



Yuma County Intergovernmental Public Transportation Authority

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AMENDED

(Amended items are highlighted)

NOTICE AND AGENDA OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS FOR THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY AND MEETING TO RATIFY DISCUSSION HELD BY MEMBERS ON MARCH 27, 2023

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:

MONDAY, April 24, 2023 – 1:30 PM

**Yuma County Department of Development Services – Aldrich Hall
2351 West 26th Street -- Yuma, AZ, 85364**

Pursuant to A.R.S. § 38-431.05, notice is hereby given to the members of the Yuma County Intergovernmental Transportation Authority (YCIPTA) and to the general public that YCIPTA as part of its regular meeting will hold a meeting open to the public on **Monday, April 24, 2023 at 1:30 pm located at Yuma County Department of Development Services – Aldrich Hall 2351 West 26th Street -- Yuma, AZ, 85364.**

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 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.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College

Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,

Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,

Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Persons with disabilities may request reasonable accommodations by contacting Robyn Stallworth Pouquette, Risk Management Specialist at 928.373.1137 or by email at robyn.pouquette@yumacountyaz.gov. 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 March 6, 2023 regular session minutes. Action required. Pg. 4

DISCUSSION & ACTION ITEMS:

1. Discussion notifying all members of discussions held on March 27, 2023 as an act of transparency, notes taken during this discussion are attached to the staff report for this item. No Action required. Pg. 12
2. Discussion and or action regarding the YCIPTA Annual Comprehensive Financial Report (ACFR) for Fiscal Year Ending June 30, 2022 presented by Jennifer Shields from Heinfeld Meech. Action required. Pg. 19
3. Public hearing and action regarding YCIPTA Federal Transit Administration DBE Program FY23-25 Disadvantaged Business Enterprise Goal Proposal. Action required. Pg. 97
4. Discussion and or action regarding the increase in YCIPTA Member Entity Dues for FY2023-2024 and Adoption of the DRAFT FY2023/24 Capital and Operating Budget. Action required. Pg. 104

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
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Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

5. Discussion and or action regarding the Imperial County Transportation Commission (ICTC) Transportation Development Act (TDA) Triennial Performance Audit for FY2019/20 – FY2021/22 of Fort Yuma Quechan Indian Tribe and YCIPTA. No action required. Pg. 123
6. Discussion and or action regarding Bus Shelter Advertising agreements with YCIPTA Member Entities. Action required. **Will be provided when completed by legal.** Pg. 176
7. Discussion and or action regarding YCIPTA Shelter, Bus Stop permit status and advertising report. No action required. Pg. 178

PROGRESS REPORTS:

1. Operations Manager Report/Maintenance Update– Shane Bollar, General Manager – RATP Dev. *No action required.* Pg. 180
2. Transit Director Report – Shelly Kreger, YCIPTA Transit Director. *No action is required.* Pg. 181
3. Transit Ridership – Carol Perez, Transit Operations Manager. *No action required.* Pg. 199
4. Financial Report – Chona Medel, Financial Services Operations Manager. *No action is required. Will be provided when completed.*

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

May 22, 2023

ADJOURNMENT

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
 Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
 Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
 Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
 Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting session on Monday, March 06, 2023 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Mr. Jay Simonton called the meeting to order at 1:30 P.M.

Members Present:

Jay Simonton/City of Yuma /Chair
Susanna M. Zambrano/Arizona Western College /Vice Chair- Via telephone
Eric Holland/Cocopah Tribe/Secretary/Treasurer
Brian Golding, Sr./Quechan Tribe
Ralph Velez/City of San Luis
Louie Galaviz/City of Somerton

Members Absent:

Richard Marsh/Town of Wellton
Ian McGaughey/ Yuma County

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Carol Perez/YCIPTA/Transit Operations Manager
Chona Medel/YCIPTA/Financial Service Operations Manager
Lorena Sanchez/YCIPTA/Clerk II
Shane Bollar/RATP DEV/General Manager
Anabel Teran/RATP DEV/ Operations Manager

The Pledge of Allegiance was led by Mr. Simonton.

CALL TO PUBLIC:

There were no public comments made. No action required. No action taken.

CONSENT CALENDAR:

No. 1: Adopt the January 23, 2023 regular session minutes. Action required.

Motion (Velez/ Galaviz): To approve as presented.

Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the renewal of Ian McGaughey term for Yuma County on the YCIPTA Board of Directors. Action required.

Motion (Galaviz/ Golding): To approve the renewal of Ian McGaughey's term for Yuma County on the YCIPTA Board of Directors.

Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.

No. 2: Discussion and or action regarding the renewal of Ralph Velez's term for the City of San Luis on the YCIPTA Board of Directors. Action required.

Motion (Galaviz/ Golding): To approve the renewal of Ralph Velez's term for the City of San Luis on the YCIPTA Board of Directors.

Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.

No. 3: Discussion and or action regarding the mid-year YCIPTA FY2022/2023 Budget Revision. Action required.

Ms. Kreger stated the decrease in her report was incorrect, the correct amount is \$2,566,812. She explained the report contained the explanation of the increases and decreases along with the reasoning. Ms. Kreger noted the liability to Yuma County was one of the causes for the larger decrease. She pointed out payments to Arizona State Retirement System (ASRS), and unemployment are an increase.

Mr. Velez questioned how long the employee was with YCIPTA before claiming unemployment.

Ms. Kreger stated Maritza was with YCIPTA for years.

Mr. Golding questioned what the local match contribution was in the original budget along with the difference in the revision.

Ms. Medel stated the original match amount was \$1,345,721 due to the one time contributions.

Mr. Golding questioned if it is now increased.

Ms. Medel stated no it is a decrease.

Ms. Kreger stated it is listed as one line item under local cash match.

Mr. Golding referenced the reported information, stating on page 28 second paragraph the total federal funding is stated as \$2,550,419.

Mr. Medel confirmed the amount was correct, adding the amount is totaled of all match contributions. She explains on page 29 all amounts are listed individually and the amount listed on page 28 represents the amount needed to be reached in order to use local funding.

Mr. Golding stated his question was regarding the effect to local match received from entities. Stating he believed the budget was approved at a certain amount but now with a decrease it should credit the entities. He explained his belief is with funds already collected there would be a surplus it would carry over to credit the entities for the next year.

Ms. Medel explained there can be no surplus due to the need to use in kind. She stated an explanation is in the details.

Mr. Simonton questioned if the budget revision was always done at this time of year.

Ms. Kreger stated yes as it should be.

Mr. Simonton questioned if the increase in hourly wages was due to the next agenda topic.

Ms. Kreger stated yes along with bringing Ms. Medel back to her position. She explained the amount was reduced for a previous employee hired to fill the position but is now back to the original rate Ms. Medel was at which is higher.

Mr. Simonton asked if the rise in contract rate was the renegotiated rate for labor.

Ms. Kreger confirmed.

Mr. Velez pointed out a difference in amounts stated in the report. He stated there is a 30-thousand-dollar difference from the amount on page 28 to the amount on page 32.

Ms. Medel stated the correct amount is on page 32 with a typo on page 28.

Mr. Holland questions how to differentiate the increase amounts from the decrease amounts listed.

Ms. Kreger stated the increases are positive numbers while the decreases are negative numbers shown in parenthesis.

Mr. Holland asked if there is a ledger to explain.

Ms. Kreger stated it is contained in the header at the top of the column.

Mr. Simonton asked if this was a six (6) month update.

Ms. Kreger confirmed.

**Motion (Golding/ Velez): To approve the mid-year YCIPTA FY2022/2023 Budget Revision.
Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.**

**No. 4: Discussion and or action regarding the addition of a seventh employee for YCIPTA.
Action required.**

Ms. Kreger explained the need of a new employee as contained in the report.

Mr. Simonton explained his dislike of adding new employee positions mid-year. He stated the budget is sought out for this year but questioned what the budget would be for the coming year.

Mr. Golding expressed his understanding of Mr. Simonton's view but acknowledged the requests from YCIPTA for extra assistance over the years.

Mr. Simonton implied the recruitment process may take time.

Mr. Velez questioned if the insurance program was different for YCIPTA compared to other companies.

Mr. Kreger stated no the applicant need only be coverable by insurance.

Ms. Medel stated there have been applicants that do not qualify to be covered by insurance.

Motion (Velez/ Golding): To approve the addition of a seventh employee for YCIPTA. Action required.

Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.

No. 5: Discussion regarding upgrade options for fare collections. No action required.

Ms. Kreger stated there are other methods being researched as well as the information contained in member's packets. She stated an attachment will be needed to upgrade the current machines to be able to process other forms of payment. Ms. Kreger informed the pricing may differ due to the information being outdated. She estimates it would be about \$17,000 to upgrade all machines. She advised a percentage would go back to Genfare.

Mr. Simonton questioned if the percentage would be for processing.

Ms. Kreger stated yes. She explained more options were being researched including Token Transit, which would allow for mobile passes.

Mr. Simonton inquired as to the other options stated on the report.

Ms. Kreger stated one option should have been removed due to already having the Printing Encoding Machine (PEM). She stated another option was a kiosk but did not seem like an interesting option at the time.

Mr. Holland questioned if the information was for research or purchase.

Ms. Kreger stated the information was solely informative.

Mr. Golding questioned if there would be further research into other systems.

Ms. Kreger stated yes.

Ms. Perez informed she had attended a South West Transit Association (SWTA) conference where she collected information from many vendors. She stated additional steps and research are still needed to determine the best option.

Mr. Simonton questioned if a presentation was to come.

Ms. Kreger confirmed.

No actions required. No action taken.

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 report adding the current report would be continuously updated including shelter locations.

Ms. Kreger provided shelter advertising sizes to all board members. She stated the larger sized windows will run about \$300-\$400 also depending on locations. She added the smaller sized windows would run about \$150-\$200 depending on location. Ms. Kreger stated a list was emailed containing links to shelter pictures along with descriptions and city locations. She added if entities are interested in advertising an agreement would be made between and the service would be eligible for in-kind payments.

Ms. Zambrano stated last year a bus hit a structure at the Arizona Western College (AWC) causing a decision to be made where the buses would pick up students outside of the campus location. She requested that location be considered for a shelter.

Mr. Simonton asked which stop it is on the list.

Ms. Perez stated she does not know which listing it is but knows which stop it is.

Ms. Kreger stated once she returned to the office, she could find the information.

Mr. Velez stated there is also a bench outside the Cocopah Hotel with no coverage. He asked if coverage was a possibility.

Ms. Kreger stated it is possible, and would investigate along with the current constructions.

Mr. Simonton questioned if the entities would only need to provide the posters for advertising.

Ms. Kreger stated yes.

Mr. Simonton stated the poster could be changed out frequently and work to promote communities and local events. He stated it could be a way to raise more in-kind match.

Mr. Galaviz stated there were stops located on Main Street and the Community Center in Somerton.

Mr. Simonton asked if they were available.

Ms. Perez confirmed also stating there are also panels inside the busses available as well.

Mr. Simonton questioned if there has been any interest on the panels.

Ms. Kreger stated solely the Cocopah. She stated she would have legal create a memorandum of understanding (MOU) for advertising purposes which will be provided to each entity at the following board meeting.

Mr. Golding stated there are two (2) new shelters not included on the list.

Ms. Perez stated the stops were not included due to being unclear on the ownership and availability of advertising on those stops.

Mr. Golding informed the stops were owned by Quechan but maintained by YCIPTA and they should be listed for advertising as well. He continued by questioning if the value of cash was higher than that of in-kind for advertising. He questioned the difference between \$300 cash comparable to \$400 in-kind.

Ms. Kreger stated the \$400 in-kind would still hold more value.

No actions required. No action taken.

**No. 7: Discussion and or action regarding the Transit Directors Annual Review.
Action required. Information will be provided at the meeting.**

Mr. Simonton stated several meetings have taken place over several weeks with Ms. Kreger to develop goals and timelines to ensure all goals are met. He stated the Board is recommending a four 4% cost-of-living increase as well as a two 2% merit increase due to the great work.

Ms. Zambrano added the process was taken very seriously and many discussions were made regarding measurable goals and is proud of all the work that has been done over the year.

Mr. Golding stated the updated performance standards includes additional measurable standards. He gave thanks to the subcommittee and Ms. Kreger.

Ms. Kreger thanked the Board and stated it has been helpful to discuss due dates and goals to better assist her with a timeline.

**Motion (Velez/ Holland): To approve the Transit Directors Annual Review.
Voice Vote: Motion Carries, 6-0 with Mr. Marsh and Mr. McGaughey being excused.**

PROGRESS REPORTS:

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

Mr. Bollar spoke about a presentation done for a local day care facility showing children busses and safety procedures.

Ms. Kreger stated it is an annual event.

Mr. Bollar continued with his findings contained in the report.

Mr. Velez requested an example of a shift change tardy.

Mr. Bollar explained it occurs when the first driver is running behind on his route and arrives to complete a driver exchange it can cause the second driver to begin his route late.

Ms. Teran added when a driver change is initiated the driver must take time to make adjustments to the seat and mirrors also causing delays.

Mr. Bollar stated YCIPTA will be assisting with transport for the air show.

Mr. Simonton inquired as to how many busses were used for the event.

Ms. Kreger stated eight (8).

Mr. Simonton questioned if this was the main form of transportation for the event.

Ms. Kreger stated yes, smaller electric vehicles and vans were used for transportation within the event but all main transportation from parking is done by YCAT, school buses and military buses.

Mr. Bollar stated an update on the result of the service will be provided next meeting. He continued explaining there were a few projects in the works for employee morale including a weight loss challenge where most participants did lose weight and won prizes. Mr. Bollar explained a breakfast was done by Ms. Teran for the drivers as well.

Mr. Simonton inquired about vacancies.

Mr. Bollar stated there were few vacancies but there were two (2) currently. He added it has been four (4) months since there was a need to hire.

Ms. Zambrano questioned if RATP DEV has a wellness plan that prompted the weight loss challenge.

Mr. Bollar stated there is a wellness program and can provide details later but the weight loss goal was implemented separately.

No actions required. No action taken.

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

Ms. Kreger presented report as contained in member packet.

No Action Taken. No Action Required.

Mr. Holland excused himself and left the remainder of the meeting at 2:17pm.

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

Ms. Perez presented report as contained in member packet.

Ms. Perez explained new research showed we as a community are now a 65.5 percent Hispanic/Latino area and one step to include all communities would be updating our existing slogan to “See where it takes you, Vamos!” She added with this new slogan we would be recognizing and making all communities feel heard.

Mr. Simonton questioned if the ridership levels were back to pre-pandemic levels.

Ms. Perez recalled learning from the conference she attended that those levels are unlikely. She stated we are not there yet but getting closer.

Ms. Kreger stated the service should not be based to the quantity of ridership but more on the quality of service provided.

No Action Taken. No Action Required.

**No. 4: Financial Report – Chona Medel, Financial Services Operations Manager.
*Will be provided at the meeting. No action is required***

Mr. Velez asked if the payroll amount was totaled for the whole year.

Ms. Medel stated it is totaled until January counting seven (7) months.

No Action Taken. No Action Required.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS

March 27, 2023

- Fiscal Year 2022 audit report.
- Public hearing for DBE budget.

ADJOURNMENT

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

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this _____, 2022, Agenda Item _____.

Lorena Sanchez, Board Secretary



Yuma County Intergovernmental Public Transportation Authority

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April 19, 2023

Discussion and Action Item 1

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion notifying all members of discussions held on March 27, 2023 as an act of transparency, notes taken during this discussion are attached to the staff report for this item.

Requested Action: N/A

Background and Summary: The meeting was held on March 27, 2023 at 1:30 PM located at located at Yuma County Department of Development Services – Aldrich Hall 2351 West 26th Street -- Yuma, AZ, 85364 as there was no quorum no actions were made. Out of transparency notes taken during the discussion are attached to this report.

Financial Impacts: N/A

Budgeted: No

Recommended Motion: N/A.

Legal Counsel Review: Yes

Attachments: Notes of the March 27, 2023 discussion.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:
Shelly Kreger, Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Members of the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met for the scheduled Regular Board Meeting session on Monday, March 27, 2023 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Vice Chair, Ms. Susie Zambrano sought to call the meeting to order at 1:36 P.M. Quorum was not met and as such no official meeting was held. The present members held the following discussions and were presented the following reports as laid out in the published agenda, however no voting was conducted due to the lack of quorum.

Members Present:

Susanna M. Zambrano/Arizona Western College /Vice Chair
Eric Holland/Cocopah Tribe/Secretary/Treasurer
Brian Golding, Sr./Quechan Tribe
Ian McGaughey/ Yuma County

Members Absent:

Jay Simonton/City of Yuma /Chair
Ralph Velez/City of San Luis
Richard Marsh/Town of Wellton
Louie Galaviz/City of Somerton

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Chona Medel/YCIPTA/Financial Service Operations Manager
Lorena Sanchez/YCIPTA/Clerk II
Anabel Teran/RATP DEV/ Operations Manager

The Pledge of Allegiance was led by Ms. Zambrano

CALL TO PUBLIC:

There were no public comments made. No action required. No action taken.

CONSENT CALENDAR:

No. 1: Adopt the March 6, 2023 regular session minutes. Action required.

As there was no quorum, voting to adopt the March 6, 2023 regular session minutes was tabled until next meeting. No action taken.

DISCUSSION & ACTION ITEMS:

No. 1: Public hearing regarding YCIPTA Federal Transit Administration DBE Program FY23-25 Disadvantaged Business Enterprise Goal Proposal. No action required.

Ms. Kreger explained she uses Census and Disadvantaged Business Enterprise (DBE) database information to compile a list of DBE qualified firms that offer services in the Yuma area. She added all services are totaled for a period of three (3) years and divided by the number of firms willing to offer needed services totaling the DBE percentage. Ms. Kreger advised a public advertising piece was posted on the YCAT website as well as the local newspaper and Facebook.

Mr. Golding thanked Ms. Kreger for including the previous year's goal percentage. He asked how obtaining our percentage goal was going.

Ms. Kreger stated it is very good, we currently work with two (2) companies that fall in those qualifications. She stated the company Solutions for Transit is one we work with closely that is a minority-based company.

Mr. Golding question when the 45-day comment period started.

Ms. Kreger stated the period started the day of publication.

Mr. Golding asked if the public hearing had to have board members in attendance.

Ms. Kreger stated no members need to be present.

Mr. Golding stated the hearing was publicly announced and no public had attended.

No action required. No action taken.

No. 2: Discussion and or action regarding the increase in YCIPTA Member Entity Dues for FY2023-2024 and review of the DRAFT FY2023/24 Operating Budget. Action may be required.

Ms. Zambrano clarified no voting would take place.

Ms. Kreger presented report as contained in member packet.

Mr. McGaughey stated on behalf of Yuma County, the increase was a manageable increase. He appreciated the minimal increase as opposed to the higher one first introduced to the Financial Sustainability Committee. He stated that adding the advertising opportunities will be helpful in bringing in additional revenue and offsetting additional contribution increases.

Ms. Zambrano stated the small increases annually are easier to manage and appreciated.

Mr. Golding questioned the spaces on page 22 under an entry of \$4900 stating it appears to be missing information.

Ms. Kreger stated the \$4900 entry was a place holder regarding a one-time payment pertaining to last year.

Mr. Golding inquired if that place holder was included in the total overall.

Ms. Kreger stated yes, on last year's budget total but not this year's.

Mr. Golding questioned if that was the reason the total was incorrect.

Ms. Medel reviewed and clarified the total stated in the report is incorrect. She stated the line item was removed from the report but not subtracted from the total.

Mr. Golding pointed out there are additional lines added to the report.

Ms. Medel stated the line entries were added due to the National Transit Database (NTD) breakdowns that need to be added annually.

Mr. Golding commented the 5% increase was manageable.

Mr. McGaughey inquired about working with an organization from Imperial Valley.

Ms. Kreger stated yes along with the Quechan Tribe and YCIPTA, Imperial Valley Transit also contributes to the turquoise and blue route.

Mr. McGaughey asked if they would be included in the 5% increase as well.

Ms. Kreger confirmed.

Mr. Golding stated during their meeting next month the request will be made.

Ms. Zambrano asked if the increase would be 5% or different.

Mr. Golding stated a request of up to 20% would be made but overall, a 5% increase would be welcomed.

No action taken.

No. 3: Discussion and or action regarding YCIPTA Shelter and Bus Stop permit status report. No action required.

Ms. Kreger presented report as contained in member's packet.

No action required. No action taken.

PROGRESS REPORTS:

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

Ms. Anabel Teran presented on behalf of Mr. Bollar. Ms. Teran presented several successful activities completed in the past month. She mentioned the participation in the Yuma Air Show, along with a Transit Appreciation Day Lunch that was done for the drivers.

Mr. Golding recalled the Board Members requesting invitations to events coordinated for employees.

Ms. Teran recalled the request but the event was small and last minute.

Ms. Zambrano stated the gesture was great and highly appreciated. She added little gestures like those are the ones that make employees feel appreciated.

Ms. Teran agreed adding the drivers bonded and enjoyed the day.

Ms. Zambrano sends her gratitude to Mr. Bollar and requested invitations in the future.

No actions required. No action taken.

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

Ms. Kreger stated the air show was a success. She also reported several issues with Vista High School students. Ms. Kreger explained with multiple complaints of students smoking, disturbing others, and confrontations, there is a fear of having to eliminate service to Vista students. She stated a meeting will be held with the principal and Mr. Simonton to discuss the situation.

Ms. Zambrano offers to step in for the meeting if Mr. Simonton is unavailable.

Ms. Kreger agreed adding she would like to get an outcome soon.

Mr. Holland suggested there be a unified meeting between Yuma Police, the School District, and YCIPTA to discuss a method of informing students of serious repercussions their actions may have.

Ms. Kreger stated suspensions from the service have been given.

Mr. Holland stated if the potential criminal charges can be presented to students may be the effort needed to deter students. He emphasized including the police department and community involved.

Ms. Kreger stated the police department is called on serious occasions but that results in the students leaving the bus and area.

Ms. Zambrano asked if the students are caught on cameras.

Ms. Kreger stated the surveillance is given to the principal for identification and then parents as called. She stated some parents have taken the students to the YCAT office due to denial.

Mr. Teran stated some parents take their children to see the footage so the students cannot deny the incident.

Mr. Holland stated if the students accompanying the misbehaving student, are told of their role, and warned of possible charges they may assist in preventing further situations. He added if the student is a school athlete a severe warning can be given with possible sport suspension.

Ms. Kreger stated she would look into organizing a school presentation along with the police department.

Ms. Zambrano questioned what consequences have the students received.

Ms. Kreger stated a 30-day suspension from service.

Ms. Zambrano inquired if the suspension was solely from service and not school.

Ms. Kreger stated it is from service only, she is unclear what consequences the school may have.

Ms. Zambrano suggested speaking to the school to develop other consequences if the current ones are not working or possibly eliminating service. She added the community should not be penalized with losing service due to misbehaving students.

Ms. Kreger stated the service would be eliminated merely to the students.

Mr. Golding questioned if the action was possible.

Ms. Kreger stated the legal department would need to investigate.

Mr. Golding acknowledged the need for such measures but believes punishing all students is contrary to the purpose of public transportation.

Ms. Kreger stated this is a new issue that has not happened in the past years and is becoming a constant issue.

Ms. Zambrano agreed and stated she has noticed a new culture in students possible due to recent pandemics.

Mr. McGaughey stated the support is behind all drivers and their safety. He added a solution needs to be developed and possibilities of permanent suspension from service is acceptable but hopes the service continues for others.

Ms. Kreger continued presenting report as contained in member's packet.

Mr. McGaughey gave praise to Ms. Perez for the wellness packet contained on pages 42-52. He inquired if Yuma County aided in any way for recruitment or wellness programs.

Ms. Kreger stated assistance with background checks for new employees.

Ms. Medel added trainings are provided for multiple areas.

No Action Taken. No Action Required.

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

Ms. Kreger presented on behalf of Ms. Perez.

Ms. Zambrano asked if the ridership numbers were considered normal.

Ms. Kreger stated industry wise yes.

No Action Taken. No Action Required.

No. 4: Financial Report – Chona Medel, Financial Services Operations Manager. *No action is required*

Ms. Medel explained the Greyhound commission totals are low due to contract renewal process. She added Arizona Department of Transportation (ADOT) is now open and monthly expense reports have started to get submitted only one month can be submitted at a time it is a longer process. Ms. Medel stated by and of April all months should be submitted and processed.

No Action Taken. No Action Required.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

April 24, 2023

FY2022 Audit and Annual Comprehensive Financial Report (ACFR) presentation
MOUs for shelter advertising
Second (2nd) Public Hearing for DBE Goal Proposal By- Laws Update

No Further discussion were held.



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

April 19, 2023

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 YCIPTA Annual Comprehensive
Financial Report (ACFR) for Fiscal Year Ending June 30, 2022
presented by Jennifer Shields from Heinfeld Meech

Requested Action: Staff recommends that the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) Board of Directors approve the YCIPTA FY2022 Annual Comprehensive Annual Report (ACFR).

Background and Summary: As per A.R.S. §28-9122(A)(6). It is the requirement of the authority to issue an annual report on or before December 1, containing a full account of its transactions, activities and finances for the preceding fiscal year and other facts and recommendations. The board shall transmit copies of the report to each member municipality, university and county, to the secretary of state, to the Arizona state library, archives and public records and, on request, to any member of the public.

The Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2022 has been prepared in accordance with generally accepted accounting principles to present the results of operations and the financial condition of the Authority as of June 30, 2022, and is hereby submitted for approval by the Board of Directors.

As part of the annual financial reporting process, YCIPTA utilizes the services of an independent public accounting firm, which performs an audit of YCIPTA's financial records. This audit is conducted to ensure that YCIPTA's financial records fairly present, in all material respects, the financial position of YCIPTA and the results of its operations for the fiscal year. Another important purpose of the audit is to assess YCIPTA's accounting principles and internal control structure relative its financial statements.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Financial Impacts: N/A

Budgeted: N/A

Recommended Motion Staff recommends that the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) Board of Directors approve the YCIPTA FY2022 Annual Comprehensive Annual Report (ACFR).

Legal Counsel Review: N/A

Attachments: YCIPTA Communication to Governance, Management Letter and FY2022 ACFR

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

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Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

YCIPTA



Yuma County Intergovernmental Public Transportation Authority

Yuma, Arizona

**Annual Comprehensive Financial Report
For Fiscal Year Ending June 30, 2022**

Prepared by YCIPTA Financial Department

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
Annual Comprehensive Financial Report
Year Ended June 30, 2022
TABLE OF CONTENTS

Introductory Section:

Transmittal Letter..... 1

Organizational Chart.....8

List of Principal Officials9

Financial Section:

Independent Auditors Report 13

Management’s Discussion and Analysis 16-20
 (Required Supplementary Information)

Basic Financial Statements

 Statement of Net Position.....22

 Statement of Revenues, Expenses, and Changes in Net Position.....23

 Statement of Cash Flows24

 Notes to the Financial Statements.....25-38

Required Supplementary Information.....39-42

 Schedule of Contributions40-41

 Schedule of the Proportionate Share of the Net Pension Liabilities40-41

 Notes to RSI42

Statistical Section:

Financial Trends:

Net Position by Component.....44

Change in Net Position.....45

Revenues46

Expenses.....47

Revenue Capacity:	
Ridership Data.....	48
Fare Structure.....	49
Demographic and Economic Information:	
Principal Employers & Population Data	50
Capital Asset	51
Operating Information:	
YCAT Existing Network	52
Yuma County Incorporated and Unincorporated Areas.....	53
<u>Single Audit Section:</u>	
Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	57-58
Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule Of Expenditures of Federal Awards Required by the Uniform Guidance	59-62
Schedule of Expenditures of Federal Awards	63
Notes to the Schedule of Expenditures of Federal Awards	64
Schedule of Findings and Questioned Costs	65-67
Auditee Response	
Cover Letter.....	68
Corrective Action Plan	69
Summary Schedule of Prior Audit Findings	70

INTRODUCTORY SECTION

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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

March 28, 2023

Honorable Chairman and Members of the Board
Yuma County Intergovernmental Public Transportation Authority
Yuma, Arizona, 85365

Honorable Members,

In accordance with state and local statutes, the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) hereby submits the Annual Comprehensive Financial Report for the year ending June 30, 2022. Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

Heinfeld, Meech & Co., P.C., Certified Public Accountants, have issued an unmodified (“clean”) opinion on YCIPTA’s financial statements for the year ended June 30, 2022.

Management’s discussion and analysis (MD&A) immediately follows the independent auditor’s report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complement this letter of transmittal and should be read in conjunction with it.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Valez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

PROFILE OF THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Under Arizona Revised Statutes - Title 28 Transportation, an intergovernmental public transportation authority (IPTA) may be organized in any county in Arizona with a population of 200,000 persons or less.

YCIPTA is an IPTA formed on December 13, 2010 by the Yuma County Board of Supervisors to administer, plan, operate and maintain public transit services throughout Yuma County. YCIPTA members include Yuma County, the cities of Yuma, San Luis, Somerton, Town of Wellton, Arizona Western College /Northern Arizona University, and the Cocopah and Quechan Indian Tribes. On September 21, 2010, the Town of Wellton and City of Somerton passed a resolution petitioning the Yuma County Board of Supervisors to form the IPTA.

On October 3 and 20, 2010, respectively, the Cities of San Luis and Yuma passed resolutions asking Yuma County to form the IPTA. On December 6, 2010, Northern Arizona University petitioned Yuma County to join the IPTA. On December 13, 2010, the Yuma County Board of Supervisors held a public hearing and approved the formation of the IPTA. On January 24, 2011, YCIPTA held its first Board of Directors meeting.

On August 16, 2011, Arizona Western College petitioned YCIPTA to become the seventh member agency of the IPTA and was approved by the YCIPTA Board of Directors on August 28, 2011. On October 17, 2011, Cocopah Indian Tribe petitioned YCIPTA to become the eighth member agency of the IPTA and was approved by the YCIPTA Board of Directors on October 28, 2011.

On April 12, 2012, Quechan Indian Tribe petitioned YCIPTA to become the ninth member agency of the IPTA and was approved by the YCIPTA Board of Directors on April 23, 2012. A resolution was passed by the Yuma Metropolitan Planning Organization (YMPO) Executive Board on August 11, 2011 with the intent of transitioning transit operations to YCIPTA in the future. The YMPO Executive Director and YCIPTA Transit Director signed a transfer of services and assets agreement on June 26, 2012, and, as of July 1, 2012, YMPO transferred the ownership and operation of the transit system to YCIPTA.

YCIPTA provides transit service under the YCAT brand, including fixed route, vanpool and YCAT OnCall demand-response bus service throughout Yuma County including the cities of Yuma, San Luis, and Somerton, the Town of Wellton, the Cocopah Indian Reservation, and the Fort Yuma-Quechan Indian Reservation, including the Census-Designated Place (CDP) of Winterhaven across the Colorado River in eastern Imperial County, California. YCAT also serves the unincorporated communities of Gadsden, Fortuna Foothills and Ligurta.

The YCIPTA Board of Directors sets overall policy and direction for the transit system. Nine (9) Board Members represent Yuma County, each municipality, the local community college district, and the two Indian tribes. Each member entity receives one vote on the Board of Directors. When financial contributions are discussed, the Board of Directors opted for a weighted voting structure to ensure that members that pay more into the system have fair representation.

In January 2012, YCAT routes were substantially restructured. This restructuring has been successful in nearly doubling YCAT ridership by the end of 2012.

With the Yuma Regional Transit Study completed by Arizona Department of Transportation (ADOT) and Yuma County, Five Year Short Range Transit Plan completed by ADOT, YCIPTA and YMPO, the formation of YCIPTA, the addition of funding from Arizona Western College, Northern Arizona University, Quechan Indian Tribe and the restoration of funding from the City of Yuma, YCAT is looking to the future for stability and the opportunity to continue to improve services within southwestern Yuma and eastern Imperial Counties. YCIPTA is a focused transportation authority with one goal - to operate transit services efficiently and effectively. New innovations such as a future transit tax, a new maintenance and operations facility and the development of the Yuma Multimodal Transit Center will help grow public transit to new heights in the next several years.

Both demand-response and fixed-route service is administered and funded by YCIPTA and its member agencies, and operated by a private contractor. YCAT Vanpool is operated by Enterprise Leasing of Phoenix, LLC and they own the vans used for this program. YCAT OnCall is operated by the same private contractor as the fixed route service. YCIPTA owns all vehicles for fixed-route and demand response service and leases the East 14th Street maintenance facility.

YCAT's success has also prompted local Native American tribes—the Quechan Tribe of the Fort Yuma Indian Reservation, and the Cocopah Indian Tribe, respectively—to fund and contract with YCIPTA to provide shuttles tailored to tribal needs which are also open to the general public.

Services to the Fortuna Foothills area east of the City of Yuma along I-8, and on Yellow Route 95 from the Mexican border at San Luis, via Somerton and the City of Yuma are continued to run service in order to reduce crowding and improve system on-time performance. Turquoise Route 10 has continued to run to provide intercity service three days per week between Yuma, Fort Yuma Indian Reservation, Winterhaven and El Centro, California.

A Transit Director manages YCIPTA. Support staff includes Three Office Clerks, Transit Operations Manager, and Financial Services Operations Manager. YCIPTA has agreements with Yuma County for financial services and Treasurer.

In addition to fixed route bus and ADA paratransit service, YCIPTA also sponsors and administers the YCAT Vanpool Program. YCAT Vanpool provides branded vehicles to groups of 7-15 commuters qualifying for the service. Vans must originate, terminate, or travel through Yuma County to be eligible for up to a \$300 per month subsidy per vanpool; the vehicles must be branded as YCAT Vanpool through Enterprise Leasing Company of Phoenix, LLC. The vehicles and subsidies are available on a first come, first served basis. As of June 30, 2022, there are 35 vehicles in the vanpool.

Motto

See Where It Takes You!

The Mission of YCIPTA describes the main functions of YCIPTA and its role within the Yuma County community. The Mission gives the overall “charge” and purpose of the organization. All YCIPTA activities relate to one or more aspects of the mission statement:

Mission Statement

The Yuma County Intergovernmental Public Transportation Authority is committed to mobility solutions that make essential connections possible.

Vision Statement

The Yuma County Intergovernmental Public Transportation Authority vision is to be recognized as the leader in mobility solutions that empower and connect the community.

ECONOMIC CONDITION AND OUTLOOK

The Yuma County Intergovernmental Public Transportation Authority's service area centers in Yuma, county seat of Yuma County. Yuma County's population as of the 2020 U.S. Census was 203,881. There are three incorporated cities and one incorporated town in the County. Together these four make up 68% of the County's population.

Primary industry in Yuma County is agriculture, military and tourism. Undisputedly, agriculture is the number one industry for Yuma County. Agriculture produces an estimated \$3.2 billion a year into the Yuma economy. This is due to our rich soil (sediments deposited by the Colorado River over millions of years), progressive farmers (who explore and utilize the latest theories and technology in their fields), sufficient labor (highly skilled and motivated work force) and senior rights to irrigation water.

Lettuce is the largest winter crop in Yuma, but there are over 175 different crops grown in the Yuma area year-round. The list includes alfalfa, Bermuda grass seed, cotton, dates, lemons, melons and wheat. Desert Durum accounts for 95% of wheat grown in Yuma County, and about two-thirds of that is exported to Italy for use in making premium pastas.

The United States Military has been in Yuma for over 150 years. Today, it is the second largest industry in Yuma County as we are home to the Yuma Proving Ground and the Marine Corps Air Station – Yuma.

The U.S. Army first came to the area in 1851, and established Fort Yuma on Indian Hill. The installation overlooked the Yuma Crossing, the aptly named low spot in the Colorado River, and it allowed for the establishment of the town site of what would later become Yuma. In 1864 the Army put up the Quartermaster Depot along the river. From here the Army oversaw the distribution of supplies to soldiers in the West.

MCAS has the F-35, and Yuma Proving Ground is also having the opening of the U.S. Army John F. Kennedy Special Warfare Center and School. The purpose of this facility will allow special forces troops to train for air operations requiring free falls from airplanes. The facility opened in January of 2014 and, at 75 feet tall, is the largest in the world.

Tourism is the third biggest industry in Yuma County. . Direct travel spending in Yuma County in 2021 was \$667.1 That income created 5,810 jobs, generated \$178.6 million in earnings and \$53.1 million in additional taxes, according to the Economic impact of travel prepared for the Arizona Office of Tourism on May 2022.

At the peak of our winter visitor season, February, it is estimated we have about 100,000 visitors. February is the peak of the season as many places on the continent are experiencing some of their coldest temperatures. The City of Yuma's year-round population is about 97,883. Adding another 100,000 is a big seasonal influx of people to the community.

On Interstate 8, more than 9 million vehicles per year (24,657 per day) pass through Yuma. At San Luis, another 2.6 million autos and 46,000 commercial vehicles cross annually. Shoppers from Mexico contribute approximately \$3.5 billion annually to Yuma County. Yuma's annual sales continually show healthy increases compared to other parts of Arizona and the nation.

Yuma County is one of the original four counties designated by the First Territorial Legislature. Much of Yuma County is desert land surrounded by rugged mountains. The valley regions, however, contain an abundance of arable land, which is irrigated with Colorado River water. These valley areas have some of the most fertile soils in the world, having received silt and mineral deposits from Colorado and Gila River floods until the rivers were tamed by an intricate series of dams and canals. Yuma County is bordered by California on the West and Mexico on the South. Living close to the Mexican border offers a great opportunity to experience multi-cultural and international business opportunities.

The Arizona Commerce Authority states that Yuma County has a civilian labor force of 43,858 people, with an unemployment rate of 8.5%.

A recent study, titled "Yuma County, Arizona: Growing Business At The Border," locates Yuma strategically in the Desert Pacific Region. This market area reaches Las Vegas to the North, Albuquerque and El Paso to the East, Mazatlán to the South and takes in the entire Baja peninsula North to Los Angeles, California.

MAJOR INITIATIVES

- Assisted City of Yuma with RAISE Grant for the Hotel Del Sol Multi Model Transit Center. City of Yuma was awarded the grant.
- Procured six 40ft and two 35ft Gillig buses with CARES funding, estimated delivery February 2022
- Procured one small cutaway with ADOT 5311 funding.
- Continued partnerships with Portable, Practical, Educational Preparation, Inc., AZTEC High School, Western Arizona Council of Governments, Yuma Union High School District, Yuma County Department of Economic Security, Yuma Private Industry Council (YPIC), Arizona Western College (AWC), Imperial County Transportation Commission (ICTC), Quechan Indian Tribe, Cocopah Indian Tribe, and all other member entities.

