



Yuma County Intergovernmental Public Transportation Authority

2715 East 14th Street, Yuma, AZ 85365-1900, Telephone: 928-539-7076
Fax: 928-783-0309, email: info@ycipta.az.gov, Web: www.ycipta.az.gov

NOTICE AND AGENDA OF THE REGULAR MEETING THE BOARD OF DIRECTORS OF THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Board of Directors of the Yuma County Intergovernmental Public Transportation Authority (“YCIPTA”) and to the general public that the Board of Directors will hold a meeting on:

Please note: Due to the COVID-19 Pandemic, the Yuma County Intergovernmental Public Transportation Authority will hold this month’s regular meeting via Global GoToMeeting to ensure the safety of the public, board members and staff. See meeting login information below. This meeting is open to the public.

**MONDAY, November 2, 2020 @ 1:30 p.m.
VIA GOTOMEETING**

YCIPTA BOD Meeting
Mon, Nov 2, 2020 1:30 PM - 3:30 PM (MST)

Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/405573261>

You can also dial in using your phone.
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Access Code: 405-573-261

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Unless otherwise noted, meetings held at the above location are open to the public.

The Board of Directors may vote to go into executive session during the noticed meeting concerning any of the agenda items mentioned below. If authorized by the requisite vote of

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Susan M. Zambrano – Chairperson - Arizona Western College, Dr. Michael Sabath – Vice Chairman - Northern Arizona University, Jerry Cabrera - City of Somerton Secretary/Treasurer, Philip Rodriguez – City of Yuma, Larry Killman – Town of Wellton Brian Golding, Sr.-Quechan Tribe, Ralph Velez - City of San Luis, Paul Soto – Cocopah Tribe, Susan Thorpe – Yuma County

Shelly Kreger, Transit Director

the Directors, the executive session will be held immediately after the vote and will not be open to the public. The executive session, if held, will be at the same meeting location set forth above. The discussion may relate to confidential matters permitted pursuant to A.R.S. §§ 38-431.03(A)(1)-(7). The Chairman or other presiding officer shall instruct the persons present at the executive session regarding the confidentiality requirements of the Open Meeting Laws.

Pursuant to the Americans with Disabilities Act, reasonable accommodation requests may be made by contacting the Transit Director at 928-539-7076, ext 101 (TTY/TDD - Arizona Relay Service 711). Requests should be made as early as possible to allow time to arrange the accommodation.

The agenda for the meeting is as follows:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

CALL TO PUBLIC: The public is invited to speak on any item or any area of concern that is within the jurisdiction of the YCIPTA Board of Directors. The Board is prohibited by the Arizona Open Meeting Law from discussing, considering or acting on items raised during the call to the public, but may direct the staff to place an item on a future agenda. Individuals are limited to a five-minute presentation.

CONSENT CALENDAR: The following items listed under the Consent Calendar will be considered as a group and acted upon by one motion with no separate discussion, unless a board member so requests. In that event, the item will be removed for separate discussion and action.

1. Adopt the September 28, 2020 regular session minutes. Pg. 4

DISCUSSION & ACTION ITEMS:

1. Discussion and or action regarding the YCIPTA Strategic Planning Services RFP and Contract Award. Action required. Pg.11
2. Discussion and or action regarding the Community Transportation Committee. No action required. Pg.13
3. Discussion and or action regarding CARES Act funding. Possible action required. Pg.23
4. Discussion and or action regarding the YCAT Maintenance Updates. No action required. **Placeholder on agenda – No Updates at this time.**

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Shelly Kreger, Transit Director

5. Discussion and or action regarding the YCIPTA Shelter and Bus Stop Permit status report. No action required. **Placeholder on agenda – No Updates at this time.**

PROGRESS REPORTS:

1. Operations Manager Report – Oliver Cromwell, General Manager – RATP Dev. *No action required.* Pg.26
2. Transit Director Report – Shelly Kreger, YCIPTA Transit Director. *No action is required.* Pg.28
3. Transit Ridership and Marketing Update – Carol Perez, Transit Operations Manager. *No action is required.* Pg.29
4. Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. *No action is required.* Pg.31

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

November 23, 2020 - Thanksgiving week, suggest either change the meeting to November 30th or combine November and December's meeting into one. December 7th or 14th.

ADJOURNMENT

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Shelly Kreger, Transit Director

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting on Monday, September 28, 2020 virtual meeting via Global GoToMeeting. The Vice Chair, Dr. Sabath called the meeting to order at 1:30 p.m.

Members Present:

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

Members Excused:

Susan M. Zambrano/Arizona Western College/Chairperson

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Chona Medel/YCIPTA/Financial Service Operation Manager
Minda Davy/YCIPTA Legal Counsel
Carol Perez/YCIPTA/Transit Operations Manager
Marty Padilla/YCIPTA/Quality Assurance Officer
Oliver Cromwell/RATP Dev/General Manager

The Pledge of Allegiance was led by Ms. Susan Thorpe

CALL TO PUBLIC:

No comments were made. No action required; no action taken.

CONSENT CALENDAR:

No.1: Adopt the August 24, 2020 regular session minutes.

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

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Welcome Jerry Cabrera, City Manager – City of Somerton. No action required.

Dr. Sabath welcomed Mr. Cabrera. No action required; no action taken.

No. 2: Discussion and or action regarding the 2020 Board of Directors term renewal for Jerry Cabrera – City of Somerton. Action required.

Ms. Kreger presented the report as contained in the member packet.

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

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

No. 3: Discussion and or action regarding the YCIPTA Vanpool RFP and Contract Award to Commute. Action required.

Ms. Kreger presented the report as contained in the member packet.

Mr. Rodriguez inquired if there were any major changes in the agreement.

Ms. Kreger stated that there were only minor changes, removal of some language in document, including:

- Language that YCIPTA could remove Commute employee but since the commute employee is no longer in the YCAT office that was removed
- Wording in regards to record keeping
- Time to report and accident
- Other repetitive language

Dr. Sabath inquired if the vehicles were owned by YCIPTA.

Ms. Kreger stated that Commute provides their own vehicles and maintenance.

Ms. Kreger further stated that YCIPTA provides a subsidy and in return YCIPTA reports the ridership to receive Small Transit Intensive Cities (STIC) funding.

Motion (Golding/Killman): To approve as presented.

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

No. 4: Discussion and or action regarding CARES Act funding. Possible action required.

Ms. Kreger provided some background information. Some highlights are as follows:

- No Cash Flow
 - Have not received entity dues
 - lost fare revenue
- CARES funding can't be used for match money for the other grants.
- YCIPTA must expend before getting reimbursed
- CARES could cover three years of operating expenses.

