

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting on Monday, August 26, 2019 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chairman, Larry Killman called the meeting to order at 1:33 P.M.

Members Present:

Larry Killman/Town of Wellton/Chairman
Susanna Zambrano/Arizona Western College/Vice Chairman
Michael Sabath/Northern Arizona University/Secretary/Treasurer
Ralph Velez/City of San Luis
Ian McGaughey/City of Somerton
Susan Thorpe/Yuma County
Jay Simonton/City of Yuma

Members Excused:

Brian Golding, Sr./Quechan Indian Tribe
Paul Soto/Cocopah Indian Tribe

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Carol Perez/YCIPTA/Transit Operations Manager
Chona Medel/YCIPTA/Financial Services Operations Manager
Paul Ward/YMPO

The Pledge of Allegiance was led by Dr. Sabath

CALL TO PUBLIC: There were no public comments made but Call to Public was left open by the Chairman.

CONSENT CALENDAR:

No.1: Adopt the June 24, 2019 regular meeting minutes. Action required.

Motion: (McGaughey/Sabath): Item approved as presented.

Voice Vote: Motion carries, (5-0) with Mr. Simonton, Ms. Zambrano, Mr. Golding and Mr. Soto being excused.

Mr. Simonton arrived at 1:35 p.m.

DISCUSSION & ACTION ITEMS:

No. 1: Public hearing regarding Yuma County Intergovernmental Public Transportation Authority Federal Transit Administration DBE Program FFY 2020-22 Triennial DBE Utilization Goal Proposal. Action required.

Ms. Kreger provided background information as contained in the member packet. Ms. Kreger stated that it a Federal Transit Administration requirement to set a Disadvantaged Business Enterprise (DBE) goal. The proposed overall DBE 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, goal is due to FTA by September.

Ms. Kreger stated that YCIPTA anticipates awarding contracts for 13 projects totaling \$18,777,862 during 2020-22. Of this amount, \$9,764,488 or 52% percent of the total, will be FTA funds. The projects scheduled for award will be for transit operating and maintenance purposes, vehicle purchase and transit center. The 0.56 percent goal represents \$105,156 of the total FTA funding of \$18,777,862 anticipated for award during FFY 2020-22. The prior triennial goal was .35%.

Chairman, Mr. Killman inquired regarding the consequences of not meeting the goal. Ms. Kreger replied that there are no consequences, FTA is looking for a good faith effort.

Ms. Thorpe inquired regarding the current goal.

Ms. Kreger replied that the current percent was .35%, which YCIPTA is never able to meet.

Ms. Medel stated that YCIPTA is unable to meet this goal due to small business owners are unwilling to do the paperwork.

Ms. Zambrano arrived at 1:39 p.m.

Ms. Medel further stated that YCIPTA was able to meet the goal only time in 2014 for our accounting firm.

Ms. Kreger stated that the DBE information is always listed in all of our Requests for proposals (RFPs) and Requests for Quotes (RFQs).

Ms. Thorpe requested a correction to the percentage on the press release.

Ms. Kreger stated she would make the requested correction.

There were no public comments made.

Motion: (Thorpe/Simonton): Item approved pending correction to the press release.

Voice Vote: Motion carries, (7-0) with Mr. Golding and Mr. Soto being excused.

No. 2: Discussion and or action regarding the Draft Scope of Work for the Short- Range Transit Plan, Ranking and Criteria. Action required.

Ms. Kreger stated that Federal statutes require that YCIPTA, develop and periodically update the Short- Range Transit Plan (SRTP) as part of the Transportation Improvement Program (TIP). YCIPTA and YMPO are working together to achieve and develop the SRTP.

Ms. Thorpe inquired as to the definition of SRTP.

Ms. Kreger stated that the SRTP is a 5-year plan.

Mr. McGaughey inquired as to who was in the subcommittee to rank the proposals.

Ms. Kreger inquired to the board if they all wanted to participate or if a subcommittee would be formed.

Mr. Killman asked the Board for volunteers to participate.

Ms. Zambrano, Mr. Simonton and Dr. Sabath volunteered to review the proposals.

