that the ridership is approximately 33% short of the pre-pandemic ridership.

Ms. Thorpe inquired as to what efforts are being made to get the 33% ridership back.

Ms. Perez stated that there has been a focus on marketing especially on social media accounts. Ms. Perez further stated that we had done social media engagement with a name the mascot contest to keep YCAT in the public eye.

Mr. Velez inquired as to what percent of the 33% are students.

Ms. Perez stated that she did not have the information available but would provide it at the next Board meeting.

Mr. Cabrera inquired if Arizona Western College (AWC) had seen the drop in students as well.

Ms. Zambrano stated that AWC has not been able to recuperate their pre-COVID numbers either. Ms. Zambrano further stated that she is not surprised that YCAT has not recuperated their ridership.

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 information for this item as contained in the member packet.

Mrs. Medel stated that this report provided more information including the monthly Profit and Loss, list of all checks written for the month, deposit detail, demands, and aging report for accounts receivables.

Ms. Thorpe stated that she had requested the account 08808 to be listed as a negative on the report.

Mrs. Medel stated she would make that change on the next report.

Ms. Thorpe noted the negative amount under contributions public entities and requested that each member agency pay their dues.

Ms. Kreger stated that the amount also includes amounts to be paid by Cocopah and Quechan which pay on a monthly basis throughout the year.

Ms. Thorpe stated that she is concerned over the budgeting process and further stated that perhaps it was something a committee should be reviewing before it is finalized.

Ms. Thorpe stated that some budgeted amounts were significantly reduce from last fiscal year to this fiscal year. Ms. Thorpe further stated that some the items that were reduced are over budget this fiscal year.

Ms. Thorpe inquired about Loomis services and inquired when YCIPTA would be stopping services, stated she recalled it was pending a purchase.

Ms. Medel stated that Loomis was no longer being used.

Ms. Thorpe stated that the Board was never advised.

Ms. Kreger stated that it was mentioned in a previous meeting.

Ms. Thorpe stated that communication should be free flowing and that staff should not wait until there is a Board meeting or that it is directly questioned by the Board.

Ms. Thorpe stated that communication is important to build relationships and trust considering what the organization is going through.

Mr. Velez stated that he recalled it was discussed --an extra fee with money handling in Tempe, Arizona.

Mr. Simonton stated that he did recall the subject was brought up never advised that it had occurred.

The Chair mentioned the Board getting too involved in the day to day operations but noted that more communication was requested.

No action required; no action taken.

Upon vote of the Directors, the Chairman recesses the Regular Session and convenes Executive Session.

**Motion (Velez/Simonton): To recess the Regular Session and convene Executive Session
Voice Vote: Motion Carries, (8-0) with Dr. Sabath being excused.**

The Regular Session recessed at 1:55 pm.

EXECUTIVE SESSION:

No. 1: Discussion regarding Financial Sustainability.

This matter is brought in executive session pursuant to A.R.S. § 38- 431.03(A)(3) & (4).

Chairman adjourns Executive Session and reconvenes Regular Session at 2:52 pm.

No. 4: Discussion and or action regarding Financial Sustainability. Action may be required.

Motion (Simonton/Marsh): To approve new annual dues as proposed.

Voice Vote: Motion Carries, (8-0) with Dr. Sabath being excused.

Mr. Marshall made a motion to approve the one-time contribution.

Mr. Golding stated that he would second the motion with a caveat that if one member entity doesn't pay then the other entities are not held liable.

Discussion ensued with Mrs. Punpayuk in regards to what leverage the Board would have against those entities who do not pay.

Mrs. Punpayuk stated that she would have to review the IGA and at this time cannot guarantee the other agencies would be held harmless.

Mrs. Punpayuk stated that she would review the IGA and provide it to the Board at the next meeting.

Mr. Marsh stated that he would withdraw his motion.

Ms. Thorpe requested this item to place on the next meeting.

Motion (Simonton/Marsh): To direct staff to work with Gilberto Villegas to fulfil the recommendations made by Mr. Villegas not inclusive of items "a-h" and may be revised as other recommendations are brought up to the best of their abilities going forward.

Voice Vote: Motion Carries, (8-0) with Dr. Sabath being excused.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

April 25, 2022

ADJOURNMENT

There being no further business to come before the Authority in regular session, the meeting was adjourned at 3:01 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this April 25, 2022, Agenda Item CC1.



Carol Perez, Board Secretary