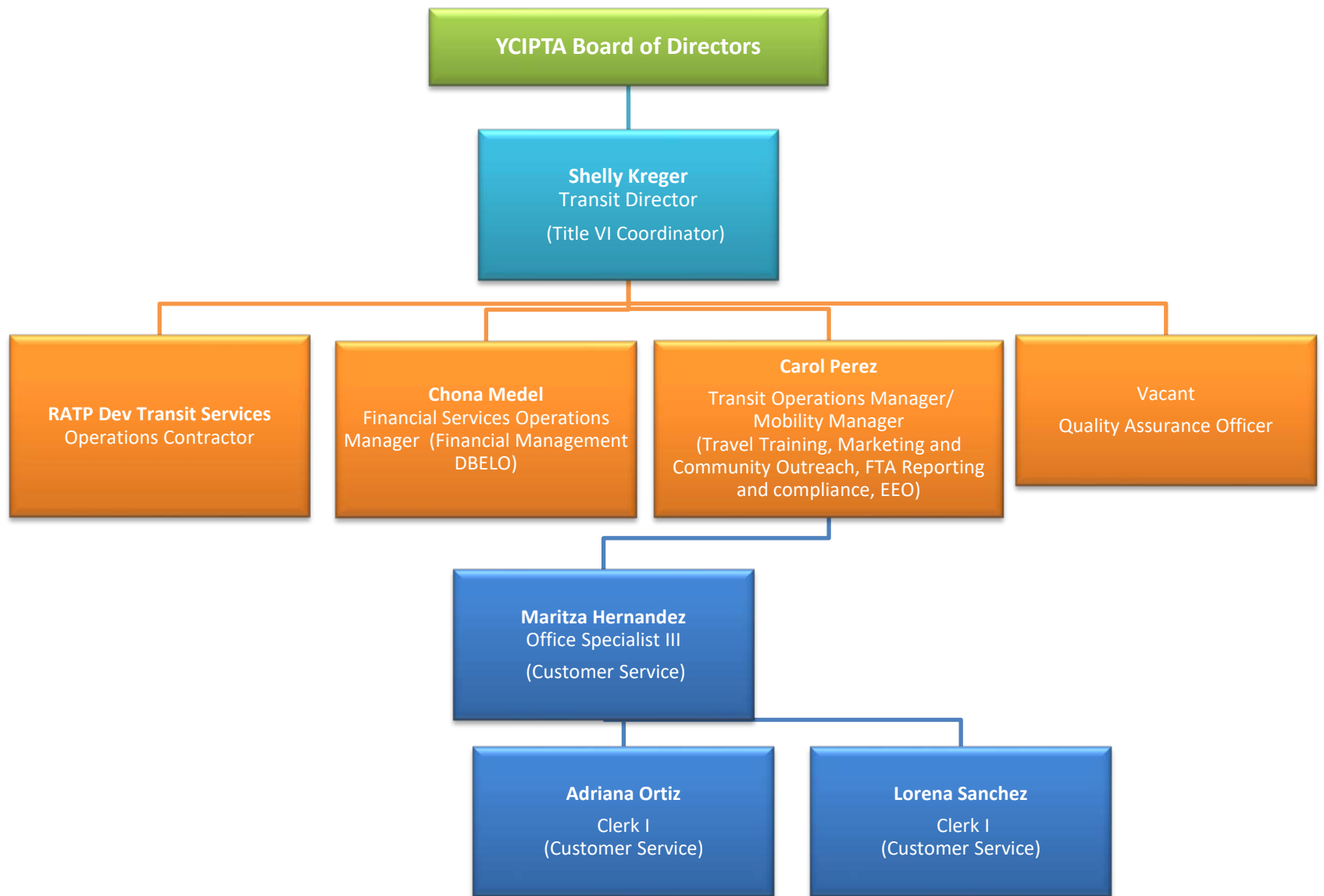
ACKNOWLEDGMENTS

I extend my thanks and appreciation for the cooperation and assistance provided by the members of the Yuma County Intergovernmental Public Transportation's Board of Directors for their interest and support in conducting the financial operations of YCIPTA in a responsible and progressive manner. Special recognition is also due to YCIPTA's administrative staff especially Chona Medel, Financial Services Operations Manager, Carol Perez, Transit Operations Manager, Lorena Sanchez, Office Clerk II, and Adriana Ortiz, Clerk II. It is their combined effort that enabled the timely issuance of this report and continued provision of a quality transportation service product.

Sincerely,



Shelly Kreger
Transit Director



YCIPTA Organization Chart FY 2021-22

YCIPTA Board of Directors for FY21-22

Name	Board Position	Representing Jurisdiction	Position
Jerry Cabrera	Chairman	City of Somerton	City Administrator
Ralph Velez	Vice Chair	City of San Luis	
Jay Simonton	Treasurer/ Secretary	City of Yuma	City Administrator
Susanna Zambrano	Member	Arizona Western College	Assoc Dean/South County
Richard Marsh	Member	Town of Wellton	Town Manager
Brian Golding Sr.	Member	Quechan Indian Tribe	Director of Economic Development
Susan Thorpe	Member	Yuma County	County Administrator
Eric Holland	Member	Cocopah Tribe	Planning Director
Dr. Michael Sabath	Member	NAU	Assoc Vice President

YCIPTA Staff

Shelly Kreger, Transit Director

Chona Medel, Financial Services Operations Manager

Carol Perez, Transit Operations Manager

Adriana Ortiz, Clerk II

Lorena Sanchez, Clerk II

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FINANCIAL SECTION

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Independent Auditor's Report

Board of Directors
Yuma County Intergovernmental Public Transportation Authority

Report on the Financial Statements

We have audited the accompanying financial statements of Yuma County Intergovernmental Public Transportation Authority (YCIPTA), as of and for the year ended June 30, 2022, and the related notes to the financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Yuma County Intergovernmental Public Transportation Authority, as of June 30, 2022, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of Yuma County Intergovernmental Public Transportation Authority and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Change in Accounting Principle

As described in Note 1, YCIPTA implemented the provisions of the Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, for the year ended June 30, 2022, which represents a change in accounting principle. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the YCIPTA's ability to continue as a going concern for one year beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements. In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the YCIPTA's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the YCIPTA's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and net pension liability information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory Section and Statistical Section but does not include the basic financial statements and our auditor's report thereon. Our opinion on the basic financial statements do not cover the other information and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on other work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 28, 2023, on our consideration of Yuma County Intergovernmental Public Transportation Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Yuma County Intergovernmental Public Transportation Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Yuma County Intergovernmental Public Transportation Authority's internal control over financial reporting and compliance.

Heinfeld Meech & Co. PC

Heinfeld, Meech & Co., P.C.
Scottsdale, Arizona
March 28, 2023

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR YEAR ENDING JUNE 30, 2022

The following discussion and analysis of the financial performance of the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) is intended to provide an overview of YCIPTA's financial activities for the fiscal year ended June 30, 2022.

FINANCIAL HIGHLIGHTS

- Net position, as reported in the statement of net position, totaled \$6.5 million as of June 30, 2022. Total net position increased by \$2.6 million, which is attributable to an increase in federal revenue during the fiscal year.
- For the year ended June 30, 2022, the combined fare box recovery ratio (the measure of the ability to recover operating costs through fare revenue) for YCIPTA was 6%. This calculation is only fare collection and does not include funds received for local match.
- Fixed Route ridership increased by 23 percent, by approximately 52,464 riders, this year. Overall operating revenues increased by \$317,884 (1,195 percent) during the year. Operating expenses increased by \$456,195 (8 percent) during the year.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to YCIPTA's financial statements. YCIPTA's financial statements comprise two components: 1) financial statements and, 2) notes to the financial statements. This report also contains required supplementary information in addition to the financial statements themselves.

Financial statements. The financial statements are designed to provide readers with a broad view of YCIPTA's finances, in a manner similar to private-sector business.

The *statement of net position* presents information on all of YCIPTA's assets, liabilities, and deferred outflows and inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of YCIPTA is improving or deteriorating.

The *statement of revenues, expenses and changes in net position* presents information showing how the net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g. earned but unused vacation leave).

The *statement of cash flows* presents information showing the sources and uses of cash related to operating activities, noncapital financing activities, capital and related financing activities and investing activities. In addition, the statement provides information about significant non-cash investing, capital and financing activities.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR YEAR ENDING JUNE 30, 2022

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Since YCIPTA's primary function is to provide transportation services to Yuma County citizens and recover costs through Federal Transit Administration (FTA) grants and passenger fares, the financial statements include only business-type activities.

Notes to basic financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the financial statements.

FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of YCIPTA, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$6.5 million at the close of the most recent fiscal year.

The largest portion of YCIPTA's net position reflect the investment in capital assets; there is no related debt. Most of the investment in capital assets is comprised of buses, vans, and other vehicles totaling \$8.9 million. Other investment in capital assets includes land, furniture and equipment, leasehold improvements, and infrastructure, totaling \$2.1 million.

- The balance in unrestricted net position for the fiscal year ended June 30, 2022 was a deficit of \$1.6 million, a decrease of \$374,640 which was attributable to operations for the year ended June 30, 2022. Investments in capital assets increased by \$3.0 million which is attributable to vehicle purchases during the year ending June 30, 2022.

Capital and operating grants were a major portion of the revenue used to fund transit operations for the fiscal year.

	<u>June 30, 2022</u>	<u>June 30, 2021</u>
Current and other assets	\$ 847,676	\$ 1,570,559
Capital assets (net)	8,092,614	5,096,992
Total assets	<u>8,940,290</u>	<u>6,667,551</u>
Deferred Outflows of Resources	<u>110,921</u>	<u>119,186</u>
Long-term Liabilities	399,443	526,726
Other Liabilities	2,067,339	2,410,281
Total liabilities	<u>2,466,782</u>	<u>2,937,007</u>
Deferred Inflows of Resources	<u>126,632</u>	<u>12,916</u>
Net position:		
Investments in Capital Assets	8,092,614	5,096,992
Unrestricted	<u>(1,634,817)</u>	<u>(1,260,178)</u>
Total net position	<u>\$ 6,457,797</u>	<u>\$ 3,836,814</u>

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR YEAR ENDING JUNE 30, 2022

FINANCIAL ANALYSIS (CONTINUED)

The following are significant current year transactions that had an impact on the change in net position.

- Operating revenues increased \$317,884 due to waived fare fees in the prior fiscal year as a result of the COVID-19 pandemic.
- Federal revenues increased \$2.0 million as a result of additional federal funding received due to the COVID-19 pandemic.

	Fiscal Year Ended <u>June 30, 2022</u>	Fiscal Year Ended <u>June 30, 2021</u>
Revenues:		
Operating revenues:		
Fare box revenues	\$ 344,484	\$ 26,600
Non-operating revenues:		
Federal revenue	7,299,733	5,349,553
Member fees	516,739	516,739
Other non-operating revenue	686,067	541,080
Total revenues	<u>8,847,023</u>	<u>6,433,972</u>
Expenses:		
Operating expenses	6,175,366	5,719,171
Nonoperating expense	50,674	77,937
Total expenses	<u>6,226,040</u>	<u>5,797,108</u>
Increase (decrease) in net position	2,620,983	636,864
Net position:		
Beginning of year	<u>3,836,814</u>	<u>3,199,950</u>
End of the year	<u>\$ 6,457,797</u>	<u>\$ 3,836,814</u>

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
MANAGEMENT’S DISCUSSION AND ANALYSIS
FOR YEAR ENDING JUNE 30, 2022

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. YCIPTA’s investment in capital assets net of depreciation as of June 30, 2022 amount to \$8.1 million. This investment in capital assets includes land, leasehold improvements, infrastructure (bus stops), vehicles, and furniture and equipment. Major capital asset events during the current fiscal year included the following:

- YCIPTA purchased eight vehicles for an additional \$3.7 million of capital assets during the fiscal year ended June 30, 2022.
- YCIPTA disposed of \$941,257 of vehicles during the fiscal year ended June 30, 2022.

	CAPITAL ASSETS (Net of depreciation) 2022	CAPITAL ASSETS (Net of depreciation) 2021
Land	\$ 363,880	\$ 363,880
Leasehold improvements	37,736	39,956
Infrastructure	447,660	471,751
Vehicles	6,774,703	3,651,609
Furniture and equipment	468,635	569,798
Total	<u>\$ 8,092,614</u>	<u>\$ 5,096,994</u>

Additional information on YCIPTA’s capital assets can be found in Note 4 to the financial statements.

Long-term debt – As of June 30, 2022, the only long-term debt reported was for pension liability. Additional information on YCIPTA’s long term debt can be found in Note 5 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS

YCIPTA receives 83% of its revenues from the Federal Transit Administration either directly, passed through the Arizona Department of Transportation, or passed through the Quechan Tribe, 6% of its revenues from member organizations, and 7% from contributions of other public entities.

Today, YCAT funding is solely dependent on the ability that its member agencies can contribute. This can result in radical changes to service delivery on a fiscal year-by-fiscal year basis. YCAT today is only able to afford 37,000 revenue vehicle service hours (RVSH) for the fixed route system and 4,000 RVSH for YCAT OnCall. Any growth would require additional contributions from member agencies, which at this time is not available.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR YEAR ENDING JUNE 30, 2022

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS (CONTINUED)

Fixing America's Surface Transportation (FAST) Act provides \$2.6 million in Federal funding to the Yuma Urbanized Area and requires a local match in order to use this funding. YCIPTA only has enough capacity to provide approximately \$1 million in local match funding at this time unless additional eligible local match is found.

Yuma County's population as of the 2020 U.S. Census was 203,881. There are three incorporated cities and one incorporated town in the County. Together these four make up 68% of the County's population.

Primary industry in Yuma County is agriculture, military and tourism. Agriculture is the number one industry for Yuma County. Agriculture produces an estimated \$3.2 billion a year into the Yuma economy. At the peak of our winter visitor season, February, it is estimated we have about 100,000 visitors. February is the peak of the season as many places on the continent are experiencing some of their coldest temperatures. The City of Yuma's year-round population is about 97,883. Adding another 100,000 is a big seasonal influx of people to the community.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of YCIPTA's finances for all those with an interest in the government's finances. If you have questions concerning any of this information provided in this report or need additional financial information, visit our website at www.ycipta.az.gov or direct inquires to Chona Medel, Financial Services Operations Manager, 2715 E. 14th Street., Yuma, AZ 85365.

BASIC FINANCIAL STATEMENTS

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
STATEMENT OF NET POSITION
JUNE 30, 2022

ASSETS

Current Assets:	
Cash and investments	362,912
Accounts Receivable	484,264
Total Current Assets	847,176
Other Assets	
Noncurrent Asset	500
Total Noncurrent Assets	500
Property and Equipment:	
Land	363,880
Leasehold improvements	75,512
Infrastructure	621,554
Vehicles	8,941,666
Furniture and equipment	1,077,388
Total property and equipment	11,080,000
Less: accumulated depreciation	2,987,386
Total Property and Equipment - Net	8,092,614
TOTAL ASSETS	8,940,290

DEFERRED OUTFLOWS OF RESOURCES

Pension plan items	110,921
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LIABILITIES

Current Liabilities	
Accounts payable	630,511
Accrued payroll and related expenses	9,226
Registered Warrants Payable	1,405,161
Compensated absences payable	22,441
Total Current Liabilities	2,067,339
Non Current Liabilities:	
Net pension liability	399,443
TOTAL LIABILITIES	2,466,782

DEFERRED INFLOWS OF RESOURCES

Pension plan items	126,632
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NET POSITION

Investments in capital assets	8,092,614
Unrestricted	(1,634,817)
TOTAL NET POSITION	6,457,797

See accompanying notes to basic financial statements

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN NET POSITION
YEAR ENDED JUNE 30, 2022**

OPERATING REVENUE

Charges for services:	
Farebox revenues	344,484
Total Operating Revenue	<u>344,484</u>

OPERATING EXPENSES

Contracted operating services	3,662,639
Non-vehicle repairs	75,854
Vehicles parts and maintenance	15,554
Occupancy	52,800
Other Transit Services	116,748
Administrative and general	646,109
Depreciation	691,368
Fuel costs	581,034
Other operating expenses	333,260
Total Operating Expenses	<u>6,175,366</u>
Operating Income/(Loss)	<u>(5,830,882)</u>

NON-OPERATING REVENUES (EXPENSES)

Grant revenue	
Federal Transit Administration	7,299,733
Member fees	516,739
Contributions From Public Entities	611,624
Investment income	611
Greyhound Commissions	3,853
Other revenues	55,600
Pension expense	(36,295)
In-kind revenue	14,379
In-kind expense	(14,379)
Total non-operating revenues (expenses)	<u>8,451,865</u>
Income (loss) before contributions and transfers	<u>2,620,983</u>
Change in net position	2,620,983
Net position - beginning	<u>3,836,814</u>
Net position - ending	<u><u>6,457,797</u></u>

See accompanying notes to basic financial statements

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
STATEMENT OF CASH FLOWS
YEAR ENDED JUNE 30, 2022**

CASH FLOWS FROM OPERATING ACTIVITIES	
Receipts from customers and users	\$ 1,193,491
Payments to vendors, contractors and suppliers	(5,145,344)
Payments to employees	<u>(470,772)</u>
NET CASH PROVIDED/(USED) BY OPERATING ACTIVITIES	<u>(4,422,625)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Public support funds received	<u>8,234,626</u>
NET CASH PROVIDED/(USED) BY NONCAPITAL FINANCING ACTIVITIES	<u>8,234,626</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Acquisitions of property and equipment and other capital expenses	<u>(3,686,988)</u>
NET CASH PROVIDED/(USED) BY CAPITAL AND RELATED FINANCING ACTIVITIES	<u>(3,686,988)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest received on investments	<u>611</u>
NET CASH PROVIDED/(USED) BY INVESTING ACTIVITIES	<u>611</u>
Net increase in cash and cash equivalents	125,624
Cash and cash equivalents at beginning of year	<u>237,288</u>
Cash and cash equivalents at end of year	<u><u>\$ 362,912</u></u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED/(USED) BY OPERATING ACTIVITIES	
Operating income (loss)	\$ (5,830,882)
Adjustments to reconcile operating income (loss) to net cash provided/(used) by operating activities	
Depreciation	691,368
(Increase)/Decrease in:	
Accounts receivable	160
Intergovernmental receivable	848,847
Other assets	(500)
Increase/(Decrease) in:	
Accounts payable	(134,033)
Accrued payroll	(7,225)
Compensated absences	<u>9,640</u>
NET CASH PROVIDED/(USED) BY OPERATING ACTIVITIES	<u><u>\$ (4,422,625)</u></u>

See accompanying notes to basic financial statements

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

During the year ended June 30, 2022, YCIPTA implemented the provisions of GASB Statement No. 87, *Leases*. This Statement increases the usefulness of the financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases. The statement establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources. YCIPTA's analysis of contracts and agreements in effect at the beginning of the fiscal year resulted in no changes to beginning balances reported in the financial statements due to the implementation of this standard.

The more significant of the YCIPTA's accounting policies are described below.

A. Reporting Entity

YCIPTA is a political subdivision of the State of Arizona which was established on December 13, 2010 to manage the operations of the regional public transit system. Prior to the transition of transit operations from Yuma Metropolitan Planning Organization (YMPO) on July 1, 2012, financial activity for YCIPTA was presented on the financial statements of the YMPO.

The membership of the Board of Directors consists of nine members representing Yuma County, the Cities of Yuma, Somerton and San Luis, the Town of Wellton, Northern Arizona University - Yuma, Arizona Western College, Quechan Indian Tribe, and the Cocopah Indian Tribe. The Board of Directors acts as policy body to administer, plan, operate and maintain public transit services throughout Yuma County. The Board of Directors also has broad financial responsibilities, including the approval of the annual budget and the establishment of a system of accounting and budgetary controls.

The financial reporting entity consists of a single political subdivision because it has a separately governing body that is appointed by its member agencies, is legally separate, and is fiscally independent of its member agencies.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Financial Statements

The Financial Statements (i.e. the statement of net position, the statement of revenues expenses and changes in net position and the statement of cash flows) report information on all of the activities of the primary government.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The Financial Statements are reported using the current economic resources measurement focus and the accrual basis of accounting. Revenues and gains are recorded when earned and expenses and losses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met. Interest associated with the current fiscal period is considered to be susceptible to accrual and so has been recognized as revenue of the current fiscal period. Unearned revenues arise when resources are received by YCIPTA before it has legal claim to them, as when grant monies are received prior to meeting all eligibility requirements imposed by the provider.

YCIPTA receives operating revenues primarily from passenger fares and advertising revenues. Non-operating revenues include Federal Transit Administration (FTA) grants, member dues from local cities, towns and tribes, and contributions from other public entities.

YCIPTA operating expenses are primarily contractor costs for operating the transit services along with administrative cost. Non-operating expenses would include Greyhound ticket sales and pension expense.

D. Cash and cash equivalents

YCIPTA's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

E. Investment Income

Investment income is composed of interest on bank deposits.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Capital Assets

Capital assets are defined by YCIPTA as assets with an initial, individual cost in excess of \$5,000 and an estimated useful life of more than one year. Such assets are recorded at historical cost, or estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the life of the asset are not capitalized.

Capital assets are depreciated using the straight-line method over the estimated useful life of the asset. Intangible right-to use assets are amortized over the shorter of the lease term or the underlying asset's useful life. The estimated useful lives are as follows:

Furniture and equipment	3 - 10 years
Leasehold improvements	5 - 30 years
Vehicles	5 years
Infrastructure	30 years

YCIPTA uses the "full-month" convention where a full month's depreciation is recorded in the month of acquisition, and equal amounts are recorded in each subsequent month over the life of the asset.

G. Outflows/Inflows of Resources

In addition to assets, the statement of financial position may report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position may report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time.

H. Use of Restricted/Unrestricted Resources

When both restricted and unrestricted resources are available for use, it is YCIPTA's policy to use restricted resources first, then unrestricted resources as they are needed.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Compensated Absences

All regular full-time employees of YCIPTA are entitled to paid time off for vacation; personal or family illness or injury; medical and dental appointments; personal business; and holidays not observed by YCIPTA. Annual leave begins to accrue immediately on employment according to the following schedule:

0 to 1 year	24 days per year
2 to 3 years	25 days per year
4 to 9 years	28 days per year
10 to 15 years	31 days per year
16 to 20 years	32 days per year
20 and up	33 days per year
Transit Director	33 days per year

Part-time employees accrue a proportional amount of paid time off, depending on whether they are one-quarter time, one-half time, or three-quarters time. Employees who terminate will be paid for unused paid time off up to 400 hours for benefit eligible employees and 200 hours for employees who are not benefit eligible, at the termination of employment and at the employee's current rate of pay.

The current and long-term liabilities, including related benefits, for accumulated vacation and sick leave are reported on the statement of net position.

J. Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Pensions

For the purposes of measuring the net pension liability, related deferred outflows of resources and deferred inflows of resources and pension expense, information about the pension plan's fiduciary net position and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 2 – CASH AND CASH EQUIVALENTS

Cash – The captions and amounts of cash and investments on the Statement of Net Position consist of the following:

Petty cash	\$ 350
Cash in bank	<u>76,127</u>
Total	<u>\$ 76,477</u>

Custodial Credit Risk. For deposits, custodial credit risk is the risk that in the event of a bank failure, YCIPTA's deposits may not be returned to YCIPTA. YCIPTA currently does not have a deposit policy for custodial credit risk. At June 30, 2022, the carrying amount of the YCIPTA's deposits was \$76,477 and the bank balance was \$133,663. The YCIPTA's deposits were entirely covered by Federal depository insurance.

The Yuma County Treasurer pursues a portfolio management strategy giving highest priority to a) safety of principal; b) sufficient liquidity to meet the needs of the county, its subdivisions and school districts; and then c) return on investments. To accomplish this the Yuma County Treasurer invests with the Arizona State Treasurer.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 2 – CASH AND CASH EQUIVALENTS (CONTINUED)

Investments must be made in accordance with Arizona Revised Statutes ARS 35-323 which specifies a maximum maturity of five years and lists specific eligible investments. Currently, all county funds are pooled and invested to anticipate the cash flow needs for the county.

The Yuma County Treasurer’s pool is an external investment pool with no regulatory oversight. The pool is not required to register (and is not registered) with the Securities and Exchange Commission. The fair value of each participant’s position in the Yuma County Treasury investment pool approximates the value of the participants’ shares in the pool and the participants’ shares are not identified with specific investments. Participants in the pool are not required to categorize the value of shares in accordance with the fair value hierarchy.

At year end YCIPTA’s investments consisted of the following:

	<u>Average Maturities</u>	<u>Fair Value</u>
County Treasurer’s investment pool	.12 years	\$286,435

NOTE 3 – RECEIVABLES – ACCOUNTS AND INTERGOVERNMENTAL

Accounts receivable consists primarily of amounts due from other governments including amounts relating to grants, member dues, and contributions from public entities. As of June 30, 2022, accounts receivable totaled \$484,264, of which receivables from other governments consisted of the following:

Due from federal government	\$ 483,442
Due from other entities	<u>822</u>
Total Accounts Receivable Due	<u>\$ 484,264</u>

Management considers all accounts receivable at June 30, 2022, to be fully collectible; therefore, no allowance for doubtful accounts was recorded.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 4 – CAPITAL ASSETS

A summary of capital asset activity for the fiscal year ended June 30, 2022, follows:

	Beginning Balance	Increase	Decrease	Ending Balance
Capital assets, not being depreciated:				
Land	\$ 363,880	\$	\$	\$ 363,880
Total capital assets, not being depreciated	<u>363,880</u>			<u>363,880</u>
Capital assets, being depreciated:				
Leasehold improvements	75,512			75,512
Infrastructure	621,554			621,554
Vehicles	6,195,935	3,686,988	941,257	8,941,666
Furniture and equipment	1,077,388			1,077,388
Total capital assets, being depreciated	<u>7,970,389</u>	<u>3,686,988</u>	<u>941,257</u>	<u>11,080,000</u>
Less accumulated depreciation for:				
Leasehold improvements	(35,556)	(2,220)		(37,776)
Infrastructure	(149,803)	(24,091)		(173,894)
Vehicles	(2,544,326)	(563,894)	(941,257)	(2,166,963)
Furniture and equipment	(507,590)	(101,163)		(608,753)
Total accumulated depreciation	<u>(3,237,275)</u>	<u>(691,368)</u>	<u>(941,257)</u>	<u>(2,987,386)</u>
Total capital assets, being depreciated, net	<u>4,733,114</u>	<u>2,995,620</u>		<u>7,728,734</u>
Total capital assets, net	<u>\$ 5,096,994</u>	<u>\$2,995,620</u>	<u>\$</u>	<u>\$ 8,092,614</u>

Depreciation expense for the fiscal year was \$691,368.

NOTE 5 – CHANGES IN LONG-TERM LIABILITIES

Long-term liability activity for the year ended June 30, 2022 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Net pension liability	\$ 526,726	\$	\$ 127,283	\$ 399,443	\$
Compensated absences payable	12,801	20,036	10,396	22,441	22,441
Total	<u>\$ 539,527</u>	<u>\$ 20,036</u>	<u>\$ 137,679</u>	<u>\$ 421,884</u>	<u>\$ 22,441</u>

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2022

NOTE 6 – ECONOMIC DEPENDENCY

YCIPTA received 83 percent of its revenues from the Federal Transit Administration either directly, passed through the Arizona Department of Transportation, or passed through Quechan Tribe, 6 percent of its revenues from dues paid by its member organizations, and 7 percent of its revenues in contributions from public entities.

NOTE 7 – RISK MANAGEMENT

The Authority was unable to obtain insurance for workers' health at a cost considered to be economically justifiable. Therefore, the Authority joined the Yuma Area Benefits Consortium, together with other entities in the area. The consortium is a public entity risk pool that accounts for the risk financing of certain benefits and losses, for its four member entities. The Authority pays annual premiums based on actuarial estimates of the amounts needed to pay prior and current year claims. The consortium uses reinsurance agreements to reduce its exposure to large losses.

YCIPTA is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

YCIPTA carried commercial insurance for all other risks of loss, including property and liability, and workers' compensation insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS

Plan Description. YCIPTA has been contributing to a cost-sharing multiple-employer defined benefit pension plan; a cost-sharing multiple employers defined benefit health care (OPEB) plan; and a cost-sharing, multiple-employer defined benefit long-term disability (OPEB) plan, all of which are administered by the Arizona State Retirement System (ASRS). The ASRS (through its Retirement Fund) provides retirement (i.e., pension), death, and survivor benefits; the Health Benefit Supplement Fund provides health insurance premium benefits (i.e., a monthly subsidy); and the Long-Term Disability Fund provides long-term disability benefits. Benefits are established by state statute. The System is governed by the Arizona State Retirement System Board according to the provisions of A.R.S. Title 38, Chapter 5, Article 2 and 2.1.

The System issues a comprehensive annual financial report that includes financial statements and required supplementary information. The most recent report is available on its website at www.azasrs.gov.

The ASRS has determined that YCIPTA and its employees qualify to participate in the System.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

The ASRS OPEB plans are not further disclosed because of their relative insignificance to the Authority’s financial statements.

Benefits Provided. The ASRS provides retirement, health insurance premium supplement, long-term disability, and survivor benefits. State statute establishes benefit terms. Retirement benefits are calculated on the basis of age, average monthly compensation, and service credit as follows:

	Retirement Initial Membership Date:	
	Before July 1, 2011	On or After July 1, 2011
Years of Service and age requirement to receive benefit	Sum of years and age equals 80 10 years age 62 5 years age 50* Any years age 65	30 years age 55 25 years age 60 10 years age 62 5 years age 50* Any years age 65
Final average salary is based on	Highest 36 months of last 120 months	Highest 60 months of last 120 months
Benefit percent per year of service	2.1% to 2.3%	2.1% of 2.3%

*with actuarially reduced benefits

Retirement benefits for members who joined the ASRS prior to September 13, 2013 are subject to automatic cost-of-living adjustments based on excess investment earnings. Members with a membership date on or after September 13, 2013, are not eligible for cost-of-living adjustments. Survivor benefits are payable upon a member’s death. For retired members, the survivor benefits are determined by the retirement benefit options chosen. For all other members, the beneficiary is entitled to the member’s account balance that includes the member’s contributions and employer’s contributions, plus interest earned.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

Contributions. In accordance with state statutes, annual actuarial valuations determine active member and employer contribution requirements. The combined active member and employer contribution rates are expected to finance the costs of benefits employees earn during the year, with an additional amount to finance any unfunded accrued liability. For the current fiscal year, active ASRS members were required by statute to contribute at the actuarially determined rate of 12.41 percent (12.22 percent for retirement and 0.19 percent for long-term disability) of the members’ annual covered payroll and the Authority was required by statute to contribute at the actuarially determined rate of 12.41 percent (12.01 percent for retirement, 0.21 percent for health insurance premium benefit, and 0.19 percent for long-term disability) of the active member’s annual covered payroll. YCIPTA’s contributions to the pension plan for the year ended June 30, 2022 were \$41,597.

Pension Liability. The net pension liability was measured as of June 30, 2021. The total liability used to calculate the net liability was determined using update procedures to roll forward the total liability from an actuarial valuation as of June 30, 2020, to the measurement date of June 30, 2021. The District’s proportion of the net liability was based on the District’s actual contributions to the applicable plan relative to the total of all participating employers’ contributions to the plan for the year ended June 30, 2021. The total liabilities as of June 30, 2021, reflect changes in actuarial assumptions based on the results of an actuarial experience study for the 5-year period ended June 30, 2020, including decreasing the discount rate from 7.5 percent to 7.0 percent and changing the projected salary increases from 2.7-7.2 percent to 2.9-8.4 percent.

At June 30, 2022, YCIPTA reported the following amounts for its proportionate share of the pension plan net liability. In addition, at June 30, 2021, YCIPTA’s percentage proportion for the plan and the related change from its proportion measured as of June 30, 2020 was:

Net Liability	District % Proportion	Increase (Decrease)
\$ 399,443	0.003	0.000

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

Pension Expense and Deferred Outflows/Inflows of Resources. Yuma County Intergovernmental Public Transportation Authority had deferred outflows and inflows of resources related to the net pension liability of retirement benefits. Certain changes in the net pension liability are recognized as pension expense over a period of time rather than the year of occurrence. The YCIPTA’s pension expense for the year ended June 30, 2022, was \$36,295 and reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
	<u> </u>	<u> </u>
Differences between expected and actual experience	\$ 6,089	\$
Changes of assumptions or other inputs	51,991	
Net difference between projected and actual earnings on pension investments		126,557
Changes in proportion and differences between contributions and proportionate share of contributions	11,244	75
Contributions subsequent to the measurement date	41,597	
Total	<u>\$ 110,921</u>	<u>\$ 126,632</u>

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

Pension Expense and Deferred Outflows/Inflows of Resources (continued). The deferred outflows resources related to pensions resulting from contributions subsequent to the measurement date as reported in the table above will be recognized as a reduction of the net pension liability in the year ended June 30, 2023. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ending June 30:		
2023	\$	12,805
2024		1,399
2025		(27,899)
2026		(43,613)

Actuarial Assumptions. The significant actuarial assumptions used to measure the total pension liability are as follows:

Actuarial valuation date	June 30, 2020
Actuarial roll forward date	June 30, 2021
Actuarial cost method	Entry age normal
Investment rate of return	7.0%
Inflation	2.3%
Projected salary increases	2.9-8.4%
Permanent base increases	Included
Mortality rates	2017 SRA Scale U-MP

The actuarial assumptions used in the June 30, 2020 valuation were based on the results of an actuarial experience study for the five-year period ended June 30, 2020. The purpose of the experience study was to review actual experience in relation to the actuarial assumptions in effect. The ASRS Board adopted the experience study recommended changes which were applied to the June 30, 2020, actuarial valuation.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POST EMPLOYMENT BENEFITS (CONTINUED)

Actuarial Assumptions (continued). The long-term expected rate of return on ASRS pension plan investments was determined to be 7.0 percent using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage.

The ASRS' estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Asset Allocation	Long Term Expected Geometric Real Rate of Return
Equity	50%	4.90%
Credit	20%	5.20%
Interest rate sensitive bonds	10%	0.70%
Real Estate	20%	5.70%
Total	100%	

Discount Rate. The discount rate used to measure the total pension liability was 7.0%. The discount rate was lowered in the roll forward for the year June 30, 2021 from 7.5 percent, which was used for the actuarial assumptions at the valuation date. The projections of cash flows used to determine the discount rate assumed that contributions from participating employers will be made based on the actuarially determined rates based on the funding policy of the ASRS Board, which establishes the contractually required rate under Arizona statute. Based on those assumptions, the Retirement Fund's fiduciary net position was projected to be available to make all the projected future benefit payments of current members. Therefore, the long term expected rate of return on investments was applied to all periods of projected benefit payments to determine the total pension liability.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED JUNE 30, 2022

NOTE 8 – PENSIONS AND OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate. The table below presents the net pension liability of the participating employers calculated using the discount rate of 7.0%, as well as what the employers’ net pension liability would be if it were calculated using the discount rate that is 1% lower (6.5%) or 1% higher (8.5%) than the current rate at June 30, 2022:

	1% Decrease	Current Discount Rate	1% Increase
Rate	6.0%	7.0%	8.0%
Net liability	\$ 628,290	\$ 399,443	\$ 208,647

Pension Plan Fiduciary Net Position. Detailed information about the pension plan’s fiduciary net position is available in the separately issued ASRS financial report. The report is available on the ASRS website at www.azasrs.gov.

NOTE 9 – CURRENT LIABILITY

At June 30, 2022 YCIPTA had registered warrants of \$1,405,161 with the Yuma County Treasurer.

REQUIRED SUPPLEMENTARY INFORMATION

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SCHEDULE OF THE PROPORTIONATE SHARE OF THE NET PENSION LIABILITY
ARIZONA STATE RETIREMENT SYSTEM
LAST EIGHT FISCAL YEARS**

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Measurement date	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018
District's proportion of the net pension (assets) liability	0.00%	0.00%	0.00%	0.00%
District's proportionate share of the net pension (assets) liability	\$ 399,443	\$ 526,726	\$ 407,433	\$ 429,552
District's covered payroll	\$ 348,279	\$ 341,118	\$ 282,630	\$ 294,706
District's proportionate share of the net pension (assets) liability as a percentage of its covered payroll	114.69%	154.41%	144.16%	145.76%
Plan fiduciary net position as a percentage of the total pension liability	78.58%	69.33%	73.24%	73.40%

**SCHEDULE OF PENSION CONTRIBUTIONS
ARIZONA STATE RETIREMENT SYSTEM
LAST EIGHT FISCAL YEARS**

	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
Actuarially determined contribution	\$ 41,597	\$ 39,878	\$ 39,058	\$ 31,598
Contributions in relation to the actuarially determined contribution	<u>41,597</u>	<u>39,878</u>	<u>39,058</u>	<u>31,598</u>
Contribution deficiency (excess)	<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
District's covered payroll	\$ 341,191	\$ 348,279	\$ 341,118	\$ 282,630
Contributions as a percentage of covered payroll	12.19%	11.45%	11.45%	11.18%

NOTE: The pension schedules in the required supplementary information are intended to show information for ten years, and additional information will be displayed as it becomes available.

See accompanying notes to this schedule.

<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
0.00%	0.00%	0.00%	0.00%
\$ 392,567	\$ 401,911	\$ 325,962	\$ 282,041
\$ 245,575	\$ 233,092	\$ 188,779	\$ 170,710
159.86%	172.43%	172.67%	165.22%
69.92%	67.06%	68.35%	69.49%

<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
\$ 32,123	\$ 26,473	\$ 25,290	\$ 20,558
<u>32,123</u>	<u>26,473</u>	<u>25,290</u>	<u>20,558</u>
<u>\$</u>	<u>\$</u>	<u>\$</u>	<u>\$</u>
\$ 294,706	\$ 245,575	\$ 233,092	\$ 188,779
10.90%	10.78%	10.85%	10.89%

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
YEAR ENDED JUNE 30, 2022

NOTE 1 – PENSION PLAN SCHEDULES

Actuarial Assumptions for Valuations Performed. The information presented in the required supplementary schedules was determined as part of the actuarial valuations at the dates indicated, which is the most recent actuarial valuations. The actuarial assumptions used are disclosed in the notes to the financial statements.

Factors that Affect Trends. The Actuarial assumptions related to funding were selected on the basis of an experience study which was performed for the five-year period ending June 30, 2020. The purpose of the experience study was to review actual experience in relation to the actuarial assumptions in effect. The ASRS Board adopted the experience study which recommended changes and those changes were effective as of the June 30, 2020 actuarial valuation. The total liabilities as of June 30, 2021, reflect changes in actuarial assumptions based on the results of an actuarial experience, including decreasing the discount rate from 7.5 percent to 7.0 percent and changing the projected salary increases from 2.7-7.2 percent to 2.9-8.4 percent.

STATISTICAL SECTION

This part of the Yuma County Intergovernmental Public Transportation Authority's annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, notes disclosures, and required supplementary information says about the authority's overall financial health.

<u>INDEX</u>	<u>Page</u>
Financial Trends	44-47

These schedules contain trend information to help the reader understand how the authority's financial performance and well-being have changed over time.

