

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Special Board Meeting Monday, April 1, 2019 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chairman, Susan Thorpe called the meeting to order at 1:32 P.M.

**Members Present:**

Larry Killman/Town of Wellton/ Chairman  
Susanna Zambrano/Arizona Western College/Vice Chair  
Michael Sabath/Northern Arizona University/ Secretary/Treasurer  
Ralph Velez/City of San Luis  
Ian McGaughey/City of Somerton  
Paul Soto/Cocopah Indian Tribe  
Greg Wilkinson/City of Yuma  
Brian Golding, Sr./Quechan Indian Tribe

**Members Excused:**

Susan Thorpe/Yuma County

**Others Present:**

Shelly Kreger/YCIPTA/Transit Director  
Carol Perez/YCIPTA/Transit Operations Manager  
Chona Medel/YCIPTA/Financial Services Operations Manager  
Elizabeth Williams/RATP Dev/General Manager  
Jeffery Stewart/RATP Dev/Maintenance Manager  
Minda Davy/Benesch & Davy Law Firm/Legal Counsel

The Pledge of Allegiance was led by Mr. Velez.

**CONSENT CALENDAR:**

**No. 1: Adopt the January 8, 2019 executive session minutes and January 28, 2019 regular and executive session minutes. Action required.**

A motion was made by Mr. McGaughey to approve item No.1 as presented.

Mr. Golding noted an omission in the January 28, 2019 regular session minutes, minutes omitted the appointment of Dr. Sabath as Secretary and Treasurer.

The chairman requested a change in motion.

**Motion** (McGaughey /Velez): Approve January 8, 2019 minutes as presented.

**Voice Vote:** Motion Carries, (7-0) with Ms. Thorpe and Mr. Wilkinson being excused.

Mr. Wilkinson arrived at 1:36 p.m.

**Motion** (Golding /Soto): Approved upon amendment to January 28, 2019 regular session minutes to include Dr. Sabath's appointment as Secretary and Treasurer.

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

**DISCUSSION & ACTION ITEMS:**

**No. 1: Discussion and or action regarding Election of Personnel Subcommittee Action required.**

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

Mr. Killman stated that he was already a part of the personnel subcommittee.

Mr. Killman inquired if there were any members was interested in volunteering to be part of the personnel subcommittee.

Ms. Zambrano stated that she would be happy to be part of the personnel subcommittee.

**Motion** (Sabath/Wilkinson): Elect Ms. Zambrano to be a member of the personnel subcommittee.  
**Voice Vote:** Motion Carries, (8-0) with Ms. Thorpe being excused.

Ms. Kreger inquired if Mr. Golding would like to continue being a part of the subcommittee. Mr. Golding stated that he would continue.

Mr. Golding stated that previous Board Chair was not part of the subcommittee. Mr. Golding stated that she was kept apprised of everything, she felt that Chair should be of the subcommittee.

Ms. Kreger stated that adding the Chair to the subcommittee could be added to the bylaws.

Mr. Golding requested that the amendment of the bylaws be brought before the board at the next board meeting.

**No. 2: Discussion and or action Yuma County Intergovernmental Transportation Authority's Updated Public Participation Plan. Action required.**

Ms. Kreger presented the report as contained in the member packet. Ms. Kreger stated that YCIPTA had previously used YMPO public participation plan. During the triannual review it was recommended YCIPTA have its own public participation plan.

Dr. Sabath stated that he was part of the chamber's board and would happy to assist with any outreach efforts on YCIPTA's behalf.

Mr. Golding stated that there had been attempts to establish YCIPTA's transit committee but had not been successful. Mr. Golding stated that it was important to continue the effort.

Ms. Zambrano stated that she knew of people that might be interested in joining the committee. Ms. Kreger encouraged them to apply online or to contact her.

**Motion** (Golding/Sabath): Approve item as presented.  
**Voice Vote:** Motion Carries, (8-0) with Ms. Thorpe being excused.

**No. 3: Discussion and or action regarding the Sixth Amendment to Independent Contractor Agreement for Vanpool Subsidy Program with Enterprise Leasing, Company of Phoenix, LLC. Action required.**

Ms. Kreger stated staff recommended an additional extension which would allow staff sufficient time to issue a Request for Proposal (RFP).

**Motion** (Velez/ McGaughey): Approve item as presented.

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

**No. 4: Discussion and or action to adopt Resolution No. 2019-001, authorizing the Transit Director to file for FTA funding for Fiscal Year 2019-2020. Action required.**

Ms. Kreger stated that this was an annual requirement for Federal Transit Administration (FTA).