Ms. Thorpe stated that she had a conversation with Mr. Gilbert Viejas, Chief Financial Officer (CFO), in regards to funds.

Ms. Kreger stated that Arizona Department of Transportation (ADOT) was behind on reimbursements.

Ms. Thorpe inquired if YCIPTA was 2 million in the hole.

Ms. Kreger stated that it was less due to YCIPTA received a deposit.

Ms. Kreger further background information regarding YCIPTA:

- Initially formed it was started with a zero balance.
- Transit funds should have gone to YCIPTA stayed at Yuma Metropolitan Planning Organization.
- YCIPTA does not make a profit makes cash flow an issue.
- YCIPTA has tried finding other money streams such as in memorandums of understanding (MOUs)

Ms. Thorpe stated that this was an important discussion to have and if maybe it should be discussed again in third quarter.

Mr. Rodriguez agreed with Ms. Thorpe and stated that this should be discussed prior to next budget approval.

Mr. Golding asked for clarification as to what exactly need to discuss prior to next budget.

Mr. Rodriguez stated that the cash position, noting Ms. Kreger's comment stating that CARES could cover three years of operating expenses.

Ms. Kreger stated that since YCIPTA has a cash flow problem/no buffer, this could allow us to have a buffer and create stability.

Dr. Sabath inquired regarding delaying the entity dues and if entities should go ahead and pay.

Ms. Kreger stated it would be greatly appreciated.

Dr. Sabath inquired as to how the CARES would be spent.

Ms. Kreger stated that YCIPTA was not ready to make formal request but was working on plan to expend. The plan to expend would be completed by next board meeting.

Ms. Thorpe requested a breakdown per year.

Mr. Rodriguez stated to note in minutes the request for itemized expenses.

Mr. Rodriguez stated it should be same motion as in the October meeting; an itemized budget of CARES act.

Mr. Golding stated that it should be given a different name than "budget" so that it doesn't get confused with annual budget; perhaps "allocation".

Mr. Rodriguez made a motion to Receive an itemized CARES allocation plan for next meeting and monthly follow up in anticipation.

Mr. Rodriguez stated that also discussion after conclusion would be needed.

Mr. Velez inquired regarding the deadline for accepting the CARES funding.

Ms. Kreger stated that YCIPTA has applied for and been awarded.

Discussion ensued in regards to the motion.

Mr. Velez made a motion to accept the funding.

Ms. Kreger stated that it was already approved with the last budget amendment.

Dr. Sabath inquired if Mr. Velez would like to rescind motion, Mr. Velez confirmed.

Dr. Sabath inquired if the previous motion still stands; Ms. Kreger confirmed.

Motion (Rodriguez/Godling): to receive an itemized CARES allocation plan for next meeting and monthly follow up in anticipation

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

Mr. Golding made a motion to “disapprove the use of CARES act funding for reimbursement on entity dues for 2020-2021”.

Ms. Thorpe stated that the motion was premature and would like to leave the option open.

Being no second, Dr. Sabath noted the motion could not be considered.

No. 5: Discussion and or action regarding the YCAT Maintenance Updates. Oliver Cromwell, GM RATP Dev presenting. No action required.

Mr. Cromwell presented the report as contained in the member packet.

Mr. Cromwell noted that the miles between road calls was increasing and stated it was due to the age of fleet.

Ms. Thorpe inquired as to the reasons inspections had failed.

Ms. Kreger stated that it was usually a quality assurance (QA) item failure not a complete failure and most were minor items.

Mr. Golding noted that for July and August delays most were listed as “other” as the reason. Mr. Golding asked for examples of what falls under “other”.

Mr. Cromwell stated that he was not sure but will provide that information to the Board at next meeting.

No action required; no action taken.

No. 6: Discussion and or action regarding the YCIPTA Shelter and Bus Stop Permit status report. No action required.

Ms. Kreger presented the report as contained in the member packet.

Ms. Kreger stated that JWL Construction was overbooked and would possibly start installations in December.

Ms. Kreger thanked City of Yuma for quick turnaround on the permitting.

No action required; no action taken.

No. 7: Discussion and or action regarding YCIPTA Fleet status report. No action required.

Ms. Kreger presented the report as contained in the member packet. Ms. Kreger provided some highlights as follows:

- Current fleet list mileage was as of August 31, 2020
- Replacement of three (3) cutaways for our ADA service was needed
- Replacement of four (4) passports were also needed

Ms. Kreger noted that usually it takes about 14 months to receive a Gillig but if we have purchase order (PO) by November we can receive it by August 2021. That purchase is to be determined by the conversation about the budget for the third quarter.

Mr. Golding inquired if the idea was to procure seven (7) buses to replace 3 New Flyers and 4 Arbocs.

Ms. Kreger stated that it was 3 new flyers and 4 Passports, but confirmed that it was correct.

No. 8: Discussion and or action regarding the Second Amendment to Grant Pass Through Intergovernmental Agreement between YCIPTA and the City of Yuma For Federal Transit Funding. Action required.

Ms. Kreger stated that the City of Yuma pass through grant for Hotel Del Sol was to expire on September 2020 but received an extension to September 2021.

Ms. Kreger stated that the funds can still be used for pre-construction costs and predesign.

Mr. Rodriguez stated that the City of Yuma would like to proceed with possibly private or public interests.

Mr. Rodriguez stated that the intention is for the first floor be used for the YCAT Transit Center and another floor would be for "other". Mr. Rodriguez stated he appreciated the partnership with YCIPTA.

Mr. Golding inquired if the design would expend all of the grant funding.

Mr. Rodriguez stated that there would be funds left over.

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

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

PROGRESS REPORTS:

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

Mr. Cromwell presented the report 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 presented the report as contained in the member packet.

Ms. Kreger stated that the system is running 70% of service however, the ridership was still down about 64%.

Ms. Kreger also mentioned that YCAT would remain fare-free until partitions are installed.

Ms. Kreger stated that new radios were installed on the entire fleet, and upgraded NextBus system to be installed this week.

Mr. Golding stated that he was glad to hear that NextBus was getting updated.

No action required; no action taken.

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

Ms. Perez presented the reports as contained in the member packet. No action required; no action taken.

No. 4: Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. No action is required. Will be provided by meeting time

Ms. Medel presented the financials for August 2020 as follows:

Greyhound	\$3,371.02
General	\$78,922.15
Payroll	\$2,063.43
Fare Revenue	\$301.93
YC Treasurer	\$99,869.06
Greyhound sales	\$ 2,013.00
Fare Revenue	\$0.00 (YCAT/On Call)
Accounts payable	\$1,108, 247.75 (as of August 31, 2020)
Accounts receivable	\$2,062,283.13 (as of August 31, 2020)

No action required; no action taken.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

October 26, 2020

Motion (Golding/Velez): To adjourn.