Revenue Capacity	48-49
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These schedules contain information to help the reader assess the authority's most significant local revenue consideration, namely ridership and fare box revenue.

Debt Capacity

YCIPTA does not have any outstanding debt so therefore debt capacity information is not presented.

Demographic and Economic Information	50-51
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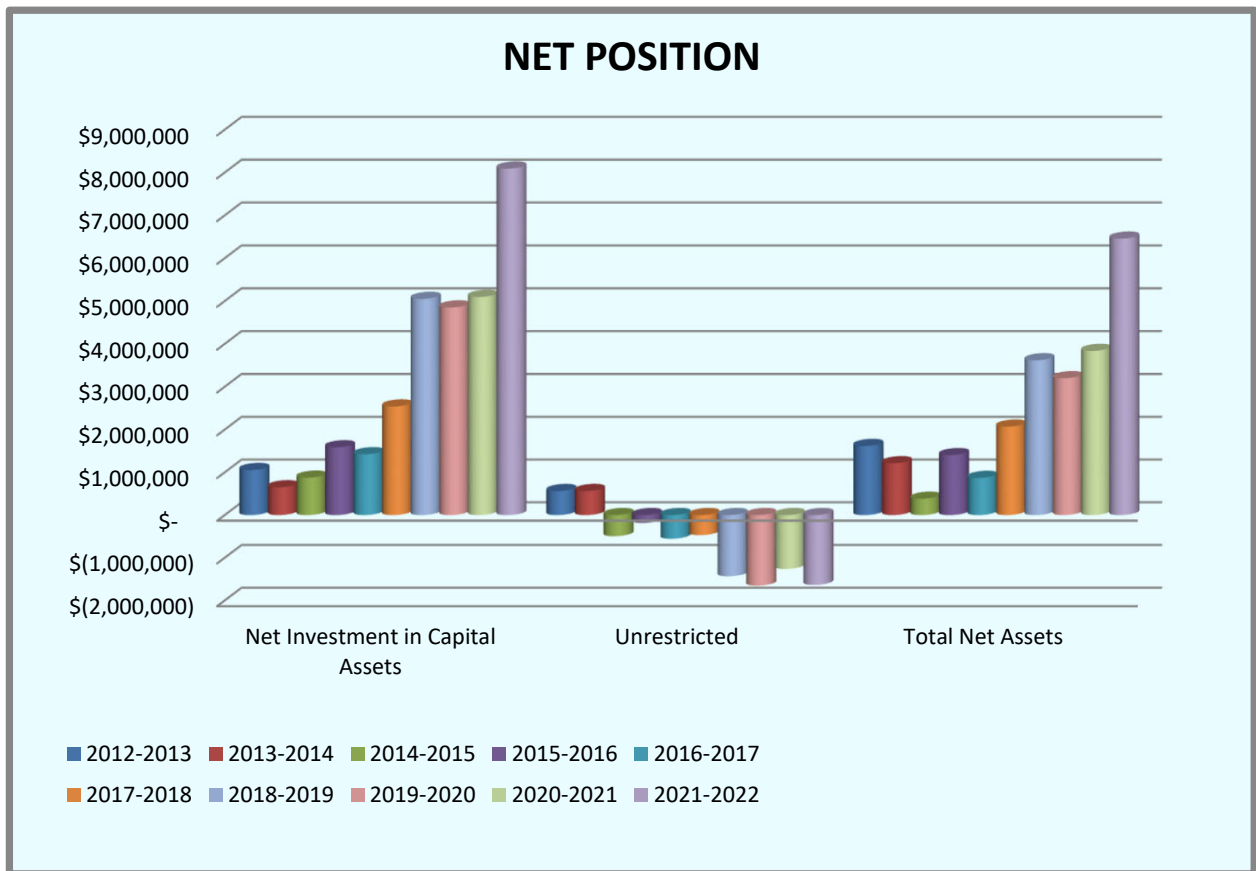
These schedules offer demographic and economic data to help the reader understand the environment within which the authority's financial activities take place.

Operation Information	52-53
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These schedules contain service and infrastructure data to help the reader understand how the information in the authority's financial report relates to the services the authority provides and the activities it performs

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NET POSITION
LAST TEN FISCAL YEARS**

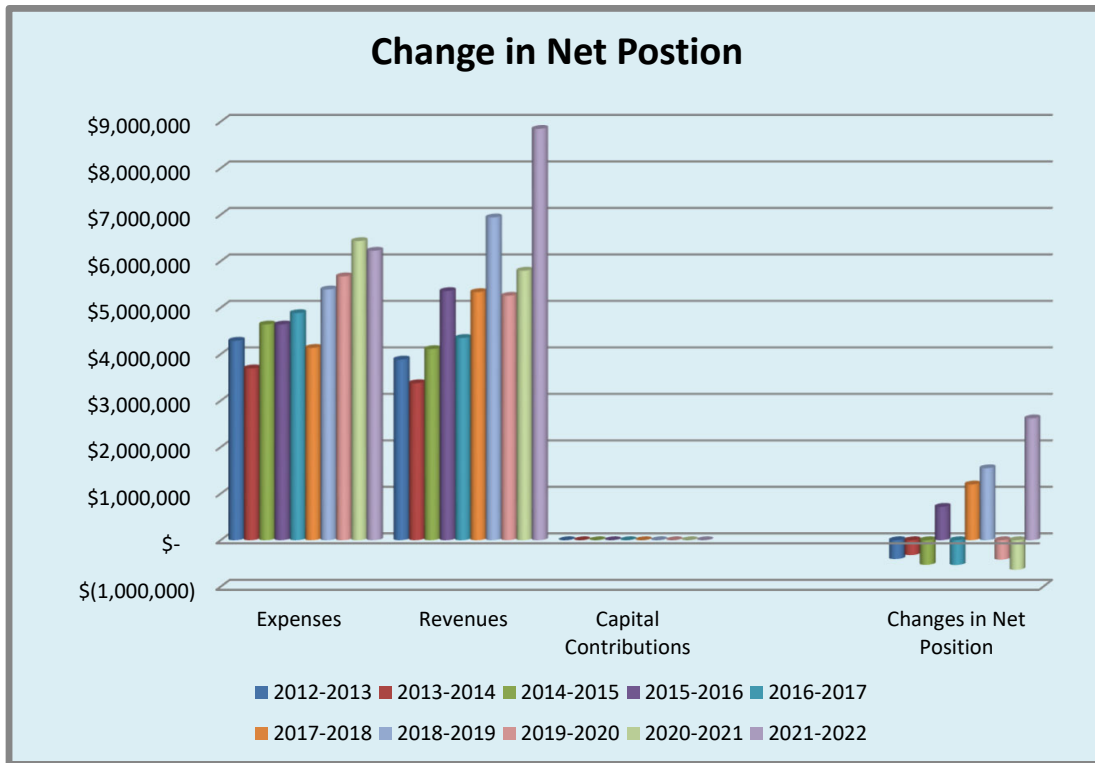
Fiscal Year	Net Investment in		
	Capital Assets	Unrestricted	Total Net Assets
2012-2013	\$ 1,055,241	\$ 562,770	\$ 1,618,011
2013-2014	\$ 650,351	\$ 563,637	\$ 1,213,988
2014-2015	\$ 875,695	\$ (493,787)	\$ 381,908
2015-2016	\$ 1,587,710	\$ (183,652)	\$ 1,404,058
2016-2017	\$ 1,424,242	\$ (553,536)	\$ 870,706
2017-2018	\$ 2,540,226	\$ (470,082)	\$ 2,070,144
2018-2019	\$ 5,050,514	\$ (1,432,207)	\$ 3,618,307
2019-2020	\$ 4,851,944	\$ (1,651,994)	\$ 3,199,950
2020-2021	\$ 5,096,992	\$ (1,260,178)	\$ 3,836,814
2020-2022	\$ 8,092,614	\$ (1,634,817)	\$ 6,457,797



Source: Yuma County Intergovernmental Public Transportation Authority Financial Statements.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
CHANGE IN NET POSITION
LAST TEN FISCAL YEARS**

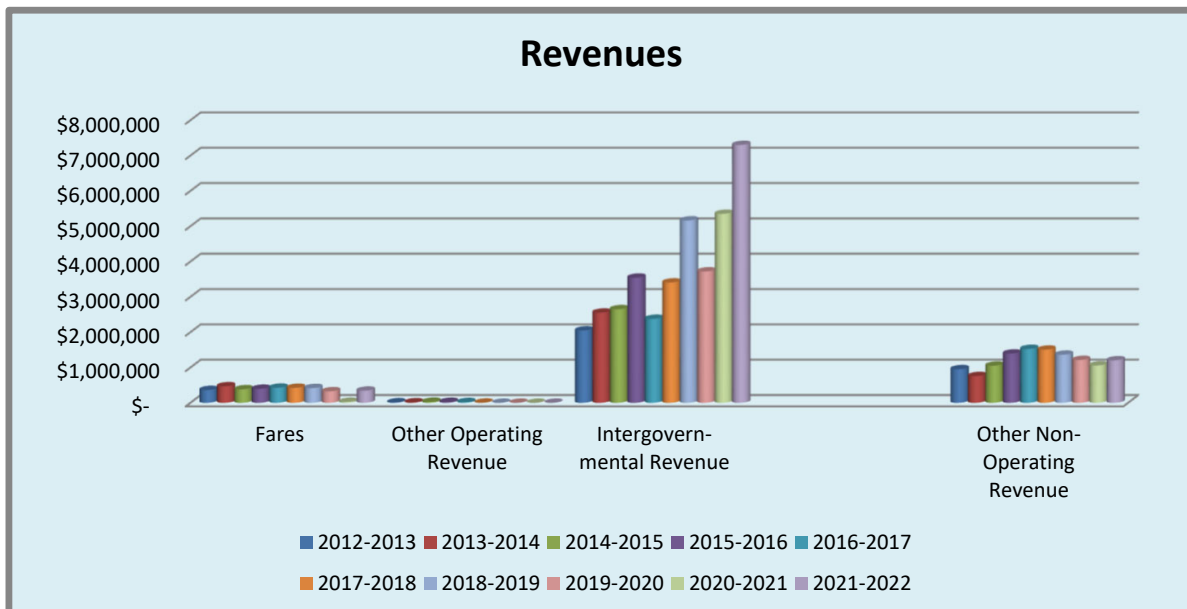
Fiscal Year	Expenses	Revenues	Capital Contributions	Changes in Net Position
2012-2013	\$ 4,290,293	\$ 3,886,270	\$ -	\$ (404,023)
2013-2014	\$ 3,695,987	\$ 3,376,381	\$ -	\$ (319,606)
2014-2015	\$ 4,640,485	\$ 4,110,896	\$ -	\$ (529,589)
2015-2016	\$ 4,640,445	\$ 5,358,547	\$ -	\$ 718,102
2016-2017	\$ 4,884,051	\$ 4,350,699	\$ -	\$ (533,352)
2017-2018	\$ 4,137,303	\$ 5,336,741	\$ -	\$ 1,199,439
2018-2019	\$ 5,394,260	\$ 6,942,422	\$ -	\$ 1,548,162
2019-2020	\$ 5,675,745	\$ 5,257,388	\$ -	\$ (418,357)
2020-2021	\$ 5,797,108	\$ 6,433,972	\$ -	\$ 636,864
2021-2022	\$ 6,226,040	\$ 8,847,023	\$ -	\$ 2,620,983



Source: Yuma County Intergovernmental Public Transportation Authority Financial Statements.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
REVENUES
LAST TEN FISCAL YEARS**

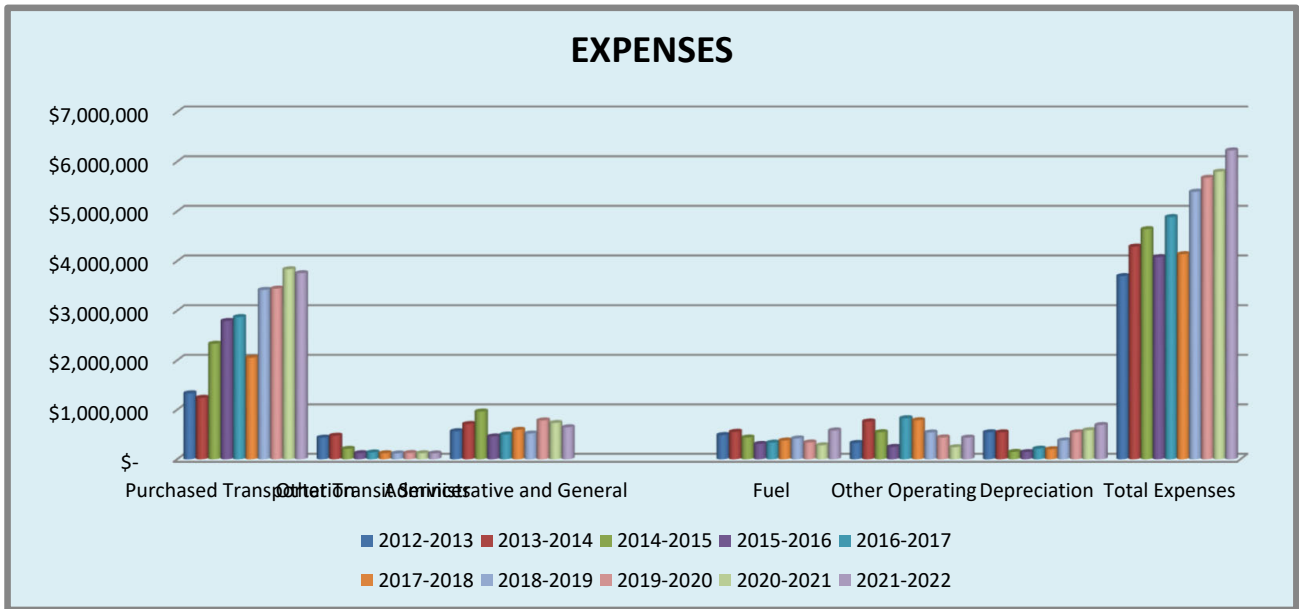
Fiscal Year	Fares	Other Operating Revenue	Intergovernmental Revenue	Other Non-Operating Revenue	Total Revenue
2012-2013	\$ 362,713	\$ 14,497	\$ 2,047,855	\$ 951,316	\$ 3,376,381
2013-2014	\$ 466,965	\$ 13,570	\$ 2,551,482	\$ 756,359	\$ 3,788,376
2014-2015	\$ 382,255	\$ 28,496	\$ 2,649,376	\$ 1,050,769	\$ 4,110,896
2015-2016	\$ 397,011	\$ 25,996	\$ 3,541,584	\$ 1,393,956	\$ 5,358,547
2016-2017	\$ 427,761	\$ 20,598	\$ 2,377,363	\$ 1,524,977	\$ 4,350,699
2017-2018	\$ 423,467	\$ 3,967	\$ 3,405,036	\$ 1,504,272	\$ 5,336,742
2018-2019	\$ 417,874	\$ 794	\$ 5,162,444	\$ 1,361,309	\$ 6,942,421
2019-2020	\$ 326,188	\$ 189	\$ 3,718,541	\$ 1,212,470	\$ 5,257,388
2020-2021	\$ 26,600	\$ -	\$ 5,349,553	\$ 1,057,819	\$ 6,433,972
2021-2022	\$ 344,484	\$ -	\$ 7,299,733	\$ 1,202,806	\$ 8,847,023



Source: Yuma County Intergovernmental Public Transportation Authority Financial Statements.

**YUMA COUNTY INTERGOVERNEMENTAL PUBLIC TRANSPORTATION AUTHORITY
EXPENSES
LAST TEN FISCAL YEARS**

Fiscal Year	Purchased Transportation	Other Transit Services	Administrative and General		Fuel	Other Operating	Depreciation	Total Expenses
2012-2013	\$ 1,331,514	\$ 436,177	\$ 565,800	\$ 489,025	\$ 329,135	\$ 544,336	\$ 3,695,987	
2013-2014	\$ 1,241,939	\$ 476,026	\$ 711,944	\$ 554,080	\$ 762,800	\$ 543,504	\$ 4,290,293	
2014-2015	\$ 2,333,624	\$ 209,943	\$ 964,498	\$ 438,335	\$ 545,933	\$ 148,152	\$ 4,640,485	
2015-2016	\$ 2,792,949	\$ 121,767	\$ 460,973	\$ 309,173	\$ 249,404	\$ 143,907	\$ 4,078,173	
2016-2017	\$ 2,871,253	\$ 136,200	\$ 499,163	\$ 335,283	\$ 828,570	\$ 213,582	\$ 4,884,051	
2017-2018	\$ 2,052,558	\$ 120,900	\$ 593,424	\$ 378,616	\$ 788,679	\$ 203,126	\$ 4,137,303	
2018-2019	\$ 3,418,108	\$ 116,880	\$ 519,996	\$ 419,550	\$ 540,617	\$ 379,109	\$ 5,394,260	
2019-2020	\$ 3,443,453	\$ 125,294	\$ 784,041	\$ 338,790	\$ 440,655	\$ 543,511	\$ 5,675,744	
2020-2021	\$ 3,832,988	\$ 121,261	\$ 732,430	\$ 281,664	\$ 242,883	\$ 585,882	\$ 5,797,108	
2021-2022	\$ 3,754,047	\$ 116,748	\$ 646,109	\$ 581,034	\$ 436,734	\$ 691,368	\$ 6,226,040	



Source: Yuma County Intergovernmental Public Transportation Authority Financial Statements.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
COMPARISON OF SYSTEM RIDERSHIP DATA
LAST TEN FISCAL YEARS**

Route	2012 - 2013 Ridership	2013 - 2014 Ridership	2014-2015 Ridership	2015-2016 Ridership	2016-2017 Ridership	2017-2018 Ridership	2018-2019 Ridership	2019-2020 Ridership	2020-2021 Ridership	2021-2022 Ridership	Increase or (Decrease)
1	37,339	42,581	4,026								
2	47,909	54,418	44,655	44,306	35,059	37,448	33,783	31,608	18,080	23,406	29%
3	5,196	11,494	9,066	8,773	8,185	6,428	7,796	6,856	5,235	5,787	11%
4	43,165	54,010	64,267	58,639	27,954	47,336	57,815	50,603	25,530	38,014	49%
5	11,597	15,532	16,793	17,042	16,609	18,744	17,158	16,752	13,433	11,849	-12%
6	12,517	8,643	46,107	44,675	44,652	40,635	43,260	38,091	16,484	20,558	25%
6A	4,700	14,246									
7	19,886	20,621									
8	1,831	1,738	1,832	3,552	3,115	2,869	3,637	3,071	2,015	2,395	19%
8A		94									
9	10,892	14,035	16,248	15,587	12,487	11,825	15,743	10,963	2,080	6,354	205%
10	1,026	2,651	5,597	3,070	1,793	1,641	1,884	2,317	2,230	1,599	-28%
13		4,621	202								
95	176,214	214,031	241,263	225,402	230,642	263,088	239,474	216,066	146,513	174,091	19%
Other	5,250	3,233	5,467	3,709	3,023	1,327	3,358	1,039	1	11	1000%
DAR	3,591	7,323									
YCAT OnCall	3,520	7,209	6,124	7,505	8,680	7,933	8,364	7,471	6,489	7,291	12%
YCAT Vanpool	-	53,032	28,372	65,434	74,190	67,622	67,922	68,423	58,784	62,709	7%
	384,633	529,512	490,019	497,694	466,389	506,896	500,194	453,260	296,874	354,064	19%

Source: Yuma County Intergovernmental Public Transportation Authority Annual Performance Report.

Note: Less than ten years of data is presented as the YCIPTA operations began in fiscal year 2013.

**YUMA COUNTY INTERGOVERNEMENTAL PUBLIC TRANSPORTATION AUTHORITY
FARE STRUCTURE**

Description	Basic -Ages 19-64 years old -Youth ages 5-18 years old withouth student ID	Discount -Seniors age 65 & older -Persons with Disabilities -Medicare Card Holders -ADA Certified -Students ages 5-18 years old with school ID	Express -Commuter routes for all fare categories
One Way	\$2.00	\$1.00	\$5.00
One Way (Using Smart Card)	\$1.75	\$0.75	\$4.00
Day YCATPass	\$5.00 (valued at 2.50 trips)	\$2.50 (valued at 2.50 trips)	\$12.50 (valued at 2.50 trips)
Day YCATPass (Using Smart Card)	\$3.50 (valued at 1.75 trips)	\$1.75 (valued at 1.75 trips)	\$10.00 (valued at 2.50 trips)
10-Ride YCATPass (Using Smart Card)	\$17.50 (valued at \$1.75 per ride)	\$7.50 (valued at 75 cents per ride)	\$45.00 (valued at \$4.50 per ride)
10-Day YCATPass	\$35.00 (valued at \$1.75 per ride)	\$17.50 (valued at \$1.75 per ride)	\$100.00 (valued at \$1.75 per ride)
31-Day YCATPass (Using Smart Card)	\$60.00 (value \$1.50 per ride/20 days/2 trips each)	\$30.00 (value \$0.75 per ride/20 days/2 trips each)	\$150.00 (value \$3.75 per ride/20 days/2 trips each)
Route Deviation Fare on Routes 3, 6, 7, 8 & 10 (in El Centro)	\$2.00	\$2.00	N/A

Source: Yuma County Intergovernmental Public Transportation Authority Annual Performance Report.

**YUMA COUNTY INTERGOVERNEMENTAL PUBLIC TRANSPORTATION AUTHORITY
DEMOGRAPHIC STATISTICS
YUMA COUNTY TOP TEN CIVILIAN EMPLOYEES**

Employer	Activity	Employees	% of Population
1. Marine Air Corps Station Yuma	Military	7,112	3%
2. Yuma Proving Ground	Military	2,336	1%
3. Yuma Regional Medical Center	Health	2,575	1%
4. Yuma Elementary School District #1	Education	1,518	1%
5. Yuma County	Government	1,400	1%
6. City of Yuma	Government	1,283	1%
7. Arizona Western College	Education	1,200	1%
8. TRAX International	Government	1,050	1%
9. Yuma Union High School	Education	962	0%
10. U.S. Border Patrol	Government	800	0%

Source: greateryuma.o

According to the Yuma Marine Corps Air Station, they are the busiest air station in the Marine Corps and the third busiest in the Navel service. The MCAS Air Station currently hosts 100 units form U.S. and NATO forces totaling 14,000 personnel. There are also over 2,000 Yuma County residents who work at the Yuma Proving Ground several hundred military personnel assigned to the Yuma Proving Ground, including about several thousands of annual visitors who stay anywhere from a week up to six months depending on the activity.

Community	2020 Population	Area (square miles)	Population Density (persons/square mile)
Yuma County - including cities	203,881	5,514	36
City of Yuma	95,548	120	774
City of San Luis	35,257	32	796
City of Somerton	14,197	7	1,960
Town of Wellton*	3,083	29	107
Fortuna Foothills	29,955	40	748
Cocopah Indian Reservation	1,297	10	82
Arizona	7,151,502	113,594	56
Quechan (Fort Yuma) Indian Res., CA**	2,376	69	32
Winterhaven, CA Census Designated Place	192	0	

* U.S. Census Buereau & World Poplulation review

**YUMA COUNTY INTERGOVERNEMENTAL PUBLIC TRANSPORTATION AUTHORITY
CAPITAL ASSET STATISTICS
LAST TEN YEARS**

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
VEHICLES										
NEXTbus Tracking System		24	24	24	24	29	29	29	29	29
Admin/Utility Vehicles	5	5	5	5	5	5	6	8	8	8
El Dorado EZ Rider	2	24	2	2	2	2		0	0	0
New Flyers	4		3	3	3	3	3	3	3	3
Dodge Caravan			2	2	2	2	2	2	2	2
Amerivan	1	1	1					0	0	0
Braunn Entervan	2	2	2	1	1	1	1	1	1	1
Chevy Uplander	2	2	2	2	2	2	2	2	2	2
Chevy El Dorado	9	9	9	9	9	9	9	9	9	9
Ford E350	8	8	8	6	6	6	6	6	6	6
Gillig				2	2	2	7	7	7	15
El Dorado MST II	5	5	5	5	5	5	2	2	2	2
ARBOC Freightliner						4	4	4	4	4
Starcraft Allstar CutAway							2	3	6	6
INFRASTRUCTURE	33	28	35	35	36	36	36	36	46	46
LAND									1	1
FORKLIFT									1	1

Source: YCIPTA Annual Inventory Listing

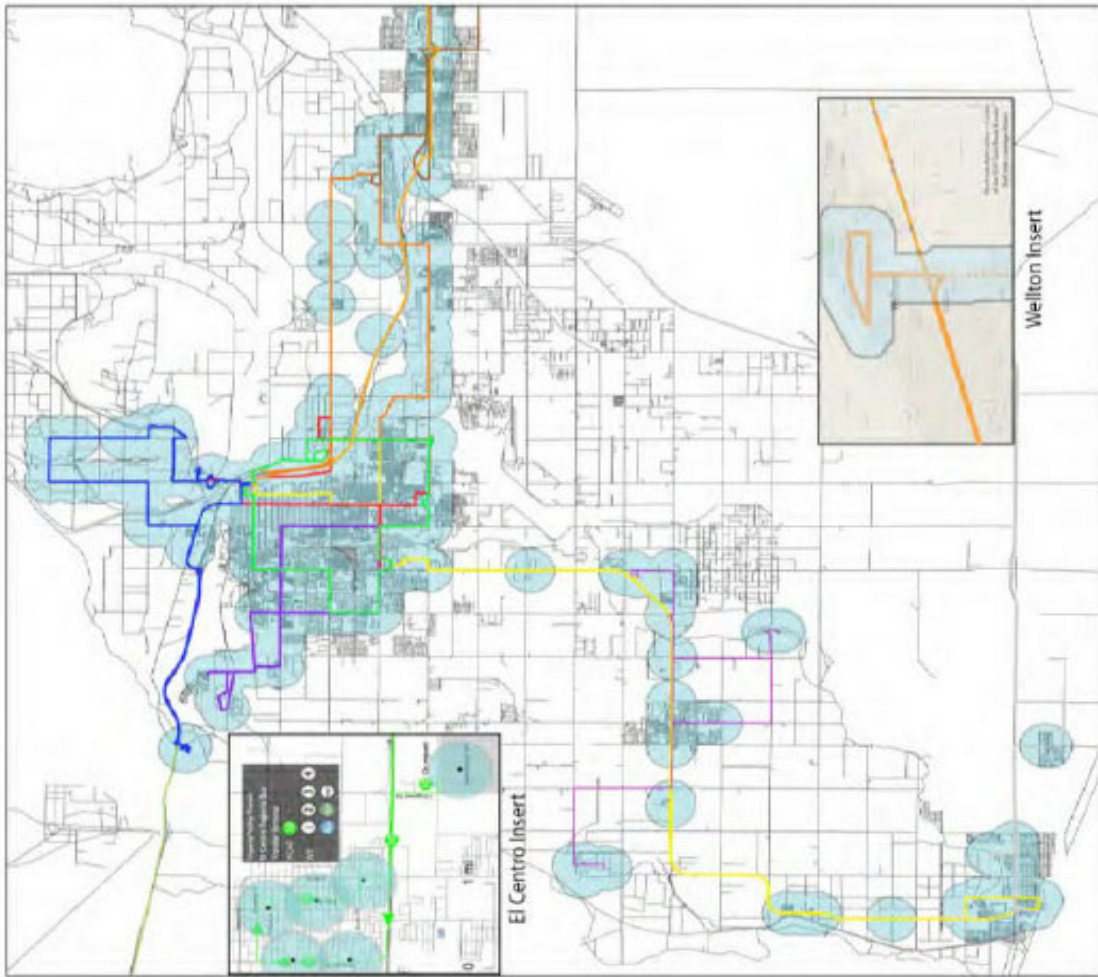
YCAT Existing Network

Network Coverage, August 2013 Yuma Area
 Jan 2014, El Centro, Fixed Route Bus Stops only

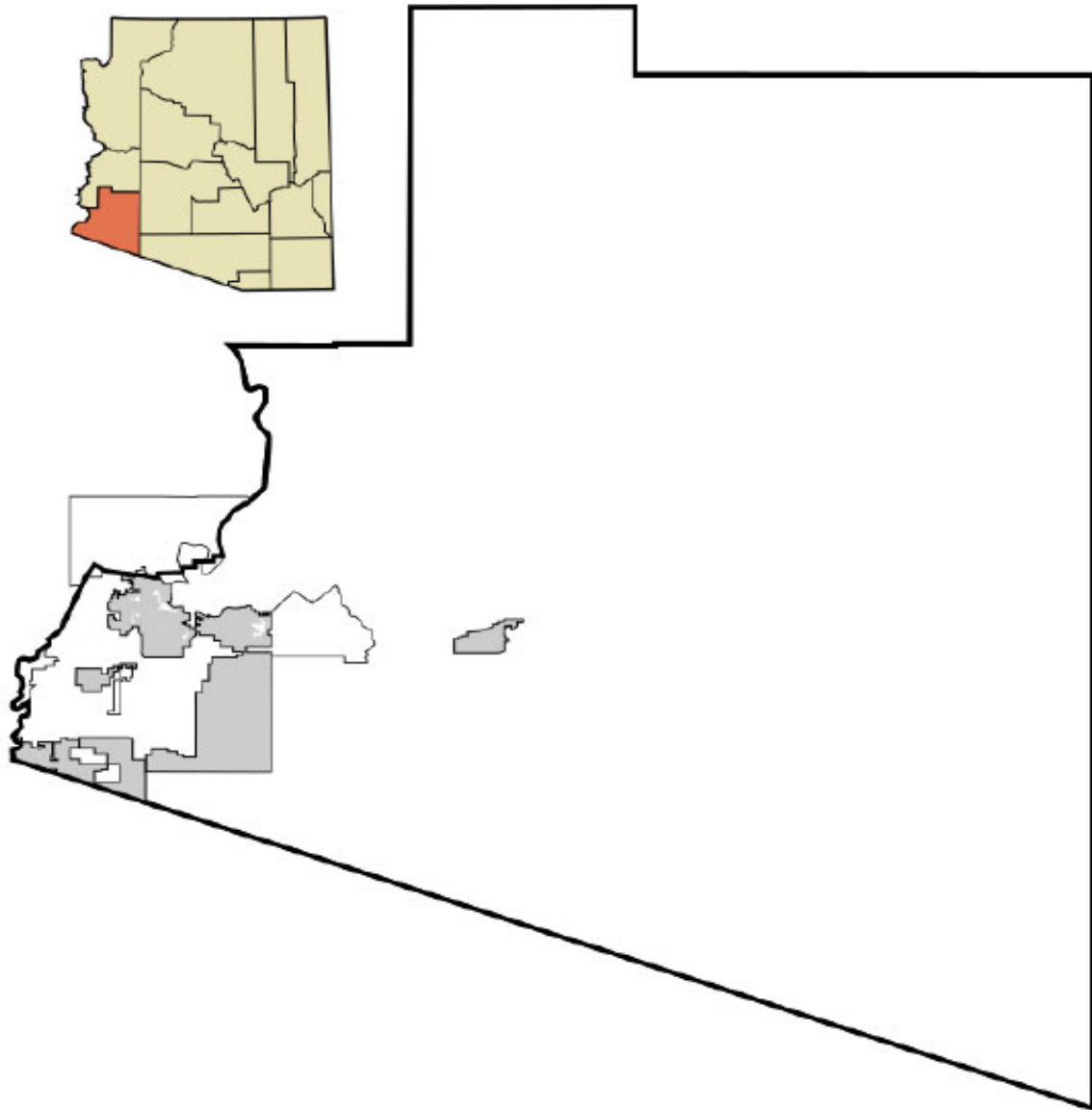
YCAT Routes

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 95
- 9
- 10

Within 1/2 mile of stop



Yuma County Incorporated and Unincorporated areas



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SINGLE AUDIT SECTION

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**Report on Internal Control Over Financial Reporting and on
Compliance and Other Matters Based on an Audit of
Financial Statements Performed in Accordance with
Government Auditing Standards**

Independent Auditor's Report

Board of Directors
Yuma County Intergovernmental Public Transportation Authority

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the of Yuma County Intergovernmental Public Transportation Authority, as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise Yuma County Intergovernmental Public Transportation Authority's basic financial statements, and have issued our report thereon dated March 28, 2023. Our report included an emphasis of matter paragraph as to comparability because of the implementation of Governmental Accounting Standards Board Statement No. 87, *Leases*.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Yuma County Intergovernmental Public Transportation Authority's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Yuma County Intergovernmental Public Transportation Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of Yuma County Intergovernmental Public Transportation Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Yuma County Intergovernmental Public Transportation Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Heinfeld Meech & Co. PC

Heinfeld, Meech & Co., P.C.
Scottsdale, Arizona
March 28, 2023

**Report on Compliance for Each Major Federal Program;
Report on Internal Control Over Compliance; and
Report on Schedule of Expenditures of Federal Awards
Required by the Uniform Guidance**

Independent Auditor's Report

Board of Directors
Yuma County Intergovernmental Public Transportation Authority

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Yuma County Intergovernmental Public Transportation Authority's compliance with the types of compliance requirements identified as subject to the audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of Yuma County Intergovernmental Public Transportation Authority's major federal programs for the year ended June 30, 2022. Yuma County Intergovernmental Public Transportation Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, Yuma County Intergovernmental Public Transportation Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2022.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of Yuma County Intergovernmental Public Transportation Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Yuma County Intergovernmental Public Transportation Authority's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to Yuma County Intergovernmental Public Transportation Authority's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error and express an opinion on Yuma County Intergovernmental Public Transportation Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate it would influence the judgment made by a reasonable user of the report on compliance about Yuma County Intergovernmental Public Transportation Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Yuma County Intergovernmental Public Transportation Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Yuma County Intergovernmental Public Transportation Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of Yuma County Intergovernmental Public Transportation Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Other Matter

The results of our auditing procedures disclosed an instance of noncompliance, which is required to be reported in accordance with Uniform Guidance and which is described in the accompanying schedule of findings and questioned costs as item 2022-001. Our opinion on each major federal program is not modified with respect to this matter.

Government Auditing Standards requires the auditor to perform limited procedures on Yuma County Intergovernmental Public Transportation Authority's response to the noncompliance finding identified in our audit described in the accompanying schedule of findings and questioned costs. Yuma County Intergovernmental Public Transportation Authority's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

Report on Internal Control Over Compliance

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we did identify a certain deficiency in internal control over compliance that we consider to be a material weakness.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs, as item 2022-001, to be a material weakness.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on Yuma County Intergovernmental Public Transportation Authority's response to the internal control over compliance finding identified in our audit described in the accompanying schedule of findings and questioned costs. Yuma County Intergovernmental Public Transportation Authority's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the Yuma County Intergovernmental Public Transportation Authority as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise Yuma County Intergovernmental Public Transportation Authority's basic financial statements. We issued our report thereon dated March 28, 2023, which contained an unmodified opinion on those basic financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements.

The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Heinfeld Meech & Co. PC

Heinfeld, Meech & Co., P.C.
Scottsdale, Arizona
March 28, 2023

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Fiscal Period 7/1/2021 - 6/30/2022**

<i>Federal Awarding Agency/Program Title</i>	<i>Federal CFDA Number</i>	<i>Additional Award Identification (Optional)</i>	<i>Name of Funder Pass-Through Entity</i>	<i>Identifying Number Assigned By Funder Pass-Through Entity</i>	<i>Total Amount Provided to Sub-Recipients</i>	<i>Federal Expenditures</i>	<i>Federal Program Total</i>	<i>Cluster Name</i>	<i>Cluster Total</i>
DEPARTMENT OF TRANSPORTATION									
<i>HIGHWAY PLANNING AND CONSTRUCTION</i>	20.205		QUECHAN INDIAN TRIBE	A13AP00184		\$22,368	\$22,368	HIGHWAY PLANNING AND CONSTRUCTION CLUSTER	\$22,368
FEDERAL TRANSIT_FORMULA GRANTS	20.507	AZ-90-X127			\$214,822	\$220,809	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
FEDERAL TRANSIT_FORMULA GRANTS	20.507	AZ-90-X132				\$19,928	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
FEDERAL TRANSIT_FORMULA GRANTS	20.507	AZ-90-X143				\$46,633	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
FEDERAL TRANSIT_FORMULA GRANTS	20.507	AZ-2018-003-00				\$73,251	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
COVID-19 FEDERAL TRANSIT_FORMULA GRANTS	20.507	COVID-19, AZ-2020-030-00				\$4,328,243	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
FEDERAL TRANSIT_FORMULA GRANTS	20.507	AZ-2019-035				\$660,009	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
COVID-19 FEDERAL TRANSIT_FORMULA GRANTS	20.507	COVID-19, AZ-2021-039				\$506,433	\$5,855,306	FEDERAL TRANSIT CLUSTER	\$5,855,306
<i>COVID-19 FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509	COVID-19	ARIZONA DEPARTMENT OF TRANSPORTATION	GRT-20-0007-926-T		\$770,697	\$1,540,648	N/A	\$0
<i>COVID-19 FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509	COVID-19	ARIZONA DEPARTMENT OF TRANSPORTATION	GRT-20-0007-926-T		\$87,643	\$1,540,648	N/A	\$0
<i>FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509		QUECHAN INDIAN TRIBE	CA-2019-159-00		\$10,170	\$1,540,648	N/A	\$0
<i>FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509		QUECHAN INDIAN TRIBE	CA-2021-028-00		\$46,819	\$1,540,648	N/A	\$0
<i>COVID-19 FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509	COVID-19	QUECHAN INDIAN TRIBE	CA-2021-031-00		\$42,997	\$1,540,648	N/A	\$0
<i>FORMULA GRANTS FOR RURAL AREAS AND TRIBAL TRANSIT PROGRAM</i>	20.509		ARIZONA DEPARTMENT OF TRANSPORTATION	GRT-20-0007-926-T		\$582,322	\$1,540,648	N/A	\$0
<i>ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES</i>	20.513		ARIZONA DEPARTMENT OF TRANSPORTATION	AZ-2018-028		\$3,316	\$3,316	TRANSIT SERVICES PROGRAM CLUSTER	\$3,316
TOTAL DEPARTMENT OF TRANSPORTATION						<u>\$214,822</u>	<u>\$7,421,638</u>		
TOTAL EXPENDITURE OF FEDERAL AWARDS						<u>\$214,822</u>	<u>\$7,421,638</u>		

Please Note:
Italicized award lines indicate pass-through funding

The accompanying Notes to the Schedule of Expenditures of Federal Awards are an integral part of the schedule.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Fiscal Period 7/1/2021 - 6/30/2022

Significant Accounting Policies Used in Preparing the SEFA

The accompanying Schedule of Expenditures of Federal Awards (Schedule) includes the federal grant activity of Yuma County Intergovernmental Public Transportation Authority under programs of the federal government for the year ended June 30, 2022. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of YCIPA, it is not intended to and does not present the financial position, changes in net position or cash flows of YCIPTA. Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Any negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through entity identifying numbers are presented where available.