The Chairman asked Mr. Simonton to coordinate with staff.

Ms. Thorpe inquired as to was the cost and where that funding would come from.

Mr. Paul Ward, Executive Director, Yuma Metropolitan Planning Organization (YMPO), introduced himself to the Board.

Mr. Ward stated that the cost would not exceed \$95,000 and stated that YMPO would be paying for it. Mr. Ward stated that he intended to use in-kind.

Motion: (McGaughey/Sabath): Item approved as presented.

Voice Vote: Motion carries, (7-0) with Mr. Golding and Mr. Soto being excused.

No. 3: Discussion and/or action regarding the Updated Yuma County Intergovernmental Public Transportation Authority 10 Year Capital Plan. Action Required.

Ms. Kreger stated that this was another FTA requirement. Ms. Kreger stated that the purpose was to keep the Transit System in a "state of good repair".

Dr. Sabath inquired as to what was included in the plan.

Ms. Kreger stated that the following items were on the plan: fleet replacement, new facility, GPS trackers, vehicle repairs, preventative maintenance and other major repairs.

Dr. Sabath inquired as to the status of the new facility.

Ms. Kreger stated that due to the legal issues with National Express, purchasing a new facility was not a priority.

Dr. Sabath inquired as to what happened with the property off of Interstate 8.

Ms. Kreger stated that YCIPTA did put in an offer but was denied and it had since been purchased.

Motion: (Thorpe/Velez): Item approved as presented.

Voice Vote: Motion carries, (7-0) with Mr. Golding and Mr. Soto being excused.

No. 4: Discussion and or action regarding the Yuma County Intergovernmental Public

Transportation Authority Fleet Replacement Plan. Action Required

Ms. Kreger stated that the Fleet Replacement Plan (page 47) is the same as the capital plan and is to be included in the SRTP. MS. Kreger further stated that YCAT has a high spare ratio, and although, FTA does not like it that high, FTA leaves it to our discretion. Ms. Kreger stated that the plan includes replacing the cutaways, 4 new vehicles for the OnCall service.

Chairman, Mr. Killman inquired if the service trucks would be replaced.

Ms. Kreger stated that the service trucks were replaced last year.

Ms. Thorpe stated that 2017 was listed as the year of replacement and she requested the actual replacement year to be listed.

Ms. Kreger stated that 2017 was the suggested replacement year but that she would add the actual year.

MS. Thorpe requested this update be sent to the Board via email.

Motion: (Velez/Zambrano): Item approved as presented.

Voice Vote: Motion carries, (7-0) with Mr. Golding and Mr. Soto being excused.

PROGRESS REPORTS:

No. 1: Operations Manager/Maintenance Report – Jeffrey Stewart, General Manager – RATP Dev. No action required.

Ms. Kreger stated that Mr. Stewart was not available due to issues at the shop. Ms. Kreger also stated that the Maintenance Manager may be going back to the technician position due to performance issues.

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

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

MS. Kreger stated that Automatic Passengers Counters (APC) would provide critical information to determine shelter placement.

Dr. Sabath stated that the APC data would be a good tool for YCIPTA.

Ms. Kreger agreed and further stated that the APC data, GFI data would be going into our reporting software for better reporting.

Ms. Thorpe inquired if the shelter procurement was to be completed before determining the placement.

Ms. Kreger affirmed that that was correct.

Dr. Sabath inquired if YCIPTA had set a standard for the shelters.

Ms. Kreger stated that there was a standard but some advertising shelters were purchased from a third party that were a little different.

Ms. Thorpe inquired if the shelters were going to be placed within the City of Yuma.

Ms. Kreger stated that the shelters would be placed throughout the County.

Dr. Sabath stated that hopefully these can be expedited due to climate.

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

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

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

Mrs. Medel presented the report as contained in the member packet.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

The next Board meeting September 23, 2019.

Item to be discussed FY 2018-2019 Audit.

There being no further business to come before in executive session the Authority, the Chairman adjourned the meeting at 2:20 PM.

ADJOURNMENT

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this 28th day Oct, 2019, Agenda Item CC1.



Carol Perez, Board Secretary