Voice Vote: Motion Carries, (8-0) with Ms. Zambrano being excused.

ADJOURNMENT

There being no further business to come before the Authority, the meeting was adjourned at 2:25 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this _____, 2020, Agenda Item _____.

Carol Perez, Board Secretary



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November 2, 2020

Discussion and Action Item 1

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the YCIPTA Strategic Planning
Services RFP and Contract Award.

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) Board of Directors approve YCIPTA Strategic Planning Services RFP and Contract Award.

Background and Summary: Staff received nine (9) proposals for the Strategic Planning Services RFP. All were received on time and were considered responsible and responsive proposals.

There were four reviewers that reviewed and scored all of the proposals. The proposals were scored in five areas for a total of 100 points. Points were given for each factor, a quality level score (0-100%) was then given for each factor. Max points times Quality Level = Score.

- The extent to which the proposal addresses the stated management issues and clearly describes the scope of work (**35 points**)
- Specific plans or methodology to be used to perform the services (**25 points**)
- Qualifications and experience of consultant in providing strategic planning development (**20 points**)
- Availability for work to be conducted during November-January 2021 (**10 points**)
- Cost of providing services for successful project completion. (**10 points**)

Due to the variance of each of the four reviewers, scores were then totaled for each proposal. The results of the scoring are as follows listed from highest to lowest including proposal amount:

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Shelly Kreger, Transit Director

Proposer	Score	Price
TransPro	270.00	\$ 63,010
Moore & Assoc	269.56	\$ 37,515
Sbrand	269.50	\$ 19,250
BerryDunn	260.00	\$ 75,559
LBL Strategies	231.00	\$ 79,600
DRI	218.00	\$ 74,525
COCS	214.25	\$ 83,071
Public Knowledge	206.50	\$ 115,010
Kuroshio	175.25	\$ 17,000

Staff feels it is important to have a qualified firm guide us in the strategic planning process and to deliver a quality plan and help YCIPTA staff and the Board of Directors report and manage performance, providing excellence in transparency and building comprehensive ownership in the implementation of the strategic plan.

Fiscal Impact: \$63,010

Recommended Motion: That the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve YCIPTA Strategic Planning Services RFP Contract award to TransPro.

Legal Counsel Review: Yes, legal is preparing contract.

Attachments: N/A

For information on this staff report, please contact Shelly Kreger, Transit Director via email at skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for Submission



Shelly Kreger, Transit Director

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April 27, 2020

Discussion and Action Item 2

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the Community Transit
Committee

Requested Action: N/A

Background and Summary: During the April 27, 2020 YCIPTA Board Meeting it was discussed that each Board Member was to select an individual or two from their community to serve on this committee. To date we have only received one application from Chairperson Zambrano.

Staff would like to receive an update from other Board members as to their effort regarding recruiting for the YCAT Community Transit Committee. Below is a recap of what the CTC is and the roles it plays.

The goal of the YCAT Community Transit Committee is to advise the Yuma County Intergovernmental Public Transportation Authority Board of Directors regarding public transit matters in Yuma County. If the selected to serve on the committee, YCIPTA staff will make a recommendation to the YCIPTA Board of Directors for appointment to this committee to serve staggered two-year terms.

The YCAT Community Transit Committee is advisory in nature and provides advice regarding the following matters:

- Acts as a sounding board for policies and plans.
- Provides a communication link between the residents of the service area and YCIPTA Board of Directors.
- Recommends plans, policies and procedures to the YCIPTA Board of Directors.
- Promotes agency accountability.
- Form community partnerships.

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Shelly Kreger, Transit Director

- Addresses other public transit matters as requested by the Board of Directors or staff.

Citizen input is essential to the success of a transportation planning process. Since the general public is both the user and the financier of YCAT, it is important for the community to participate in identifying transportation issues and comment on potential alternatives.

The idea for the concept of each Board Member to select an individual or two from their community came from a discussion with Chairperson Zambrano. YCIPTA has found it difficult to encourage the public to serve and felt that this may be a good opportunity to get the committee off the ground.

Recommended Motion: N/A

Fiscal Impact: None

Legal Counsel Review: N/A

Attachments: Application to Serve on the YCAT Community Transit Committee and one completed application.

For information on this staff report, please contact Shelly Kreger, Transit Director via email at skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for Submission



Shelly Kreger, Transit Director

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Application to Serve on the YCAT Community Transit Committee

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- Form community partnerships.
- Addresses other public transit matters as requested by the Board of Directors or staff.

Citizen input is essential to the success of a transportation planning process. Since the general public is both the user and the financier of YCAT, it is important for the community to participate in identifying transportation issues and comment on potential alternatives.

Meetings are to be conducted on a quarterly basis, which is tentatively set for the 1st Monday of the month at 12:00 noon at a location to be determined within the City of Yuma. Meetings will be held in the month of January, April, July and October and are open to the public.

The committee will be comprised of 11 members representing the following groups:

1. YCAT riders
2. City, Town or County employees
3. Community advocates
4. Advocates for bus users
5. Advocates for seniors and/or persons with disabilities
6. Advocates for underrepresented groups such as low-income and/or minorities.

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If the selected to serve on the committee, YCIPTA staff will make a recommendation to the YCIPTA Board of Directors for appointment to this committee to serve staggered two year terms.

For additional information on the YCAT Community Transit Committee, please contact Shelly Kreger, Transit Director at 928.539.7076 ext 101 or email skreger@ycipta.az.gov.

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Shelly Kreger, Transit Director

Yuma County Intergovernmental Public Transportation Authority
Application to Serve on the Community Transit Committee
Please Print Clearly

NAME _____

ADDRESS _____

CITY _____ STATE _____
ZIP _____

HOME PHONE _____
WORK PHONE _____

1. Are you a YCAT rider ? ___/ YES ___/NO
2. What percentage of your trips are made by ___/Auto ___/Fixed Route
___/YCAT OnCall
___/YCAT Vanpool
3. Are you affiliated with any agency that would benefit from the YCAT Community Transit Committee? ___/ YES If yes, name agency
_____ ___/NO

3A. What category do you fall under? ___/Rider ___/Advocate ___/Business Community
___/Student (High) ___/Student (College) ___/Disability ___/Senior ___/Low Income

4. Why are you interested in joining this committee?

5. What are some of your ideas for improving public transportation?

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6. What expertise can you provide to the committee if you are selected?

Signature _____

Date _____

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Shelly Kreger, Transit Director

If the selected to serve on the committee, YCIPTA staff will make a recommendation to the YCIPTA Board of Directors for appointment to this committee to serve staggered two year terms.