10% De Minimis Cost Rate

The auditee did not use the de minimis cost rate.

Assistance Listing Numbers

The program titles and Assistance Listing numbers were obtained from the federal or pass-through grantor or through sam.gov. If the three-digit Assistance Listing extension is unknown, there is a U followed by a two-digit number in the Assistance Listing extension to identify one or more Federal award lines from that program. The first Federal program with an unknown three-digit extension is indicated with U01 for all award lines associated with that program, the second is U02, etc.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022**

Summary of Auditor's Results:

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Significant deficiency(ies) identified: No
- Material weakness(es) identified: No

Noncompliance material to financial statements noted: No

Federal Awards

Internal control over major programs:

- Significant deficiency(ies) identified: No
- Material weakness(es) identified: Yes

Type of auditor's report issued on compliance for major programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with §200.516 of Uniform Guidance: Yes

Identification of major programs:

<u>Assistance Listing Numbers</u>	<u>Name of Federal Program or Cluster</u>
20.507	Federal Transit Cluster
20.509	Formula Grants For Rural Areas and Tribal Transit Program

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee: No

Findings Related to Financial Statements Reported in Accordance with *Government Auditing Standards*: No

Findings and Questioned Costs Related to Federal Awards: Yes

Summary Schedule of Prior Audit Findings required to be reported: Yes

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022**

FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS

Finding Number: 2022-001

Repeat Finding: Yes, 2021-001

Program Names/Assistance Listing Titles:	Assistance Listing Numbers:	Federal Award Numbers:	Questioned Costs:
Federal Transit Cluster	20.507	AZ-90-X127 AZ-90-X132 AZ-90-X143 AZ-2018-003-00, AZ-2019-035, AZ-2020-030-00 AZ-2021-039	N/A
Formula Grants For Rural Areas and Tribal Transit Program	20.509	GRT-20-0007-926-T, CA-2019-159-00, CA-2021-028-00, CA-2021-031-00	N/A

Federal Agency: Department of Transportation

Pass-Through Agency: Arizona Department of Transportation and Quechan Indian Tribe

Type of Finding: Noncompliance, Material Weakness

Compliance Requirements: Procurement, Suspension, and Debarment

CRITERIA

Non-federal entities other than states, including those operating federal programs as subrecipients of states, must follow the procurement standards set out at 2 CFR §§200.318 through 200.326. They must use their own documented procurement procedures, which reflect applicable State and local laws and regulations, provided that the procurements conform to applicable federal statutes and the procurement requirements identified in 2 CFR part 200. The Board adopted a Policies and Procedures Manual that requires the collection of three quotes for purchases of at least \$3,000 but less than \$100,000 and formal bid procedures for purchases over \$100,000.

CONDITION

YCIPTA did not follow its Board adopted Policies and Procedures Manual or federal regulations.

CAUSE

YCIPTA was operating under an expired contract and did not follow Board-adopted policies.

EFFECT

YCIPTA was not in compliance with the Board adopted Policies and Procedures Manual and federal regulations.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2022**

FINDINGS AND QUESTIONED COSTS RELATED TO FEDERAL AWARDS

Finding Number: 2022-001

CONTEXT

During our review of procurement, the following were noted:

- For one purchase in excess of the federal procurement threshold of \$250,000, YCIPTA did not perform a sealed bid or proposal.
- For one purchase in YCIPTA's quote range, YCIPTA did not obtain or maintain quotes.

The sample was not intended to be, and was not, a statistically valid sample.

RECOMMENDATION

YCIPTA should adhere to its Board adopted Policies and Procedures Manual. When purchases are expected to be in excess of \$100,000, formal procurement methods should be used to ensure the best pricing possible.

VIEWS OF RESPONSIBLE OFFICIALS

See Corrective Action Plan.



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.yciptaz.gov

March 28, 2023

To Whom It May Concern:

The accompanying Corrective Action Plan has been prepared as required by U.S. Office of Management and Budget Uniform Guidance. The name of the contact person responsible for corrective action, the planned corrective action, and the anticipated completion date for each finding included in the current year's Schedule of Findings and Questioned Costs have been provided.

In addition, we have also prepared the accompanying Summary Schedule of Prior Audit Findings which includes the status of audit findings reported in the prior year's audit.

Sincerely,

Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Valez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
CORRECTIVE ACTION PLAN
YEAR ENDED JUNE 30, 2022**

Findings and Questioned Costs Related to Federal Awards

Finding Number: 2022-001, 2021-001

Contact Person: Shelly Kreger, Transit Director

Anticipated Completion Date: July 31, 2023

Planned Correction Action: YCIPTA has implemented with the help of FTA guidance new procurement policies to help assure the procurement process is completed in a thorough and timely manner. All staff had to sign an acknowledgment receipt that they received and read the new policies. YCIPTA has been short staffed to start up the RFP process for the large expense items that have not been procured since last year. YCIPTA had since been able to hire staff to help with the process and anticipates starting with the Fuel Expense as the first procurement to rectify this finding. Additionally, the appraisal that was expected to be completed by July 31, 2022 was not completed. New completion date is also July 31, 2023.

**YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
YEAR ENDED JUNE 30, 2022**

Status of Findings and Questioned Costs Related to Federal Awards

Finding Number: 2021-001

Status: Partially corrected. YCIPTA did correct the suspension and debarment procedures and did not purchase any real property during fiscal year 2021-22. The anticipated completion date for this finding was not expected to be completed until July 31, 2022. See current year finding 2022-001.

Planned Corrective Action: YCIPTA has implemented with the help of FTA guidance new procurement policies to help assure the procurement process is completed in a thorough and timely manner. All staff had to sign an acknowledgment receipt that they received and read the new policies. YCIPTA has been short staffed to start up the RFP process for the large expense items that have not been procured since last year. YCIPTA had since been able to hire staff to help with the process and anticipates starting with the Fuel Expense as the first procurement to rectify this finding. Additionally, the appraisal that was expected to be completed by July 31, 2022 was not completed. New completion date is also July 31, 2023.



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.yciptaz.gov

April 19, 2023

Discussion and Action Item 3

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Public hearing regarding Yuma County Intergovernmental Public
Transportation Authority Federal Transit Administration DBE Program
FFY2023-25 Triennial DBE Utilization Goal Proposal

Requested Action: Staff recommends the Yuma County Intergovernmental Public Transportation Authority approve the Federal Transit Administration DBE Program FFY2023-25 Triennial DBE Utilization Goal Proposal.

Background and Summary: The YCIPTA has established the triennial goal pursuant to the regulatory requirements of 49 CFR Part 26.45 and guidance provided by FTA staff. The proposed overall aspirational goal is based on demonstrable evidence of the availability of ready, willing, and able DBEs relative to all businesses recognized in the Relevant Market Area.

The YCIPTA anticipates awarding contracts for 13 projects totaling \$14,539,261 during 2023-25. Of this amount, \$7,560,416 or 52% percent of the total, will be FTA funds. The projects scheduled for award will be for transit operating and maintenance purposes, fuel, advertising, legal services and other activities. The **0.70 percent** goal represents \$101,774.83 of the total FTA funding of \$14,539,261 anticipated for award during FFY 2023-25. The prior triennial goal was .56%.

The 45-day comment period that has included two advertised public hearings on March 27, 2023 and April 24, 2023 has ended. Once approved the goal will be sent to FTA for approval.

Financial Impacts: N/A

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Budgeted: N/A

Recommended Motion: Staff recommends the Yuma County Intergovernmental Public Transportation Authority approve the Federal Transit Administration DBE Program FFY2023-25 Triennial DBE Utilization Goal Proposal.

Legal Counsel Review: No

Attachments: Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY2023-25 Triennial DBE Utilization Goal Proposal.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Step 1 - Determine the weight of each type of work by NAICS Code:

* Enter all the FTA-assisted projects below. Project amounts should be assigned relevant NAICS Code(s).

	NAICS Code	NAICS Category	Amount of DOT funds on project:	% of total DOT funds
1)	424710	Petroleum	\$2,430,000.00	0.1671
2)	441330	Automotive Parts and Accessories	\$85,519.00	0.0059
3)	485113	Bus and Other Motor Vehicle Transit System	\$10,240,662.00	0.7043
4)	485991	Special Needs Transportation	\$487,080.00	0.0335
5)	517111	Wired Telecommunications Carriers	\$24,000.00	0.0017
6)	541211	Offices of Certified Public Accountants	\$105,000.00	0.0072
7)	541512	Computer Systems Design Services	\$90,000.00	0.0062
8)	541810	Advertising Agencies	\$150,000.00	0.0103
9)	561621	Security Systems Services	\$3,000.00	0.0002
10)	541110	Office of Lawyers	\$75,000.00	0.0052
11)	424120	Stationary and Office Supply Merchant Wholesalers	\$9,000.00	0.0006
12)	541330	Engineering Services	\$750,000.00	0.0516
13)	541611	Administrative Management	\$90,000.00	0.0062
14)				0.0000
15)				0.0000
16)				0.0000
17)				0.0000
18)				0.0000
19)				0.0000
20)				0.0000
21)				0.0000
22)				0.0000
23)				0.0000
24)				0.0000
25)				0.0000
26)				0.0000

27)				0.0000
28)				0.0000
29)				0.0000
30)				0.0000
31)				0.0000
32)				0.0000
33)				0.0000
34)				0.0000
35)				0.0000
Total FTA-Assisted Contract Funds			\$14,539,261.00	1

Step 2 - Determine the relative availability of DBE's by NAICS Code:

* Use DBE Directory, census data and/or a bidders list to enter the number of available DBE firms and the number of available firms.

	NAICS Code	NAICS Category	Number of DBEs available to perform this work	Number of all firms available	Relative Availability
1)	424710	Petroleum	0	70	0.0000
2)	441330	Automotive Parts and Accessories	1	1406	0.0007
3)	485113	Bus and Other Motor Vehicle Transit System	0	17	0.0000
4)	485991	Special Needs Transportation	0	190	0.0000
5)	517111	Wired Telecommunications Carriers	0	921	0.0000
6)	541211	Offices of Certified Public Accountants	0	2219	0.0000
7)	541512	Computer Systems Design Services	11	1970	0.0056
8)	541810	Advertising Agencies	12	696	0.0172
9)	561621	Security Systems Services	8	290	0.0276
10)	541110	Office of Lawyers	1	6174	0.0002
11)	424120	Stationary and Office Supply Merchant Wholesalers	1	114	0.0088
12)	541330	Engineering Services	64	2520	0.0254
13)	541611	Administrative Management	59	67	0.8806
14)					
15)					
16)					
17)					
18)					
19)					
20)					
21)					
22)					
23)					
24)					
25)					

26)						
27)						
28)						
29)						
30)						
31)						
32)						
33)						
34)						
35)						
	Combined Totals		157	16654	0.0094	<i>Overall availability of DBEs</i>

Step 3 - (Weight) x (Availability) = Weighted Base Figure

	NAICS Code	NAICS Category	Weight	x	Availability	Weighted Base Figure
1)	424710	Petroleum	0.16713	x		
2)	441330	Automotive Parts and Accessories	0.00588	x	0.00071	0.0000
3)	485113	Bus and Other Motor Vehicle Transit System	0.70435	x		
4)	485991	Special Needs Transportation	0.03350	x		
5)	517111	Wired Telecommunications Carriers	0.00165	x		
6)	541211	Offices of Certified Public Accountants	0.00722	x		
7)	541512	Computer Systems Design Services	0.00619	x	0.00558	0.0000
8)	541810	Advertising Agencies	0.01032	x	0.01724	0.0002
9)	561621	Security Systems Services	0.00021	x	0.02759	0.0000
10)	541110	Office of Lawyers	0.00516	x	0.00016	0.0000
11)	424120	Stationary and Office Supply Merchant Wholesalers	0.00062	x	0.00877	0.0000
12)	541330	Engineering Services	0.05158	x	0.02540	0.0013
13)	541611	Administrative Management	0.00619	x	0.88060	0.0055
14)				x		
15)				x		
16)				x		
17)				x		
18)				x		
19)				x		
20)				x		
21)				x		
22)				x		
23)				x		
24)				x		
25)				x		
26)				x		
27)				x		

28)			X		
29)			X		
30)			X		
31)			X		
32)			X		
33)			X		
34)			X		
35)			X		
				Total	0.0070
				as a % (*100)	0.70%



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

April 19, 2023, 2023

Discussion and Action Item 4

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding the increase in YCIPTA Member Entity Dues for FY2023-2024 and Adoption of the DRAFT FY2023/24 Capital and Operating Budget.

Requested Action: Staff is recommending the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the increase in Member entity dues for FY2024 and adopt the Draft FY2023/24 Capital and Operating budget.

Background and Summary: Attach to this staff report is a DRAFT FY2023/24 Capital and Operating Budget showing the estimated expenses for and the expected revenues to operate YCIPTA and the transit system for FY2024/23. Estimated revenues are \$8,444,555 and estimated expenses are at \$8,444,555 showing a balanced budget. Included in this draft budget is the requested additional 5% of member entity dues, additional estimated in-kind match for advertising and ROW easement agreements with member entities. On the expenses side it is showing the increase on contractor costs of 6%, the annual increase in wages and fringe, travel and vehicle repair and maintenance.

Also included in this staff report is the requested Entity dues increase of 5% totaling \$50,267.81. This amount is needed in order to help balance the budget.

Staff did discuss these items with the Financial Sustainability Committee on March 21, 2023.

Financial Impacts: \$50,267.81 deficit if dues are not increased.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Budgeted: Yes

Recommended Motion: Staff is recommending the Yuma County Intergovernmental Public Transportation Authority Board of Directors approve the increase in Member entity dues for FY2024 and adopt the Draft FY2023/24 Capital and Operating budget.

Legal Counsel Review: No

Attachments: Yuma County Intergovernmental Public Transportation Authority DRAFT FY2023/24 Capital and Operating Budget and Entity dues increase calculation sheet.

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

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Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Governmental Entity	Current Amount of Annual Contributions		5% Increase	New dues for FY23/24
Yuma County	\$263,250.48	26.18%	\$13,162.52	\$276,413.00
City of Yuma	\$339,765.72	33.80%	\$16,988.29	\$356,754.01
Town of Wellton	\$24,631.32	2.45%	\$1,231.57	\$25,862.89
City of San Luis	\$119,891.43	11.93%	\$5,994.57	\$125,886.00
City of Somerton	\$50,827.25	5.06%	\$2,541.36	\$53,368.61
Quechan Indian Tribe	\$9,780.16	0.97%	\$489.01	\$10,269.17
Cocopah Indian Tribe	\$69,704.64	6.93%	\$3,485.23	\$73,189.87
AWC	\$127,505.28	12.68%	\$6,375.26	\$133,880.54
Total	\$1,005,356.28	100.000%	\$50,267.81	\$1,055,624.09



Fiscal Year 2023-2024 Operating and Capital Budget

**Approved by the Yuma County Intergovernmental Public Transportation Authority
Board of Directors on Monday, April 24, 2023
Prepared by Shelly Kreger, Transit Director
Chona Medel, Financial Services Operations Manager**



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

April 24, 2023

Dear Honorable Members of the Board of Directors,

This budget document is the ninth one for Yuma County Intergovernmental Public Transportation Authority (YCIPTA). This budget continues to maintain our current operations with limited growth (based on any expansion fully funded by external parties and grants) as well as improve the efficiency of the transit system. In order to provide a total picture of YCIPTA, this budget document encompasses all the activities under the jurisdiction of the YCIPTA Board of Directors. The budget is based off projected 35,200 revenue hours for fixed route and 4,000 revenue hours for demand responsive services for fiscal year 2023-2024.

The budget is based on known revenue amounts that have been committed. Revenue amounts are always subject to change and staff will keep the Board of Directors apprised on any changes based on decisions made by local, state and Federal agencies. Known revenue amounts include Federal Transit Administration (FTA), Arizona Department of Transportation (ADOT), member agency contributions from the municipalities, Greyhound revenues, miscellaneous revenues, farebox revenues and pass revenues based on memorandum of understandings exercised with various social service agencies.

YCIPTA Staff is asking for a five (5) percent increase in annual entity contributions. There will be continuing agreements with YPIC and Vista High School, and additional in-kind support from Greyhound Lines, Inc, Quechan Indian Tribe and all the public entities for in-kind services for advertising and right of way leases. During FY2023-2024 YCIPTA staff will continue to look for new ways of collecting in-kind contributions that will be used to help with the matching contributions for our federal funding sources.

All these efforts are contained within a budget that maintains a stable financial footing for this fiscal year. Given our heavy reliance upon member agency contribution YCIPTA staff continues to seek additional funding from external vendors such as Greyhound, other educational institutions, and employers. The system will continue to rely on Federal operating assistance, however, YCIPTA staff will continue to research other means of sustainability in the future.

YCIPTA staff has changed in at the end of this last fiscal year employing one more additional staff member bringing the total to seven that include myself (Transit Director), Chona Medel (Financial Services Operations Manager), Carol Perez (Transit Operations Manager), David Garcia (Transit Management Assistant). Staff also includes Adriana Ortiz (Office Clerk II), Lorena Sanchez (Office Clerk II) and Dayanna Banuelos (Office Clerk I).

YCIPTA being thirteen years old as a governmental agency and twenty-three years old as the YCAT system, we will strive to deliver our mission to provide mobility solutions that make essential connection possible and our vision to be recognized as the leader in mobility solutions that empower and connect the community. We look towards the future in fiscal year 2023-2024 as we continue to *See where it takes you!* ¡Vamos!



Shelly Kreger
Transit Director
Yuma County Intergovernmental Public Transportation Authority

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

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Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

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.

Yuma County Area Transit (YCAT) is the marketing name for the YCIPTA and the fixed route transit system. YCAT OnCall, formerly known as Greater Yuma Area Dial-A-Ride is the marketing name for the demand responsive transit system. YCAT began in 2002 as a rebranded effort from what was previously known as Valley Transit. Greater Yuma Area Dial-A-Ride began in 1998 and was the county's first public transportation service. The Yuma Metropolitan Planning Organization (YMPO) had been the administrator of public transit service in Yuma County since 1999 utilizing Federal Transit Administration (FTA) funding that has been available to the Yuma Urbanized Area since 1980 when the urbanized area exceeded 50,000 in population. As of July 2012, YCIPTA is now the administrator of YCAT.

YCAT operates nine fixed routes and a demand response service throughout the southwestern quadrant of Yuma County and portions of eastern Imperial County with limited service to El Centro. YCAT generally operates Monday-Friday from 5:50 am to approximately 7:30 pm with headways every 45 to 60 minutes and on Saturday from 9:15 am to 6:30 pm with headways every 60 to 120 minutes. There is no service on Sundays or major holidays currently. These services for this fiscal year are provided under a contractual arrangement with RAPT Dev USA, LLC. A total of 38,200 revenue vehicle service hours are budgeted in fiscal year 2023-2024 (this consists of an allocation of 35,200 hours to YCAT and 4,000 hours to YCAT OnCall).

YCAT is currently operating twenty-eight (28) buses. Twenty (20) buses are powered by diesel and used on YCAT fixed routes. Eight (8) small buses are powered by gasoline and used on YCAT OnCall and neighborhood YCAT routes. All vehicles are owned by YCAT and were purchased with FTA and ADOT funding.

ABOUT YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

Under Arizona Revised Statutes - Title 28 Transportation, an intergovernmental public transportation authority may be organized in any county in Arizona with a population of two hundred thousand persons or less. YCIPTA is an IPTA that was 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.

On September 21, 2010, the Town of Wellton and City of Somerton passed a resolution to petition the County to form the IPTA. On October 3 and 20, 2010 respectively, the Cities of San Luis and Yuma passed a resolution to petition the County to form the IPTA. On December 6, 2010, Northern Arizona University petitioned the County to join the IPTA. On December 13, 2010, the County held a public hearing and approved the formation of the IPTA. On January 24, 2011, the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) held

its first Board of Directors meeting. Since the formation of the IPTA, Arizona Western College, Quechan Indian Tribe and Cocopah Indian Tribe have joined between September 2011 and May 2012.

Nine Board of Directors consisting of the County, City and Town Administrators, Tribal Planning Directors as well as the local college and university Presidents governs the activities of YCIPTA and set policy. A staff of seven presently manages and supports the day-to-day operations of YCIPTA. As of July 1, 2012, the transit operation and administration transferred to YCIPTA.

ABOUT YUMA COUNTY

Yuma County has a colorful history, which lives on today in a fast-growing, vibrant community. In 1540, just 48 years after Columbus discovered the New World, 18 years after the conquest of Mexico by Cortez, and 67 years before the settlement of Jamestown, Hernando de Alarcon visited the site of what is now the current YCIPTA of Yuma. He was the first European to visit the area and to recognize the best natural crossing of the Colorado River. Much of Yuma County's later development occurred because of this strategic location.

From the 1850's through the 1870's, steamboats on the Colorado River transported passengers and goods to various mines, military outposts in the area, and served the ports of Yuma, Laguna, Castle Dome, Norton's Landing, Ehrenberg, Aubry, Ft. Mohave and Hardyville. During this time stagecoaches also carried the mail and passengers on bone-jarring rides through the area.

For many years, Yuma served as the gateway to the new western territory of California, which brought thousands from around the world in search of gold, or those who had it. In 1870, the Southern Pacific Railroad bridged the river. Yuma became a hub for the railroad and was selected as the county seat in 1864.

Yuma County is one of four original counties designated by the first Territorial Legislature. It maintained its original boundaries until 1983 when voters decided to split Yuma County into La Paz County in the north and a new "Yuma County" in the south.

The Ocean-to-Ocean Bridge (or Old Highway 80 Bridge) was the first vehicle bridge across the Colorado River. Prior to the construction of the bridge, cars were ferried across river.

Yuma County is larger than the state of Connecticut. Much of Yuma County's 5,522 square miles is desert land accented by rugged mountains. Several river valley regions, however, contain an abundance of arable land which is irrigated with water from the Colorado River.

These valley areas have some of the most fertile soils in the world, having received silt and mineral deposits from Colorado and Gila River floods until the rivers were tamed by an intricate series of dams and canals.

Farming, cattle raising, tourism, and two military bases, US Marine Corp Air Station (MCAS) and US Army Yuma Proving Ground (YPG) are Yuma County's principal industries.

Some of the major attractions in Yuma County are the historical Territorial Prison, the Quartermaster Depot and the Yuma Crossing Historic Park. Other great places to visit are the Kofa Mountain Range and Wildlife Refuge, and Martinez and Mittry Lakes.

Hunting is a popular sport, as the county offers a variety of different types of game. Major rivers in Yuma County are the Gila and the Colorado, the two most historic rivers in the Southwest.

The Marine Corps Air Station (MCAS), shares one of the longest runways in the country with the Yuma International Airport. Yuma has some of the cleanest skies and best flying weather in the United States.

Yuma County is bordered by California on the West and Mexico on the South. Living close to the Mexican border offers a great opportunity to experience multi-cultural and international business opportunities.

Arizona Western College (AWC) is located in Yuma County. This is a two-year community college, which offers higher education to full-time and part-time on-campus and off-campus students. AWC shares its campus with a satellite campus of Northern Arizona University (NAU) and University of Arizona (UA), offering a variety of two-year, four-year and post graduate programs.

Yuma County has a year-round population of 206,320 residents. During the winter, the population increases by about 90,000 due to the sun-seeking Winter Visitors affectionately known as "Snowbirds".

Yuma County consists of three cities (Yuma, San Luis, and Somerton), one town (Wellton) and two Indian Tribes (Fort Yuma and Cocopah). Yuma County is settled along the Colorado River and it borders California (Imperial County) to the west, Mexico and its state of Sonora (San Luis Rio Colorado) to the south, La Paz County within Arizona to the north and Maricopa County within Arizona to the east. Interstate 8, US Highway 95 and State Route 195 are the primary arteries in Yuma County with railroad service provided by the Union Pacific Railroad Company.

MEMBER AGENCY CONTRIBUTIONS & HISTORICAL TRANSIT FUNDING LEVELS

Contributions FY 11-12		
Agency	Funding	%
Yuma County	\$154,960	30.30%
City of Yuma	\$200,000	39.10%
City of Somerton	\$29,919	5.85%
Town of Wellton	\$14,499	2.83%
City of San Luis	\$70,572	13.80%
Cocopah Tribe	\$41,496	8.11%
Arizona Western College	\$ -	0.00%
Northern Arizona University	\$ -	0.00%
TOTAL	\$511,446	100.00%

Contributions For FY 12-13 through FY21-22		
Agency	Funding	%
Yuma County		24.94%
City of Yuma	\$200,000	32.19%
City of Somerton	\$29,919	4.81%
Town of Wellton	\$14,499	2.33%
City of San Luis	\$70,573	11.36%
Northern Arizona University	\$6,800	1.09%
Arizona Western College	\$100,000	16.09%
Quechan Indian Tribe	\$5,757	0.93%
Cocopah Indian Tribe*	\$38,898	6.26%
TOTAL	\$621,406	100.00%

Contributions For FY 22-23		
Agency	Funding	%
Yuma County	\$263,250.48	24.92%
City of Yuma	\$339,765.72	32.17%
City of Somerton	\$50,827.25	4.81%
Town of Wellton	\$24,631.32	2.33%
City of San Luis	\$119,891.43	11.35%
Arizona Western College	\$127,505.28	16.09%
Quechan Indian Tribe	\$9,780.16	0.93%
Cocopah Indian Tribe*	\$69,704.64	6.60%
Open		.80%
TOTAL	\$1,005,356.28	100.00%

*The Indian tribes directly receive FTA Section 5311 (c) funding and reimburses YCIPTA at a rate of \$44.30 (FY 12-13) \$49.10 (FY 13-14) \$50.14 (FY 14-15) \$61.45 (FY15-16), \$67.69 (FY16-17), \$70.44 (FY17-18), \$74.97 (FY18-19), \$77.39 (FY19-20) \$88.26 (FY20-21), \$90.91 (FY21-22) and \$96.63 (FY22-23) for fixed route.

Due to elimination of LTAF II, the municipalities are contributing to match the FTA funds received (net fares) from their general funds.

Historical LTAF and FTA Funding for Yuma County		
Year	LTAF Funding	FTA Funding
2008	\$314,600	\$1,510,438
2009	\$353,000	\$1,613,790
2010	\$285,000	\$1,467,078
2011	\$165,300	\$1,599,419
2012	\$0	\$1,467,499
2013	\$0	\$2,098,396*
2014	\$0	\$2,150,474
2015	\$0	\$2,524,814
2016	\$0	\$2,365,040
2017	\$0	\$2,596,297
2018	\$0	\$2,671,708

2019	\$0	\$2,569,225
2020	\$0	\$2,898,598
2020 CARES	\$0	\$8,197,915**
2021	\$0	\$2,618,970
2022	\$0	\$3,563,693
2023	\$0	\$3,650,361

The LTAF funding went to the municipalities and then was passed through to YMPO for local match revenue towards the YCAT system. FTA funding to Yuma County is based on the Yuma Urbanized Area population, which includes the City of Yuma, surrounding unincorporated areas that are adjunct to the City and Winterhaven, California – population in the urbanized area is 135,717 (2020 Census).

*The significant increase in FTA funding in FY 2013 is due to the implementation of the new transportation law, Moving Ahead with Progress in the 21st century (MAP-21). This consolidated Job Access Reverse Commute (JARC) funds into FTA Sections 5307 and 5311 funding. The increase in 2017 is contributed to the addition of STIC (Small Transit Intensive Cities).

** On March 27, 2020, President Trump signed the [Coronavirus Aid, Relief, and Economic Security \(CARES\) Act](#) into law. The CARES Act provides emergency assistance and health care response for individuals, families and businesses affected by the [COVID-19 pandemic](#) and provide emergency appropriations to support Executive Branch agency operations during the COVID-19 pandemic.

FTA is allocating \$25 billion to [recipients of urbanized area and rural area formula funds](#), with \$22.7 billion allocated to large and small urban areas and \$2.2 billion allocated to rural areas. Funding will be provided at a 100 percent federal share, with no local match required, and will be available to support capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19.

Congress establishes the funding for FTA programs through authorizing legislation that amends Chapter 53 of Title 49 of the U.S. Code. On November 5, Congress sent President Biden the Bipartisan Infrastructure Law for signature. The legislation reauthorizes surface transportation programs for FY 2022-2026 and provides advance appropriations for certain programs. The Bipartisan Infrastructure Law authorizes up to \$108 billion to support federal public transportation programs, including \$91 billion in guaranteed funding. This new infrastructure law has increased Yuma’s apportionment by \$1 million annually starting in FY22.

FISCAL YEAR 2023-2024 OPERATING AND CAPITAL BUDGET SUMMARY

The Operating and Capital Budget presented shows the totals of what the Transportation Authority are expected to receive and expend in fiscal year (FY) 2023-2024. The budget provides a comprehensive review of expected revenues and proposed expenditures.

The budget is based on known revenue amounts that have been committed. Revenue amounts are always subject to change and staff will keep the Board of Directors apprised on any changes based on decisions made by local, state and Federal agencies. Known revenue amounts include Federal Transit Administration (FTA), member agency contributions from the municipalities, Greyhound revenues, miscellaneous revenues, farebox revenues and pass revenues based on memorandum of understandings exercised with various social service agencies.

There is a five percent increase for member contributions this fiscal year. Local match contributions continue with memorandum of understanding implemented with Western Arizona Council of Governments (WACOG), PPEP Tech, AZTEC, additional in-kind support from Greyhound Lines, Inc, Quechan Indian Tribe, Yuma County as well as Imperial County Transportation Commission (TDA funds). YCIPTA is continually looking for new relationships with other organizations to support and increase our local match.

The fiscal year 2023-2024 budget assumes we will be servicing a projected 35,200 revenue hours for fixed route and 4,000 revenue hours for demand responsive services. While there are unmet transit needs, YCIPTA does not have the resources to implement these needs currently.

The proposed operations budget takes into consideration the contractual rate with RATP Dev USA, LLC, effective July 1, 2023. The resulted in a combined hourly rate of \$50.56 per revenue vehicle service hour for fixed route. Total variable cost of \$1,779,858 fixed route and fixed cost for FY23-24 is \$2,241,272 for fixed route. YCAT OnCall is \$37.54 per revenue hour for with \$112,624 for variable costs and \$67,806 fixed cost. This translates to an expected amount of \$4,201,288 for the entire fiscal year. The contract with RATP Dev USA, LLC projects 35,200 revenue hours for YCAT and 4,000 for YCAT OnCall .

This year the FY 2023-24 Proposed Capital and Operating Budget is presented in a format that follows the Uniform System Of Accounts (USOA). The USOA is the basic reference document for the National Transit Database. It contains the accounting structure required by Federal Transit Laws (previously section 15 of the Federal Transit Act). This accounting structure allows YCIPTA to report to the National Transit Database (NTD) more accurately.

The NTD was established by Congress to be the Nation's primary source for information and statistics on the transit systems of the United States. Recipients or beneficiaries of grants from the Federal Transit Administration (FTA) under the [Urbanized Area Formula Program](#) (§5307) or [Other than Urbanized Area \(Rural\) Formula Program](#) (§5311) are required by statute to submit data to the NTD. Over 660 transit providers in urbanized areas currently report to the NTD through the Internet-based reporting system. Each year, NTD performance data are used to apportion over \$5 billion of FTA funds to transit agencies in [urbanized areas](#) (UZAs). Annual NTD reports are submitted to Congress summarizing transit service and safety data.

The legislative requirement for the NTD is found in Title 49 U.S.C. 5335(a):

SECTION 5335 National transit database

(a) NATIONAL TRANSIT DATABASE — To help meet the needs of individual public transportation systems, the United States Government, State and local governments, and the public for information on which to base public transportation service planning, the Secretary of Transportation shall maintain a reporting system, using uniform categories to accumulate public transportation financial and operating information and using a uniform system of accounts. The reporting and uniform systems shall contain appropriate information to help any level of government make a public sector investment decision. The Secretary may request and receive appropriate information from any source.

(b) REPORTING AND UNIFORM SYSTEMS — the Secretary may award a grant under Section 5307 or 5311 only if the applicant and any person that will receive benefits directly from the grant, are subject to the reporting and uniform systems.

The NTD reporting system evolved from the transit industry-initiated Project [FARE](#) (Uniform Financial Accounting and Reporting Elements). Both the private and public sectors have recognized the importance of timely and accurate data in assessing the continued progress of the nation's public transportation systems.

The significant aspects of the proposed operating budget are:

Revenues

- The fully allocated YCIPTA rate is \$157.44 per revenue hour which is an increase of \$14.24 per hour from last year due to increase in union negotiations for salaries and employee benefits.
- Fares are projected to be \$370,500 system wide.
- Staff is projecting revenues/expenses of \$6,167,700 that would be required to operate the transit system, \$2,276,854 for capital projects which include the Hotel Del Sol project pass-through with the City of Yuma.
- FTA Section 5311 funds for operating are projected to be \$1,702,937. FTA Section 5311 funds are to fund services outside the Yuma Urbanized Area. This funding primarily funds WelltonCAT, Blue Route 5 (within Arizona), Purple Route 6A, Gold Route 8, Silver Route 9, Turquoise Route 10 (within Arizona) and Yellow Route 95. This translates to 48.11% of YCAT service miles attributed to the rural area. 10.77% is attributed to the tribal transit grants received by the Quechan and Cocopah Indian Tribes.
- FTA Section 5307 will continue to fund transit services that are wholly within the Yuma Urbanized Area. This primarily funds Orange Route 2/2A, Brown Route 3, Green Route 4/4A, and YCAT OnCall for the remainder 41.12%.
- The FY23-24 budget requires match revenues of \$2,639,572.
- The budget assumes \$633,863 as in-kind match revenues from Greyhound Intercity Routes, Quechan Indian Tribe parking lot fees, board meeting member hours spent on YCIPTA business, bus shelter advertising for public entities, and bus shelter right of way lease from public entities. An Additional cash match from the City of Yuma for the Hotel Del Sol project in the amount of \$243,516.
- The budget assumes \$4,000 of Greyhound revenues generated as commission to the Transportation Authority from ticket sales.

Expenses

- Full staffing of seven full time employees with employee benefits is anticipated.
- Pay increases are budgeted this fiscal year for a 5% for COLA and merit.
- Transit services total hourly operating cost increases from \$102.88 per hour to \$114.23 for YCAT transit services and \$39.18 to \$45.11 for YCAT OnCall.
- The marketing budget has remained the same for printing at \$25,000 and Advertising increased from \$47,000 to \$50,000.
- Purchase of bus shelters for approximately \$148,618.
- Purchase of iPad for board members and staff to help with the cost of printing the agendas and other YCIPTA business material.
- Purchase new laptops for staff using STP funding which has match ratio of 5.7%
- Upgrades to 2715 E. 14th Street building new A/C and minor upgrades.

The FY 2023-24 Requested Capital Budget totals \$2,276,854.91 and is proposed to be allocated as shown below.

Yuma County Intergovernmental Public Transportation Authority			
FY 2024-YCIPTA CAPITAL BUDGET			
		FY 2024 Budget	DESCRIPTION
Ordinary Income/Expense			
Income			
40900 · Local Funding			
40900-1 · Local Cash Match		368,134.92	City of Yuma Match Contributions; Local Inkind Entiy Match
Total 40900 · Local Funding		368,134.92	
41300 · Federal Grant Revenue			
41399-1 · FTA 5307		1,333,449.99	Capital Funding in Grants X127, X132, X143. AZ2018-003-01
41399-4 · STP Capital Grant		575,270.00	STP Funding FY 2019,2020,2021,2022
Total 41300 · Federal Grant Revenue		1,908,719.99	
Total 40000 · Intergovernmental		2,276,854.91	
INKIND REVENUE		0.00	
Total Income		2,276,854.91	
Gross Profit		2,276,854.91	
Expense			
51600 · Capital Outlay			
51600-3 · Buildings/Mutli Modal Center		1,217,577.60	
51600-5 · Automobiles		0.00	
51600-6 · Furniture and Equipment		610,042.42	Advertising Mascot, Ipads for staff and board members, update laptops, AC for 2715 E. 14th Street, minor upgrades to 2415 E. 14th Street, update office furniture
51600-6 · Furniture and Equipment		148,618.75	Bus Shelters
51600-6 · Furniture and Equipment		164,842.68	Security/Surveillance Equipment Security Fencing for 3300 S. Aizona Ave
51600-6 · Furniture and Equipment		135,773.46	
Total 51600 · Capital Outlay		2,276,854.91	
Total Expense		2,276,854.91	
Net Ordinary Income		0.00	
Net Income		0.00	

In addition, the following projects are carrying forwarded from the FY 2022-23 Capital Budget:

- Hotel Del Sol Final Design
- New facility purchase/build
- Additional Bus Shelters
- Security/Surveillance Equipment
- Bus shelters

The proposed FY 2023-24 operating budget will provide a framework for delivering, at the minimum, current levels of service with opportunities to improve the quality of their delivery. In addition, the proposed operating and capital budget will be financed significantly with federal grant sources using FTA Sections 5307, 5311, and STP funds with minimum increase in member agency contributions. As a result, the budget is balanced.

For information regarding the proposed operating and capital budget, please contact Shelly Kreger, Transit Director via email at skreger@ycipta.az.gov or call 928-539-7076, extension 101 or Chona Medel, Financial Services Operations Manager via email to cmedel@ycipta.az.gov or call 928-539-7076, extension 237.



