

The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) met in Regular Board Meeting session on Monday, December 18, 2023 at Yuma County Department of Development Services, Aldrich Hall; 2351 West 26th Street, Yuma, AZ 85364. The Chair, Mr. Jay Simonton called the meeting to order at 1:34 P.M.

Members Present:

Jay Simonton/City of Yuma/Chair
Susanna M Zambrano/Arizona Western College/Vice Chair
Ian McGaughey/ Yuma County/Secretary/Treasurer
Brain Golding, Sr./Quechan Tribe
Louie Galaviz/City of Somerton
Matias Rosales/City of San Luis
Richard Marsh/ Town of Wellton

Members Absent:

Allen Heck/Cocopah Tribe

Others Present:

Shelly Kreger/YCIPTA/Transit Director
Adriana Ortiz/YCIPTA/Clerk II
David Garcia/YCIPTA/Transit Management Assistant
Shane Bollar/RATP DEV/General Manager

The Pledge of Allegiance was led by Mr. Simonton.

CALL TO PUBLIC:

There were no public comments made.

CONSENT CALENDAR:

No. 1: Adopt the October 23, 2023 regular session minutes. Action required.

Motion (Galaviz/Zambrano): To approve as presented.

Voice Vote: Motion Carries, 7-0 with Mr. Heck being excused.

DISCUSSION & ACTION ITEMS:

No. 1: Discussion and or action the membership of Arizona Western College and future status of the Silver Route. Action required.

Mr. Simonton requested for Ms. Kreger to put this topic on agenda to discuss the future of Arizona Western College (AWC) with YCIPTA.

Dr. Daniel Corr, AWC/President, stated that Northern Arizona University (NAU) had withdrawn from the Board along with its financial support. Dr. Corr inquired as to why an educational institution would be responsible for transportation cost. Dr. Corr stated that he was unsure but it had always been that way. Dr. Corr stated AWC did not want to unilaterally withdraw and believed it would be a hardship for the community.

Mr. Ross Poppenberger, AWC/Vice President, stated that AWC was interested in maintaining a relationship with YCIPTA and the community; withdrawing would be the last resort.

Mr. Poppenberger proposed for AWC's contribution to the "locked in" to the \$5 fee.

Mr. Poppenberger inquired if there were some inefficiencies within the Silver Route to reduce cost for them to maintain the \$5 fee. Mr. Poppenberger also stated that the transportation fee could possibly be increased from \$5 to \$5.50.

Mr. Poppenberger stated increasing the fee from \$5 to \$5.50 would be closer to the \$76,000, but reiterated that ideally AWC would like to keep the fee at \$5 and "lock in" the price.

Mr. Poppenberger informed the Board that he had the authority to commit to \$5 fee but for any increase he would need AWC Board approval and that would be in January to February. Mr. Poppenberger stated that it would lead to AWC being behind on the payment due to YCIPTA by January 1st.

Mr. Simonton inquired Ms. Kreger how many times Silver Route ran.
Ms. Kreger stated once in the morning and once in the afternoon.

Mr. Simonton inquired if there was way to reduce the number to get the cost down on Silver Route.
Ms. Kreger stated there was not.

Mr. Rosales inquired if Silver Route service was just the southside country connection to the College.
Ms. Kreger confirmed and stated it included San Luis and Somerton.

Mr. Rosales inquired if the \$5 fee was included with tuition.

Mr. Poppenberger confirmed and stated it was a one-time fee.

Mr. Rosales inquired as to how long AWC had been charging the fee.
Dr. Corr stated that he didn't remember and Ms. Zambrano stated that it had been since 2011.

Mr. Simonton inquired if the \$5 fee had always been the same.
Mr. Poppenberger stated that he believed it had not changed since 2011.

Mr. Golding inquired if enrolment fees had gone up.
Mr. Poppenberger confirmed and added that AWC takes a lot of consideration before fees are raised.

Mr. Simonton inquired how much AWC was being charged for this fiscal year.
Mr. Poppenberger stated that it was \$134,000.