For additional information on the YCAT Community Transit Committee, please contact Shelly Kreger, Transit Director at 928.539.7076 ext 101 or email skreger@ycipta.az.gov.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

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Shelly Kreger, Transit Director

Yuma County Intergovernmental Public Transportation Authority
Application to Serve on the Community Transit Committee
Please Print Clearly

NAME : Karla Vera

ADDRESS : 1162 B Street

CITY: San Luis

STATE: Arizona

ZIP: 85349

HOME PHONE: (928) 627-5119

WORK PHONE:(928) 750-1970

1. Are you a YCAT rider ? ___/ YES **NO**

2. What percentage of your trips are made by **100%**/Auto ___/Fixed Route ___/
YCAT OnCall ___/YCAT Vanpool

3. Are you affiliated with any agency that would benefit from the YCAT Community
Transit Committee? **YES** If yes, name agency **Arizona Western College Student
Government Association**

- 3A. What category do you fall under? ___/Rider **Advocate** ___/Business
Community
___/Student (High) **Student (College)** ___/Disability ___/Senior ___/Low
Income

4. Why are you interested in joining this committee?
Many friends and even family such as my grandmother have used and currently
use YCAT as their transportation for school, work and so on. I have been used
YCAT as my transportation for a very few times. Through my own experience and
those who have used it before, I have many suggestions and ideas that might be
beneficial for the safety, growth, improvement and promotion of YCAT use.
Forming part of the YCAT committee will be an amazing opportunity to let my ideas
at loose.

5. What are some of your ideas for improving public transportation?
Over the years I have seen how most of YCAT's stops are not in the most
convenient places. Taken that into account I would propose choosing better YCAT

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Shelly Kreger, Transit Director

stop spots. Having a shade shelter at each stop is a necessity since we live in a very hot city. I see how most people are exposed to hot sun rays while waiting for their YCAT ride and I know we can do something about it.

6. What expertise can you provide to the committee if you are selected?

I can provide strong customer service to the committee given by my extensive practice in past clubs, volunteer hours and previous jobs. I am always willing to work hard to please everybody's needs. I like generating a welcoming, engaging and productive environment filled with positivity and optimism.

Signature: Karla Vera

Date: 10/7/20

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November 2, 2020

Discussion and Action Item 3

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the CARES Act Funding.

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the use of CARES funding as presented in the allocation Plan.

Background and Summary: At the June 22, 2020 YCIPTA Board meeting it was requested that the CARES Act Funding be put on the next agenda for discussion on the allowable use of the funding and if this funding could be used to offset the member contributions.

During the August 24, 2020 YCIPTA Board meeting discussions resumed regarding the use of the CARES Act funding. Many questions were raised asking how did YCIPTA get that much in funding with other entities not receiving as much. It was explained to the board that the funding amounts were based off of a formula that FTA uses for the normal 5307 apportionments.

At the September 28, 2020 meeting it was requested that staff prepare a allocation plan for use of the CARES Funding. Attached to this staff report is the proposed allocation plan for expending CARES funding in FY20 of \$7.2 million and a carryover of \$2.1 million for FY21.

The CARES Act grant currently is allocated to all operating expenses. After discussion with FTA regarding capital expenses (bus replacements) YCIPTA can submit an amendment to pull some of the funding over to capital expenses. The purchase of 4 replacement buses (\$2 mil) could greatly help us with our fleet replacement, with no added match required as it would be 100% Federal. If we don't use the CARES funding, we would have to use our regular 5307 funding at a 20% match resulting in a \$400,000 cash match.

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Shelly Kreger, Transit Director

There has not been an increase in the entity dues for transit since the beginning of YCIPTA. Staff has strived to look for other revenue streams to keep the costs down for the entities. In reality incremental increases should have been made over the years as costs increase. Going forward entity dues will need to be increased to assist with operating costs and cash flow.

As YCIPTA looks towards the future and a new facility, we will need all of the support possible to attain this.

Due to this situation we have been put under YCIPTA will not receive the expected revenues that was anticipated in our budget for FY21. COVID-19 has not only affected us for FY21 it affected our FY20 revenue as well. YCIPTA needs to do better planning going forward to minimize financial impacts as much as possible in the future to include increase in dues and future sales tax.

YCIPTA is currently paying 5.5% interest to the County Treasurer which is and has been paid with local cash. In FY20 YCIPTA paid \$124,309 in interest and FY21 to date we have paid \$68,369. This is not reimbursable by FTA. With the CARES Act being 100% federal covering expenses this year and partial next year could help us get out of our negative balance with the County. The Heroes Act, if passed could potentially provide additional FTA funding at 100% Federal share which could also assist us in that respect, but this is not something that we cannot count on at this time.

Fiscal Impact:

Recommended Motion: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the use of CARES funding as presented in the allocation plan

Legal Counsel Review: Yes

Attachments: Proposed CARES Allocation plan

For information on this staff report, please contact Shelly Kreger, Transit Director via email at skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for Submission



Shelly Kreger, Transit Director

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Shelly Kreger, Transit Director

Proposed CARES Funding Allocation Scenerio

(4 Gilligs purchased with CARES)

		FY 20-21		3% increase from prior year		
		CARES	FTA Grants	CARES	FTA Grants	
Avail CARES Funding		\$ 9,362,639		\$ 2,091,205		
Expense Type						
Salaries/Fringe		\$ 524,915			\$ 540,662	50/50
Services (Contractor,legal,cash handling, maintenance, radios, COVID Cleaning)		\$ 3,856,022		\$ 2,091,205	\$ 1,880,498	50/50
Materials & Supplies (Fuel, office)		\$ 641,500			\$ 660,745	50/50
Utilities, insurance, misc		\$ 248,997			\$ 256,466	50/50
Land			\$ 373,879			
Furniture/Equipment (Furniture,Bus shelters, Nextbus)			\$ 677,652		\$ 350,000	80/20
Buses (4 Gilligs)(STP cutaways ADA)		\$ 2,000,000	\$ 300,000			80/20
Total Budget (minus COY Del Sol)		\$ 7,271,434	\$ 1,351,531	\$ 2,091,205	\$ 3,688,371	
Match Required		\$ -	\$ 270,306	\$ -	\$ 1,739,186	
Est. Add cash costs (interest) non-reimbursable			\$ 240,000			
Total cash match & cash			\$ 510,306			
CARES Carryover for FY21-22		\$ 2,091,205		\$ -		

Match calculation			
\$ 3,338,371	ops	\$ 1,669,185.50	
\$ 350,000		\$ 70,000.00	



Date: 10/29/2020

From: Oliver Cromwell GM YCAT

YCAT Maintenance KPI's (September 2020)

PMI Completed.....	(20)
PMI On Time Percentage.....	(95.0%)
Road Calls.....	(35)
Road Calls as Defined by the NTD.....	(0)
Miles Between Road Calls.....	(Waiting on Months close out)

Guideline/Minimum standards.

