

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting Tuesday, May 28, 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 1:32 P.M.

**Members Present:**

Larry Killman/Town of Wellton/ Chairman  
Susanna Zambrano/Arizona Western College/Vice Chair  
Ian McGaughey/City of Somerton  
Jay Simonton/City of Yuma  
Brian Golding, Sr./Quechan Indian Tribe  
Susan Thorpe/Yuma County/Chairman

**Members Excused:**

Michael Sabath/Northern Arizona University/Secretary/Treasurer  
Ralph Velez/City of San Luis  
Paul Soto/Cocopah Indian Tribe

**Others Present:**

Shelly Kreger/YCIPTA/Transit Director  
Carol Perez/YCIPTA/Transit Operations Manager  
Matt Booterbaugh/RATP Dev/ Senior Vice President, Innovation & Operations  
Jeff Stewart/RATP Dev/General Manager  
Minda Davy/ Benesch & Davy Law Firm

The Pledge of Allegiance was led by Mr. Ian McGaughey.

**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 April 1, 2019 regular and executive session minutes. Action required.**

**Motion** (Golding/ McGaughey): Item approved as presented.

**Voice Vote:** Motion Carries, (6-0) with Mr. Sabath, Mr. Velez and Mr. Soto being excused.

**DISCUSSION & ACTION ITEMS:**

**No.1: Welcome Jay Simonton, Interim City Administrator, City of Yuma to the YCIPTA Board of Directors. No action required.**

Ms. Kreger introduced Mr. Jay Simonton to the Board and the Board welcomed him. No action taken.

**No. 2: Discussion and or action regarding the City of Yuma BUILD Support Letter. Action required.**

Ms. Kreger stated that every year for past four years, YCIPTA and member agencies have provided letters of support for City of Yuma's grant application. The Grant would be used in the development of a Multi-Modal Transportation Center in downtown Yuma, to which YCIPTA would contribute 1.8 million. Ms. Kreger stated that this will be the last time that YCIPTA can assist City of Yuma since YCIPTA funds expire 2020.

**Motion** (McGaughey/Zambrano): Authorization for Transit Director to provide City of Yuma with letter of support.

**Voice Vote:** Motion Carries, (6-0) with Mr. Sabath, Mr. Velez and Mr. Soto being excused.

**No. 3: Discussion and or action regarding the FY2017-2018 Annual System Performance Report. Action required.**

Ms. Kreger provided background information as contained in the member packet and provided some highlights of the report. Ms. Kreger stated that the fare box recovery ratio for the system is currently at 14.82%. The farebox recovery ratio for our champion performer, Yellow 95, is 39.8%. Staff is continuing to monitor Brown route to determine why the ridership has decreased.

Mr. Killman stated that the recovery ratio is slightly up from last year and inquired regarding the standard in the industry.

Ms. Kreger stated that the goal would be at 20% but 15% is average in the industry. Ms. Kreger stated that there will likely see increase with new fareboxes.

**Motion** (Golding/Simonton): Item approved as presented.

**Voice Vote:** Motion Carries, (6-0) with Mr. Sabath, Mr. Velez and Mr. Soto being excused.

**No.4: Public hearing regarding the Fiscal Year 2019-2020 Operating and Capital Budget. Action required.**

Ms. Kreger provided background information as contained in the member packet and provided some highlights of the report.

- Cost for moving was removed as relocating the facility is not anticipated for this fiscal year.
- Transit services operations contract increases from \$74.97 per hour to \$77.39 for YCAT transit services and \$32.33 for YCAT OnCall.
- The marketing budget has remained the same \$25,000 for printing and increased to \$80,000 for advertising.

- Purchase of one replacement paratransit vehicle and the purchase of two vehicles for YCIPTA staff in the total amount of \$163,224. The current YCIPTA vehicles will be transferred to operations support vehicles.
- Purchase of bus shelters for approximately \$243,471.
- Purchase of new accounting software, forklift and miscellaneous equipment for approximately \$403,379.
- YCIPTA staff will again increase to seven positions.

Mr. McGaughey requested more information in regards to the new position.

Ms. Kreger stated that the new position would assist in the area of maintenance quality assurance and operational support.

Mr. Golding stated that he was in support of additional staff. Mr. Godling also mentioned some upcoming changes to the contributions from the Tribe and ICTC (Imperial County Transportation Commission).

Ms. Thorpe inquired if an increase for salaries was included, Ms. Kreger stated that the budget accounted for a 3% increase. Ms. Thorpe inquired if the increase was merit based and Ms. Kreger confirmed that it was.

**Motion** (Thorpe/Golding): Item approved as presented.

**Voice Vote:** Motion Carries, (6-0) with Mr. Sabath, Mr. Velez and Mr. Soto being excused.

**No. 5: Discussion and or action regarding the roll out of the new fare collection system. No action required.**

Ms. Kreger provided background information as contained in the member packet and provided some highlights of the report. Ms. Kreger stated that staff will be providing training manual for drivers and one on one training for each driver for one hour. The installation of these new fare boxes will stop some of the fare evasion.

Ms. Kreger stated that new passes will be printed and will incorporate photos from around Yuma. Ms. Kreger stated that the use of the new passes will start by June 1<sup>st</sup>.

Mr. Killman inquired if YCAT issued fiscal year passes. Ms. Kreger stated that YCAT currently did not have a fiscal year pass.

Ms. Zambrano inquired if AWC (Arizona Western College) students would still be using season pass stickers. Ms. Kreger confirmed that AWC will continue to be issued the season stickers.

Mr. McGaughey inquired if YCAT accepted Mexican or other foreign coins. Ms. Kreger stated that foreign currency was not accepted by YCAT but would often get received in the fare box.

Ms. Zambrano inquired if the new fare collection system could sync with AWC ID program

so they no longer need a sticker. Ms. Kreger stated that she would look into that.

**No.6: Discussion and or action on legal matters related to RATP Dev employees, and related matters. *No action required.***

Postponed until after the progress reports.

**PROGRESS REPORTS:**

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

Mr. Stewart stated that the new safety and training manager, Anabel Teran, is to attend the next meeting to introduced to the Board. Mr. Stewart provided the report as contained in the member packet.

Mr. Booterbaugh introduced himself to the Board. No action taken.

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

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

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

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

Mr. McGaughey inquired if the robust marketing had an effect on ridership. Ms. Perez stated that the ridership is steady and marketing did not seem to affect ridership much. No action taken.

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

Mrs. Medel was not available and Ms. Kreger presented the report as contained the member packet. No action taken.

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

Ms. Kreger requested for Mr. Booterbaugh to stay during Executive Session.

**Motion (McGaughey/Thorpe): Recesses the Regular Session and convene Executive Session.**

**Voice Vote:** Motion Carries, (6-0) with Mr. Sabath, Mr. Velez and Mr. Soto being excused.

**EXECUTIVE SESSION:**

**No. 1: Discussion and/or consultation for legal advice with YCIPTA legal counsel on legal matters related to RATP Dev employees, and related matters pursuant to A.R.S. § 38-431.03(A)(3).**

Chairman adjourns Executive Session and reconvenes Regular Session.

**No. 7: Discussion and or action regarding legal matters related to RATP Dev employees, and related matters.**

No action taken.

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

The next Board meeting June 24, 2019

- FY2018-2019 CAFR & Audit
- Updated By-Laws
- ICTC and Quechan MOU

**ADJOURNMENT**

There being no further business to come before the Authority, the Chairman adjourned the meeting at 2:21 PM.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this 06/24/19 2019, Agenda Item \_\_\_\_\_



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Carol Perez, Board Secretary