

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting session on Monday, November 14, 2022 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Mr. Louie Galaviz called the meeting to order at 1:29 P.M.

Members Present:

Louie Galaviz/ City of Somerton/Chair
Ralph Velez/City of San Luis/Vice Chair
Jay Simonton/City of Yuma/Secretary/Treasurer
Richard Marsh/Town of Wellton/ Via Phone
Brian Golding, Sr./Quechan Tribe
Eric Holland/Cocopah Tribe
Ian McCaughey/Yuma County
Susanna M. Zambrano/Arizona Western College

Members Absent:

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Lorena Sanchez/YCIPTA/Clerk II
Shane Bollar/RATP DEV/General Manager

The Pledge of Allegiance was led by Mr. Velez

CALL TO PUBLIC:

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

CONSENT CALENDAR:

No. 1: Adopt the September 26, 2022 regular session minutes. Action required.

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

Voice Vote: Motion Carries, 8-0

DISCUSSION & ACTION ITEMS:

No. 1: Welcome Louie Galaviz, City Manager for the City of Somerton. No action required.

Mr. Galaviz introduced himself, expressing his hopes to catch up with all information and aspirations to stay with the committee.

Mr. McCaughey stating the Board is happy to welcome him.

Mr. Galaviz stated he hopes to get to know and work well with all members.

No action required; no action taken.

No. 2: Discussion and or action to ratify the action taken during the YCIPTA Emergency Board Meeting on October 27, 2022 regarding contract negotiations. Action required.

Ms. Kreger stated due to not posting the minutes of the emergency meeting in time the decision must be ratified.

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

**Motion (Simonton/Golding): To approve the action taken during the YCIPTA Emergency Board Meeting on October 27, 2022 regarding contract negotiations.
Voice Vote: Motion Carries, 8-0.**

No. 3: Discussion and or action regarding the new YCIPTA Subrecipient Monitoring Procedures. Action required.

Ms. Kreger presented information as contained in member packet.

Mr. Golding inquired when the pass-through agreement was brought to the board.

Ms. Kreger explained the agreement was not brought to the board due to adjustments required by the Federal Transit Authority (FTA). The agreement should be ready by the next meeting.

Mr. Golding clarified if the original agreement was brought to the board and approved.

Ms. Kreger stated yes, the agreement was approved and renewed a couple years ago. Ms. Kreger explained the agreement currently needs to be renewed and extended.

Mr. Velez questioned as to the status of subrecipient.

Ms. Kreger stated the documents did not originally state it was a subrecipient so it was not treated as one instead it was considered a pass through. FTA later stated in their triennial review it was a subrecipient.

Mr. Velez asked if the agreement would hence become a subrecipient.

Ms. Kreger confirmed.

Mr. Simonton asked if the agreement would be brought back for discussion at a later time.

Ms. Kreger confirmed

**Motion (McCaughey/Simonton): To approve the new YCIPTA Subrecipient Monitoring Procedures.
Voice Vote: Motion Carries, 8-0.**

No. 4: Discussion and or action regarding the updated YCIPTA Procurement Policies. Action required.

Ms. Kreger presented information as contained in member packet.

Mr. Golding asked if the revisions changed any staff member's assignments pertaining to action or duties not taken prior.

Ms. Kreger stated there has been changes in language explaining and describing duties and timelines, but not in staff responsibilities.

Mr. Golding clarified there had been changes.

Ms. Kreger confirmed there has been changes, just not in the staff members role in completing tasks.

Mr. Golding emphasized the importance in fixing the deficits for completing the procurement process on time. He stated there have been several big procurements made in the last couple years.

Ms. Kreger stated the claimed procurements were all conducted within the last triennial period.

**Motion (Zambrano/McCaughey): To approve the updated YCIPTA Procurement policies.
Voice Vote: Motion Carries, 8-0.**

No. 5: Discussion and or action regarding the updated YCIPTA Financial and Grants Management Policies and Procedures. Action required.

Ms. Kreger presented information as contained in member packet.

**Motion (Golding/Velez): To approve updated YCIPTA Financial and Grants Management Policies and Procedures.
Voice Vote: Motion Carries, 8-0.**

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

Ms. Kreger presented report as contained in member packet.

Mr. Simonton inquired as to how many shelters are left to install.

Ms. Kreger stated there are seven (7) left.

Ms. Zambrano questioned when the remaining will be installed.

Ms. Kreger stated June 30th was the expected end date.

Mr. Holland inquired if the locations were set and approved.

Ms. Kreger stated not all were set. She added the location near the food bank was still under discussion, along with City of Yuma set to choose the location for a couple stops. Ms. Kreger added south county would possible be receiving shelters as well.

No action required; no action taken.

No. 7: Discussion and or Action regarding the timeline for new Operations and Maintenance Facility. No action required. NO UPDATES

Mr. Kreger stated there were no updates for the time being.

Mr. McCaughey questioned the reason the topic was on the agenda.

Ms. Kreger stated Ms. Zambrano requested the topic be included for update purposes.

No action required; no action taken.

PROGRESS REPORTS:

No. 1: Operations Manager Report/Maintenance Update– Shane Bollar, General Manager – RATP Dev. No action required.

Mr. Bollar presented Operations Manager Report as contained in member packet. Mr. Galaviz asked the reason for participating in the event.

Mr. Bollar stated the participation was voluntary. Mr. Simonton questioned if the busses were full.

Ms. Kreger stated last year was the first year of participation, using two (2) busses, but outcome was not favorable.

Mr. Bollar stated busses were full and bike capacity was a factor so a third bus was ready on hand.

Mr. Galaviz requested information for the Adopt a Street program.

Ms. Kreger stated she could provide the information later.

No action taken; No action required.

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

Ms. Kreger presented Transit Director report as contained in member packet.

No action taken; No action required.

No. 3: Financial Report – Carol Perez, Financial Services Operations Manager. Will be provided at the meeting. No action is required.

Ms. Kreger informed board, Ms. Perez was absent for meeting and report will be emailed by end of week.

Ms. Zambrano questioned the reason for the delayed report.

Mr. Kreger stated the delay was due to a network failure and an excess amount of work.

No action required; no action taken.

Mr. Simonton asked what needs to be discussed in the next meeting.

Ms. Kreger stated the Bylaws subcommittee needs to meet including with the new board president, Mr. Galaviz. Along with the personnel subcommittee meeting.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

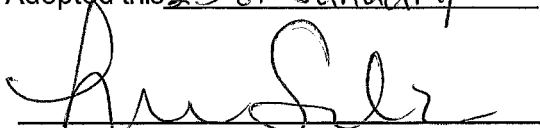
December 19, 2022 Via Zoom

ADJOURNMENT

There being no further business to come before the Authority in regular session, the meeting was adjourned at 2:04 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this 23 of January, 2023, Agenda Item CC1.



Lorena Sanchez, Board Secretary