- PMI on time percentages FTA/ADOT minimum 80%. YCIPTA minimum 90%



Monthly YCIPTA board meeting report RatpDev

Oliver Cromwell GM

10/29/2020

This monthly report is intended to summarize any route operations, maintenance, management or finance operations or actions that fall outside of normal operations for YCAT public transit.

COVID 19.

- Increased routes and times have been in effect since Monday August 17th and will increase again on November 9th due to demand. Safety precautions are implemented to protect our operators and the public, entry in rear door only unless wheelchair ramp is needed, reduced passenger capacity, some seats blocked off to increase passenger distance. Current fixed route services will remain in effect until further notice.
- In addition to our normal cleaning and sanitizing we also sanitize all vehicles nightly in addition to sanitizing vehicles enroute at transfer points.

Vehicle replacement schedule.

- As of September 2020 YCAT, has (8) 30+ passenger vehicles that are substantially passed their FTA service life
- (3) 1997 New Flyers Buses that are 11 years past their replacement schedule.
- (5) 2010 Passports that are 3 years past their replacement schedule. (2) needing engine rebuilds and (4) needing Transmission replacements. All having over 500,000 miles clocked.

It is strongly recommended that these (8) vehicles are replaced ASAP. The decreased dependability and increased maintenance cost will continue to rise and may jeopardize YCAT's ability to maintain normal bus service operations due to excessive break downs and repair times.



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Transit Directors Report October 2020

1. Modified schedule, was operating at about 80% service now.
2. Currently undergoing the Short Range Transit Plan. We will be conducting the second round of stakeholder outreach the middle of November.
3. Partnership with the City of Yuma to paint Downtown Transit Center (Hotel Del Sol) – Painting has been completed. Was tagged a few days later and has been touched up since.
4. APTA Health & Safety Commitments Program. Posters and seal of commitment are being placed in buses.
5. Attended the AzTA virtual conference and presented in a session called “The challenges to Returning/Ramping Up Service”
6. Three new cases of COVID reported this last month.
7. Reviewed 9 proposals for Strategic Planning Services.

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Shelly Kreger, Transit Director



RIDERSHIP AND FARES

Period: 9/1/2019 to 9/30/2019

Route	Cash Fares			Day Passes Sold		Passes Accepted				Free				Special Revenues					Statistics			Total Pax
	Basic Cash	Disc Cash	Deviations	Day Passes	Disc Day	Day Passes	31-Day Passes	1& 10 Ride	Paper Passes	< 5 & PCAs	Greyhound	Promo	On Call ID	Aztec	YPIC	Colleges	Cocopah	Vista	WC	Bikes	Guides	
Orange 2	803	413	0	45	27	355	153	17	107	18	2	0	10	76	20	1,883	52	53	15	49	3	4,034
Brown 3	80	48	40	16	26	144	31	4	2	17	0	0	7	0	2	196	0	3	9	12	3	576
Green 4	291	416	0	52	84	516	370	18	68	22	13	0	8	40	130	362	61	1,181	6	38	2	3,632
Green 4A	224	236	0	22	79	354	207	22	51	3	13	0	0	16	122	348	40	609	1	21	2	2,346
Blue 5	324	210	0	74	89	506	99	4	41	40	3	0	10	1	4	56	91	6	7	1	9	1,558
Purple 6	347	280	0	39	45	254	70	3	68	152	3	0	1	118	18	119	2,154	57	59	60	3	3,728
Gold 8	50	23	12	21	18	50	22	3	1	13	0	0	2	1	1	118	1	13	5	4	1	337
Silver 9	116	23	0	4	0	2	1	5	111	0	0	0	0	3	0	1,704	2	0	0	1	0	1,971
Turquoise 10	215	2	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	6	6	0	218
Yellow 95	6,823	5,666	0	510	269	2,053	1,112	30	1,588	114	13	0	28	820	189	2,086	558	386	95	267	21	22,245
Grand Total:	9,272	7,317	52	783	637	4,234	2,065	106	2,037	380	47	0	66	1,075	486	6,872	2,959	2,308	203	459	44	40,644

REVENUE:

Total Revenue: \$30,763.33
 Unclassified Revenue: \$1,371.77
 As a % of Total: 4.46%



RIDERSHIP AND FARES

Period: 9/1/2020 to 9/30/2020

Route	Cash Fares			Day Passes Sold		Passes Accepted				Free				Special Revenues					Statistics			Total Pax
	Basic Cash	Disc Cash	Deviations	Day Passes	Disc Day	Day Passes	31-Day Passes	1& 10 Ride	Paper Passes	< 5 & PCAs	Greyhound	Promo	On Call ID	Aztec	YPIC	Colleges	Cocopah	Vista	WC	Bikes	Guides	
Orange 2	2	0	0	0	0	0	0	0	0	1,102	0	2	0	0	0	0	0	0	4	42	0	1,106
Brown 3	0	0	0	0	0	0	0	0	0	429	1	0	0	0	0	0	0	0	17	20	0	430
Green 4	0	0	0	0	0	0	0	0	0	1,868	0	2	0	0	0	0	0	1	18	101	0	1,871
Green 4A	0	0	0	0	0	0	0	0	0	9	0	0	0	0	0	0	0	0	0	1	0	9
Blue 5	0	0	0	0	0	0	0	0	0	931	0	0	0	2	0	0	0	0	7	93	0	933
Purple 6	0	0	0	0	0	0	0	0	0	1,072	0	2	0	0	0	0	0	0	27	52	0	1,074
Gold 8	0	0	0	0	0	0	0	0	0	121	0	0	0	0	0	0	0	0	1	12	0	121
Silver 9	0	0	0	0	0	0	0	0	0	215	0	0	0	0	0	1	0	1	0	0	0	217
Turquoise 10	0	0	0	0	0	0	0	0	0	201	1	0	0	0	0	0	0	0	3	7	0	202
Yellow 95	1	0	0	0	0	0	0	0	0	11,921	0	16	0	0	2	0	0	0	74	334	0	11,940
Grand Total:	3	0	0	0	0	0	0	0	0	17,869	2	22	0	2	2	1	0	2	151	662	0	17,903

REVENUE:

Total Revenue:	\$1.11
Unclassified Revenue:	\$1.11
As a % of Total:	100.00%



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Summary Financial Report for September 2020

This report is a summary for the period September 2020. The attached monthly profit and loss statements are unaudited figures. Expenses do not include September service billing for fixed and on call routes.

