

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting on Monday, December 9, 2019 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Vice Chair, Susanna Zambrano called the meeting to order at 1:37 P.M.

Members Present:

Susanna Zambrano/Arizona Western College/Vice Chairman
Michael Sabath/Northern Arizona University/Secretary/Treasurer
Ralph Velez/City of San Luis
Susan Thorpe/Yuma County
Ian McGaughey/City of Somerton
Brian Golding, Sr./Quechan Indian Tribe

Members Excused:

Larry Killman/Town of Wellton/Chairman
Jay Simonton/City of Yuma
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
Steve Bethel/RATP Dev/Vice President – Rail
Paul Ward/YMPO/ Executive Director
Melissa Ramos/YMPO/Administrative Assistant
Minda Davy/Benesch and Davy/YCIPTA Legal

The Pledge of Allegiance was led by Mr. McGaughey

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

CONSENT CALENDAR:

No. 1: Adopt the October 28, 2019 regular session minutes.

MOTION (Velez/Golding): Approve items as presented.

VOICE VOTE: Motion Carries, 6-0 with Mr. Killman, Mr. Simonton and Mr. Soto excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action regarding the Proposed Consultant for the Short-Range Transit Plan. Action required.

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

Ms. Kreger stated that three proposals were received on time and were well qualified. The ones received were Kimley Horn, IBI Group and Nelson Nygaard.

Mr. Paul Ward stated that a fourth was received but it was not on time and could not be considered.

Ms. Thorpe requested the scores as stated on the Agenda.

Ms. Kreger stated that she did not bring the scores, however, the scores were very close.

Mr. McGaughey inquired as to why no proposals were received the first time.

Ms. Kreger stated she was unsure but in the second request for request for proposal (RFP) YMPO did broaden the number of agencies in the mailing list.

Mr. Ward stated that the three that submitted their bids were original mailing list.

MOTION (Velez/Sabath): Approve items as presented.

VOICE VOTE: Motion Carries, 6-0 with Mr. Killman, Mr. Simonton and Mr. Soto excused.

No. 2: Discussion and or action regarding the Draft RATP Dev Action Plan to the Maintenance Audit. No action required.

Ms. Kreger stated that RATP Dev provided an action plan to address the findings of the maintenance audit. Ms. Kreger also stated that the new Maintenance Manager would be starting the following day.

Mr. Bethel stated that a RATP Dev would be moving forward with a better maintenance plan.

Mr. Golding commented that the action plan made no mention of any measurable goals and no completion dates. Mr. Golding inquired as to what was the assurance of the maintenance plan moving towards a 100%.

Mr. Bethel stated that an updated plan would be brought before the Board for the next meeting.

Ms. Thorpe reiterated the expectations, stated that the new plan should responsibilities, dates, and measurement.

No action taken.

No. 3: Discussion and or action regarding the Purchase of Property for New Operations and Maintenance Facility. No action required.

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

Ms. Kreger stated that the property:

- Within city limits
- Accessible to City water, but at this time is septic
- In the City of Yuma plan to be rezoned from Agricultural to light industrial

Ms. Kreger stated that there was also a potential for a hub onsite.

Ms. Kreger also stated that since the price was under \$500,000 an appraisal was not required, however, staff will obtain anyway.

Mr. Sabath inquired regarding the rezoning, asked if there would be any issues.

Ms. Kreger stated that the rezoning was already in the City's general plan. The pre-development meeting will be scheduled within the next week or so.

Mr. Golding inquired if there was any legal due diligence needed.

Ms. Kreger stated that Ms. Minda Davy is involved and has been reviewing.

Ms. Thorpe inquired if the structure would be torn down.

Ms. Kreger confirmed and stated that it was built prior to 1952 and likely had asbestos.

Mr. Velez stated that rezoning could not be guaranteed.

Ms. Kreger stated that there was no guarantee but it was likely.

Ms. Thorpe stated that YCIPTA should change the escrow to be contingent upon the rezoning being figured out.

Mr. Golding inquired if staff had any thought in procuring a construction manager.

Ms. Kreger stated that she had reached out to other transit agency to get a list provider.

No action taken.

No. 4: Discussion regarding the Strategic Planning Workshop Part I. No action required.

Vice Chair moved item to the end of the meeting.

No. 5: Discussion and/or consultation for legal advice with YCIPTA Legal Counsel regarding status of contractor's personnel and related matters.

Item to be discussed in Executive Session.

No. 6: Discussion and or action regarding the Transit Director's Annual Review.

Item to be discussed in Executive Session.

PROGRESS REPORTS:

No. 1: Operations Manager Report – Oliver Cromwell, General Manager – RATP Dev. No action required. NO REPORT AT THIS TIME

No. 2: Maintenance Manager Presentation – RATP Dev Maintenance Manager. No action is required. NO REPORT AT THIS TIME

No. 3: Transit Director Report – Shelly Kreger, YCIPTA Transit Director. No action is required.

Ms. Kreger presented the report as contained in the member packet. No action taken.

No. 4: Transit Ridership – Carol Perez, Transit Operations Manager. *No action is required.*

Ms. Perez presented the report as contained in the member packet. Ms. Perez presented the Board with a cat character that was created for YCAT's marketing. No action taken.

No. 5: Financial Report – Chona Medel, YCIPTA Financial Services Operations Manager. *No action is required.*

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

At 2:02 p.m. Upon vote of the Directors, the Chairman recesses the Regular Session and convenes Executive Session.

MOTION (McGaughey/Thorpe): recesses the Regular Session and convene Executive Session.

VOICE VOTE: Motion Carries, 6-0 with Mr. Killman, Mr. Simonton and Mr. Soto excused.

DISCUSSION & ACTION ITEMS CONTINUED:

No. 5: Discussion and/or consultation for legal advice with YCIPTA Legal Counsel regarding status of contractor's personnel and related matters.

No action taken.

No. 6: Discussion and or action regarding the Transit Director's Annual Review. Action required.

MOTION (Sabath/Velez): To approve an updated employment MOU reflecting the merit increase and including updated performance measures for 2020.

VOICE VOTE: Motion Carries, 6-0 with Mr. Killman, Mr. Simonton and Mr. Soto excused.

No. 4: Discussion regarding the Strategic Planning Workshop Part I. No action required.

Ms. Kreger presented the report as provided in the packet. Ms. Kreger led discussion for a strengths, weaknesses, opportunities, and threats (SWOT) analysis. Discussion ensued in regards to points that needed changes, additions and removals. The rest of the report will be brought before the Board in a future meeting to continue discussions.

ADJOURNMENT

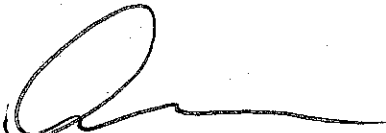
Motion: (Sabath/ Golding): To adjourn the Board of Directors' meeting.

VOICE VOTE: Motion Carries, 6-0 with Mr. Killman, Mr. Simonton and Mr. Soto excused.

There being no further business to come before the Authority, the meeting was adjourned at 3:09 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this 27th day of Jan, 2020, Agenda Item CC1.



Carol Perez, Board Secretary