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Velez - City of San Luis
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Louie Galaviz- City of Somerton

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Chona Medel, Financial Services Operations Manager Carol
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Adriana Ortiz, Clerk II
Lorena Sanchez, Clerk II
Dayanna Banuelos, Office Clerk I

Yuma County Intergovernmental Public Transportation Authority

FY 2023-2024 BUDGET

		ACTUALS Jul 22 - Feb 23	FY 2023 Budget	FY 2024 Budget	Increase (decrease)	DESCRIPTION
Ordinary Income/Expense						
Income						
40000 · Intergovernmental						
40700 · Miscellaneous Revenues						
40799-3 · Advertising Sales		1,500.00	2,700.00	34,980	32,280.00	Yuma Investment Group \$900 & Cocopah \$34,080
40799-4 · Greyhound Commissions - YCIPTA		4,695.05	6,000.00	4,000	(2,000.00)	decrease due to changes in the Greyhound/FLIX system
40799-5 · Interest		2,255.05	3,780.00	3,780	0.00	average is \$315 per month
40799-6 · Miscellaneous Revenues		10,752.35	11,307.00	2,500	(8,807.00)	Approximately \$200 per month
Total 40700 · Miscellaneous Revenues		19,202.45	23,787.00	45,260	21,473.00	
40900 · Local Funding						
40900-2 · Local Transit Dues						
		877,851.00	877,851.00	921,744	43,892.55	5% increase
40900-4 · Contributions Public Entities		581,192.23	613,358.00	148,633	(464,724.96)	increase on MOU YUHSD Vista, YPIC, Arizona Western College includes 5% increase for annual dues
40900-5 · Tribal Route Income		0.00		519,573	519,573.22	Quechan Tribe, ICTC, Cocopah Tribe
Total 40900 · Local Funding		2,895,618.73	1,491,209.00	1,589,950	98,740.81	
41101 · State Grants						
41101-1 · ADOT 5311						
		201,366.76	1,485,221.34	1,702,937	217,715.86	
Total 41101 · State Grants		201,366.76	1,485,221.34	1,702,937	217,715.86	
41300 · Federal Grant Revenue						
41399-1 · FTA 5307						
		1,056,009.00	1,618,581.35	1,826,644	208,062.87	
Total 41300 · Federal Grant Revenue		1,056,009.00	1,618,581.35	1,826,644	208,062.87	
Total 40000 · Intergovernmental		4,172,196.94	4,618,798.69	5,164,791	545,992.54	
41000 · Charges for Service						
40100 · Fare Revenue						

40101 · YCAT Fares	242,464.02	400,000.00	365,000	(35,000.00)	average of \$30,308 per month rounded up
40190 · On Call Fares	1,949.01	4,000.00	5,500	1,500.00	average \$465 per month
Total 40100 · Fare Revenue	244,413.03	404,000.00	370,500	(33,500.00)	
Total 41000 · Charges for Service	244,413.03	404,000.00	370,500	(33,500.00)	
INKIND REVENUE	0.00	661,423.18	632,409	(29,014.18)	
Total Income	4,416,609.97	5,022,798.69	6,167,700	1,144,901.54	
Gross Profit	4,416,609.97	5,022,798.69	6,167,700	1,144,901.54	
Expense					
50100 · Salaries and Wages	0.00				
50102 · Regular Salaries and Wage	197,310.54	354,869.00	442,812	87,943.25	Increased from 5 to 7 full time staff members
Total 50100 · Salaries and Wages	197,310.54	354,869.00	442,812	87,943.25	
50200 · Fringe Benefits					
50201 · FICA- SS & Medicare	14,930.57	39,251.00	49,201	9,950.29	Increased from 5 to 7 full time staff members
50202 · ASRS	23,213.20	43,188.00	54,422	11,234.07	Annual ASRS increase
50203 · Health Insurance	26,980.00	59,640.00	78,120	18,480.00	increased due to YCIPTA's employee contribution for health insurance for employee - Health Insurance for YCIPTA is not elective
50204 · FUTA	285.44	2,940.00	2,940	0.00	
50205 · Life Insurance	521.85	675.00	675	0.00	
50207 · State Unemployment	5,306.40	10,600.00	10,400	(200.00)	We have a former employee whom is collecting unemployment our SUTA is on a reimbursement basis
50208 · Workers Compensation Ins	800.00	800.00	1,000	200.00	
Total 50200 · Fringe Benefits	72,037.46	157,094.00	196,758	39,664.36	
50300 · Services					
50301-1 · ADA Paratransit	74,898.83	154,934.00	180,430	25,496.20	6% increase
50301-2 · Accounting & Audit	14,750.00	35,000.00	35,000	0.00	
50301-3 · Vanpool Subsidy	84,000.00	126,000.00	126,000	0.00	\$300 stipend for 35 vehicles \$10500 per month
50302 · Advertising	27,862.94	47,000.00	50,000	3,000.00	\$30,000 Big Cat - \$20,000 Advertising
50303-1 · Legal Services	8,725.00	25,000.00	15,000	(10,000.00)	decreased
50303-2 · Cash Handel/Payroll Processing	1,705.42	2,460.00	2,500	40.00	ADP services only
50303-3 · IT Support/Web Development	18,394.06	27,100.00	40,000	12,900.00	IT RFP for next year

50305-0 · Bus Contractor	2,112,138.20	3,752,621.00	3,980,649	228,027.94	6% increase
50305-1 · Contract Costs	22,496.64	29,000.00	29,000	0.00	Solutions for transit
50305-2 · Equipment Maintenance	-162.81	3,000.00	3,000	0.00	change due to expense at 6 months is only 1% of budget
50305-3 · Office Equip Repair	1,324.00	1,500.00	1,500	0.00	change due to buying annual service contract for currency and coin machines
50305-4 · Vehicle Repair & Maintenance	37,214.63	55,000.00	80,000	25,000.00	V&M for engines, transmissions, and other large parts that are required YCIPTA to pay
50305-5 · Building Repairs & Maintenance	9,707.18	5,000.00	12,000	7,000.00	Increased for upkeep on electrical and other R&M items in the administration office and shop that needs repairs.
50305-6 · Communications/Radio Service	19,202.72	20,000.00	25,000	5,000.00	City of Yuma Radio Maintenance Agreement has been purchased for this Fiscal year.
50305-7 · Grounds Keeping/Pest Control	0.00	750.00	500	(250.00)	
50305-8 · Software Updates/Maintenance	20,045.13	45,000.00	45,000	0.00	
50307 · Security Services	275.00	1,000.00	1,000	0.00	
Total 50300 · Services	2,452,576.94	4,330,365.00	4,626,579	296,214.14	
50400 · Materials and Supplies					
50401 · Fuel, Oil, Lubricants	437,513.15	700,000.00	700,000	0.00	
50499-1 · Office Supplies	2,303.25	3,000.00	10,000	7,000.00	Cost of supplies increased
50499-2 · Postage	686.20	1,000.00	1,000	0.00	
50499-3 · Printing	1,888.31	25,000.00	25,000	0.00	
50499-4 · Misc Materials & Supplies	231.22	3,000.00	1,500	(1,500.00)	annual cost for misc. materials decreased
Total 50400 · Materials and Supplies	442,622.13	732,000.00	737,500	5,500.00	
50500 · Utilities					
50501 · Electricity	9,639.64	15,000.00	15,000	0.00	
50502-1 · Refuse Disposal	1,918.01	3,000.00	3,000	0.00	
50502-2 · Water - Offices	1,208.69	1,500.00	1,500	0.00	
50502-3 · Water-Land	1,840.75	1,841.00	2,000	159.00	Annual Water cost for YCPTA 3300 Arizona Avenue
Total 50500 · Utilities	14,607.09	21,341.00	21,500	159.00	
50600 · Casualty and Liability Insurance		121			

50608-1 · Gen Liab Insurance	4,829.00	4,900.00	5,000	100.00	average annual increase
50608-2 · Prof. Liability Insurance	5,384.98	5,400.00	5,500	100.00	average annual increase
50608-3 · Automobile Insurance	3,807.00	3,850.00	4,000	150.00	average annual increase
50608-4 · Property Insurance	500.00	500.00	600	100.00	average annual increase
Total 50600 · Casualty and Liability Insurance	14,520.98	14,650.00	15,100	450.00	
50900 · Miscellaneous Expenses					
50901 · Memberships/Dues/Subscriptions	14,400.88	15,000.00	15,000	0.00	
50902 · Travel Expenses	1,788.09	5,000.00	15,000	10,000.00	YCIPTA will be traveling this fiscal year for conferences to update on FTA/ADOT/TRANSIT standards and to learn more innovative ways to help with our transit service
50906 · Finance Charges/Penalties	68,239.24	100.00	100	0.00	
50999-1 · License and Permits	98.00	300.00	300	0.00	
50999-2 · Training/Education	679.95	5,000.00	15,000	10,000.00	YCIPTA will be doing more training to fulfill the recommendations of our Audit's and Triennial reviews.
50999-3 · Other Misc Expense	4,400.04	2,500.00	2,500	0.00	
50999-5 · Telephone/Internet	4,643.73	8,000.00	12,000	4,000.00	Additional for iPad service - iPad for staff and board members
Total 50900 · Miscellaneous Expenses	94,249.93	35,900.00	59,900	24,000.00	
51200 · Leases and Rentals					
51212-1 · Building Lease	35,200.00	52,800.00	55,200	2,400.00	Annual Average Increase
51212-2 · Leases Rental Equipment	140.80	500.00	350	(150.00)	Pitney Bowes Equipment Rental
51212-4 · Lease	16,000.00	24,000.00	12,000	(12,000.00)	change monthly lease for TAC Bus Yard 2000*6
Total 51200 · Leases and Rentals	51,340.80	77,300.00	67,550	(9,750.00)	
Total Operating Expense	0.00	5,723,519.00	6,167,700	444,180.74	
		0.00	0		



Yuma County Intergovernmental Public Transportation Authority

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April 19, 2023

Discussion and Action Item 5

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action regarding Imperial County Transportation Commission (ICTC) Transportation Development Act (TDA) Triennial Performance Audit for FY2019/20 – FY2021/22 of Fort Yuma Quechan Indian Tribe and YCIPTA.

Requested Action: N/A

Background and Summary: In late 2022, the Imperial County Transportation Commission (ICTC) selected Moore & Associates, Inc., to prepare Triennial Performance Audits of itself as the RTPA and the five transit operators to which it allocates State of California Transportation Development Act funding.

The California Public Utilities Code requires all recipients of Transit Development Act (TDA) Article 4 funding to undergo an independent performance audit on a three-year cycle in order to maintain funding eligibility. While not required, audits of Article 8 funding recipients are encouraged.

As it receives no funding under Article 4, the Quechan Tribe is not statutorily required to undergo a Triennial Performance Audit, nor has it traditionally been held to the requirements of the TDA. However, in 2022, the ICTC, as the RTPA, requested the Tribe's transit program be audited to provide a comprehensive and objective review to offer beneficial insights into program performance.

The Triennial Performance Audit is designed to be an independent and objective evaluation of the Quechan Tribe as a public transit operator, providing operator management with information on the economy, efficiency, and effectiveness of its programs across the prior three fiscal years. In addition to assuring legislative and governing bodies (as well as the public) that resources are being economically and

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Shelly Kreger, Transit Director

efficiently utilized, the Triennial Performance Audit fulfills the requirement of PUC Section 99246(a) that the RTPA designate an entity other than itself to conduct a performance audit of the activities of each operator to whom it allocates funds.

The Triennial Performance Audit includes five elements:

- Compliance requirements,
- Prior recommendations,
- Analysis of program data reporting,
- Performance Audit, and
- Functional review.

Test of Compliance

Based on discussions with Quechan Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) staff, analysis of program performance, and an audit of program compliance and function, the audit team presents no compliance findings.

Status of Prior Recommendations

The prior audit – completed in May 2020 by Moore & Associates, Inc. for the three fiscal years ending June 30, 2019 – included two recommendations:

1. Continue to ensure State Controller Reports are submitted in a timely manner.

Status: Implemented.

2. Ensure the State Controller Report is reviewed by someone other than the individual who prepared it so as identify any errors in reporting.

Status: Implemented.

Findings and Recommendations

Based on discussions with Quechan Tribe and YCIPTA staff, analysis of program performance, and a review of program compliance and function, the audit team submits no compliance or functional findings for the Tribe's transit program.

Financial Impacts: N/A

Budgeted: N/A

Recommended Motion N/A

Legal Counsel Review: N/A

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Shelly Kreger, Transit Director

Attachments: Imperial County Transportation Commission (ICTC) Transportation Development Act (TDA) Triennial Performance Audit for FY2019/20 – FY2021/22 of Fort Yuma Quechan Indian Tribe and YCIPTA.

For information regarding this agenda item, please contact Shelly Kreger via email to: 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



Imperial County Transportation Commission (ICTC)
Transportation Development Act (TDA)
Triennial Performance Audit, FY 2019/20 - FY 2021/22
of Fort Yuma Quechan Indian Tribe/YCIPTA

Table of Contents

Chapter 1 Executive Summary	1
Chapter 2 Audit Scope and Methodology	3
Chapter 3 Program Compliance	7
Chapter 4 Prior Recommendations	13
Chapter 5 Data Reporting Analysis	15
Chapter 6 Performance Analysis	17
Chapter 7 Functional Review.....	35
Chapter 8 Findings and Recommendations	43

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Table of Exhibits

Exhibit 3.1 Transit Development Act Compliance Requirements	9
Exhibit 5.1 Data Reporting Comparison.....	15
Exhibit 6.1 System Performance Indicators	20
Exhibit 6.2 System Ridership	21
Exhibit 6.3 System Operating Cost/VSH	21
Exhibit 6.4 System Operating Cost/VSM.....	21
Exhibit 6.5 System VSM/VSH.....	21
Exhibit 6.6 System Operating Cost/Passenger	22
Exhibit 6.7 System Passengers/VSH	22
Exhibit 6.8 System Passengers/VSM.....	22
Exhibit 6.9 System VSH/FTE	22
Exhibit 6.10 System Farebox Recovery	23
Exhibit 6.11 System Fare/Passenger.....	23
Exhibit 6.12 Route 5 Performance Indicators	25
Exhibit 6.13 Route 5 Ridership	26
Exhibit 6.14 Route 5 Operating Cost/VSH.....	26
Exhibit 6.15 Route 5 Operating Cost/VSM.....	26
Exhibit 6.16 Route 5 VSM/VSH.....	26
Exhibit 6.17 Route 5 Operating Cost/Passenger	27
Exhibit 6.18 Route 5 Passengers/VSH.....	27
Exhibit 6.19 Route 5 Passengers/VSM.....	27
Exhibit 6.20 Route 5 Farebox Recovery	27
Exhibit 6.21 Route 5 Fare/Passenger	28
Exhibit 6.22 Route 10 Performance Indicators	30
Exhibit 6.23 Route 10 Ridership	31
Exhibit 6.24 Route 10 Operating Cost/VSH.....	31
Exhibit 6.25 Route 10 Operating Cost/VSM.....	31
Exhibit 6.26 Route 10 VSM/VSH.....	31
Exhibit 6.27 Route 10 Operating Cost/Passenger	32
Exhibit 6.28 Route 10 Passengers/VSH.....	32
Exhibit 6.29 Route 10 Passengers/VSM.....	32
Exhibit 6.30 Route 10 Farebox Recovery	32
Exhibit 6.31 Route 10 Fare/Passenger.....	33
Exhibit 7.1 Fare Structure	35
Exhibit 7.2 Organizational Chart.....	37
Exhibit 7.3 YCAT’s Transit Fleet	41

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Chapter 1 | Executive Summary

In late 2022, the Imperial County Transportation Commission (ICTC) selected Moore & Associates, Inc., to prepare Triennial Performance Audits of itself as the RTPA and the five transit operators to which it allocates State of California Transportation Development Act funding.

The California Public Utilities Code requires all recipients of Transit Development Act (TDA) Article 4 funding to undergo an independent performance audit on a three-year cycle in order to maintain funding eligibility. While not required, audits of Article 8 funding recipients are encouraged.

As it receives no funding under Article 4, the Quechan Tribe is not statutorily required to undergo a Triennial Performance Audit, nor has it traditionally been held to the requirements of the TDA. However, in 2022, the ICTC, as the RTPA, requested the Tribe's transit program be audited to provide a comprehensive and objective review to offer beneficial insights into program performance.

The Triennial Performance Audit is designed to be an independent and objective evaluation of the Quechan Tribe as a public transit operator, providing operator management with information on the economy, efficiency, and effectiveness of its programs across the prior three fiscal years. In addition to assuring legislative and governing bodies (as well as the public) that resources are being economically and efficiently utilized, the Triennial Performance Audit fulfills the requirement of PUC Section 99246(a) that the RTPA designate an entity other than itself to conduct a performance audit of the activities of each operator to whom it allocates funds.

This chapter summarizes key findings and recommendations developed during the Triennial Performance Audit (TPA) of the Tribe's TDA-funded public transit program for the period:

- Fiscal Year 2019/20,
- Fiscal Year 2020/21, and
- Fiscal Year 2021/22.

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) operates the Yuma County Area Transit (YCAT) service in Yuma, Arizona. In partnership with the Quechan Tribe, which is located in California and receives TDA funding, YCAT operates two routes serving Imperial County. The Blue Route (Route 5) originates in Yuma and serves the Quechan Casino Resort in California, with limited service to the Andrade Port of Entry. The Turquoise Route (Route 10) originates in Yuma and travels to El Centro via Interstate 8.

This performance audit was conducted in accordance with generally accepted government auditing standards. Those standards require that the audit team plans and performs the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for its findings and conclusions based on the audit objectives. Moore & Associates, Inc. believes the evidence obtained provides a reasonable basis for its findings and conclusions.

This audit was also conducted in accordance with the processes established by the California Department of Transportation (Caltrans), as outlined in the *Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities*.

The Triennial Performance Audit includes five elements:

- Compliance requirements,
- Prior recommendations,
- Analysis of program data reporting,
- Performance Audit, and
- Functional review.

Test of Compliance

Based on discussions with Quechan Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) staff, analysis of program performance, and an audit of program compliance and function, the audit team presents no compliance findings.

Status of Prior Recommendations

The prior audit – completed in May 2020 by Moore & Associates, Inc. for the three fiscal years ending June 30, 2019 – included two recommendations:

1. [Continue to ensure State Controller Reports are submitted in a timely manner.](#)
Status: Implemented.
2. [Ensure the State Controller Report is reviewed by someone other than the individual who prepared it so as identify any errors in reporting.](#)
Status: Implemented.

Findings and Recommendations

Based on discussions with Quechan Tribe and YCIPTA staff, analysis of program performance, and a review of program compliance and function, the audit team submits no compliance or functional findings for the Tribe's transit program.

Chapter 2 | Audit Scope and Methodology

The Triennial Performance Audit (TPA) of the Quechan Tribe’s public transit program covers the three-year period ending June 30, 2022. The California Public Utilities Code requires all recipients of Transit Development Act (TDA) funding to complete an independent review on a three-year cycle in order to maintain funding eligibility.

In late 2022, the Imperial County Transportation Commission selected Moore & Associates, Inc., to prepare Triennial Performance Audits of itself as the RTPA and the five transit operators to which it allocates TDA funding. Moore & Associates, Inc. is a consulting firm specializing in public transportation, including audits of non-TDA Article 4 recipients. Selection of Moore & Associates, Inc. followed a competitive procurement process.

The Triennial Performance Audit is designed to be an independent and objective evaluation of the Quechan Tribe as a public transit operator. Direct benefits of a Triennial Performance Audit include providing operator management with information on the economy, efficiency, and effectiveness of its programs across the prior three years; helpful insight for use in future planning; and assuring legislative and governing bodies (as well as the public) that resources are being economically and efficiently utilized. Finally, the Triennial Performance Audit fulfills the requirement of PUC Section 99246(a) that the RTPA designate an entity other than itself to conduct a performance audit of the activities of each operator to which it allocates funds.

This performance audit was conducted in accordance with generally accepted government auditing standards. Those standards require that the audit team plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for its findings and conclusions based on the audit objectives. The auditors believe the evidence obtained provides a reasonable basis for its findings and conclusions.

The audit was also conducted in accordance with the processes established by the California Department of Transportation (Caltrans), as outlined in the *Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities*, as well as *Government Audit Standards* published by the U.S. Comptroller General.

Objectives

A Triennial Performance Audit (TPA) has four primary objectives:

1. Assess compliance with TDA regulations;
2. Review improvements subsequently implemented as well as progress toward adopted goals;
3. Evaluate the efficiency and effectiveness of the transit operator; and
4. Provide sound, constructive recommendations for improving the efficiency and functionality of the transit operator.

Scope

The TPA is a systematic review of performance evaluating the efficiency, economy, and effectiveness of the transit operator. The audit of the Quechan Tribe included five tasks:

1. A review of compliance with TDA requirements and regulations.
2. A review of the status of recommendations included in the prior Triennial Performance Audit.
3. A verification of the methodology for calculating performance indicators including the following activities:
 - Assessment of internal controls,
 - Test of data collection methods,
 - Calculation of performance indicators, and
 - Evaluation of performance.
4. Comparison of data reporting practices:
 - Internal reports,
 - State Controller Reports, and
 - National Transit Database.
5. Examination of the following functions:
 - General management and organization;
 - Service planning;
 - Scheduling, dispatching, and operations;
 - Personnel management and training;
 - Administration;
 - Marketing and public information; and
 - Fleet maintenance.
6. Conclusions and recommendations to address opportunities for improvement based upon analysis of the information collected and the audit of the transit operator's major functions.

Methodology

The methodology for the Triennial Performance Audit of the Quechan Tribe included thorough review of documents relevant to the scope of the audit, as well as information contained on YCIPTA's website. The documents reviewed included the following (spanning the full three-year period):

- Monthly performance reports;
- State Controller Reports;
- Annual budgets;
- TDA fiscal audits;
- Transit marketing collateral;
- TDA claims;
- Fleet inventory;
- Preventive maintenance schedules and forms;
- Accident/road call logs; and
- Organizational chart.

Given impacts of the ongoing COVID-19 pandemic, the methodology for this audit included a virtual site visit with Quechan Tribe and YCIPTA representatives on February 23, 2023. The audit team met with Brian Golding (EDA Director, Quechan Tribe), Alan Pruitt (EDA Specialist, Quechan Tribe), Shelly Kreger (Transit Director, YCIPTA), and Chona Medel (Financial Services Operations Manager, YCIPTA), and reviewed materials germane to the triennial audit.

This report is comprised of eight chapters divided into three sections:

1. Executive Summary: A summary of the key findings and recommendations developed during the Triennial Performance Audit process.
2. TPA Scope and Methodology: Methodology of the review and pertinent background information.
3. TPA Results: In-depth discussion of findings surrounding each of the subsequent elements of the audit:
 - Compliance with statutory and regulatory requirements,
 - Status of prior recommendations,
 - Consistency among reported data,
 - Performance measures and trends,
 - Functional audit, and
 - Findings and recommendations.

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Chapter 3 | Program Compliance

This section examines the Quechan Tribe’s compliance with the Transportation Development Act as well as relevant sections of the California Code of Regulations. An annual certified fiscal audit confirms TDA funds were apportioned in conformance with applicable laws, rules, and regulations. The Tribe considers full use of funds under California Code of Regulations (CCR) 6754(a) as referring to operating funds but not capital funds. The TPA findings and related comments are delineated in Exhibit 3.1.

The Quechan Tribe does not use any TDA Article 4 funding for transit and is not statutorily required to be audited, nor has it traditionally been held to the requirements of the TDA. However, the Imperial County Transportation Commission, as the RTPA, requested the Tribe be audited to support a comprehensive and objective review to provide beneficial insights into program performance.

Status of compliance items was determined through discussions with Quechan Tribe and YCIPTA staff as well as an inspection of relevant documents including the fiscal audits for each year of the triennium, State Controller annual filings, year-end performance reports, and other compliance-related documentation.

No compliance issues were identified for the Quechan Tribe.

Developments Occurring During the Audit Period

The FY 2019/20 – FY 2021/22 audit period was significantly different than prior audit periods. The impacts of the COVID-19 pandemic resulted in significant declines in ridership and revenue, while changes to the TDA provided compliance waivers and amended existing legislation. In many instances, transit operators strove to retain operations staff despite adopting a reduced schedule, resulting in significant changes to many cost-related performance metrics. While infusions of funding through the CARES Act mitigated some of the lost revenues for federally funded programs, many transit operators have yet to return to pre-pandemic ridership and fare levels. As a result, this Triennial Performance Audit will provide an assessment not only of how the COVID-19 pandemic impacted the organization, but how it responded to the crisis.

In the 50 years since introduction of the Transportation Development Act, there have been many changes to public transportation in California. Many operators have faced significant challenges in meeting the farebox recovery ratio requirement, calling into question whether it remains the best measure for TDA compliance. In 2018, the chairs of California’s state legislative transportation committees requested the California Transit Association spearhead a policy task force to examine the TDA, which resulted in a draft framework for TDA reform released in early 2020. The draft framework maintains the farebox recovery ratio requirement, but eliminates financial penalties and allows more flexibility with respect to individual operator targets. These changes have yet to be implemented due to the COVID-19 pandemic.

Assembly Bill 90, signed into law on June 29, 2020, provides temporary regulatory relief for transit operators required to conform with Transportation Development Act (TDA) farebox recovery ratio thresholds in FY 2019/20 and FY 2020/21. Assembly Bill 149, signed into law on July 16, 2021, provides additional regulatory relief by extending the provisions of AB 90 through FY 2022/23 and adjusting definitions of eligible revenues and operating costs. While the ability to maintain state mandates and

performance measures is important, these measures enable transit operators to adjust to the impacts of COVID while continuing to receive their full allocations of funding under the TDA.

Together, these two pieces of legislation include the following provisions specific to transit operator TDA funding under Article 4 and Article 8:

1. Prohibits the imposition of the TDA revenue penalty on an operator that did not maintain the required ratio of fare revenues to operating cost from FY 2019/20 through FY 2022/23.
2. Waives the annual productivity improvement requirement of Section 99244 through FY 2022/23.
3. Adds a temporary provision exempting operators from farebox recovery ratio requirements through FY 2024/25 provided they expend at least the same amount of local funds as in FY 2018/19.
4. Expands the definition of “local funds” to enable the use of federal funding, such as the CARES Act or CRRSAA, to supplement fare revenues and allows operators to calculate free and reduced fares at their actual value.
5. Adjusts the definition of operating cost to exclude the cost of ADA paratransit services, demand-response and micro-transit services designed to extend access to service, ticketing/payment systems, security, some pension costs, and some planning costs.
6. Requires the Controller to calculate and publish the allocation of transit operator revenue-based funds made pursuant to the State Transit Assistance (STA) Program for FY 2020/21 and FY 2021/22.
7. Allows operators to use STA funds as needed to keep transit service levels from being reduced or eliminated through FY 2022/23.

AB 149 also calls for an examination of the triennial performance audit process, to ensure the practice continues to be effective and beneficial.

Exhibit 3.1 Transit Development Act Compliance Requirements

Compliance Element	Reference	Compliance	Comments
State Controller Reports submitted on time.	PUC 99243	In compliance	FY 2019/20: December 10, 2020 FY 2020/21: February 4, 2022 FY 2021/22: December 16, 2022
Fiscal and compliance audits submitted within 180 days following the end of the fiscal year (or with up to 90-day extension).	PUC 99245	In compliance	FY 2019/20: December 2, 2020 FY 2020/21: December 2, 2021 FY 2021/22: November 16, 2022
Operator's terminal rated as satisfactory by CHP within the 13 months prior to each TDA claim.	PUC 99251 B	Not applicable	YCIPTA, as an Arizona-based public transit operator, does not participate in the CHP Transit Operator Compliance Program, in which the CHP conducts inspections within the 13 months prior to each TDA claim. In lieu of the CHP inspections, YCIPTA has a biennial maintenance audit performed in January and July.
Operator's claim for TDA funds submitted in compliance with rules and regulations adopted by the RTPA.	PUC 99261	In compliance	
If operator serves urbanized and non-urbanized areas, it has maintained a ratio of fare revenues to operating costs at least equal to the ratio determined by the rules and regulations adopted by the RTPA.	PUC 99270.1	In compliance	Turquoise Route 10 (12%) FY 2019/20: 12.00% FY 2020/21: 12.16% FY 2021/22: 12.20% <i>Source: TDA fiscal audits FY 2020 – FY 2022.</i>
Except as otherwise provided, the allocation for any purpose specified under Article 8 may in no year exceed 50% of the amount required to meet the total planning expenditures for that purpose.	PUC 99405	In compliance	
An operator receiving allocations under Article 8(c) may be subject to regional, countywide, or subarea performance criteria, local match requirements, or fare recovery ratios adopted by resolution of the RTPA.	PUC 99405	Not applicable	
The operator's operating budget has not increased by more than 15% over the preceding year, nor is there a substantial increase or decrease in the scope of operations or capital budget provisions for major new fixed facilities unless the operator has reasonably supported and substantiated the change(s).	PUC 99266	In compliance	FY 2019/20: +6.50% FY 2020/21: +13.54% FY 2021/22: +19.75% <i>Source: SCO reports. The large budget increase in FY 2022 was due to operator and fuel cost increases.</i>

Compliance Element	Reference	Compliance	Comments
The operator’s definitions of performance measures are consistent with the Public Utilities Code Section 99247.	PUC 99247	In compliance	
If the operator serves an urbanized area, it has maintained a ratio of fare revenues to operating cost at least equal to one-fifth (20 percent).	PUC 99268.2, 99268.4, 99268.1	Not applicable	
If the operator serves a rural area, it has maintained a ratio of fare revenues to operating cost at least equal to one-tenth (10 percent).	PUC 99268.2, 99268.4, 99268.5	In compliance	Blue Route 5 (10%): FY 2019/20: 10.00% FY 2020/21: 10.32% FY 2021/22: 10.18% <i>Source: TDA fiscal audits FY 2020 – FY 2022.</i>
For a claimant that provides only services to elderly and handicapped persons, the ratio of fare revenues to operating cost shall be at least 10 percent.	PUC 99268.5, CCR 6633.5	Not applicable	
The current cost of the operator’s retirement system is fully funded with respect to the officers and employees of its public transportation system, or the operator is implementing a plan approved by the RTPA, which will fully fund the retirement system for 40 years.	PUC 99271	In compliance	YCIPTA contracts with a private provider for operations, while YCIPTA contributes to a cost-sharing multiple-employer defined benefit pension administered by the Arizona State Retirement System. The Quechan Indian Tribe contributes to its employees’ retirement through its own designated plans.
If the operator receives State Transit Assistance funds, the operator makes full use of funds available to it under the Urban Mass Transportation Act of 1964 before TDA claims are granted.	CCR 6754 (a) (3)	Not applicable	YCIPTA and the Quechan Indian Tribe do not receive State Transit Assistance funds.
In order to use State Transit Assistance funds for operating assistance, the operator’s total operating cost per revenue hour does not exceed the sum of the preceding year’s total plus an amount equal to the product of the percentage change in the CPI for the same period multiplied by the preceding year’s total operating cost per revenue hour. An operator may qualify based on the preceding year’s operating cost per revenue hour or the average of the three prior years. If an operator does not meet these qualifying tests, the operator may only use STA funds for operating purposes according to a sliding scale.	PUC 99314.6	Not applicable	YCIPTA and the Quechan Indian Tribe do not receive State Transit Assistance funds.

Compliance Element	Reference	Compliance	Comments
A transit claimant is precluded from receiving monies from the Local Transportation Fund and the State Transit Assistance Fund in an amount which exceeds the claimant's capital and operating costs less the actual amount of fares received, the amount of local support required to meet the fare ratio, the amount of federal operating assistance, and the amount received during the year from a city or county to which the operator has provided services beyond its boundaries.	CCR 6634	In compliance	

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Chapter 4 | Prior Recommendations

This section reviews and evaluates the implementation of prior Triennial Performance Audit recommendations. This objective assessment provides assurance the Quechan Tribe has made quantifiable progress toward improving both the efficiency and effectiveness of its public transit program.

The prior audit – completed in May 2020 by Moore & Associates, Inc. for the three fiscal years ending June 30, 2019 – included two recommendations:

1. [Continue to ensure State Controller Reports are submitted in a timely manner.](#)

Discussion: Public Utilities Code Section 99243 requires transit operators in receipt of TDA funds to submit annual reports to the State Controller within 90 days following the end of the fiscal year (110 days if filing electronically). Beginning FY 2016/17, this submittal deadline was amended to January 31 following the end of the fiscal year. Beginning with the online reporting for FY 2017/18, the cover sheet was timestamped with the submittal date and time upon its generation. This made it easier to evaluate when the report was actually submitted. This was also a finding in the prior audit report. In FY 2016/17, the State Controller Report was submitted approximately six weeks after the stipulated deadline. However, in the following years, it was submitted prior to the deadline.

Progress: All State Controller Reports were submitted on time during the current audit period.

Status: Implemented.

2. [Ensure the State Controller Report is reviewed by someone other than the individual who prepared it so as identify any errors in reporting.](#)

Discussion: During the preparation of the prior audit, the auditor noted numerous inconsistencies between operating data reported in the monthly performance summaries provided to the audit team and that reported to the State Controller. Some of these variances were very modest and, on their own, would not warrant a finding. However, the reporting of vehicle service hours (VSH) in FY 2017/18 and FY 2018/19 was of some concern.

In FY 2017/18, it was obvious there was an error regarding how VSH was reported, as it clearly duplicated the number of unlinked trips. In FY 2018/19, the cause of the variance was not as clear-cut, although there was still a difference of 8.7 percent.

In FY 2017/18, the error would have been realized if it had been reviewed by someone familiar with the typical number of vehicle service hours associated with Routes 5 and 10. Given the number reported for VSH is exactly the same as that reported for ridership should have been a red flag. The prior auditor recommended the reviewer also carefully compare the performance data provided by the YCIPTA with what is being reported to ensure accuracy. In addition, if the

YCIPTA's annual totals for these metrics change after the end of the year, YCIPTA staff should notify the Quechan Tribe to ensure accurate reporting.

Progress: Data reported to the State Controller during the current audit period was consistent with that in the YCIPTA's monthly performance data. While there were still some modest discrepancies (for example, 15,301 vs. 15,147 in FY 2021 ridership), there were no errors in reporting.

Status: Implemented.

Chapter 5 | Data Reporting Analysis

An important aspect of the Triennial Performance Audit process is assessing how effectively and consistently the transit operator reports performance statistics to local, state, and federal agencies. Often as a condition of receipt of funding, an operator must collect, manage, and report data to different entities. Ensuring such data are consistent can be challenging given the differing definitions employed by different agencies as well as the varying reporting timeframes. This chapter examines the consistency of performance data reported by the Quechan Tribe, YCIPTA, and YCAT internally as well as to outside entities during the audit period.

Overall, data reported in the various reports examined during this audit were very consistent. No issues were identified.

Exhibit 5.1 Data Reporting Comparison

Performance Measure	System-Wide		
	FY 2019/20	FY 2020/21	FY 2021/22
Operating Cost (Actual \$)			
<i>TDA fiscal audit</i>	\$450,096	\$443,964	\$474,438
<i>Monthly Performance Reports</i>	\$450,096	\$443,965	\$474,438
<i>State Controller Report</i>	\$450,096	\$443,965	\$474,438
Fare Revenue (Actual \$)			
<i>TDA fiscal audit</i>	\$17,381	\$1,348	\$15,257
<i>Monthly Performance Reports</i>	\$17,381	\$1,348	\$15,257
<i>State Controller Report</i>	\$17,381	\$1,348	\$15,257
Vehicle Service Hours (VSH)			
<i>Monthly Performance Reports</i>	3,663	3,327	3,930
<i>State Controller Report</i>	3,662	3,327	3,930
Vehicle Service Miles (VSM)			
<i>Monthly Performance Reports</i>	100,332	96,463	111,321
<i>State Controller Report</i>	100,332	95,463	111,324
Passengers			
<i>Monthly Performance Reports</i>	18,904	15,301	13,448
<i>State Controller Report</i>	18,899	15,147	13,488
Full-Time Equivalent Employees			
<i>State Controller Report</i>	2	2	2

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Chapter 6 | Performance Analysis

Performance indicators are typically employed to quantify and assess the efficiency of a transit operator's activities. Such indicators provide insight into current operations as well as trend analysis of operator performance. Through a review of indicators, relative performance as well as possible inter-relationships between major functions is revealed.

The Transportation Development Act (TDA) requires recipients of TDA funding to track and report five performance indicators:

- Operating Cost/Passenger,
- Operating Cost/Vehicle Service Hour,
- Passengers/Vehicle Service Hour,
- Passengers/Vehicle Service Mile, and
- Vehicle Service Hours/Employee.

To assess the validity and use of performance indicators, the audit team performed the following activities:

- Assessed internal controls in place for the collection of performance-related information,
- Validated collection methods of key data,
- Calculated performance indicators, and
- Evaluated performance indicators.

The procedures used to calculate TDA-required performance measures for the current triennium were verified and compared with indicators included in similar reports to external entities (i.e., State Controller and Federal Transit Administration).

Operating Cost

The Transportation Development Act requires an operator to track and report transit-related costs reflective of the Uniform System of Accounts and Records developed by the State Controller and the California Department of Transportation. The most common method for ensuring this occurs is through a compliance audit report prepared by an independent auditor in accordance with California Code of Regulations Section 6667¹. The annual independent financial audit should confirm the use of the Uniform System of Accounts and Records. *Operating cost* – as defined by PUC Section 99247(a) – excluded the following during the audit period²:

¹ CCR Section 6667 outlines the minimum tasks which must be performed by an independent auditor in conducting the annual fiscal and compliance audit of the transit operator.

² Given the passage of AB 149, the list of excluded costs will be expanded beginning with FY 2021/22.

- Cost in the depreciation and amortization expense object class adopted by the State Controller pursuant to PUC Section 99243,
- Subsidies for commuter rail services operated under the jurisdiction of the Interstate Commerce Commission,
- Direct costs of providing charter service, and
- Vehicle lease costs.

Vehicle Service Hours and Miles

Vehicle Service Hours (VSH) and *Miles* (VSM) are defined as the time/distance during which a revenue vehicle is available to carry fare-paying passengers, and which includes only those times/miles between the time or scheduled time of the first passenger pickup and the time or scheduled time of the last passenger drop-off during a period of the vehicle's continuous availability.³ For example, demand-response service hours include those hours when a vehicle has dropped off a passenger and is traveling to pick up another passenger, but not those hours when the vehicle is unavailable for service due to driver breaks or lunch. For both demand-response and fixed-route services, service hours will exclude hours of "deadhead" travel to the first scheduled pick-up, and will also exclude hours of "deadhead" travel from the last scheduled drop-off back to the terminal. For fixed-route service, a vehicle is in service from first scheduled stop to last scheduled stop, whether or not passengers board or exit at those points (i.e., subtracting driver lunch and breaks but including scheduled layovers).

Passenger Counts

According to the Transportation Development Act, *total passengers* is equal to the total number of unlinked trips (i.e., those trips that are made by a passenger that involve a single boarding and departure), whether revenue-producing or not.

Employees

Employee hours is defined as the total number of hours (regular or overtime) which all employees have worked, and for which they have been paid a wage or salary. The hours must include transportation system-related hours worked by persons employed in connection with the system (whether or not the person is employed directly by the operator). Full-Time Equivalent (FTE) is calculated by dividing the number of person-hours by 2,000.

Fare Revenue

Fare revenue is defined by California Code of Regulations Section 6611.2 as revenue collected from the farebox plus sales of fare media.

³ A vehicle is considered to be in revenue service despite a no-show or late cancellation if the vehicle remains available for passenger use.

TDA Required Indicators

To calculate the TDA indicators for transit services funded by the Quechan Tribe, the following sources were employed:

- Operating Cost was not independently calculated as part of this audit. Operating Cost data were obtained via State Controller Reports for each fiscal year covered by this audit. Operating Cost from the reports was compared against that reported in the Quechan Tribe's audited financial reports and appeared to be consistent with TDA guidelines. In accordance with PUC Section 99247(a), the reported costs excluded depreciation and other allowable expenses.
- Fare Revenue was not independently calculated as part of this audit. Fare revenue data were obtained via State Controller Reports for each fiscal year covered by this audit. This appears to be consistent with TDA guidelines as well as the uniform system of accounts.
- Vehicle Service Hours (VSH) data were obtained via monthly performance reports for each fiscal year covered by this audit. The calculation methodology is consistent with PUC guidelines.
- Vehicle Service Miles (VSM) data were obtained via monthly performance reports for each fiscal year covered by this audit. The calculation methodology is consistent with PUC guidelines.
- Unlinked trip data were obtained via monthly performance reports for each fiscal year covered by this audit. The calculation methodology is consistent with PUC guidelines.
- Full-Time Equivalent (FTE) data were obtained from State Controller Reports for each fiscal year covered by this review. Use of the TDA definition regarding FTE calculation was confirmed.