Ms. Poppenberger stated the original agreement was \$50,000 year.
Ms. Kreger clarified that it was \$50,000 a semester, not a year.

Mr. Poppenberger informed the Board that increase in payment went up \$34,000 and that AWC has been taking money out of other student programs to offset cost.

Ms. Kreger stated that AWC students can use the bus for free not only for school but for work anywhere, any time.

Mr. Rosales inquired if there was a way to track the riders for AWC.

Ms. Kreger stated it is recorded and the report is in the package, page 36.

Ms. Zambrano inquired if AWC makes up 10.4% of all ridership?

Ms. Kreger confirmed.

Mr. McGaughey inquired if AWC was looking to back down from the payment of \$67,000.

Mr. Poppenberger stated AWC would like to just pay what was collected with the \$5, which is \$67,000.

Mr. Simonton stated if this route is specifically for AWC then they should pay for the cost.

Dr. Corr stated there should be some kind of language stating it's a fee, not the cost.

Mr. Simonton stated there should be language that could be visited once a year.

Mr. Golding recommended staff look at the proposal and write up a report to present at the next meeting, that outlines the cost.

Mr. Poppenberger stated YCIPTA didn't have a meeting in November. Now it is December and payment is due January 1st. Mr. Poppenberger requested that AWC not be penalized for late payment until decision is made.

Mr. Simonton inquired regarding what their payment would be, if they were to agree with everything.

Mr. Poppenberger stated \$67,000.

Mr. Simonton inquired if is that something they are committed to pay.

Mr. Poppenberger replied that they would like not to pay it but, in the agreement, they have to pay in full.

Dr. Corr stated they need to pay in full in order to withdraw as NAU did. If no decision is made right now, we would need the ability to do so after January 1st.

Mr. Rosales inquired if the funding for the 2023-2024 fiscal year was approved.

Dr. Corr informed the Board the payment was in the budget and they would like to pay it but it looked like no decision would be made. Dr. Corr further stated that it would put AWC in a difficult situation on January 2nd and not allow them to withdraw.

Mr. Galaviz reiterated that AWC would have to be all current in order to withdraw.

Mr. Simonton stated that he was under the impression that beginning July 1st AWC would be paying the \$5 fee for the 2024-2025 fiscal year.

Mr. Rosales informed AWC that any action taken that day was for the next fiscal year and this fiscal year 2023-2024 should be paid as normal. Mr. Rosales further stated that the way AWC was explaining things it appeared as if they didn't want to pay the amount for this fiscal year.

Dr. Corr stated that he understood. Dr. Corr further stated that if no action would be taken today and AWC would have to withdraw in order to protect themselves and wait for a favorable outcome to rejoin.

Mr. Rosales inquired if action was to be taken today would they be okay with paying since, they paid the first payment and next payment is due on January.

Mr. Golding stated if this was urgent it could have been discussed over a zoom meeting.

Mr. Simonton stated he didn't know how urgent this matter was and thought it was for the next fiscal year. Mr. Simonton stated that he thought they had several months to reach a final agreement and didn't know there was concern in making January's payment.

Dr. Corr inquired if delay would not affect the payment, then would it be okay to come back and talk about later.

Mr. Galaviz stated that it would be fine, it would provide some time to put something in writing for next fiscal year.

Dr. Corr stated that would be better so AWC didn't have to withdraw before the new year.

Ms. Kreger wanted to clarify if YCIPTA and the Board accepted the \$5 fee, would AWC be making the payment.

Dr. Corr confirmed and stated that they have budgeted and wanted to pay.

Mr. Galaviz stated AWC wouldn't be in arrears.

Motion (Galaviz/McGaughey): To delay AWC payment until next month's meeting with no penalties.

Voice Vote: Motion Carries, 7-0 with Mr. Heck being excused.

No. 2: Discussion and or action regarding the vacancy of the Finance Manager position. Action may be required.

Mr. Kreger stated position has been vacant since August 28th. Ms. Kreger stated that 52 applications were received with only 18 meeting the qualifications. Ms. Kreger stated the qualifications were: five (5) years of finance and accounting, two (2) years of QuickBooks, and one (1) year of budgeting.