Reconciled account balances for YCIPTA checking accounts held at 1st Bank Yuma for the following months are as follows:

September 2020

Greyhound	\$955.47
General	\$92,635.57
Payroll	\$31,334.50
Fare Revenue	\$301.93

September 2020

YC Treasurer	\$23,252.43
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Greyhound sales by Month

September 2020	\$ 2,013.00
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Fare Revenue by Month

September 2020

YCAT	\$0.00
On Call	\$0.00

Accounts payable as of September 30, 2020 was \$1,158,088.10

Accounts receivable as of September 30, 2020 was \$1,134,617.08

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Shelly Kreger, Transit Director

Yuma County Intergovernmental Public Transportation Auth.

Executive Board P&L

September 2020

	Sep 20	Jul - Sep 20	YTD Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
40000 · Intergovernmental					
40700 · Miscellaneous Revenues					
40799-3 · Advertising Sales	0.00	0.00	16,000.00	-16,000.00	0.0%
40799-4 · Greyhound Commissions - YCIPTA	1,594.45	1,404.66	26,400.00	-24,995.34	5.32%
40799-5 · Interest	0.24	428.82	1,200.00	-771.18	35.74%
40799-6 · Miscellaneous Revenues	240.54	565.90	2,000.00	-1,434.10	28.3%
Total 40700 · Miscellaneous Revenues	1,835.23	2,399.38	45,600.00	-43,200.62	5.26%
40900 · Local Funding					
40900-2 · Local Transit Dues	0.00	516,739.00	516,739.00	0.00	100.0%
40900-4 · Contributions Public Entities	0.00	146,315.54	702,757.00	-556,441.46	20.82%
Total 40900 · Local Funding	0.00	663,054.54	1,219,496.00	-556,441.46	54.37%
41101 · State Grants					
41101-1 · ADOT 5311	0.00	239,194.00	3,299,242.00	-3,060,048.00	7.25%
41101-2 · ADOT 5310	0.00	0.00	35,384.00	-35,384.00	0.0%
Total 41101 · State Grants	0.00	239,194.00	3,334,626.00	-3,095,432.00	7.17%
41300 · Federal Grant Revenue					
41399-1 · FTA 5307	0.00	333,287.00	11,363,548.00	-11,030,261.00	2.93%
41399-4 · STP Capital Grant	0.00	0.00	277,974.00	-277,974.00	0.0%
Total 41300 · Federal Grant Revenue	0.00	333,287.00	11,641,522.00	-11,308,235.00	2.86%
Total 40000 · Intergovernmental	1,835.23	1,237,934.92	16,241,244.00	-15,003,309.08	7.62%
41000 · Charges for Service					
40100 · Fare Revenue					
40101 · YCAT Fares	0.00	150.00	341,810.00	-341,660.00	0.04%
40190 · On Call Fares	0.00	0.00	2,700.00	-2,700.00	0.0%
Total 40100 · Fare Revenue	0.00	150.00	344,510.00	-344,360.00	0.04%
Total 41000 · Charges for Service	0.00	150.00	344,510.00	-344,360.00	0.04%
Total Income	1,835.23	1,238,084.92	16,585,754.00	-15,347,669.08	7.47%
Gross Profit	1,835.23	1,238,084.92	16,585,754.00	-15,347,669.08	7.47%
Expense					
50100 · Salaries and Wages					
50102 · Regular Salaries and Wage	23,136.48	77,679.34	380,780.00	-303,100.66	20.4%
50104 · Regular Salaries Paid Leave	4,759.91	28,174.52			
Total 50100 · Salaries and Wages	27,896.39	105,853.86	380,780.00	-274,926.14	27.8%

September 2019

	Sep 19	Jul - Sep 19	YTD Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
40000 · Intergovernmental					
40700 · Miscellaneous Revenues					
40799-3 · Advertising Sales	0.00	0.00	16,000.00	-16,000.00	0.0%
40799-4 · Greyhound Commissions - YCIPTA	-407.82	4,116.39	26,400.00	-22,283.61	15.59%
40799-5 · Interest	114.24	1,160.71	1,200.00	-39.29	96.73%
40799-6 · Miscellaneous Revenues	4.15	264.00	2,000.00	-1,736.00	13.2%
Total 40700 · Miscellaneous Revenues	-289.43	5,541.10	45,600.00	-40,058.90	12.15%
40900 · Local Funding					
40900-2 · Local Transit Dues	0.00	516,739.00	516,739.00	0.00	100.0%
40900-4 · Contributions Public Entities	0.00	131,618.30	557,628.00	-426,009.70	23.6%
Total 40900 · Local Funding	0.00	648,357.30	1,074,367.00	-426,009.70	60.35%
41101 · State Grants					
41101-1 · ADOT 5311	39,810.52	255,049.22	1,157,552.00	-902,502.78	22.03%
41101-2 · ADOT 5310	14,140.44	14,140.44	25,000.00	-10,859.56	56.56%
Total 41101 · State Grants	53,950.96	269,189.66	1,182,552.00	-913,362.34	22.76%
41300 · Federal Grant Revenue					
41399-1 · FTA 5307	30,013.00	222,487.00	6,046,633.00	-5,824,146.00	3.68%
41399-4 · STP Capital Grant	0.00	0.00	301,240.00	-301,240.00	0.0%
Total 41300 · Federal Grant Revenue	30,013.00	222,487.00	6,347,873.00	-6,125,386.00	3.51%
Total 40000 · Intergovernmental	83,674.53	1,145,575.06	8,650,392.00	-7,504,816.94	13.24%
41000 · Charges for Service					
40100 · Fare Revenue					
40101 · YCAT Fares	35,570.26	109,870.83	455,748.00	-345,877.17	24.11%
40190 · On Call Fares	140.00	350.00	3,600.00	-3,250.00	9.72%
Total 40100 · Fare Revenue	35,710.26	110,220.83	459,348.00	-349,127.17	24.0%
Total 41000 · Charges for Service	35,710.26	110,220.83	459,348.00	-349,127.17	24.0%
Total Income	119,384.79	1,255,795.89	9,109,740.00	-7,853,944.11	13.79%
Gross Profit	119,384.79	1,255,795.89	9,109,740.00	-7,853,944.11	13.79%
Expense					
50100 · Salaries and Wages					
50102 · Regular Salaries and Wage	26,538.68	87,452.81	368,376.00	-280,923.19	23.74%
Total 50100 · Salaries and Wages	26,538.68	87,452.81	368,376.00	-280,923.19	23.74%

Yuma County Intergovernmental Public Transportation Auth.