System Performance Trends

System-wide, operating cost experienced a net 5.4 percent increase during the audit period, and a 33.6 percent net increase across the last six years. Fare revenue significantly decreased during the six-year period, with most of the decline (92.2 percent) occurring in FY 2020/21 due to a free-fare period. This resulted in a net 12.2 percent decrease during the audit period.

Vehicle service hours (VSH) declined between FY 2019/20 and FY 2020/21 due to the COVID-19 pandemic. However, VSH experienced a net 7.3 percent increase during the audit period and a net 6.2 percent increase during the six-year period. Vehicle service miles (VSM) experienced an overall net increase of 11 percent during the audit period and 11.3 percent over the six-year period. Ridership declined every year of the audit period, with the most significant decline occurring in FY 2020/21 in response to the COVID-19 pandemic. This led to a 28.9 percent net decrease during the audit period and a 26.9 percent net decrease across the six-year period.

Cost-related metrics typically provide an indicator of a system's efficiency, while passenger-related metrics offer insight into its productivity. Improvements are characterized by increases in passenger-related metrics and decreases in cost-related metrics. Cost-related metrics increased over the six-year period, but experienced a slight net decrease during the audit period. However operating cost per passenger was impacted the most, given the 28.9 percent decrease in ridership during the audit period.

Passenger-related metrics fell during the audit period, with passengers per VSH decreasing 33.7 percent and passengers per VSM decreasing 35.9 percent.

Exhibit 6.1 System Performance Indicators

Performance Measure	System-wide					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
Operating Cost (Actual \$)	\$355,145	\$359,751	\$390,607	\$450,096	\$443,965	\$474,438
<i>Annual Change</i>		1.3%	8.6%	15.2%	-1.4%	6.9%
Fare Revenue (Actual \$)	\$20,457	\$21,014	\$21,107	\$17,381	\$1,348	\$15,257
<i>Annual Change</i>		2.7%	0.4%	-17.7%	-92.2%	1031.8%
Vehicle Service Hours (VSH)	3,701	3,629	3,904	3,663	3,327	3,930
<i>Annual Change</i>		-1.9%	7.6%	-6.2%	-9.2%	18.1%
Vehicle Service Miles (VSM)	99,989	99,714	109,067	100,332	96,463	111,321
<i>Annual Change</i>		-0.3%	9.4%	-8.0%	-3.9%	15.4%
Passengers	18,402	20,385	20,714	18,904	15,301	13,448
<i>Annual Change</i>		10.8%	1.6%	-8.7%	-19.1%	-12.1%
Employees	2	2	2	2	2	2
<i>Annual Change</i>		0.0%	0.0%	0.0%	0.0%	0.0%
Performance Indicators						
Operating Cost/VSH (Actual \$)	\$95.96	\$99.13	\$100.05	\$122.89	\$133.43	\$120.73
<i>Annual Change</i>		3.3%	0.9%	22.8%	8.6%	-9.5%
Operating Cost/Passenger (Actual \$)	\$19.30	\$17.65	\$18.86	\$23.81	\$29.02	\$35.28
<i>Annual Change</i>		-8.6%	6.9%	26.3%	21.9%	21.6%
Passengers/VSH	4.97	5.62	5.31	5.16	4.60	3.42
<i>Annual Change</i>		13.0%	-5.5%	-2.7%	-10.9%	-25.6%
Passengers/VSM	0.18	0.20	0.19	0.19	0.16	0.12
<i>Annual Change</i>		11.1%	-7.1%	-0.8%	-15.8%	-23.8%
Farebox Recovery	5.8%	5.8%	5.4%	3.9%	0.3%	3.2%
<i>Annual Change</i>		1.4%	-7.5%	-28.5%	-92.1%	959.1%
Hours/Employee	1,850.5	1,814.5	1,952.0	1,831.3	1,663.6	1,964.9
<i>Annual Change</i>		-1.9%	7.6%	-6.2%	-9.2%	18.1%
TDA Non-Required Indicators						
Operating Cost/VSM	\$3.55	\$3.61	\$3.58	\$4.49	\$4.60	\$4.26
<i>Annual Change</i>		1.6%	-0.7%	25.3%	2.6%	-7.4%
VSM/VSH	27.02	27.48	27.94	27.39	28.99	28.33
<i>Annual Change</i>		1.7%	1.7%	-1.9%	5.8%	-2.3%
Fare/Passenger	\$1.11	\$1.03	\$1.02	\$0.92	\$0.09	\$1.13
<i>Annual Change</i>		-7.3%	-1.2%	-9.8%	-90.4%	1187.8%

Sources: FY 2016/17 – FY 2018/19 data from prior Triennial Performance Audit; FY 2019/20 – FY 2021/22 data from Monthly Performance Reports; and FTE data from State Controller Reports.

Exhibit 6.2 System Ridership

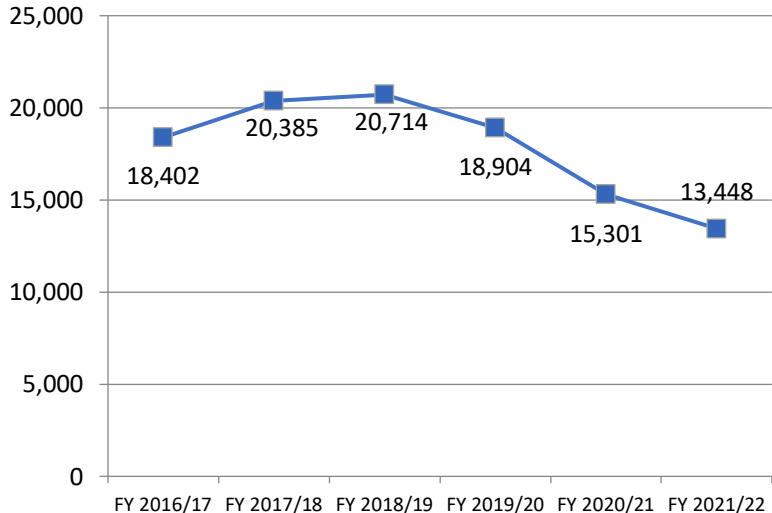


Exhibit 6.3 System Operating Cost/VSH

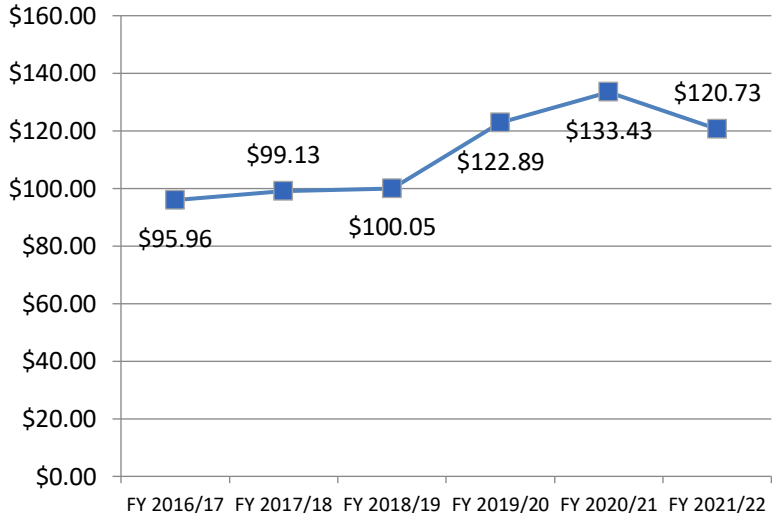


Exhibit 6.4 System Operating Cost/VSM

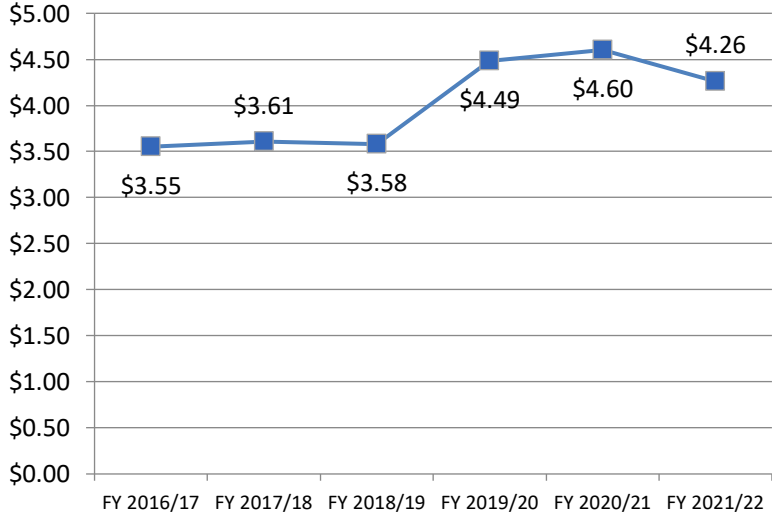


Exhibit 6.5 System VSM/VSH

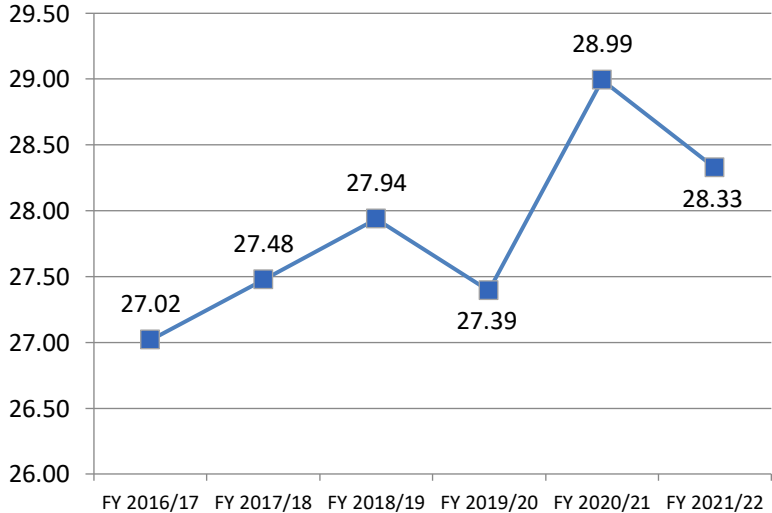


Exhibit 6.6 System Operating Cost/Passenger

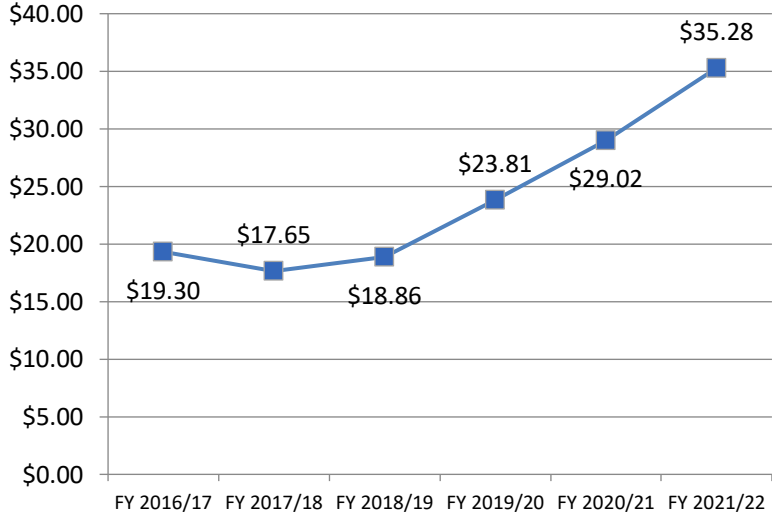


Exhibit 6.7 System Passengers/VSH

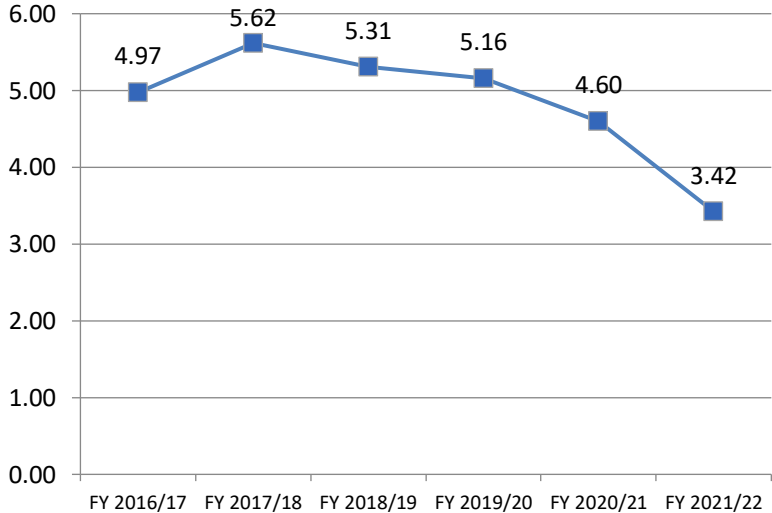


Exhibit 6.8 System Passengers/VSM

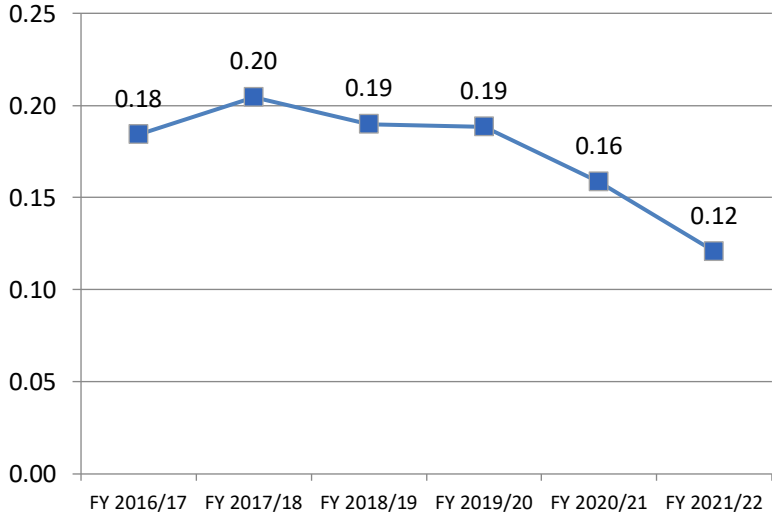


Exhibit 6.9 System VSH/FTE

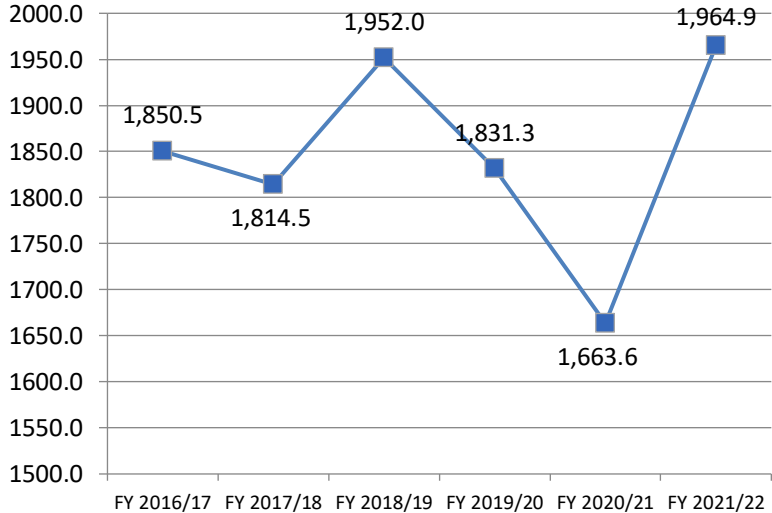


Exhibit 6.10 System Farebox Recovery

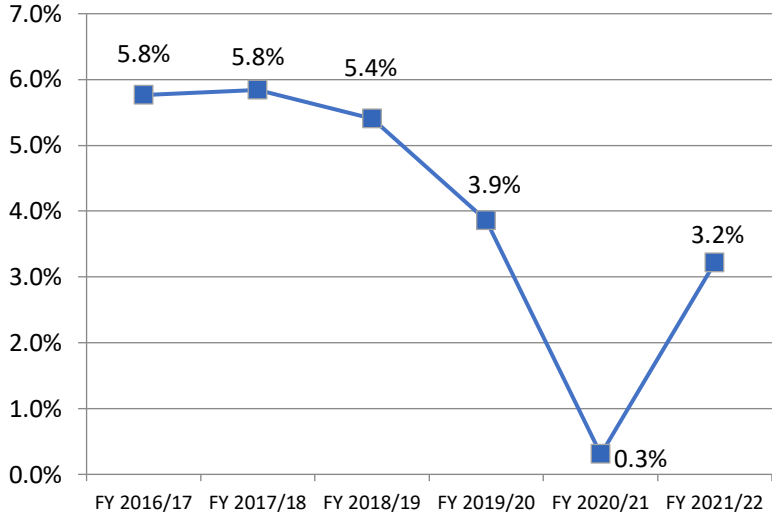
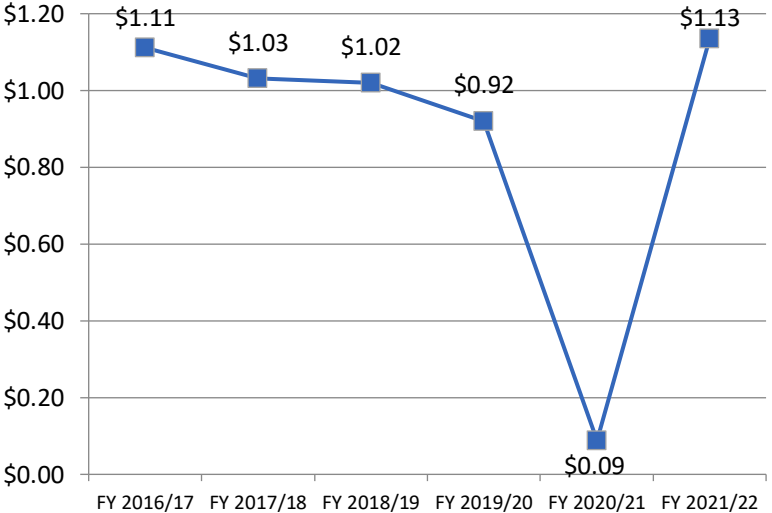


Exhibit 6.11 System Fare/Passenger



Route 5 Performance Trends

Route 5 operating costs decreased during the last two years of the audit period, resulting in a net 2.3 decrease over the audit period, but a 17.2 increase over the six-year period. Fare revenue fluctuated during the six-year period. This resulted in a net 11.4 percent net decrease during the audit period, and a 27.5 percent net decrease over the six-year period.

Route 5 vehicle service hours decreased every year with the exception of FY 2021/22. This resulted in a net 0.3 percent decrease across the six-year period, but a net 9.8 percent increase during the audit period. Vehicle service miles decreased from FY 2018/19 through FY 2020/21, increasing 0.1 percent during the six-year period and a net 16.1 percent during the audit period. Ridership declined every year except FY 2017/18. The most significant decrease occurring in FY 2020/21 (20.7 percent). Ultimately ridership experienced a net decrease of 28.9 percent during the audit period.

Operating cost per vehicle service hour decreased 11 percent during the audit period, while operating cost per passenger increased 37.4 percent. Passenger-related productivity metrics (passengers per VSH and passengers per VSM) saw decreases of 35.2 percent and 38.8 percent, respectively.

Exhibit 6.12 Route 5 Performance Indicators

Performance Measure	Route 5					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
Operating Cost (Actual \$)	\$292,669	\$296,465	\$307,836	\$351,057	\$345,514	\$342,934
<i>Annual Change</i>		1.3%	3.8%	14.0%	-1.6%	-0.7%
Fare Revenue (Actual \$)	\$16,774	\$17,728	\$16,997	\$13,723	\$1,013	\$12,164
<i>Annual Change</i>		5.7%	-4.1%	-19.3%	-92.6%	1100.8%
Vehicle Service Hours (VSH)	3,095	3,062	3,039	2,810	2,490	3,085
<i>Annual Change</i>		-1.1%	-0.8%	-7.5%	-11.4%	23.9%
Vehicle Service Miles (VSM)	74,307	74,763	73,187	64,091	59,612	74,410
<i>Annual Change</i>		0.6%	-2.1%	-12.4%	-7.0%	24.8%
Passengers	16,609	18,744	18,630	16,665	13,211	11,849
<i>Annual Change</i>		12.9%	-0.6%	-10.5%	-20.7%	-10.3%
Performance Indicators						
Operating Cost/VSH (Actual \$)	\$94.56	\$96.82	\$101.30	\$124.94	\$138.74	\$111.16
<i>Annual Change</i>		2.4%	4.6%	23.3%	11.0%	-19.9%
Operating Cost/Passenger (Actual \$)	\$17.62	\$15.82	\$16.52	\$21.07	\$26.15	\$28.94
<i>Annual Change</i>		-10.2%	4.5%	27.5%	24.2%	10.7%
Passengers/VSH	5.37	6.12	6.13	5.93	5.30	3.84
<i>Annual Change</i>		14.1%	0.1%	-3.3%	-10.6%	-27.6%
Passengers/VSM	0.22	0.25	0.25	0.26	0.22	0.16
<i>Annual Change</i>		12.2%	1.5%	2.1%	-14.8%	-28.1%
Farebox Recovery	5.73%	5.98%	5.52%	3.91%	0.29%	3.55%
<i>Annual Change</i>		4.3%	-7.7%	-29.2%	-92.5%	1109.8%
TDA Non-Required Indicators						
Operating Cost/VSM	\$3.94	\$3.97	\$4.21	\$5.48	\$5.80	\$4.61
<i>Annual Change</i>		0.7%	6.1%	30.2%	5.8%	-20.5%
VSM/VSH	24.01	24.42	24.08	22.81	23.94	24.12
<i>Annual Change</i>		1.7%	-1.4%	-5.3%	4.9%	0.8%
Fare/Passenger	\$1.01	\$0.95	\$0.91	\$0.82	\$0.08	\$1.03
<i>Annual Change</i>		-6.4%	-3.5%	-9.7%	-90.7%	1238.8%

Sources: FY 2016/17 – FY 2018/19 data from prior Triennial Performance Audit; and FY 2019/20 – FY 2021/22 data from Monthly Performance Reports.

Exhibit 6.13 Route 5 Ridership

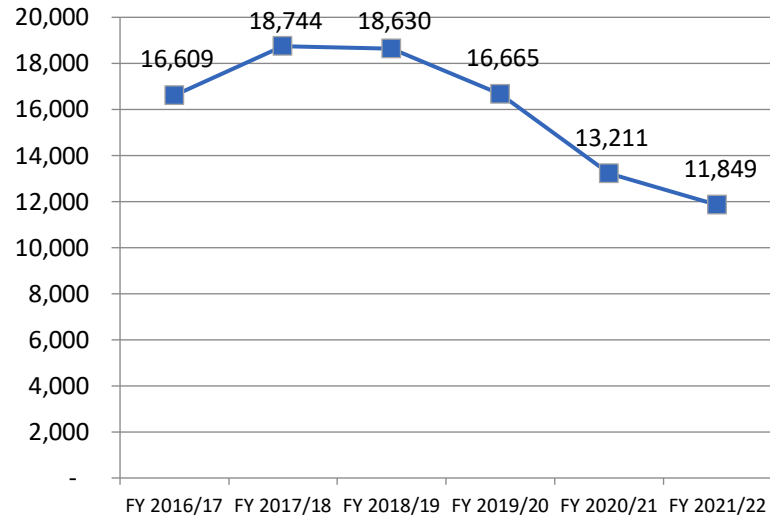


Exhibit 6.14 Route 5 Operating Cost/VSH

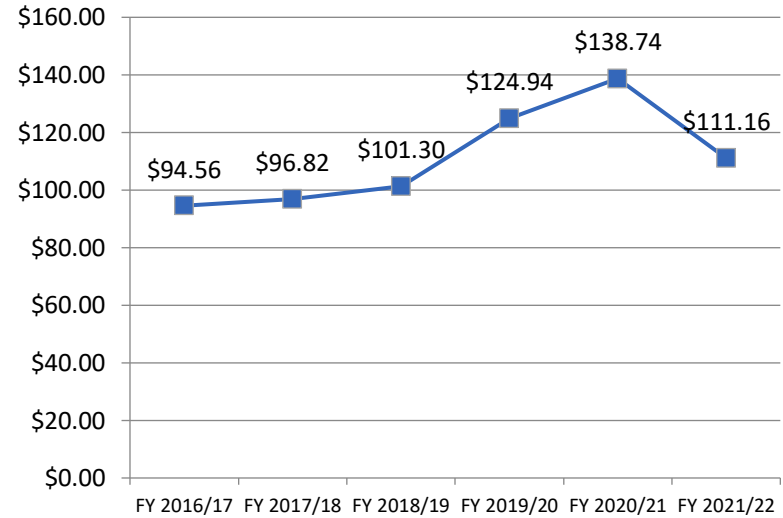


Exhibit 6.15 Route 5 Operating Cost/VSM

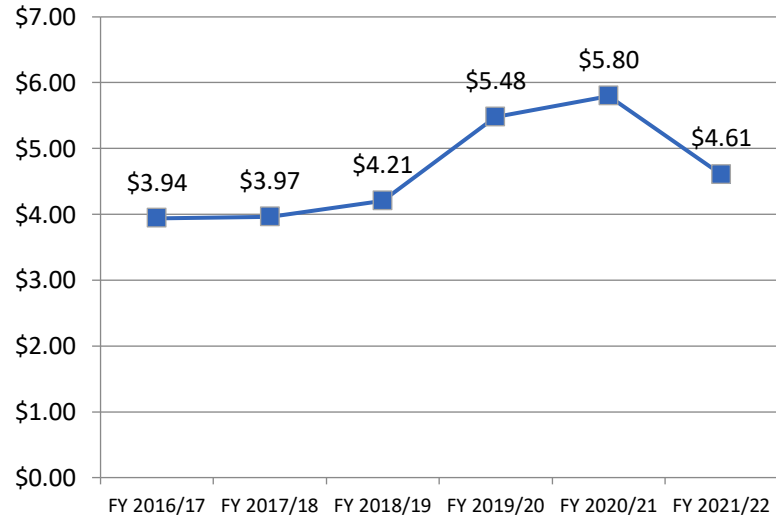


Exhibit 6.16 Route 5 VSM/VSH

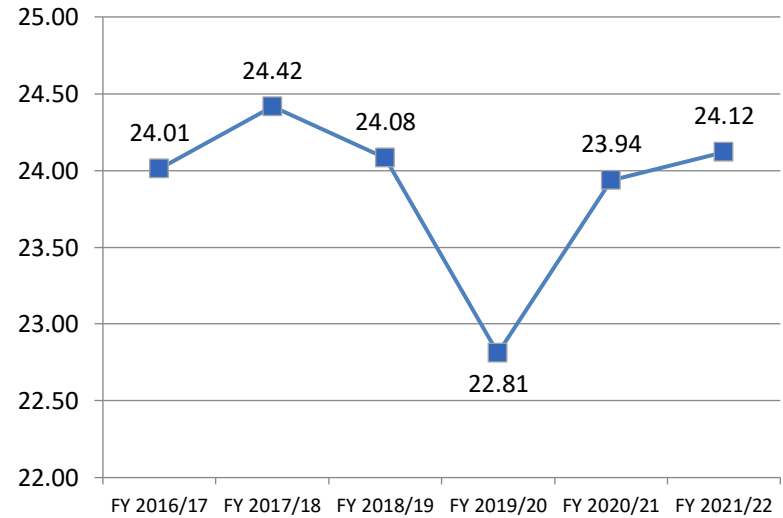


Exhibit 6.17 Route 5 Operating Cost/Passenger

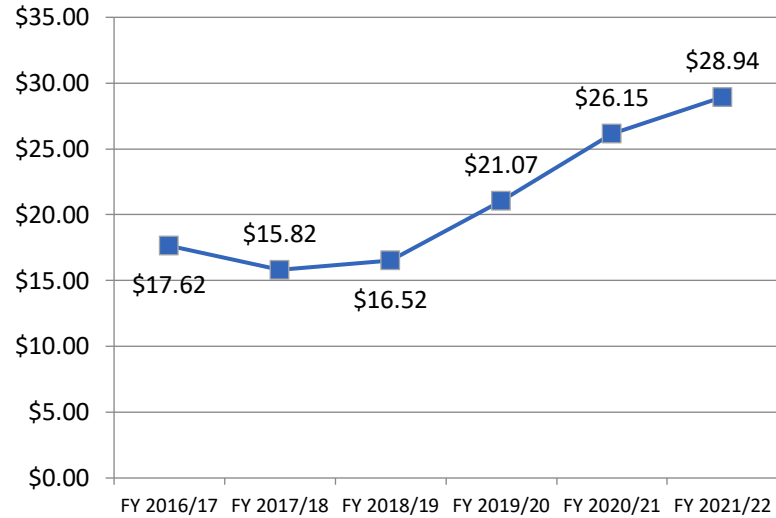


Exhibit 6.18 Route 5 Passengers/VSH

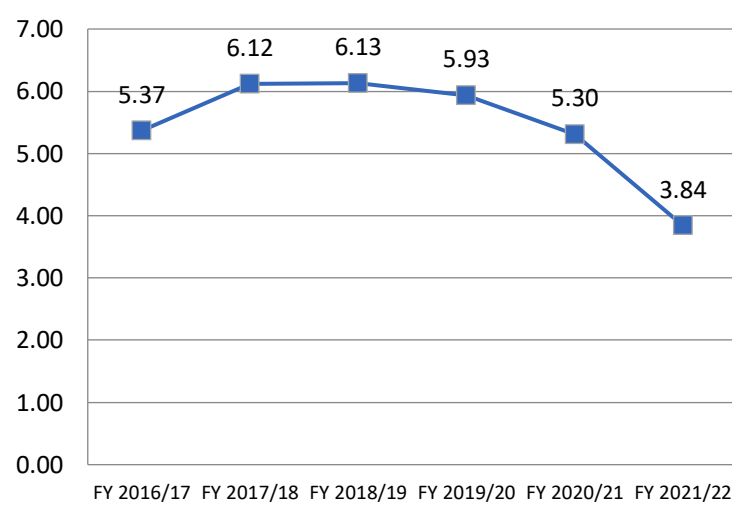


Exhibit 6.19 Route 5 Passengers/VSM

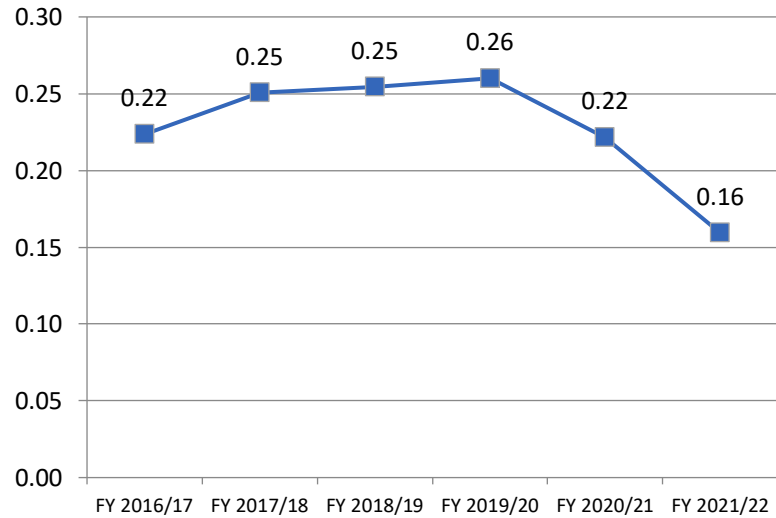


Exhibit 6.20 Route 5 Farebox Recovery

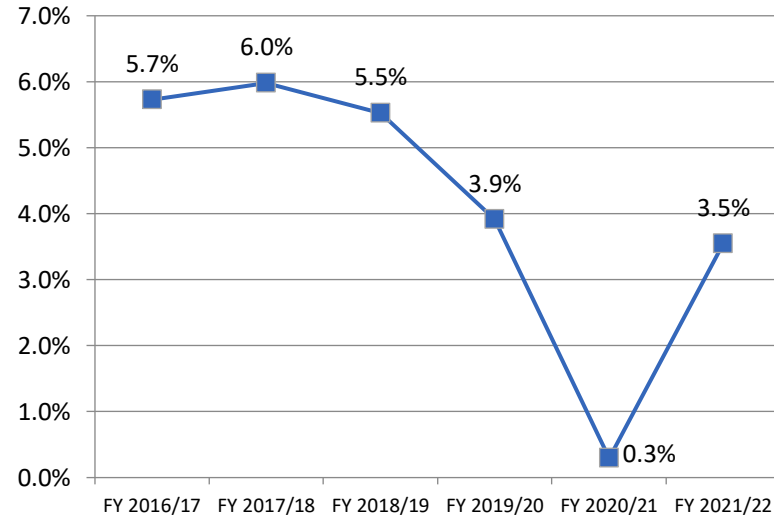
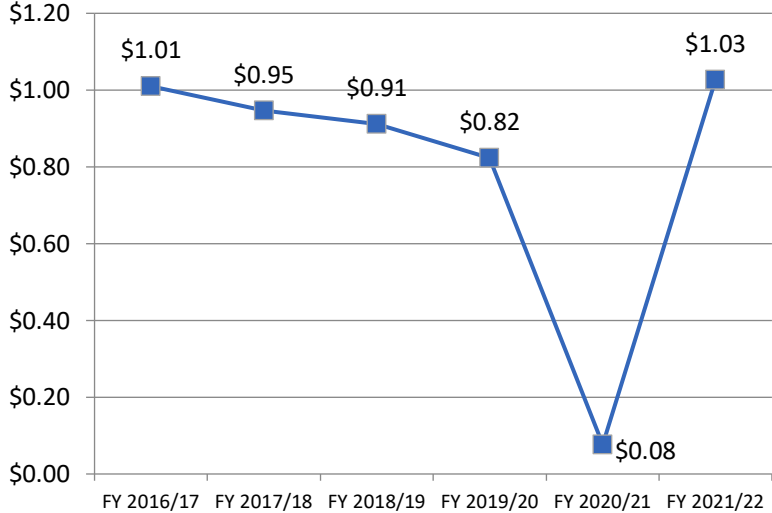


Exhibit 6.21 Route 5 Fare/Passenger



Route 10 Performance Trends

Route 10 operating cost experienced a net 32.8 percent increase during the audit period, and a net 110.5 percent increase across the last six years. Fare revenue decreased every year during the six-year period, with the exceptions of FY 2018/19 and FY 2021/22. This resulted in a 15.4 decrease during the audit period.

Route 10 vehicle service hours (VSH) experienced the same pattern as fare revenue. This resulted in a net 0.9 percent decrease during the audit period and a net 39.4 percent increase during the six-year period. Vehicle service miles (VSM) increased every year except FY 2017/18, resulting in a net 1.8 percent increase during the audit period and a net 43.7 percent increase during the six-year period. Ridership fluctuated across the six-year period. This led to a 28.6 percent net decrease during the audit period, and a 10.8 percent net decrease across the six-year period.

Cost-related metrics rose during the audit period, with operating cost per VSH increasing 34 percent and operating cost per passenger increasing 85.9 percent during the audit period. Passenger-related metrics fell during the audit period, with passengers per VSH decreasing by 27.9 percent and passengers per VSM decreasing by 29.9 percent.

Exhibit 6.22 Route 10 Performance Indicators

Performance Measure	Route 10					
	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
Operating Cost (Actual \$)	\$62,476	\$63,286	\$82,771	\$99,039	\$98,450	\$131,504
<i>Annual Change</i>		1.3%	30.8%	19.7%	-0.6%	33.6%
Fare Revenue (Actual \$)	\$3,683	\$3,286	\$4,110	\$3,658	\$335	\$3,093
<i>Annual Change</i>		-10.8%	25.1%	-11.0%	-90.8%	823.3%
Vehicle Service Hours (VSH)	606	567	865	853	837	845
<i>Annual Change</i>		-6.4%	52.6%	-1.4%	-1.9%	0.9%
Vehicle Service Miles (VSM)	25,682	24,951	35,880	36,241	36,851	36,911
<i>Annual Change</i>		-2.8%	43.8%	1.0%	1.7%	0.2%
Passengers	1,793	1,641	2,084	2,239	2,090	1,599
<i>Annual Change</i>		-8.5%	27.0%	7.4%	-6.7%	-23.5%
Performance Indicators						
Operating Cost/VSH (Actual \$)	\$103.10	\$111.62	\$95.69	\$116.13	\$117.64	\$155.66
<i>Annual Change</i>		8.3%	-14.3%	21.4%	1.3%	32.3%
Operating Cost/Passenger (Actual \$)	\$34.84	\$38.57	\$39.72	\$44.23	\$47.11	\$82.24
<i>Annual Change</i>		10.7%	3.0%	11.4%	6.5%	74.6%
Passengers/VSH	2.96	2.89	2.41	2.63	2.50	1.89
<i>Annual Change</i>		-2.2%	-16.8%	9.0%	-4.9%	-24.2%
Passengers/VSM	0.07	0.07	0.06	0.06	0.06	0.04
<i>Annual Change</i>		-5.8%	-11.7%	6.4%	-8.2%	-23.6%
Farebox Recovery	5.9%	5.2%	5.0%	3.7%	0.3%	2.4%
<i>Annual Change</i>		-11.9%	-4.4%	-25.6%	-90.8%	591.2%
TDA Non-Required Indicators						
Operating Cost/VSM	\$2.43	\$2.54	\$2.31	\$2.73	\$2.67	\$3.56
<i>Annual Change</i>		4.3%	-9.0%	18.5%	-2.2%	33.4%
VSM/VSH	42.38	44.01	41.48	42.50	44.03	43.69
<i>Annual Change</i>		3.8%	-5.7%	2.5%	3.6%	-0.8%
Fare/Passenger	\$2.05	\$2.00	\$1.97	\$1.63	\$0.16	\$1.93
<i>Annual Change</i>		-2.5%	-1.5%	-17.2%	-90.2%	1106.8%

Sources: FY 2016/17 – FY 2018/19 data from prior Triennial Performance Audit; and FY 2019/20 – FY 2021/22 data from Monthly Performance Reports.