**Motion** (Velez/ McGaughey): Approve item as presented.

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

**No. 5: Public hearing on the submission of the FTA Sections 5310 application to the Arizona Department of Transportation and authorize the Transit Director to submit the applications. Action required.**

Ms. Kreger stated that this was also a requirement for Federal Transit Administration (FTA). Ms. Kreger also stated that Ms. Perez's position was partially funded by this grant. The funding was for mobility training.

Mr. Sabath inquired as to how much the grant was for. Ms. Kreger stated that it was \$25,000.

**Motion** (Sabath/Velez): Approve item as presented.

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

**No. 6: Discussion and or action regarding member agencies contributions for Fiscal Year 2019-2020. Action required.**

Ms. Kreger presented the report as contained in the member packet. Ms. Kreger stated that this year's contribution would remain the same.

**Motion** (Velez/ Sabath): Approve item as presented.

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

**No. 7: Discussion and or action regarding National Express Transit mediation and litigation, and related matters. No action required.**

Chairman stated this would be discussed after progress report.

**PROGRESS REPORTS:**

**No. 1: Operations Manager Report – Elizabeth Williams, General Manager – RATP Dev. Introduction of Matt Booterbaugh, Senior Vice President, Operations & Innovation, RATP Dev USA. *No action required.***

Ms. Williams stated that unfortunately, Mr. Booterbaugh was unable to attend due to issues with his flight. Ms. Williams presented her report as contained in the member packet.

**No. 2: Maintenance Manager Presentation – Jeffrey Stewart – RATP Dev Maintenance Manager. *No action is required.***

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

Mr. Stewart stated that currently there was 3,400 miles between road calls, last time it was 1,800 miles. Mr. Stewart further stated that although it has increased there was still room for improvement.

Mr. Velez inquired as to what number was Mr. Stewart's goal.

Mr. Stewart replied that 20,000 miles was a suitable number.

Ms. Kreger stated that the industry standard is 6,500 miles between road calls.

Dr. Sabath stated that he was impressed and the miles between road calls was significantly better than at the school district.

Mr. Stewart presented the Board with some pictures showing different issues and concerns that he had observed. Mr. Stewart stated that most issues were caused by previous maintenance technicians and old practices.

Ms. Zambrano inquired as to how long will it take to get away from issues caused by the previous maintenance personnel.

Mr. Stewart stated that his best guess was about 6 months to thoroughly examine the fleet

Dr. Sabath stated that appreciated the pictures.

Mr. Stewart stated that he strived to provide transparency to ensure that the Board has confidence in the service that is being delivered.

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

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

Ms. Zambrano stated that she was thankful to Ms. Perez for assistance answering questions relating to YCAT services.

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

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

Mr. Velez inquired regarding the locations Green route 4 serviced.

Ms. Perez provided general route and locations serviced by Green route 4.

Mr. Velez noted that there was a significant increase in ridership January 2019 for Green route 4.

Ms. Kreger inquired if the Board would like to view one of the newly purchased buses.

Mr. Killman recessed the meeting to view the bus at 2:22 p.m. and reconvened at 2:31 p.m.

Upon vote of the Directors, the Chairman recesses the Regular Session and convenes Executive Session.

**Motion** (McGaughey / Sabath): Recess Regular Session and convene Executive Session.

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

**EXECUTIVE SESSION:**

**No. 1: Discussion and/or consultation for legal advice with YCIPTA legal counsel regarding National Express Transit mediation and litigation, and related matters pursuant to A.R.S. §§ 38-431.03(A)(3) & (4).**

Chairman adjourns Executive Session and reconvenes Regular Session.

**No. 2: Discussion and or action regarding National Express Transit mediation and litigation, and related matters.**

**Motion** (Sabath / Zambrano): Accept settlement agreement from National Express, giving legal counsel the authority to negotiate agreement and Transit Director to execute agreement.

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

**SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:**

The next Board meeting April 22, 2019

YCIPTA's FY2019-2020 Annual Budget FY2019-2020 Program of Projects Annual Performance Report

FY2017-2018 CAFR & Audit

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**ADJOURNMENT**

There being no further business to come before the Authority, the Chairman adjourned the meeting at 2:56 PM.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY  
Adopted this 05/28/19 2019, Agenda Item \_\_\_\_\_



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Carol Perez, Board Secretary