Executive Board P&L

September 2020

	Sep 20	Jul - Sep 20	YTD Budget	\$ Over Budget	% of Budget
50200 - Fringe Benefits					
50201 - FICA- SS & Medicare	2,116.78	8,037.29	32,024.00	-23,986.71	25.1%
50202 - ASRS	3,408.94	11,899.67	46,531.00	-34,631.33	25.57%
50203 - Health Insurance	3,583.85	14,514.50	59,640.00	-45,125.50	24.34%
50204 - FUTA	0.00	0.00	600.00	-600.00	0.0%
50205 - Life Insurance	0.00	235.20	840.00	-604.80	28.0%
50207 - State Unemployment	0.00	0.00	1,500.00	-1,500.00	0.0%
50208 - Workers Compensation Ins	905.00	1,690.00	3,000.00	-1,310.00	56.33%
Total 50200 - Fringe Benefits	10,014.57	36,376.66	144,135.00	-107,758.34	25.24%
50300 - Services					
50301-1 - ADA Paratransit	0.00	15,083.79	145,836.00	-130,752.21	10.34%
50301-2 - Accounting & Audit	0.00	16,872.50	38,000.00	-21,127.50	44.4%
50301-3 - Vanpool Subsidy	10,500.00	31,500.00	126,000.00	-94,500.00	25.0%
50302 - Advertising	984.90	9,698.62	80,000.00	-70,301.38	12.12%
50303-1 - Legal Services	3,722.50	7,422.50	36,000.00	-28,577.50	20.62%
50303-2 - Cash Handel/Payroll Processing	159.40	546.53	24,000.00	-23,453.47	2.28%
50303-3 - IT Support/Web Development	2,070.00	6,320.00	36,000.00	-29,680.00	17.56%
50304 - Temporary Help	0.00	0.00	3,000.00	-3,000.00	0.0%
50305-0 - Bus Contractor	0.00	507,062.60	3,307,396.00	-2,800,333.40	15.33%
50305-1 - Contract Costs	5,366.96	9,533.62	100,000.00	-90,466.38	9.53%
50305-2 - Equipment Maintenance	0.00	3,402.68	20,000.00	-16,597.32	17.01%
50305-3 - Office Equip Repair	0.00	31,640.79	3,000.00	28,640.79	1,054.69%
50305-4 - Vehicle Repair & Maintance	104.18	1,634.71	231,747.00	-230,112.29	0.71%
50305-5 - Building Repairs & Maintance	442.25	853.13	12,000.00	-11,146.87	7.11%
50305-6 - Communications/Radio Service	19,021.05	19,021.05	130,000.00	-110,978.95	14.63%
50305-7 - Grounds Keeping/Pest Control	0.00	0.00	1,500.00	-1,500.00	0.0%
50305-8 - Software Updates/Maintenance	0.00	975.88	55,000.00	-54,024.12	1.77%
50306-1 - Bus Cleaning Services	10,856.00	23,896.00	72,000.00	-48,104.00	33.19%
50307 - Security Services	0.00	330.00	1,000.00	-670.00	33.0%
Total 50300 - Services	53,227.24	685,794.40	4,422,479.00	-3,736,684.60	15.51%
50400 - Materials and Supplies					
50401 - Fuel, Oil, Lubricants	21,723.52	57,675.65	460,000.00	-402,324.35	12.54%
50499-1 - Office Supplies	0.00	472.84	20,000.00	-19,527.16	2.36%
50499-2 - Postage	144.04	268.38	1,500.00	-1,231.62	17.89%
50499-3 - Printing	445.00	893.26	30,000.00	-29,106.74	2.98%

September 2019

	Sep 19	Jul - Sep 19	YTD Budget	\$ Over Budget	% of Budget
50200 - Fringe Benefits					
50201 - FICA- SS & Medicare	2,030.21	6,690.15	75,591.00	-68,900.85	8.85%
50202 - ASRS	2,824.62	11,162.41	44,610.00	-33,447.59	25.02%
50203 - Health Insurance	3,089.02	8,171.98	44,988.00	-36,816.02	18.17%
50204 - FUTA	15.18	38.55	500.00	-461.45	7.71%
50205 - Life Insurance	52.45	176.55	768.00	-591.45	22.99%
50207 - State Unemployment	0.00	0.00	3,000.00	-3,000.00	0.0%
50208 - Workers Compensation Ins	0.00	807.00	2,500.00	-1,693.00	32.28%
Total 50200 - Fringe Benefits	8,011.48	27,046.64	171,957.00	-144,910.36	15.73%
50300 - Services					
50301-1 - ADA Paratransit	0.00	21,433.98	129,324.00	-107,890.02	16.57%
50301-2 - Accounting & Audit	0.00	0.00	38,000.00	-38,000.00	0.0%
50301-3 - Vanpool Subsidy	10,500.00	31,200.00	126,000.00	-94,800.00	24.76%
50302 - Advertising	4,503.14	13,536.18	80,000.00	-66,463.82	16.92%
50303-1 - Legal Services	1,293.75	3,093.75	25,800.00	-22,706.25	11.99%
50303-2 - Cash Handel/Payroll Processing	692.29	2,117.81	15,000.00	-12,882.19	14.12%
50303-3 - IT Support/Web Development	3,377.25	26,145.23	20,800.00	5,345.23	125.7%
50304 - Temporary Help	0.00	2,441.12	3,000.00	-558.88	81.37%
50305-0 - Bus Contractor	-17.50	553,165.07	3,209,107.00	-2,655,941.93	17.24%
50305-1 - Contract Costs	2,083.33	6,249.99	100,000.00	-93,750.01	6.25%
50305-2 - Equipment Maintenance	0.00	153.06	20,000.00	-19,846.94	0.77%
50305-3 - Office Equip Repair	820.00	844.87	3,000.00	-2,155.13	28.16%
50305-4 - Vehicle Repair & Maintance	0.00	6,796.29	231,747.00	-224,950.71	2.93%
50305-5 - Building Repairs & Maintance	152.50	1,555.90	12,000.00	-10,444.10	12.97%
50305-6 - Communications/Radio Service	0.00	0.00	20,000.00	-20,000.00	0.0%
50305-7 - Grounds Keeping/Pest Control	39.00	117.00	1,500.00	-1,383.00	7.8%
50305-8 - Software Updates/Maintenance	0.00	2,911.22	55,000.00	-52,088.78	5.29%
50306-1 - Bus Cleaning Services	0.00	0.00			
50307 - Security Services	110.00	110.00	500.00	-390.00	22.0%
Total 50300 - Services	23,553.76	671,871.47	4,090,778.00	-3,418,906.53	16.42%
50400 - Materials and Supplies					
50401 - Fuel, Oil, Lubricants	37,830.93	115,252.56	458,700.00	-343,447.44	25.13%
50499-1 - Office Supplies	874.51	2,036.29	3,000.00	-963.71	67.88%
50499-2 - Postage	204.04	327.69	1,500.00	-1,172.31	21.85%
50499-3 - Printing	5,267.22	6,552.49	20,000.00	-13,447.51	32.76%

Yuma County Intergovernmental Public Transportation Auth.