Exhibit 6.23 Route 10 Ridership

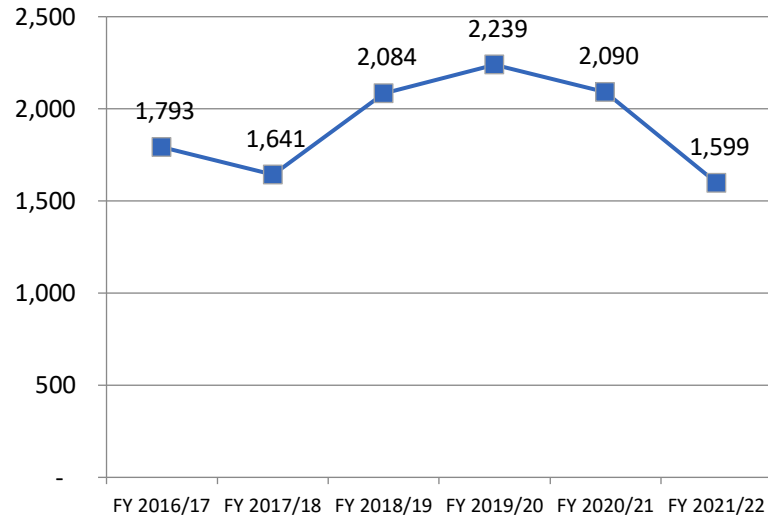


Exhibit 6.24 Route 10 Operating Cost/VSH

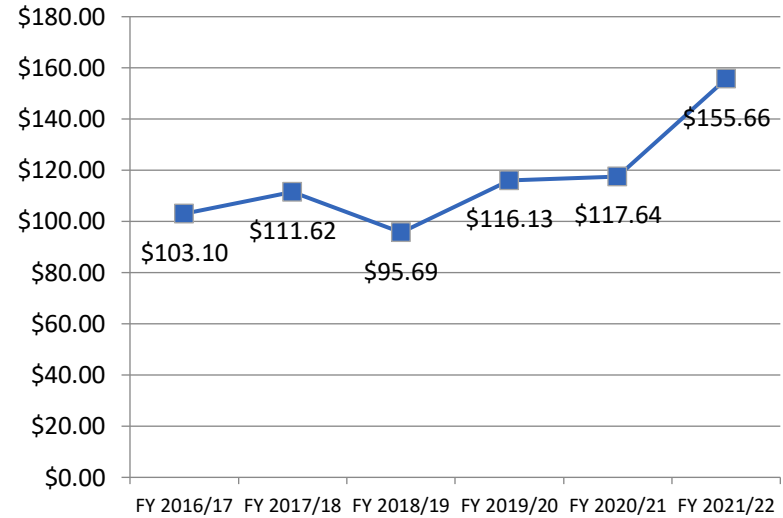


Exhibit 6.25 Route 10 Operating Cost/VSM

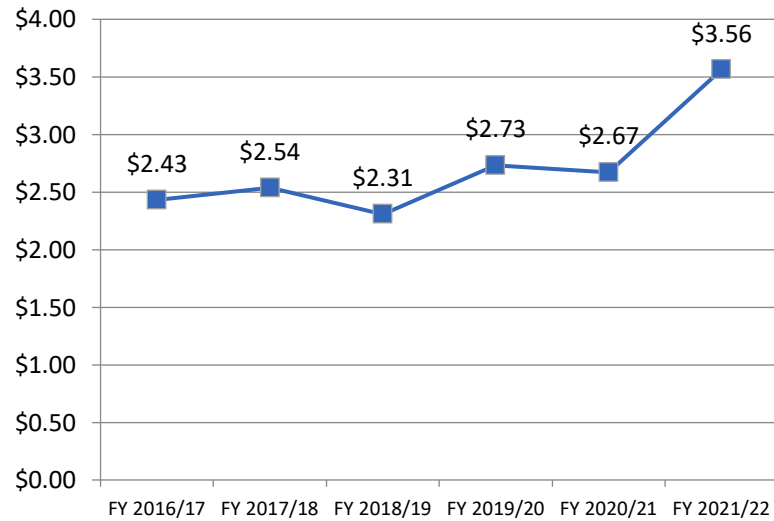


Exhibit 6.26 Route 10 VSM/VSH

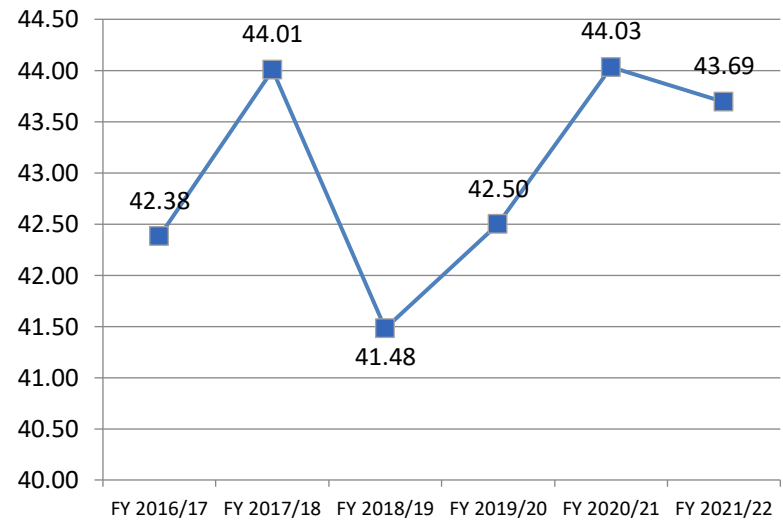


Exhibit 6.27 Route 10 Operating Cost/Passenger

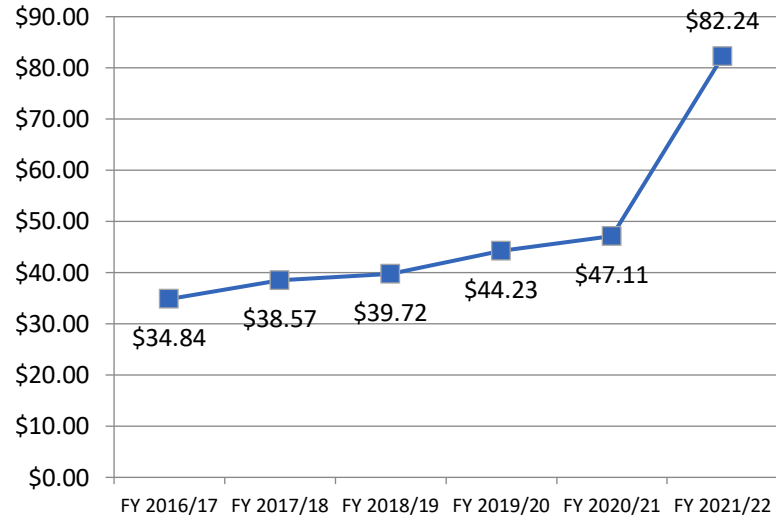


Exhibit 6.28 Route 10 Passengers/VSH

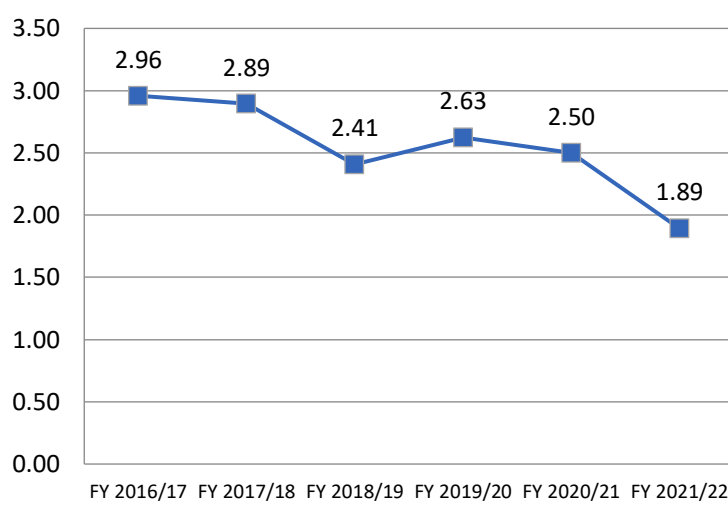


Exhibit 6.29 Route 10 Passengers/VSM

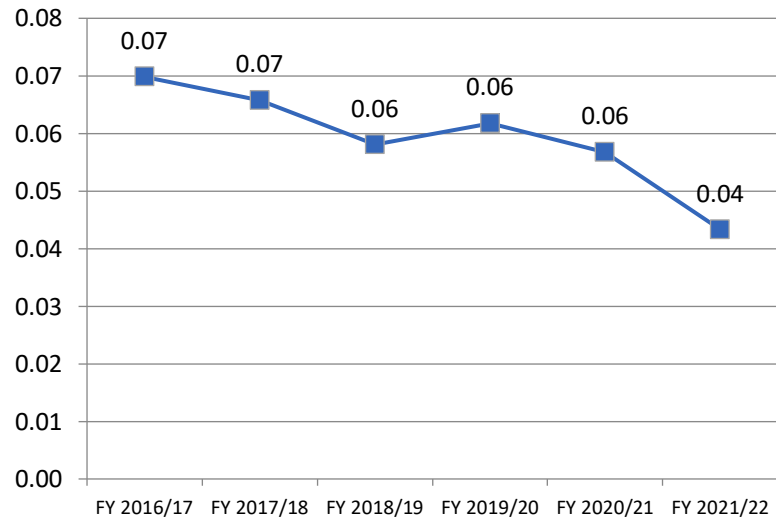


Exhibit 6.30 Route 10 Farebox Recovery

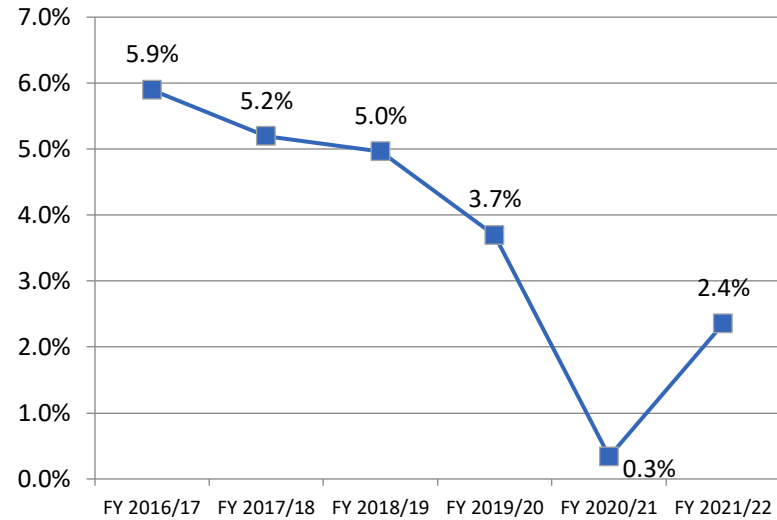
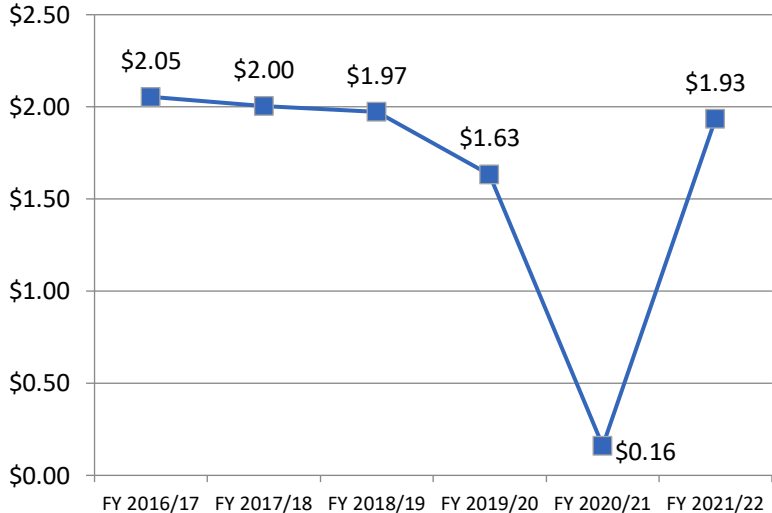


Exhibit 6.31 Route 10 Fare/Passenger



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Chapter 7 | Functional Review

A functional review of the Quechan Tribe’s public transit program is intended to assess the effectiveness and efficiency of the operator. Following a general summary of the transit services funded by the Tribe, this chapter addresses seven functional areas. The list, taken from Section III of the *Performance Audit Guidebook* published by Caltrans, reflects those transit services provided by the Tribe through its partnership with the YCIPTA:

- General management and organization;
- Service planning;
- Administration;
- Marketing and public information;
- Scheduling, dispatch, and operations;
- Personnel management and training; and
- Fleet maintenance.

Service Overview

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) operates the Yuma County Area Transit (YCAT) service in Yuma, Arizona. In partnership with the Quechan Tribe, which is located in California and receives TDA funding, YCAT operates two routes serving Imperial County. The Blue Route (Route 5) originates in Yuma and serves the Quechan Casino Resort in California, with limited service to the Andrade Port of Entry. The Turquoise Route (Route 10) originates in Yuma and travels to El Centro via Interstate 8.

Service on the Blue Route operates hourly between 7:25 a.m. and 6:17 p.m., Monday through Friday. Saturday service operates from 9:25 a.m. to 3:25 p.m. Service on the Turquoise Route operates on Monday, Wednesday, and Friday only. In the winter, it departs Yuma at 8:30 a.m. and 2:30 p.m., with the return trips departing El Centro at 8:59 a.m. and 2:59 p.m. In the summer, the service departs Yuma at 7:30 a.m. and 1:30 p.m., with the return trips departing El Centro at 8:59 a.m. and 2:59 p.m. This is to accommodate the time change associated with Daylight Savings Time, as Arizona does not observe Daylight Savings Time while California does.

The YCAT fare schedule is shown in Exhibit 7.1. No transfers are offered. Children under five ride free (for the first four children); additional children pay the reduced fare. Students and employees of several local high schools and colleges, as well as members of the Cocopah Tribe, also ride for free with an identification card.

Exhibit 7.1 Fare Structure

Fare Type	Full Fare	Reduced Fare*
One-way (Route 5)	\$2.00	\$1.00
1-Day YCATPass	\$5.00	\$2.50
10-Ride YCATPass	\$17.50	\$7.50
31-Day YCATPass	\$60.00	\$30.00
Route Deviation Fare (Route 5)	\$2.00	\$2.00
One-way (Route 10)	\$2.00 (cash only)	N/A

Response to COVID-19 pandemic

The YCIPTA modified several of the YCAT route schedules in response to the COVID-19 pandemic, but did not alter services on routes 5 and 10. A third-party company was hired to fog the buses every night, and a cleaning service was deployed at major transit hubs. Onboard driver shields were installed and rear boarding was implemented on buses with two doors.

In an effort to avoid cutting driver hours, despite the reduction in service, YCAT redeployed drivers in other roles (such as cleaning) to keep everyone working full-time. The greatest lesson learned from the pandemic response was to be prepared for anything and learn to adapt on short notice.

General Management and Organization

The Quechan Tribe meets with YCIPTA and ICTC representatives on a quarterly basis to review the prior quarter's performance and any planned service changes; discuss challenges, problems, and trends; and determine whether any adjustments need to be made. At that time, YCIPTA staff shares any issues with the operations contractor and addresses any concerns.

As billing for each month comes in, the Tribe's review process is to look back at the operating plan and budget and confirm the numbers are in line with what is budgeted. The Tribe is primary point of contact for riders within the reservation, and Tribal riders who need to complain typically bring issues to their attention. As they receive those complaints, the Tribe looks into them and communicates with the YCIPTA.

The Quechan Tribe's Economic Development Administration (EDA) Director oversees transit on behalf of the Tribe, assisted by the EDA Specialist. The EDA Specialist position was vacant for approximately two of the three years of the audit period. It has been filled for the past year and the Tribe is adequately staffed.

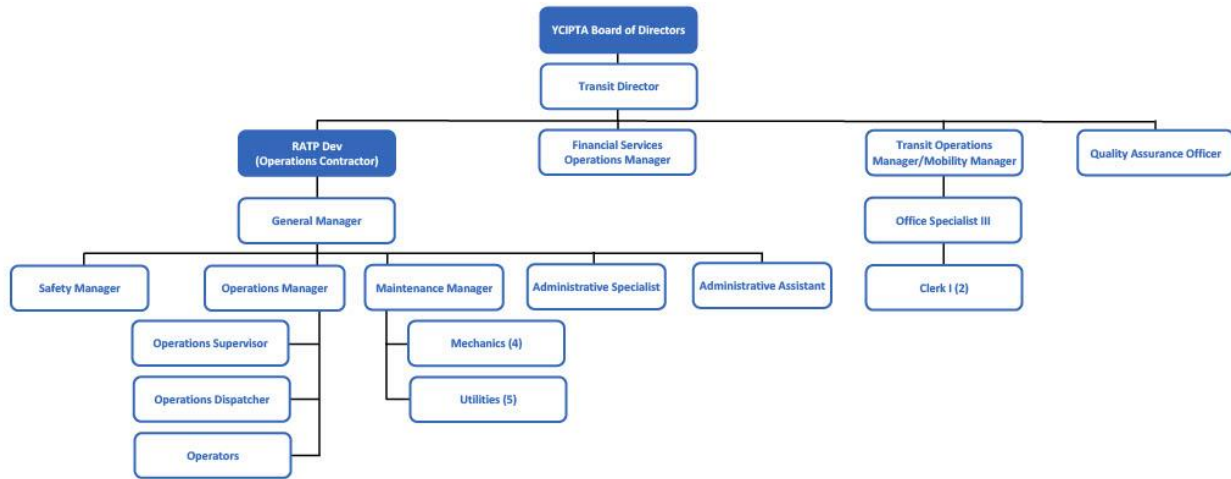
The YCIPTA's Transit Director monitors the operations contractor (currently RATP Dev) on a daily basis, as they are located within the same facility. More formal biweekly and monthly meetings are held with the contractor as well. YCIPTA staff also receive notifications through the tracking software and monitor maintenance activities.

The YCIPTA currently has six staff members supporting the transit program, led by the Transit Director, Financial Services Operations Manager, and Transit Operations Manager. At the time of the site visit, the YCIPTA was preparing to request a seventh staff member to handle additional tasks (such as marketing and advertising). Lines of reporting are clearly defined.

Operation of the YCAT service is contracted to RATP Dev, which assumed the contract in July 2018. The program is staffed appropriately.

The YCIPTA/YCAT organizational chart is illustrated in Exhibit 7.2. While not reflected in the organizational chart, both the ICTC and the Quechan Tribe are funding partners for Routes 5 and 10. Along with the YCIPTA, both participate in the Eastern Imperial County Transit Services (EICTS) Operations and Implementation Business Plan.

Exhibit 7.2 Organizational Chart



Transit information for routes 5 and 10 is reported to the Tribal Council at least three times per year: When it approves the annual update to the Memorandum of Understanding (MOU), when the annual budget for TDA funds is prepared, and to approve the annual TDA claim. The EDA Director shares updates about the operation at these times. The most frequently asked question is how many Tribal members are riding, though this is not information that can be currently tracked. Overall, the Tribal Council is largely satisfied.

Additional governance is provided by the YCIPTA Board, which oversees the entire YCAT program. It recently approved a new Short Range Transit Plan (SRTP) which suggests a couple of improvements to routes 5 and 10, which the YCIPTA hopes to implement in the next year or two, depending upon funding availability.

The Quechan Tribe has a good relationship with the ICTC as the RTPA. Payments are made in a timely manner and the agency is good to work with. It also has a solid relationship with Caltrans, though it is focused primarily on road projects rather than transit.

Service Planning

Service planning for routes 5 and 10 is primarily done as part of the YCAT Short Range Transit Plan prepared by the YCIPTA. The most recent SRTP was prepared in June 2021. The Tribe also has a long range transportation plan that includes a section on transit. This plan was last updated in 2010, and the Tribe anticipates updating it in the coming year.

An updated Eastern Imperial County Transit Services Business Plan is prepared annually. The document provides an overview of the service, defines partner roles and responsibilities, forecasts costs and revenues for the upcoming year, confirms performance standards, details marketing and outreach activities, and provides additional operating information.

The Tribe conducts periodic information sharing about transit. This is conducted primarily by the EDA Specialist via the Tribe’s website and all-hands emails to staff. The recent YCIPTA SRTP was prepared

during the COVID-19 pandemic, and opportunities for public participation were limited to stakeholder meetings held online via Zoom.

Administration

Budgeting is done at quarterly EICTS meetings. It is a joint process between the YCIPTA, the ICTC, and the Quechan Tribe. The YCIPTA's Transit Director prepares the proposed budget, taking into account estimated expenditures including increased fuel and contractor costs, which is shared among the partners. This provides an opportunity for the partners to respond to the proposed budget and adjust the amounts. The Tribe then prepares its budget for the ICTC and the updated MOU amendment, and shares these with the ICTC so they can go through the ICTC's budget process. The MOU documents between the Tribe and YCIPTA are also updated at this time.

Budgeting for the next fiscal year begins in March. Historically, actual costs have been largely in line with budgeted expenses.

The responsibility for grants management is shared. The YCIPTA's Financial Services Operations Manager handles grants for the YCIPTA, while the Quechan Tribe's EDA Director handles grants for the Tribe. The Tribe receives FTA formula funding as well as some federal tribal transit discretionary funding. The EDA Specialist handles FTA grants, while the EDA Director manages grants through the Bureau of Indian Affairs (BIA).

RATP Dev carries sufficient insurance and handles accident and injury claims. The contractor has a safety manager on its staff, and the YCIPTA monitors safety as well. The YCIPTA also participates in the local emergency management planning committee, and has an agreement with them to provide YCAT service and/or vehicles when needed.

RATP Dev handles payroll for its employees. Staff use a timeclock to clock in and out. Payroll is run on a biweekly pay period, with employee time reviewed daily. Direct deposit is offered as an option. The YCIPTA's payroll process utilizes timesheets, and all employees use direct deposit.

The YCIPTA's procurement manual is in compliance with ADOT and federal requirements. The YCIPTA purchases fuel, while RATP Dev provides its own tires and parts. The YCIPTA maintains the bus stops.

Marketing and Public Information

YCAT's system rider guide includes routes 5 and 10. Advertising and promotion activities include social media, television commercials, scrolling information on the YCAT website, newspaper advertisements, Yuma County map advertisement, and inclusion in the City of Yuma Parks and Recreation brochure. Take-one brochures are stocked onboard the buses to advertise events and service changes. YCIPTA representatives also participate in local job fairs.

The Quechan Tribe also promotes Routes 5 and 10. It distributes a monthly flyer to Tribal departments, with a different focus each month. It also advertises at local grocery stores and encourages Tribal members to use the online services (e.g., Nextbus, trip planner, etc.).

The YCIPTA handles customer service calls; however, it is up to RATP Dev to respond to complaints within a designated timeframe. Complaints are logged through the Solutions for Transit system. The Tribe

responds to issues from Tribal members and communicates with the Transit Director. The EDA Director is satisfied with the two-way communication between the Tribe and YCIPTA.

Public perception of the transportation program is generally positive. The EDA Director and EDA Specialist periodically act as “mystery shoppers” riding the routes, but try not to displace actual riders to do so. They feel it gives them a good opportunity to observe the system and talk to the riders. The Tribe believes there is a core group of Tribal members that would benefit from using the bus, but prefer the convenience of a taxi despite the higher cost.

Scheduling, Dispatch, and Operations

Routes 5 and 10 are included in YCAT’s regular service bid process. Any driver can bid on these routes. Driver bids take place four times per year and are based on seniority. Maintenance personnel bid on shifts by seniority every six months. Staff are unionized (ATU Local 1433) and all bids are governed by the collective bargaining agreement (CBA). There are currently 20 full-time drivers and some part-time drivers for the entire YCAT system.

Coverage for scheduled absences (such as vacation) is offered to drivers by seniority. The same process is used for unscheduled absences (call-outs), though in these cases a dispatcher or road supervisor may have to cover a route.

The Solutions for Transit platform is used for dispatching. While dispatcher is a dedicated position, all dispatchers are required to maintain a commercial driver’s license.

Vehicles are assigned to routes on the vehicle run sheet. Assignments are based on vehicle size and route ridership. Vehicles are rotated to accrue mileage equally. Maintenance provides dispatch with a listed of downed vehicles twice per day (mid-day and in the evening).

All YCAT buses feature GFI Genfare Fastfare fareboxes. When a vehicle pulls into the yard, it is probed, farebox information is downloaded, and the farebox unlocks. The farebox is then removed from the vehicle and dumped into the vault. This takes place daily. At no time does the driver or utility worker have access to the fare revenue. Each morning, a dispatcher and road supervisor get money bags, empty the vault, run a report, put the report in with the cash, seal the bags, and put the bags in the safe in the money room, which is equipped with cameras. Loomis armored car service picks up the money and takes it to be counted. Non-cash fare media is allocated to Route 5. Cash is then deposited in the YCIPTA’s account.

Non-cash fare media for Route 5 is sold onboard the bus (day passes), at Food City and other grocery stores, at the YCIPTA office, and online. There are no non-cash options for Route 10. The YCIPTA is evaluating options for mobile ticketing, but has not implemented it at this time.

Personnel Management and Training

At present, the operations contractor has sufficient staffing to operate the service, though recruitment has been challenging due to the nationwide driver shortage. Recruiting is handled by RATP Dev at both the local and corporate levels. Open positions are also posted on the YCIPTA/YCAT websites, Facebook, and Indeed. RATP Dev is constantly recruiting. Some recruits have their commercial license, while others require full training and licensing. RATP Dev offers a full training program, but recruits have to go to the state for testing. RATP Dev offers a dedicated TSI-certified safety and training manager. Only rarely does

driver staffing affect the contractor's ability to provide the service (driver illness, etc.). All employees are subject to a 90-day probation period.

RATP Dev conducts monthly safety meetings and participates in required drug and alcohol testing. RATP Dev has a zero tolerance policy with respect to drug and alcohol use.

The CBA governs seniority, leave, attendance, discipline and discharge, the safety point system, accident/incident reporting and response, vacation time, holidays, sick time, wages, and grievance and arbitration. It includes a progressive discipline policy. Mechanics qualify for a wage premium for ASE certifications in Medium/Heavy Duty Truck, School Bus, and/or Transit Bus as well as for ASE Master Certification.

RATP Dev provides benefits to full-time employees as detailed in the CBA. Benefits include health, dental, and vision insurance; short- and long-term disability plans; and life insurance. Employees may also participate in RATP Dev's 401(k) plan.

Maintenance

YCAT utilizes Solutions for Transit software, which is also used for maintenance tracking. Most work is done in-house, though major repairs may be sent out. No other RATP Dev contracts are serviced at the YCAT facility, nor are any of RATP Dev's vehicles maintained there. The Transit Director has access to maintenance reports (preventive maintenance due, work orders, etc.) on a daily basis. YCIPTA's Quality Assurance Officer reviews preventive maintenance reports to confirm quality.

The YCIPTA currently leases the YCIPTA/YCAT facility. Both YCIPTA and YCAT are located within a single small building, making for very close quarters for administrative staff. There are currently four maintenance bays, however five are desired.

The parts room is secure with access limited to maintenance personnel. The parts inventory is maintained in the Solutions for Transit platform. Inventory is conducted twice annually.

Maintenance has effective communications with dispatch regarding out-of-service vehicles. There is no current significant maintenance backlog. Currently, YCAT is able to provide sufficient vehicles for pullout. Under the prior operations contract, regular maintenance impacted YCAT's ability to meet pullout requirements.

The YCAT fleet list is provided in Exhibit 7.3. This represents the entire YCAT fleet, as vehicles used on Routes 5 and 10 are not designated but drawn from the fixed-route fleet.

Exhibit 7.3 YCAT's Transit Fleet

Quantity	Year	Make & Model	PAX	Fuel Type
1	2010	ENC Aerolite	8 + 2	Gas
2	2010	ENC Aeroline	6 + 2	Gas
4	2016	Arboc Freightliner	34	Diesel
2	2016	Gillig Low-Floor	39	Diesel
5	2019	Gillig Low-Floor	39	Diesel
6	2022	Gillig Low-Floor	39	Diesel
2	2022	Gillig Low-Floor	32	Diesel
2	2019	Starcraft	14 + 2	Gas
1	2020	Starcraft	14 + 2	Gas
1	2021	Starcraft	9 + 2	Gas
2	2021	Starcraft	19 + 2	Gas

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Chapter 8 | Findings and Recommendations

Conclusions

Moore & Associates, Inc. concludes the Quechan Tribe to be in compliance with the requirements of the Transportation Development Act. In addition, the entity generally functions in an efficient, effective, and economical manner.

Findings

Based on discussions with the Quechan Tribe and YCIPTA staff, analysis of program performance, and an audit of program compliance and function, the audit team presents no findings or recommendations.

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Yuma County Intergovernmental Public Transportation Authority

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Fax: 928-783-0309, email: info@ycipta.az.gov, Web: www.ycipta.az.gov

April 19, 2023

Discussion and Action Item 6

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action Bus Shelter Advertising agreements with
YCIPTA Member Entities. Action required

Requested Action: ; Staff recommends that the Yuma County Intergovernmental Public Transportation Authority (YCIPTA) Board of Directors approve the Bus Shelter advertising agreements with the Member Entities.

Background and Summary: Staff has been working with legal council in regards to agreements with each member entity for in-kind advertising and in-kind ROW lease costs in order to use these services against Federal grants. This assists in freeing up cash needed. Once approved Member Entities will take agreements back to their respective boards and councils for their approval or to allow time for anyone to reach out for questions and/or clarifications.

Financial Impacts:

Budgeted: N/A

Recommended Motion: N/A

Legal Counsel Review: Yes

Attachments:

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
Jay Simonton - Chairman – City of Yuma, Susan M. Zambrano – Vice Chairman – Arizona Western College
Eric Holland Sec/Treas– Cocopah Tribe, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director

Approved for submission:



Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
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Shelly Kreger, Transit Director



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

April 19, 2023

Discussion and Action Item 7

To: Yuma County Intergovernmental Public Transportation Authority
Board of Directors
From: Shelly Kreger, Transit Director
Subject: Discussion and or action YCIPTA Shelter and Bus Stop permit status
report

Requested Action: N/A

Background and Summary: Recap from last month: Staff has been working with the City of Yuma's GIS maps in order to locate stop with sufficient ROW on 4 stops located on 4th Ave. Staff also has a meeting set up with San Luis on March 29th regarding shelter locations in San Luis with higher ridership in which the AWC location was brought up to them as one location we need to look at. No other current updates.

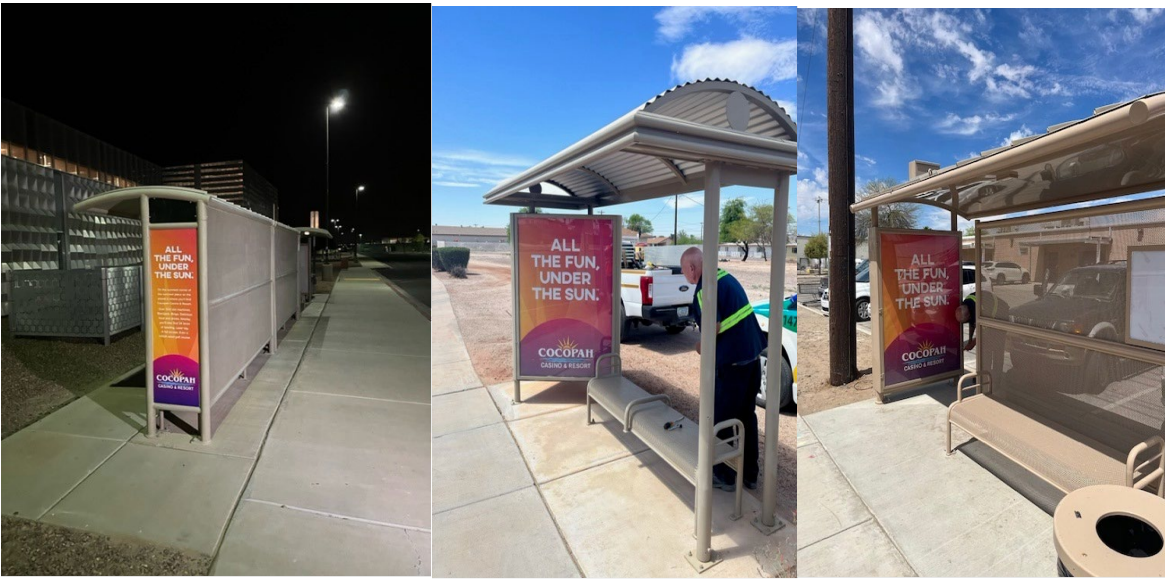
Staff has signed a contract with an advertising agency hired by Cocopah to place shelter ads in 31 shelters through out the system from 4/1/23 to 10/14/23 resulting in \$53,250 of revenue.

UPDATE: All advertising has been placed

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

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Brian Golding, Sr.-Quechan Tribe, Ian McGaughey – Yuma County,
Ralph Velez – City of San Luis, Louie Galaviz- City of Somerton

Shelly Kreger, Transit Director



Financial Impacts: N/A

Budgeted: N/A

Recommended Motion: N/A

Legal Counsel Review: N/A

Attachments:

For information regarding this agenda item, please contact Shelly Kreger via email to: skreger@ycipta.az.gov or call 928-539-7076, extension 101.

Approved for submission:

Shelly Kreger
Transit Director

Yuma County Intergovernmental Public Transportation Authority Board Of Directors
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Shelly Kreger, Transit Director



Monthly YCIPTA Board Meeting Report RATP Dev

Shane Bollar GM RATP Dev USA

4/24/2023

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

- On April 1st we completed a yard safety project that included re-striping wider spaces for our bus parking. We also added high visibility aids to the lot for additional yard safety.
- On April 4th, we did a school run for the Student Choice High School. We picked up H.S. students in the morning at AWC, San Luis and drove them to Yuma Civic Center for ACT testing. We then took them back to San Luis in the afternoon.
- On April 6th, we had a Small Easter Potluck for our staff.
- 2 New Safety Incentives being rolled out for April which will focus on safe following distance for our operators and improving overall driving scores in our Driver Safety computer System.



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Transit Directors Report March – April 2023

- Introduction of new staff member – David Garcia, Transit Management Assistant.
- Issues with Vista High School students – smoking, disturbing other passengers, pretending to fall on bus faking injuries and one bus driver assault. Vice Chair - Susie Zambrano, Carol Perez and I met with Principal at Vista. The discussion entailed what type of discipline is the school doing to help assist us in getting a handle on the situation. We are still having issues, not as frequent but recently there has been instances of bullying in which they are being suspended from riding the bus for 60 days instead of the 30 day suspension for vaping, etc.
- Attended the Arizona Transit Association Conference in Mesa, AZ April 3-5, 2023.
- FTA Staff did a quick tour of our facility and met staff on April 5 as they came to town for the Hotel Del Sol tour the next morning. FTA staff consisted of FTA Region 9 Deputy Regional Administrator Amy Changchien, Environmental Protection Specialist Mary Nyuyen and Region 9 Program Manager Arianna Valle, PE.



Yuma County Intergovernmental Public Transportation Authority Board Of Directors
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Jay Simonton Sec/Treas– City of Yuma, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, , Eric Holland – Cocopah Tribe, Ian McGaughey – Yuma County,
Susanna M. Zambrano - Arizona Western College

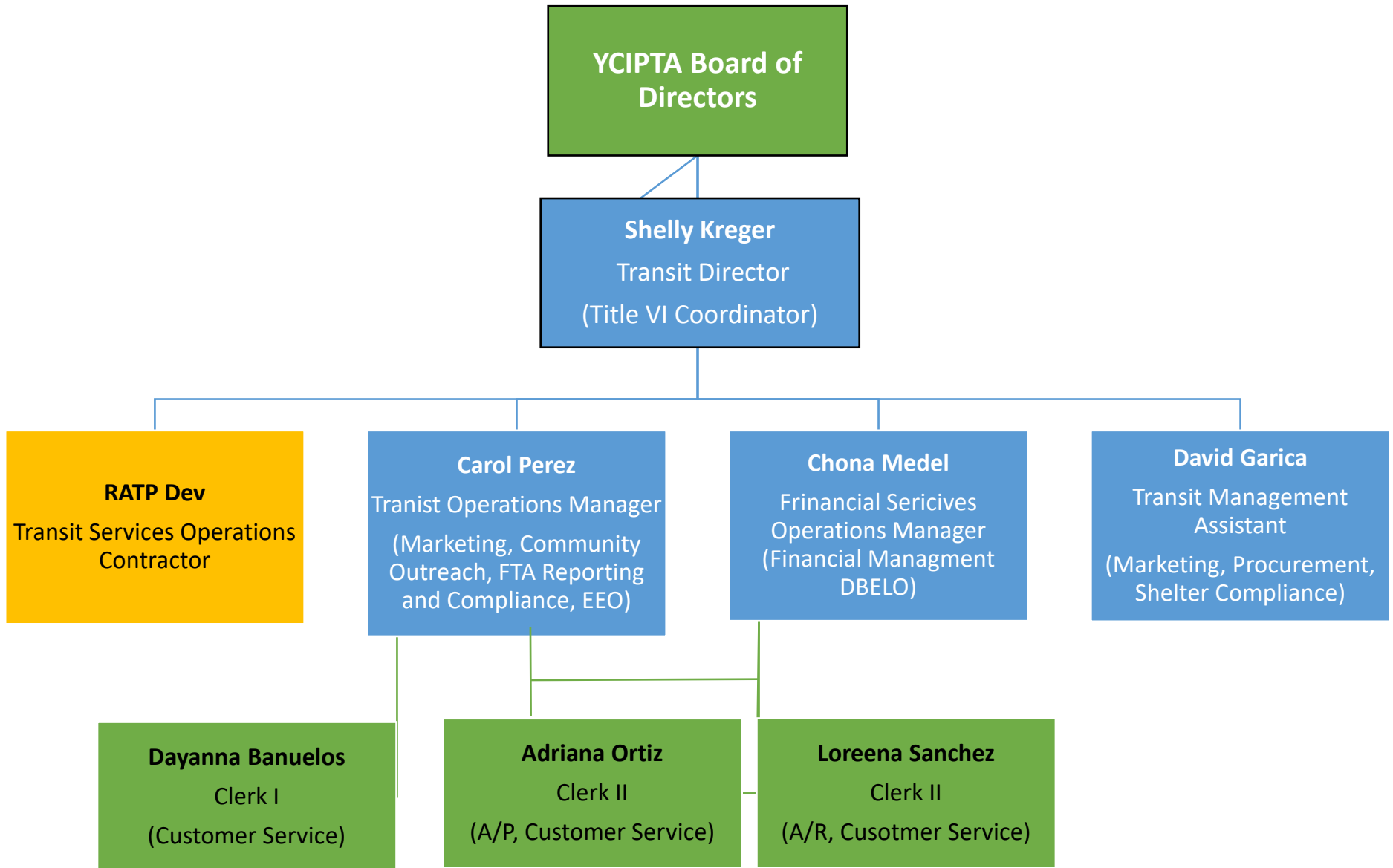
Shelly Kreger, Transit Director

- Carol Perez and myself along with the City of Yuma, FTA, SHPO, Core and SPS+ for a tour of the Hotel Del Sol and meeting afterwards to discuss next steps for submittal of final documents to SHPO (State Historic Preservation Office).
- Met with Gene Dalby – Yuma Region Bicycle Coalition in regards to partnering together for “Bike to Work” Week May 15-20th.

