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The Yuma County Intergovernmental Transportation Authority (YCIPTA) met in Regular Session on Monday, December 11, 2017 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26<sup>th</sup> Street, Yuma, AZ, 85364. The Chairman called the meeting to order at 1:32 p.m.

**Members present:**

Susan Thorpe/Yuma County  
Greg Wilkinson/City of Yuma  
Brian Golding, Sr./Quechan Indian Tribe  
Ralph Velez/San Luis  
Larry Killman/Town of Wellton  
Susanna Zambrano/ Arizona Western College  
Hector Tapia/City of Somerton

**Members Excused:**

Paul Soto/Cocopah Indian Tribe  
Michael Sabath/Northern Arizona University

**Other Present:**

Shelly Kreger/YCIPTA/Transit Director  
Carol Perez/YCIPTA/Management Analyst  
Chona Medel/YCIPTA/Financial Services Operations Manager  
George Rodriguez/National Express/Operations Manager  
Justin Morgan/National Express/Safety and Training Manager  
Gregg Harrington/Consultant/Maintenance Quality Assurance  
Minda Davy/Byrne & Benesch/Legal Counsel

The Pledge of Allegiance was led by Mr. Wilkinson.

**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 September 25, 2017 regular minutes.**

**MOTION** (Wilkinson/Killman): Approve items as presented.

**VOICE VOTE:** Motion Carries, 7-0 with Mr. Soto and Mr. Sabath excused.

**DISCUSSION & ACTION ITEMS:**

**No. 1: Discussion regarding the board replacement for Arizona Western College, introduction of Susanna Zambrano, M Ed. and City of Somerton replacement Hector**

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**Tapia, City Manager. No action required.**

Ms. Kreger introduced Ms. Zambrano and Mr. Tapia. Ms. Zambrano thanked the board for the opportunity serve.

**No.2: Discussion and or action regarding MOU between Yuma County Public Health Services District and Yuma County Intergovernmental Public Transportation Authority for the provision of transportation payment. Action required.**

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

**VOICE VOTE:** Motion Carries, 7-0 with Mr. Soto and Mr. Sabath excused.

**No. 3: Discussion and or action regarding the vacancy of Personnel subcommittee member and Transit Director's Annual Review. Action required.**

Ms. Kreger inquired if Mr. Golding and Mr. Wilkinson would like to continue participating in the personnel subcommittee or if new members should be appointed.

Mr. Golding and Mr. Wilkinson stated that they would continue on the subcommittee.

Mr. Killman stated that he would like to join the subcommittee.

**MOTION** (Wilkinson/Velez): To appoint Mr. Killman to the personnel subcommittee.

**VOICE VOTE:** Motion Carries, 7-0 with Mr. Soto and Mr. Sabath excused.

**No. 4: Discussion and or action regarding new Maintenance/Operation/Admin facility. Action required.**

Ms. Kreger stated that the property YCIPTA staff was wanting to purchase, formally La Meza RV, had sold the maintenance portion of the property; which was of main interest.

Ms. Kreger stated that the Board's action in June was specific to purchasing the La Meza property and was now looking for a broader action. Ms. Kreger mentioned possibly purchasing a "turnkey" property.

Mr. Wilkinson inquired as to where the property would be located.

Ms. Kreger stated that there was a property located on 43<sup>rd</sup> street and Avenue 4E.

Mr. Wilkinson inquired in regards to septic issues with the bus washing.

Ms. Kreger stated that this was discussed and should have no issues.

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**MOTION** (Wilkinson/Golding): Approve items as presented.

**VOICE VOTE:** Motion Carries, 7-0 with Mr. Soto and Mr. Sabath excused.

Mr. Wilkinson urged Ms. Kreger to examine the details of the sprinklers, further stated that he was skeptical due to above water tanks for fire sprinklers.

Ms. Kreger stated that she would obtain more details since she has received Board approval.

**No. 5: Update regarding the performance of National Express Transit. No action required.**

Action to authorize an Executive Session of the Board of Directors pursuant to Arizona Revised Statutes §38-431.03(A)(3) and (4).

Ms. Kreger requested that progress reports be moved up and the executive session to be moved to the end.

**PROGRESS REPORTS:**

**No. 1: Operations Manager Report – George Rodriguez, National Express Operations Manager. No action is required.**

Mr. Rodriguez introduced Justin Morgan as the new maintenance manager.  
Mr. Rodriguez stated that the next safety meeting as scheduled for December 29<sup>th</sup>.

No action taken.

**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. Thorpe inquired as to how events such as HolidayCAT were advertised.

Ms. Kreger stated that YCIPTA issues a press release and that she also had an interview on the radio show "Today in Yuma".

Ms. Perez stated that YCIPTA also does social media postings as well as radio ads.  
No action was taken.

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**No. 3: Transit Ridership – Carol Perez, Management Analyst/Mobility Manager**  
***No action is required.***

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

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

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

**Discussion and Action:**

**No. 5: Update regarding the performance of National Express Transit. No action required.**

**Action to authorize an Executive Session of the Board of Directors pursuant to Arizona Revised Statutes §38-431.03(A)(3) and (4).**

Chairman recesses the Regular Session and convenes Executive Session.

**MOTION** (Golding/Tapia): Recess the Regular Session and convene Executive Session

**VOICE VOTE:** Motion Carries, 7-0 with Mr. Soto and Mr. Sabath excused.

**EXECUTIVE SESSION:**

**No. 1: Discussion and/or consultation with legal counsel regarding the performance of National Express Transit under the Agreement for Transit Services. This matter is brought in Executive Session pursuant to A.R.S. §38-431.03(A)(3) and (4).**

Chairman adjourned the Executive Session and convened Regular Session.

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

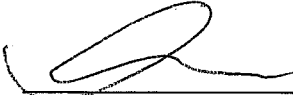
The next Board meeting is scheduled for January 22, 2018.

**ADJOURNMENT**

There being no further business to come before the Authority, the Chairman adjourned the meeting at 2:31 p.m.

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YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY  
Adopted this 01/22/18, 2018, Agenda Item \_\_\_\_\_



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CAROL PEREZ, Board Secretary