Ms. Kreger stated that 18 were contacted to interview and only 7 were actually interviewed; others were no-shows or never return our calls. Ms. Kreger further stated that two (2) were close to qualifications but one (1) wanted a large sum of money and the other wanted to set her own work hours.

Mr. Zambrano inquired if current salary was enough to fill the vacancy.

Ms. Kreger confirmed.

Mr. McGaughey inquired when was the last time the salary range was adjusted.

Ms. Kreger stated it had not been adjusted.

Mr. McGaughey stated that if money was an issue maybe the Board should look into it and bring the pay up.

Ms. Kreger stated they had two more interviews.

Mr. Galaviz inquired if a board member could be in the interviews.

Ms. Kreger stated that according to the personal policies she serves as a member of the Board.

Mr. Rosales suggested there could be a 3rd person on the panel even if its not a Board member just for extra input.

Mr. Simonton stated if none of upcoming applicants are successful, they would elect a 3rd person to sit the interviews.

Mr. Rosales inquired how the applicants were graded and if was by number system.

Ms. Kreger stated it was not a number system; questions are asked and take notes and then it is discussed.

Mr. Rosales inquired if each applicant is asked the same questions.

Ms. Kreger confirmed.

No action required. No action taken.

No. 3: Discussion and or action regarding the appointment of additional YCIPTA Board member from the City of Yuma. Action May be required.

Mr. Simonton stated he didn't know what the outcome was going to be with AWC. Mr. Simonton stated that the conversation with Mr. Poppenberger is that they might want to be removed from the Board.

Mr. Simonton stated that this item should wait.

**Motion (McGaughey/Galaviz): To delay action until AWC responds next month.
Voice Vote: Motion Carries, 7-0 with Mr. Heck being excused.**

No. 4: Discussion and or action regarding YCIPTA Shelter and Bus Stop permit status report. No action required.

Ms. Kreger stated Cocopah Casino requested two (2) shelters to cover the benches entering the resort. We had two (2) that were not being used. Ms. Kreger state that the was \$2750 to move and install.

Mr. Simonton inquired as to how many more shelter needed to be installed.

Ms. Kreger stated that there was two (2).

Mr. Simonton inquired if it was known where the shelter would go.

Ms. Kreger stated that it was not decided yet.

Mr. Rosales inquired as to how it is determined where the shelters are installed.

Ms. Kreger stated there was two (2) possible locations on 32nd Street/Avenue A and Avenue A/16th Street.

Ms. Simonton stated they needed to get installed soon.

No actions required. No action taken.

PROGRESS REPORTS:

NO. 1: Operations Manager Report/Maintenance Update– Shane Bollar, General Manager – RATP Dev. *No action required.*

Mr. Bollar presented the report as contained in the member packet. Mr. Bollar stated they had two (2) preventable accidents; one (1) was at Paradise Casino the driver hit a sign and the other driver hit a pillar at Seller's fueling station.

Mr. Bollar stated driver are getting retrained before getting back on the road after any accident.

Ms. Zambrano inquired as to why these accidents keep happening and inquired if it was due to lack of experience.

Mr. Bollar it was something that they were looking at.

Mr. Bollar updated the board for their maintenance manager position being fill by February 5th.

No actions required. 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.

No Action Taken. No Action Required.

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

Ms. Kreger presented the report as contained in the member packet on Ms. Perez' behalf.

Mr. McGaughey inquired if the Juneteenth holiday was modeled after the City of Yuma.

Ms. Kreger replied stating it was modeled after the County.

No Action Taken. No Action Required.

No. 4: Financial Report – Shelly Kreger Transit Director.

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

No Action Taken. No Action Required.

SCHEDULE NEXT MEETING DATE AND IDENTIFY AGENDA ITEMS:

There being no further business to come before the Authority in regular session, the meeting was adjourned at 2:36 p.m.

YUMA COUNTY INTERGOVERNMENTAL TRANSPORTATION AUTHORITY

Adopted this _____, 2024, Agenda Item _____.



Carol Perez, Board Secretary