Yuma County Intergovernmental Public Transportation Authority Board Of Directors

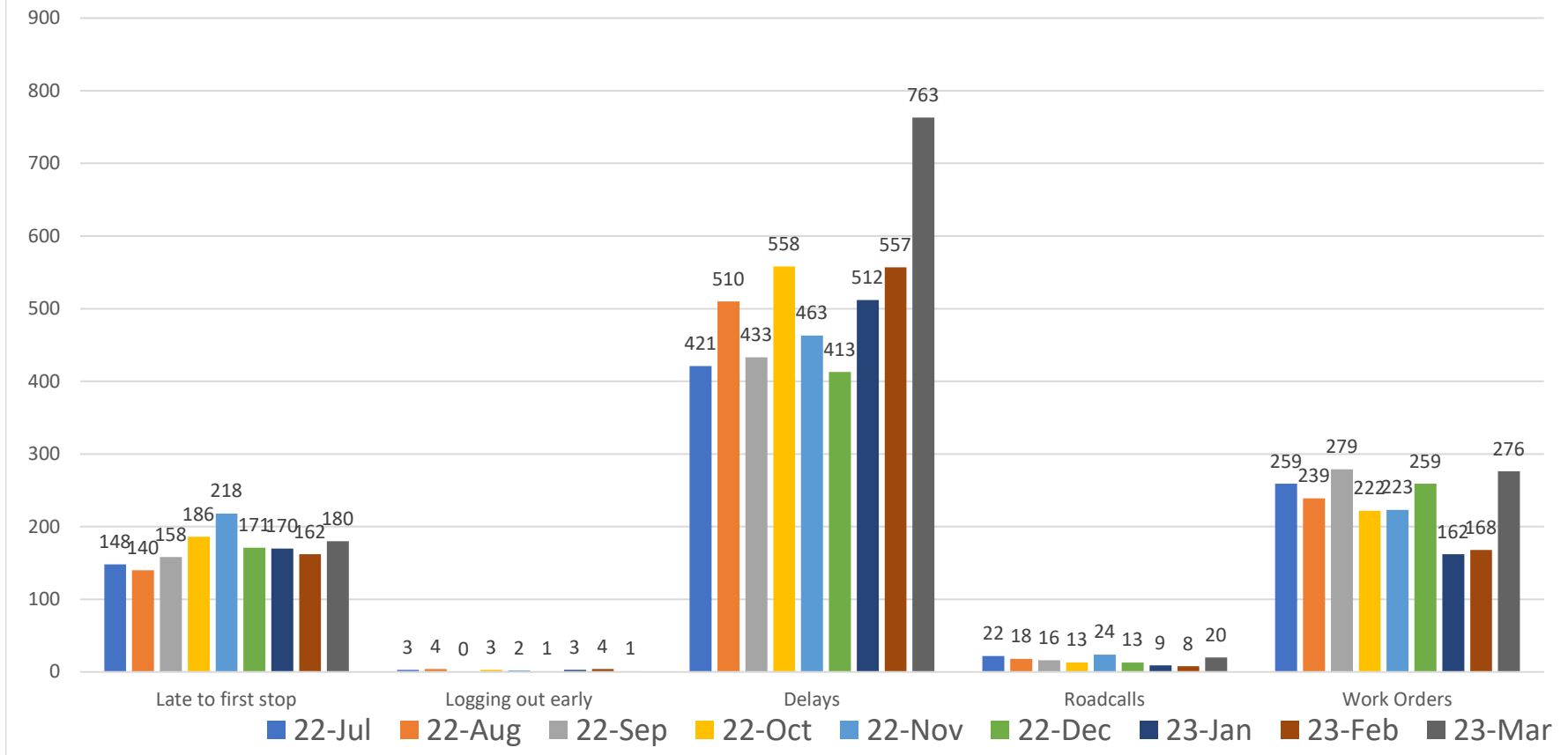
Jerry Cabrera - Chairman - City of Somerton, Ralph Velez – Vice Chairman - City of San Luis,
Jay Simonton Sec/Treas– City of Yuma, Richard Marsh – Town of Wellton,
Brian Golding, Sr.-Quechan Tribe, , Eric Holland – Cocopah Tribe, Susan Thorpe – Yuma County,
Susan M. Zambrano - Arizona Western College, Dr. Michael Sabath - Northern Arizona University

Shelly Kreger, Transit Director



YCIPTA Organization Chart
FY 2022-2023

Monthly Comparison





March 2023 - YCAT

The following information is based on the services and analyses performed by Solutions for Transit for YCIPTA for the month of March 2023.

Solutions for Transit completed its monthly review and sent a final review document to YCIPTA staff on April 04, 2023.

OPERATIONS

Fixed Route

Following are the actual miles and hours reported by the contractor vs. scheduled:

	Reported	Scheduled	Difference
Revenue Hours	3,184.3	3,151.5	32.8
Total Hours	3,543.2	3,527.1	16.1
Revenue Miles	67,971	67,160	811
Total Miles	76,296	75,925	371
Passengers per Revenue Hour		11.2	
Passengers per Revenue Mile		0.5	

Special Service for the 2023 MCAS Yuma Air Show resulted in 67.97 additional revenue hours for the month.

Demand Response

Following are the actual miles and hours reported by contractor:

Revenue Hours	286.1
Total Hours	381.3
Revenue Miles	4,077
Total Miles	6,771
Average Weekday Revenue Hours	11.4
Passengers per Revenue Hour	2.0
Passengers per Revenue Mile	0.1

OPERATIONS DATABASE

Analysis of Contractor Invoice Data for Accuracy: Solutions for Transit reviewed the entries using a 5% tolerance to determine if the entries need to be corrected or commented. The Over/Under Report represents the **80** entries outside of the tolerance that were adequately commented to explain the difference. All others outside the tolerance were corrected.

There were **5** unreported roadcalls.

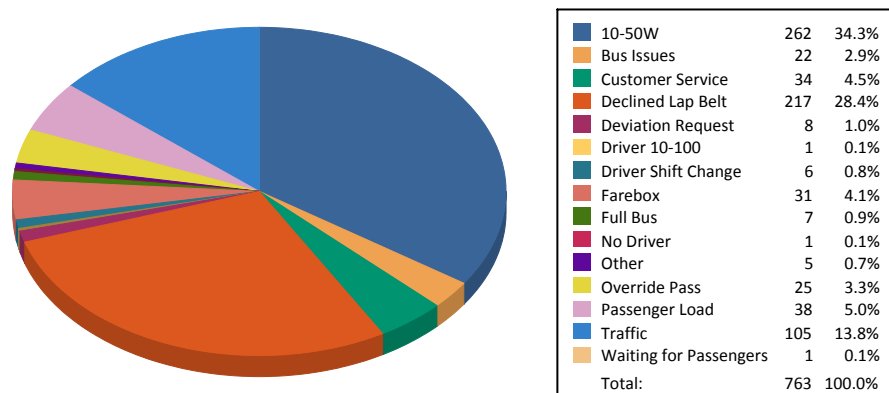
These errors were corrected before we submitted a final review to YCIPTA for billing authorization purposes.

Late to First Stop: There were **180** occurrences where the operator was late to the first stop by 5 minutes or more, resulting in **22 hours 24 minutes** of delayed service.

Logging Out Early: There were **1** occurrences where the operator logged off before the end of revenue service totaling **0 hours 31 minutes** of unaccounted revenue time.

Delays: During the month of March, **763** delays were reported by the contractor. The average delay was **2** minutes. The delays are broken down as follows:

Delays by Category



Customer Comments: During the month of March, **5** complaints were called in. Of these the contractor followed up on **5**. In addition, **0** commendations were called in.

MAINTENANCE

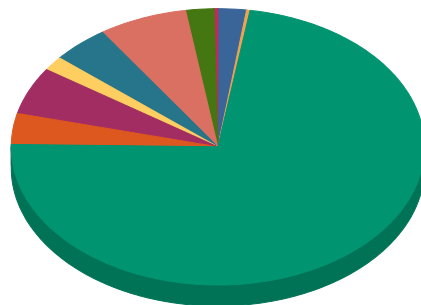
PMIs Completed: There were **15** PMIs completed during the month of March. Of these, **0** were completed late based on the information entered into The Reporting Solution.

Roadcalls: There were 25 roadcalls/bus exchanges for the month of March.

- o **20** of these are roadcalls as defined by NTD (the bus did not complete its scheduled service)
- o **4,265** miles between roadcalls as defined by NTD
- o The industry standard for miles between roadcalls is 6,000 miles

Work Orders Created:

Work Orders by Type



Bus Exchange	6	2.2%
CHP Defect	1	0.4%
DVIR Defect	201	72.8%
Farebox	10	3.6%
PMI	15	5.4%
PMI Defect	5	1.8%
Pullout Complaint	12	4.3%
Roadcall	19	6.9%
Safety Inspection	6	2.2%
Safety Inspection Defect	1	0.4%
Total:	276	100.0%

Open Work Orders:

There were **0** open work orders.

REPORTS

Monthly Reports: The following Monthly Reports are attached:

- o Fixed Route Operating Summary - Systemwide
- o Ridership and Fares
- o Miles and Hours by Route
- o On Call Operating Summary
- o PMIs Completed

IT SUPPORT

Back-up: Solutions for Transit is backing up the data entered into The Reporting Solution daily. It is being placed on the Solutions for Transit home server in Lodi.

WEBSITE MODIFICATIONS

The ability to track Equipment was added to the Maintenance Module. New functionality was also added to the Inventory component of the Parts Module.



OPERATING SUMMARY - Systemwide
Fiscal Year 2023

Systemwide

	Quarter				Quarter				Quarter				YTD
	Jul-22	Aug-22	Sep-22	Qtr Total	Oct-22	Nov-22	Dec-22	Qtr Total	Jan-23	Feb-23	Mar-23	Qtr Total	
Weekday Ridership	16,767	25,939	27,895	70,601	28,982	27,927	25,442	82,351	26,196	26,663	33,440	86,299	239,252
Saturday Ridership	1,754	1,502	1,615	4,871	2,326	1,981	2,390	6,697	2,063	2,053	9,540	13,656	25,224
Total Ridership	18,521	27,441	29,510	75,472	31,308	29,908	27,832	89,048	28,259	28,716	42,980	99,955	264,476
Weekday Revenue Hours	2,642.7	2,879.5	2,702.6	8,224.9	2,719.7	2,532.4	2,697.0	7,949.2	2,585.0	2,470.2	2,978.3	8,033.5	24,207.6
Saturday Revenue Hours	259.1	206.5	206.6	672.2	260.1	199.9	257.0	717.1	207.4	212.2	274.0	693.6	2,083.0
Total Revenue Hours	2,901.8	3,086.1	2,909.2	8,897.1	2,979.9	2,732.3	2,954.0	8,666.3	2,792.4	2,682.5	3,252.3	8,727.2	26,290.5
Weekday Total Hours	2,875.2	3,181.3	3,010.4	9,067.0	3,033.1	2,824.4	2,990.9	8,848.4	2,877.3	2,745.5	3,312.8	8,935.7	26,851.0
Saturday Total Hours	289.4	230.1	231.3	750.8	293.4	223.3	286.8	803.4	231.8	237.2	307.3	776.3	2,330.5
Total Hours	3,164.6	3,411.4	3,241.8	9,817.8	3,326.5	3,047.7	3,277.7	9,651.8	3,109.2	2,982.7	3,620.1	9,712.0	29,181.6
Weekday Revenue Miles	56,765	62,039	57,760	176,564	58,095	53,861	57,100	169,056	54,923	52,372	63,810	171,105	516,725
Saturday Revenue Miles	5,323	4,258	4,193	13,774	5,330	4,032	5,225	14,587	4,211	4,213	4,838	13,262	41,623
Total Revenue Miles	62,088	66,297	61,953	190,338	63,425	57,893	62,325	183,643	59,134	56,585	68,648	184,367	558,348
Weekday Total Miles	62,094	68,623	64,872	195,589	65,442	60,835	63,663	189,940	61,596	58,777	71,543	191,916	577,445
Saturday Total Miles	6,040	4,849	4,789	15,678	6,097	4,598	5,918	16,613	4,781	4,790	5,586	15,157	47,448
Total Miles	68,134	73,472	69,661	211,267	71,539	65,433	69,581	206,553	66,377	63,567	77,129	207,073	624,893
# Operating Weekdays	20	23	21	64	21	20	21	62	20	19	23	62	188
# Operating Saturdays	5	4	4	13	5	4	5	14	4	4	4	12	39
# Total Operating Days	25	27	25	77	26	24	26	76	24	23	27	74	227
Avg Weekday Ridership	838.3	1,127.8	1,328.3	1,103.1	1,380.1	1,396.4	1,211.5	1,328.2	1,309.8	1,403.3	1,453.9	1,391.9	1,272.6
Avg Saturday Ridership	350.8	375.5	403.8	374.7	465.2	495.3	478.0	478.4	515.8	513.3	2,385.0	1,138.0	646.8
Avg Daily Ridership	740.8	1,016.3	1,180.4	980.2	1,204.2	1,246.2	1,070.5	1,171.7	1,177.5	1,248.5	1,591.9	1,350.7	1,165.1
Wkday Ridership/Rev Hr	6.3	9.0	10.3	8.6	10.7	11.0	9.4	10.4	10.1	10.8	11.2	10.7	9.9
Sat Ridership/Rev Hr	6.8	7.3	7.8	7.2	8.9	9.9	9.3	9.3	9.9	9.7	34.8	19.7	12.1
Avg Weekday Rev Hours	132.1	125.2	128.7	128.5	129.5	126.6	128.4	128.2	129.2	130.0	129.5	129.6	128.8
Avg Saturday Rev Hours	51.8	51.6	51.7	51.7	52.0	50.0	51.4	51.2	51.8	53.1	68.5	57.8	53.4
Avg Weekday Rev Miles	2,838	2,697	2,750	2,759	2,766	2,693	2,719	2,727	2,746	2,756	2,774	2,760	2,749
Avg Saturday Rev Miles	1,065	1,065	1,048	1,060	1,066	1,008	1,045	1,042	1,053	1,053	1,210	1,105	1,067



RIDERSHIP AND FARES

Period: 3/1/2023 to 3/31/2023

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	10 Ride Passes	Single-Ride	< 5 & PCAs	Greyhound	Promo	On Call ID	Aztec	YPIC	Colleges	Cocopah	Vista	WC	Bikes	Guides	
Orange 2	869	374	0	61	7	272	176	12	0	24	0	0	17	1	18	1,196	29	80	13	59	0	3,136
Green 4	384	317	0	92	69	423	451	42	0	35	0	0	52	5	113	181	56	1,127	40	125	0	3,347
Green 4A	318	274	0	53	39	298	134	14	0	72	0	0	44	0	19	203	13	1,056	30	65	0	2,537
Blue 5	314	194	1	94	87	332	255	3	0	33	0	0	30	1	1	24	31	1	34	133	0	1,400
Purple 6	332	245	0	61	43	179	81	11	0	29	0	0	26	4	35	55	815	116	31	46	0	2,032
Gold 8	49	40	39	9	8	25	39	3	0	2	0	0	0	0	2	97	0	30	4	4	0	304
Silver 9	62	13	0	3	0	2	65	0	0	0	0	0	0	0	1	1,135	0	2	0	32	0	1,283
Turquoise 10	160	1	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	10	0	163
Yellow 95	8,563	5,551	0	557	218	1,504	2,026	161	0	283	1	7	131	6	139	1,207	227	905	101	302	1	21,486
Specials	5	0	0	0	0	0	0	0	0	1,177	0	6,094	0	0	0	7	10	0	15	0	0	7,293
Grand Total:	11,055	7,009	40	930	471	3,036	3,227	246	0	1,656	1	6,101	300	17	328	4,105	1,181	3,317	268	776	1	42,980

REVENUE:

Total Revenue: \$34,365.26
 Unclassified Revenue: \$703.84
 As a % of Total: 2.05%



TOTAL MILES AND HOURS BY ROUTE March 2023

Route	Revenue Hours	Non-Rev Hours	Total Hours	Revenue Miles	Non-Rev Miles	Total Miles
Orange Route 2	385.5	46.0	431.5	7,250	324	7,574
Brown Route 3						
Green Route 4	310.5	13.3	323.8	5,187	231	5,418
Green Route 4A	254.9	18.0	272.9	4,381	209	4,590
Blue Route 5	277.9	10.0	287.9	6,935	183	7,118
Purple Route 6	538.3	37.6	575.9	11,859	805	12,664
Gold Route 8	72.2	39.3	111.4	2,162	1,051	3,213
Silver Route 9	106.5	92.8	199.3	3,465	2,215	5,680
Turquoise Route 10	79.5	13.2	92.7	3,482	179	3,661
Yellow Route 95	1,159.0	88.8	1,247.8	23,250	3,128	26,378
Specials	68.0	8.9	76.9	677	156	833

Totals for March 2023			
Total Hours	3,620.13	Total Miles	77,129
Revenue Hours	3,252.30	Revenue Miles	68,648
Non-Revenue Hours	367.83	Non-Revenue Miles	8,481



OPERATING SUMMARY - On-Call Fiscal Year 2023

	Quarter				Quarter				Quarter				YTD
	Jul-22	Aug-22	Sep-22	Qtr	Oct-22	Nov-22	Dec-22	Qtr	Jan-23	Feb-23	Mar-23	Qtr	
Weekday Ridership	486	657	591	1,734	603	520	488	1,611	431	445	529	1,405	4,750
Saturday Ridership	10	19	27	56	39	19	24	82	24	19	40	83	221
Total Ridership	496	676	618	1,790	642	539	512	1,693	455	464	569	1,488	4,971
Weekday Revenue Hours	228.0	334.1	289.7	851.8	282.8	251.3	232.2	766.4	225.2	219.5	258.3	703.0	2,321.1
Saturday Revenue Hours	4.6	10.3	12.3	27.3	16.7	13.6	19.0	49.3	19.6	14.0	24.4	58.0	134.6
Total Revenue Hours	232.7	344.4	302.0	879.1	299.5	264.9	251.2	815.6	244.8	233.5	282.7	761.0	2,455.7
Weekday Total Hours	303.3	411.9	367.3	1,082.5	344.8	319.4	304.8	969.0	288.7	299.5	346.8	935.0	2,986.4
Saturday Total Hours	7.6	15.8	17.2	40.6	20.6	17.8	24.2	62.6	28.6	22.0	30.2	80.8	183.9
Total Hours	310.9	427.7	384.5	1,123.1	365.3	337.2	329.1	1,031.6	317.3	321.4	377.0	1,015.7	3,170.4
Weekday Revenue Miles	3,798	5,061	4,186	13,045	4,059	3,369	3,106	10,534	3,369	2,929	3,552	9,850	33,429
Saturday Revenue Miles	70	132	186	388	281	287	374	942	508	372	481	1,361	2,691
Total Revenue Miles	3,868	5,193	4,372	13,433	4,340	3,656	3,480	11,476	3,877	3,301	4,033	11,211	36,120
Weekday Total Miles	5,391	7,162	6,419	18,972	5,766	4,919	4,943	15,628	5,156	4,810	5,929	15,895	50,495
Saturday Total Miles	202	242	326	770	462	493	575	1,530	786	593	768	2,147	4,447
Total Miles	5,593	7,404	6,745	19,742	6,228	5,412	5,518	17,158	5,942	5,403	6,697	18,042	54,942
# Operating Weekdays	20	23	22	65	22	20	21	63	20	19	23	62	190
# Operating Saturdays	4	4	3	11	5	4	5	14	4	4	4	12	37
# Total Operating Days	24	27	25	76	27	24	26	77	24	23	27	74	227
Avg Weekday Ridership	24.3	28.6	26.9	26.7	27.4	26.0	23.2	25.6	21.6	23.4	23.0	22.7	25.0
Avg Saturday Ridership	2.5	4.8	9.0	5.1	7.8	4.8	4.8	5.9	6.0	4.8	10.0	6.9	6.0
Avg Daily Ridership	20.7	25.0	24.7	23.6	23.8	22.5	19.7	22.0	19.0	20.2	21.1	20.1	21.9
Wkday Ridership/Rev Hr	2.1	2.0	2.0	2.0	2.1	2.1	2.1	2.1	1.9	2.0	2.0	2.0	2.0
Sat Ridership/Rev Hr	2.2	1.8	2.2	2.1	2.3	1.4	1.3	1.7	1.2	1.4	1.6	1.4	1.6
Avg Weekday Rev Hours	11.4	14.5	13.2	13.1	12.9	12.6	11.1	12.2	11.3	11.6	11.2	11.3	12.2
Avg Saturday Rev Hours	1.2	2.6	4.1	2.5	3.3	3.4	3.8	3.5	4.9	3.5	6.1	4.8	3.6
Avg Weekday Rev Miles	190	220	190	201	185	168	148	167	168	154	154	159	176
Avg Saturday Rev Miles	18	33	62	35	56	72	75	67	127	93	120	113	73



PMIs COMPLETED

Period: 3/1/2023 - 3/31/2023

Bus #	Interval	Mileage at Previous PMI	Mileage at PMI	Miles Since Last PMI	On-Time	PMI
3		0	3	0		Equipment
153	5000 miles	135,693	140,317	4,624	On Time	A-3
205	6000 miles	212,720	218,365	5,645	On Time	A-2
207	6000 miles	51,751	57,286	5,535	On Time	A-3
208	6000 miles	33,733	39,308	5,575	On Time	C
209	6000 miles	45,810	51,356	5,546	On Time	A-2
210	6000 miles	34,395	39,876	5,481	On Time	C
211	6000 miles	40,089	45,626	5,537	On Time	A-1
212	6000 miles	34,022	39,611	5,589	On Time	C
250	6000 miles	45,337	50,807	5,470	On Time	A-2
300	4000 miles	177,666	181,301	3,635	On Time	A-6
350	4000 miles	125,216	128,911	3,695	On Time	B-2
351	4000 miles	154,068	157,722	3,654	On Time	B-2
351	4000 miles	157,722	161,374	3,652	On Time	A-9
1101	4000 miles	100,042	103,818	3,776	On Time	A-1

PMIs Completed: 15

On Time: 14 93.3%
Early: 0 0.0%
Late: 0 0.0%

Note: "On Time" is based on mileage not days.

OPEN MEETING LAW 101

Arizona's Open Meeting Law in a Nutshell

Information compiled by:
The Ombudsman – Citizens' Aide
Last revised January 2023

Two core concepts

“All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings.” A.R.S. § 38-431.01(A).

“It is the public policy of this state that meetings of public bodies be conducted openly and that notices and agendas be provided for such meetings which contain such information as is reasonable necessary to inform the public of the matters to be discussed or decided.” A.R.S. § 38-431.09(A).

Why do we have an Open Meeting Law?

1. To protect the public.
 - a. To avoid decision-making in secret.
 - b. To promote accountability by encouraging public officials to act responsively and responsibly.
2. To protect public officials.
 - a. To avoid being excluded (notice).
 - b. To prepare and avoid being blind sided (agenda).
 - c. To accurately memorialize what happened (minutes).
3. Maintain Integrity of government.
4. Better informed citizenry.
5. Build trust between government and citizenry.

What constitutes a meeting?

A meeting is a gathering, in person or through technological devices of a quorum of a public body at which they discuss, propose or take legal action, including deliberations. A.R.S. § 38-431(4). This includes telephone and e-mail communications.

Who must comply with Open Meeting Law?

Public bodies. "Public body" means the Legislature¹, all boards and commissions of this state or political subdivisions, all multimember governing bodies of departments, agencies, institutions and instrumentalities of the state or political subdivisions, including without limitation all corporations and other instrumentalities whose boards of directors

¹ While the text of the Open Meeting Law makes it apply to the Legislature and its committees, the Arizona Supreme Court held that whether the Legislature or its members violated the Open Meeting Law is a non-justiciable political question. In other words, the open meeting law cannot be enforced against the Legislature via the courts. See Puente vs. Arizona State Legislature.

are appointed or elected by the state or political subdivision. Public body includes all quasi-judicial bodies and all standing, special or advisory committees or subcommittees of, or appointed by, the public body. Public body includes all commissions and other public entities established by the Arizona constitution or by way of ballot initiative, including the independent redistricting commission, and this article applies except and only to the extent that specific constitutional provisions supersede this article. A.R.S. § 38-431(6).

"Advisory committee" or "subcommittee" means any entity, however designated, that is officially established, on motion and order of a public body or by the presiding officer of the public body, and whose members have been appointed for the specific purpose of making a recommendation concerning a decision to be made or considered or a course of conduct to be taken or considered by the public body. A.R.S. § 38-431(1).

The Secretary of State, Clerk of the County Board of Supervisors, and City and Town Clerks must conspicuously post open meeting law materials prepared and approved by the Arizona Attorney General's Office on their website. A person elected or appointed to a public body shall review the open meeting law materials at least one day before the day that person takes office. A.R.S. § 38-431.01(G)

What is Required under the Open Meeting Law?

1. Notice

Public bodies must post a disclosure statement on their website.² The disclosure statement states where the public body will post individual meeting notices. A.R.S. § 38-431.02(A)(1) through (4).

The open meeting law requires at least 24 hours notice of meetings to the members of the public body and the general public. A.R.S. § 38-431.02(C).

Notice must be posted on the public body's website, unless otherwise permitted by statute. Notice must also be posted at any other electronic or physical locations identified in the disclosure statement and by giving additional notice as is reasonable and practicable. A.R.S. § 38-431.02(A)(1) through (4).

2. Agenda

Agendas must contain information reasonably necessary to inform the public of the matters to be discussed or decided. A.R.S. § 38-431.09(A).

Agendas must be available at least 24 hours before the meeting. A.R.S. § 38-431.02(G).

3. Public's Rights

² Special districts formed under Title 48 may instead file a statement with the clerk of the board of supervisors "stating where all public notices of their meetings will be posted."

The public has a right to:

- Attend
- Listen
- Tape record
- Videotape

Public has no right to:

- Speak
- Disrupt

4. Calls to the Public

An open call to the public is an agenda item that allows the public to address the public body on topics of concern within the public body's jurisdiction, even though the topic is not specifically included on the agenda. A.R.S. §38-431.01(H).

Although the Open Meeting Law permits the public to attend public meetings, it does not require public participation in the public body's discussions and deliberations and does not require a public body to include an open call to the public on the agenda. *See* A.R.S. §38-431.01(H) and Ariz. Att'y Gen. Op. No. I78-00.

An individual public officer may respond to criticism, ask staff to review an item, or ask that an item be placed on a future agenda, but he or she may *not* engage in dialogue with the presenter or collectively discuss, consider, or decide an item that is not listed on the agenda. A.R.S. § 38-431.01(H). Note that individual members of the public body may respond to criticism by individuals who addressed the public body during the call to the public, but the public body may not collectively discuss or take action on the complaint unless the matter is specifically listed on the agenda. A.R.S. § 38-431.01(H).

Public bodies may impose reasonable time, place, and manner restrictions on speakers. A.R.S. §38-431.01(H). Restrictions must be narrowly tailored to affect a compelling state interest and may not be content based. Ariz. Att'y Gen. Op. I99-006.

A member of the public body may not knowingly direct a staff member to communicate in violation of the Open Meeting Law. A.R.S. 38-431.01(I).

In sum:

- *Calls to the public are permitted, but not required.*
- *Should be added as an agenda item.*
- *Public body may limit speaker's time.*
- *Public body may set ground rules:*
 - *civility*
 - *language*
 - *treat everyone the same*

5. Executive Sessions

Public bodies may hold private executive sessions under a few limited circumstances. In executive sessions, the public is not allowed to attend or listen to the discussions, and the public body is not permitted to take final action. A.R.S. § 38-431.03(D).

Members of the public body may not vote or take a poll in executive sessions. A.R.S. § 38-431.03(D).

There are seven authorized topics for executive sessions:

1. Personnel (must provide 24 hours written notice to employee).
2. Discussion or consideration of records exempt by law from public inspection.
3. Legal advice – with public body’s own lawyer(s).
4. Discussion or consultation with public body’s lawyer(s) to consider pending or contemplated litigation, settlement discussions, negotiated contracts.
5. Discuss and instruct its representative regarding labor negotiations.
6. Discuss international, interstate, and tribal negotiations.
7. Discuss the purchase, sale, or lease of real property.
8. Discuss matters related to school safety operations, plans, or programs.
9. Discuss “security or safety of buildings, facilities, operations, critical infrastructure information and information technology maintained by the public body.”

Notice and Agenda: Agendas for executive sessions may describe the matters to be discussed more generally than agendas for public meetings in order to preserve confidentiality or to prevent compromising the attorney-client privilege. A.R.S. § 38-431.02(I). Nonetheless, the agenda must provide more than a recital of the statute that authorizes the executive session. Id.

6. Minutes (A.R.S. §§ 38-431.01(B), (C), (D) and -431.03(B))

Public bodies must take meeting minutes of all meetings, including executive sessions. May be recorded or written.

Public session meeting minutes must include:

- Date, time and place of meeting;
- Names of members of the public body present or absent;
- A general description of matters considered; and
- An accurate description of all legal actions proposed, discussed or taken (including a record of how each member voted), and the names of members who propose each motion. The minutes shall also include the names of the persons, as given, making statements or presenting material to the public body and a reference to the legal action about which they made statements or presented material.

Executive session minutes must include:

- Date, time and place of meeting;
- Names of members of the public body present or absent;

- A general description of matters considered;
- An accurate description of all instructions given; and
- Such other matters as may be deemed appropriate by the public body.

The minutes or a recording of the public session must be open for public inspection no later than three working days after the meeting, except as otherwise provided in the statute. A.R.S. § 38-431.01(D).

A city or town with a population of more than 2,500 persons must:

- Post a recording or statement describing legal actions taken by city or town public bodies (except for subcommittees or advisory committees) on its website within three working days. A.R.S. § 38-431.01(E)(1).
- Post approved city and town council minutes on its website within two working days following approval. A.R.S. § 38-431.01(E)(2).
- Post a recording or statement describing legal actions taken by subcommittee or advisory committee on its website within 10 working days. A.R.S. § 38-431.01(E)(3).

Minutes of executive sessions must be kept confidential except from certain individuals. A.R.S. § 38-431.03(B).

How long meeting minutes are maintained is determined by the public body's record retention and destruction schedule authorized by Arizona State Library and Archives.

Persons in attendance may record any portion of a public meeting, as long as the recording does not actively interfere with the meeting. Acceptable recording equipment includes tape recorders, cameras, or other means of reproduction. A.R.S. § 38-431.01(F).

7. Where to turn for help

Self-help resources available:

The Arizona Ombudsman – Citizens' Aide handbook and other open meeting law resources <http://www.azoca.gov/open-meeting-and-public-records-law/open-meetings/>

The Arizona Ombudsman's website, www.azoca.gov

Arizona Agency Handbook, Chapter 7, and other resources <https://www.azag.gov/sgo>

Questions/File a complaint:

Arizona Ombudsman-Citizen's Aide 602-277-7292

File a complaint/Enforcement authority

Attorney General

County Attorney's Office



RIDERSHIP AND FARES

Period: 3/1/2022 to 3/31/2022

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	10 Ride Passes	Single-Ride	< 5 & PCAs	Greyhound	Promo	On Call ID	Aztec	YPIC	Colleges	Cocopa	Vista	WC	Bikes	Guides	
Orange 2	652	290	0	93	21	292	125	11	0	13	1	0	14	7	19	603	9	14	10	47	0	2,164
Brown 3	94	101	68	29	18	135	81	1	0	13	0	0	3	4	2	161	4	4	0	4	0	650
Green 4	342	253	0	78	104	489	311	25	0	40	0	0	43	31	54	116	21	652	3	38	0	2,559
Green 4A	180	143	0	50	69	269	64	4	0	10	0	0	9	27	22	90	18	267	2	13	0	1,222
Blue 5	242	126	0	76	60	338	139	4	0	27	0	0	82	1	1	11	29	0	18	99	0	1,136
Purple 6	320	193	0	45	55	140	59	1	0	11	0	0	33	16	2	72	597	8	26	36	0	1,552
Gold 8	17	8	10	31	13	26	33	0	0	5	0	0	0	1	2	60	0	1	1	0	0	197
Silver 9	55	15	0	0	0	7	95	2	0	7	0	0	0	8	7	707	2	21	0	4	0	926
Turquoise 10	131	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2	1	0	133
Yellow 95	8,265	4,674	3	525	258	1,405	1,150	118	0	337	1	0	125	79	97	971	190	349	83	294	0	18,544
Grand Total:	10,298	5,803	81	927	598	3,101	2,057	166	0	465	2	0	309	174	206	2,791	870	1,316	145	536	0	29,083

REVENUE:

Total Revenue: \$32,045.41
 Unclassified Revenue: \$950.56
 As a % of Total: 2.97%



RIDERSHIP AND FARES

Period: 3/1/2023 to 3/31/2023

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	10 Ride Passes	Single-Ride	< 5 & PCAs	Greyhound	Promo	On Call ID	Aztec	YPIC	Colleges	Cocopah	Vista	WC	Bikes	Guides	
Orange 2	869	374	0	61	7	272	176	12	0	24	0	0	17	1	18	1,196	29	80	13	59	0	3,136
Green 4	384	317	0	92	69	423	451	42	0	35	0	0	52	5	113	181	56	1,127	40	125	0	3,347
Green 4A	318	274	0	53	39	298	134	14	0	72	0	0	44	0	19	203	13	1,056	30	65	0	2,537
Blue 5	314	194	1	94	87	332	255	3	0	33	0	0	30	1	1	24	31	1	34	133	0	1,400
Purple 6	332	245	0	61	43	179	81	11	0	29	0	0	26	4	35	55	815	116	31	46	0	2,032
Gold 8	49	40	39	9	8	25	39	3	0	2	0	0	0	0	2	97	0	30	4	4	0	304
Silver 9	62	13	0	3	0	2	65	0	0	0	0	0	0	0	1	1,135	0	2	0	32	0	1,283
Turquoise 10	160	1	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	10	0	163
Yellow 95	8,563	5,551	0	557	218	1,504	2,026	161	0	283	1	7	131	6	139	1,207	227	905	101	302	1	21,486
Specials	5	0	0	0	0	0	0	0	0	1,177	0	6,094	0	0	0	7	10	0	15	0	0	7,293
Grand Total:	11,055	7,009	40	930	471	3,036	3,227	246	0	1,656	1	6,101	300	17	328	4,105	1,181	3,317	268	776	1	42,980

REVENUE:

Total Revenue: \$34,365.26
 Unclassified Revenue: \$703.84
 As a % of Total: 2.05%

YUMA COUNTY AREA TRANSIT

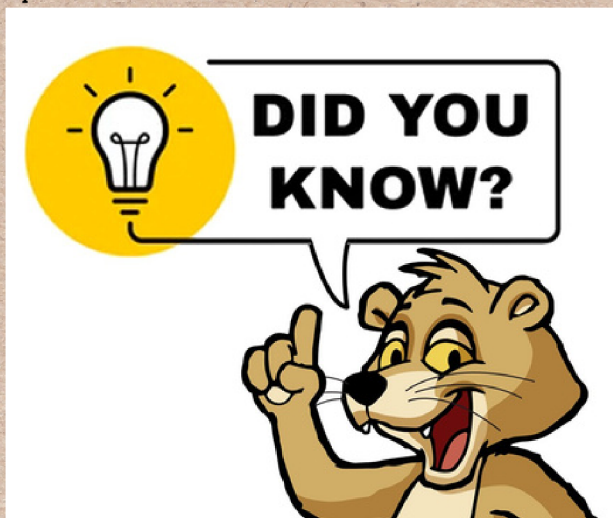
NEWSLETTER



CHANGING OUR SLOGAN

The Yuma County Intergovernmental Public Transit Authority (YCIPTA) has changed the local bus service slogan from “See where it takes you.” to “See where it takes you...¡Vamos!” Vamos means “Let’s go!” in Spanish.

“This change to the YCAT slogan, while subtle, represents an important recognition of who we serve. Almost 60% of the population in our service area are either Hispanic or of Latino origin.” Kreger added that this is just one step in the YCAT’s efforts to make sure that all residents feel welcomed on the local busses.



In another step towards the goal of making the entire community feel welcome, YCAT began using a cartoon character mascot in 2021. The character, based on the local cougar population, was named Ryder after many name nominations were submitted by the community. Regarding Ryder Kreger said, “We feel that Ryder reaches out to a younger audience while differentiating our service from any other.”

4 WAYS TO BE MORE PRODUCTIVE

- 1 Plan ahead. Having a plan in place allows you to get a quick start on your morning routine.
- 2 Set attainable goals. Break larger goals into smaller pieces so you can hit your target each time.
- 3 Get lots of rest and take breaks. You are more creative and productive if we get enough rest.
- 4 Invest your time in training. There are hundreds of training videos online , and many of them are available for free! The more you learn, the more productive you will become.

VAPIN' ON THE BUS

YCIPTA staff, our AWC Board Member and Vista Principal met this week to discuss this ongoing problem.

Vista is not only taking student's bus pass but they are also being disciplined by the school up to expulsion.

Many things were discussed to help curb the issue including educating students and parents regarding possible consequences via school notices and orientation.

YCIPTA staff is also working on updating "rules of the road to include the ban on vaping while on the bus and at bus stops.

This is a difficult issue to resolve since students from Vista HS are constantly registering and dropping throughout the year.

Any suggestions are appreciated! We appreciate everyone's patience on the issue as we work towards a long term solution.

Thank you!

PRACTICE WORK ZONE SAFETY

Work zones present many hazards, like lane shifts, sudden stops, uneven road surfaces, moving workers and equipment, and more. Unfortunately, fatal work zone crashes continue to rise – so it's vital to take work zone safety seriously:

- Slow down, maintain extra following space, and be prepared to stop.
- Obey all work zone signs and signals.
- Scan ahead for changing traffic patterns, and be alert to vehicles entering your blind spots.
- Keep a sharp eye out for road workers and flag crews.

<https://www.fmcsa.dot.gov/ourroads/tips-truck-and-bus-drivers>

Last updated: Tuesday, January 31, 2023

CORNY JOKES

Two windmills are standing on a wind farm.

One asks, "What's your favorite type of music?" The other says, "I'm a big metal fan."



Did you hear about the Italian chef who died?

He pasta-way.



USELESS FACTS

- Spontaneous blink rate was significantly larger in women than in men (19 vs 11 blinks per minute); older women blinked more frequently than younger women
- Honey is the only food that does not spoil.
- A "jiffy" is about one trillionth of a second.
- The chicken and the ostrich are the closest living relatives of the Tyrannosaurus rex.