Executive Board P&L

September 2020

	Sep 20	Jul - Sep 20	YTD Budget	\$ Over Budget	% of Budget
50499-4 · Misc Materials & Supplies	986.32	4,482.08	130,000.00	-125,517.92	3.45%
Total 50400 · Materials and Supplies	23,298.88	63,792.21	641,500.00	-577,707.79	9.94%
50500 · Utilities					
50501 · Electricity	1,379.00	4,355.05	20,000.00	-15,644.95	21.78%
50502-1 · Refuse Disposal	253.09	757.45	4,000.00	-3,242.55	18.94%
50502-2 · Water - Offices	208.96	555.79	2,500.00	-1,944.21	22.23%
Total 50500 · Utilities	1,841.05	5,668.29	26,500.00	-20,831.71	21.39%
50600 · Casualty and Liability Insuranc					
50608-1 · Gen Liab Insurance	4,926.00	4,926.00	4,000.00	926.00	123.15%
50608-2 · Prof. Liability Insurance	0.00	4,596.53	3,500.00	1,096.53	131.33%
50608-3 · Automobile Insurance	0.00	0.00	4,500.00	-4,500.00	0.0%
Total 50600 · Casualty and Liability Insuranc	4,926.00	9,522.53	12,000.00	-2,477.47	79.35%
50900 · Miscellaneous Expenses					
50901 · Memberships/Dues/Subscriptions	1,273.80	1,273.80	20,000.00	-18,726.20	6.37%
50902 · Travel Expenses	0.00	6,000.00	30,000.00	-24,000.00	20.0%
50906 · Finance Charges/Penalties	44.37	23,098.99	20,000.00	3,098.99	115.5%
50999-1 · License and Permits	0.00	0.00	300.00	-300.00	0.0%
50999-2 · Training/Education	0.00	0.00	71,797.00	-71,797.00	0.0%
50999-3 · Other Misc Expense	137.00	426.51	8,000.00	-7,573.49	5.33%
50999-5 · Telephone/Internet	657.82	2,035.00	10,000.00	-7,965.00	20.35%
50900 · Miscellaneous Expenses - Other	0.00	0.00			
Total 50900 · Miscellaneous Expenses	2,112.99	32,834.30	160,097.00	-127,262.70	20.51%
51200 · Leases and Rentals					
51212-1 · Building Lease	8,600.00	17,000.00	50,400.00	-33,400.00	33.73%
Total 51200 · Leases and Rentals	8,600.00	17,000.00	50,400.00	-33,400.00	33.73%
51600 · Capital Outlay					
51600-3 · Buildings/Mutli Modal Center	0.00	0.00	2,896,632.00	-2,896,632.00	0.0%
51600-4 · Land	0.00	363,879.47			
51600-5 · Automobiles	0.00	239,194.00			
51600-6 · Furniture and Equipment	12,540.00	17,475.81	677,652.00	-660,176.19	2.58%
Total 51600 · Capital Outlay	12,540.00	620,549.28	3,574,284.00	-2,953,734.72	17.36%
Total Expense	144,457.12	1,577,391.53	9,412,175.00	-7,834,783.47	16.76%
Net Ordinary Income	-142,621.89	-339,306.61	7,173,579.00	-7,512,885.61	-4.73%
Net Income	-142,621.89	-339,306.61	7,173,579.00	-7,512,885.61	-4.73%

September 2019

	Sep 19	Jul - Sep 19	YTD Budget	\$ Over Budget	% of Budget
50499-4 · Misc Materials & Supplies	118.80	236.64	35,400.00	-35,163.36	0.67%
Total 50400 · Materials and Supplies	44,295.50	124,405.67	518,600.00	-394,194.33	23.99%
50500 · Utilities					
50501 · Electricity	1,565.08	4,486.73	17,000.00	-12,513.27	26.39%
50502-1 · Refuse Disposal	227.89	622.87	2,000.00	-1,377.13	31.14%
50502-2 · Water - Offices	117.25	365.49	1,500.00	-1,134.51	24.37%
Total 50500 · Utilities	1,910.22	5,475.09	20,500.00	-15,024.91	26.71%
50600 · Casualty and Liability Insuranc					
50608-1 · Gen Liab Insurance	0.00	8,127.53	4,000.00	4,127.53	203.19%
50608-2 · Prof. Liability Insurance	0.00	2,196.67	3,500.00	-1,303.33	62.76%
50608-3 · Automobile Insurance	0.00	0.00	4,500.00	-4,500.00	0.0%
Total 50600 · Casualty and Liability Insuranc	0.00	10,324.20	12,000.00	-1,675.80	86.04%
50900 · Miscellaneous Expenses					
50901 · Memberships/Dues/Subscriptions	773.80	3,663.80	15,000.00	-11,336.20	24.43%
50902 · Travel Expenses	8,648.47	8,299.91	30,000.00	-21,700.09	27.67%
50906 · Finance Charges/Penalties	8,434.07	8,495.06	5,000.00	3,495.06	169.9%
50999-1 · License and Permits	0.00	0.00	300.00	-300.00	0.0%
50999-2 · Training/Education	2,200.00	2,200.00	75,044.00	-72,844.00	2.93%
50999-3 · Other Misc Expense	94.28	469.72			
50999-5 · Telephone/Internet	607.22	1,852.48	8,000.00	-6,147.52	23.16%
Total 50900 · Miscellaneous Expenses	20,757.84	24,980.97	133,344.00	-108,363.03	18.73%
51200 · Leases and Rentals					
51212-1 · Building Lease	4,200.00	12,600.00	50,400.00	-37,800.00	25.0%
Total 51200 · Leases and Rentals	4,200.00	12,600.00	50,400.00	-37,800.00	25.0%
51600 · Capital Outlay					
51600-3 · Buildings/Mutli Modal Center	0.00	0.00	2,933,711.00	-2,933,711.00	0.0%
51600-5 · Automobiles	0.00	0.00	163,224.00	-163,224.00	0.0%
51600-6 · Furniture and Equipment	0.00	34.75	646,850.00	-646,815.25	0.01%
Total 51600 · Capital Outlay	0.00	34.75	3,743,785.00	-3,743,750.25	0.0%
Total Expense	129,267.48	964,191.60	9,109,740.00	-8,145,548.40	10.58%
Net Ordinary Income	-9,882.69	291,604.29	0.00	291,604.29	100.0%
Net Income	-9,882.69	291,604.29	0.00	291,604.29	100.0%