

GREATER YUMA PORT AUTHORITY

MEETING MINUTES: September 25, 2017

DIRECTORS

PRESENT: Matias Rosales, Chair
William Gresser
Gary Magrino
Frank Rascon
Tony Reyes
Gary Knight

DIRECTORS

ABSENT: Omar Heredia
City of Yuma Vacancy

EX-OFFICIO (Non-voting)

MEMBERS

PRESENT: Gen Grosse, YCAA

OTHERS

PRESENT: Linda Matthias, GYPA Administrator
Minda Davy, Legal Counsel
Susan Thorpe
Russ Jones
Matt Molenaar
Tim Eisenmann
Jenny Torres
E. Heredia
Rod Sebree

1. CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Chair Matias Rosales. The meeting was held at Greater Yuma Economic Development Corporation Conference Room, 899 E. Plaza Circle, Ste. 2 Yuma, AZ.

2. ACTION TO APPROVE THE MINUTES OF THE AUGUST 28, 2017 REGULAR MEETING.

MOTION: Bill Gresser moved to approve the minutes of the August 28, 2017 Regular Meeting as presented.

SECOND: Gary Knight

ACTION: The motion carried unanimously.

3. ADMINISTRATOR'S REPORT TO THE BOARD

Administrator Linda Matthias reported on the GYPA current financial activity/status. Activities included:

- Review of current correspondence
- Financial review to date which included a wrap-up of expenses at closing of fiscal year 2016-2017 and a draft budget worksheet for fiscal year 2017-2018 to facilitate next budget.

4. CHAIRMAN'S REPORT

Chair Matias Rosales reported on

- APS had located a ground vault which had slowed down the completion of the MIP perimeter wall. He reported the APS vault work was underway.
- A portion of the perimeter wall had blown over in the recent (weather) heavy wind event. It would be repaired with the completion of the wall.
- Prospective signage for MIP had now reached a point for action. The discussion was slated on the agenda for this meeting.

9. DISCUSSION AND POSSIBLE ACTION REGARDING THE NEW WEBSITE AND LOGO FOR GYPA (Taken out of order)

Matt Molenar displayed and described details of the new GYPA website. His presentation included current capabilities and future build-out. He demonstrated navigation of the website and how editing takes place.

5. DISCUSSION AND POSSIBLE ACTION REGARDING RECENT COMMUNICATION FROM ARMY CORPS OF ENGINEERS REOPENING THEIR REQUEST TO LOCATE AND CONSTRUCT A COMMUNICATION TOWER ON PROPERTY LOCATED WITHIN THE MAGRINO INDUSTRIAL PARK.

Susan Thorpe reported she had been in communication with the Army Corps of Engineers. At this time there was no information that would require Board action.

6. DISCUSSION AND POSSIBLE ACTION REGARDING SIGNAGE WITHIN THE MAGRINO INDUSTRIAL PARK.

Chair Matias Rosales opened discussion for the vision of what would be appropriate and desirable for signage at MIP. The discussion came at the request of SLCOM, who is hosting a ribbon-cutting in early November. Conferring with Rod Sebree and Russ Jones for signage design should be included in tasks.

Discussion was to place raised stainless letters on the half block wall. It was agreed that all signage would be consistent. Mr. Rosales suggested maybe local high schools would have a program that could be utilized in the construction of the lettering.

Tony Reyes suggested GYPA consider an electronic sign be included in the signage project.

It was suggested a signage CC&R's would be appropriate.

7. DISCUSSION AND POSSIBLE ACTION REGARDING POSSIBLE UPDATED INFORMATION ON MAGRINO INDUSTRIAL PARK PERIMETER BLOCK WALL.

The recent discovery of an underground fiber-optic vault which is located directly under the site of the course of the perimeter wall of the Magrino Industrial Park has determined a redesign of that site. Mr. Rosales reported that because the site of the vault cannot be relocated the design of the doors at the wall will be changed.

8. DISCUSSION AND POSSIBLE ACTION REGARDING EAST SAN LUIS WATER RELIABILITY IMPROVEMENT SYSTEM FOR THE MAGRINO INDUSTRIAL PARK

Jenny Torres of the City of San Luis and Mr. E. Heredia of the City of San Luis Public Works Department briefed the Board on activity by the City for a water reliability system that would place a well valve on industrial park property. Ms. Torres introduced the Board to the effort underway by the City of San Luis and introduced Mr. Heredia to detail the specifics of the project. They explained the (value) use of MIP land for the well valve would go toward the GYPA apportioned cost. Also, the entire project is hinged on a recent application for a \$500K Federal Grant by the City of San Luis.

Gary Magrino questioned whether using land surrounding the MIP pump station would be cost effective for the City's project.

Russ Jones stated that MIP fire ratings were based on flow volume and should have priority attention.

10. DISCUSSION AND POSSIBLE ACTION REGARDING ACCOUNTING SERVICE RESPONSE(S) FOR GREATER YUMA PORT AUTHORITY

Susan Thorpe, Yuma County Administrator briefed the Board on the recent activities for the Request for Proposals that were sent out by her office for accounting services for the GYPA. Several RFP's were sent and one response was received from Lombard & Associates. The work to be performed is to be quarterly financial statements for GYPA.

MOTION: Tony Reyes moved to approve the RFP response from Lombard & Associates for quarterly financial report accounting.

SECOND: Gary Knight

ACTION: Ayes: 5

Nos: 2

Motion carries

11. DISCUSSION AND POSSIBLE ACTION REGARDING THE PROPOSED GREATER YUMA PORT AUTHORITY BUDGET EXPENDITURES / OPERATIONAL ACCOUNT FOR FISCAL YEAR 2017-2018.

Upon review of the most recent draft budget for 2017-2018 the Board discussed two line-item changes. An additional \$20K for Magrino Industrial Park signage costs and an additional \$12K for an (estimated) quarterly cost for accounting services.

The changes will be incorporated into the 2017-2018 draft budget to be reviewed by the Board at the October business meeting.

12. DISCUSSION AND POSSIBLE ACTION REGARDING THE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN GREATER YUMA PORT AUTHORITY AND LINDA J. MATTHIAS

Linda Matthias introduced for discussion that considering the GYPA office functions would have to be entirely relocated into the new office space offered by Yuma County it would be problematic for a newly hired GYPA administrator to set up the office as that individual would have no familiarity with any of the office documents or inventory of filed information.

Therefore she offered to move, organize all files and set up the new office space for the newly hired administrator. This included review of files that have been in storage for over six years and most dating back to 2000.

When asked about monetary compensation for the project and time allowed her response was \$2k per month (the amount paid to the previous office-assigned administrator) and a time allotment of four months.

MOTION: Frank Rascon moved to approve the four-month contract at the proposed compensation

SECOND: Gary Magrino

ACTION: The motion carried unanimously.

13. RELOCATION AND POSSIBLE ACTION REGARDING RELOCATION OF GYPA ADMINISTRATIVE OFFICE.

Following initial proposed site review for relocation of the GYPA administrative office, Linda Matthias reported to the Board that she had concerns regarding its location in the County Administration Complex, that due to its site location on the ground level it appeared to be a site that would possible interfere with the ongoing daily of staff and possible Supervisors. General discussion followed including possible options for office placement. Locating in the County Administration Complex drew general consensus.

14. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF GYPA OFFICERS.

Following general discussion the FY 2017-18 slate of officers was proposed.

Chair / Matias Rosales
Vice Chair / Tony Reyes
Secretary-Treasurer / Bill Gresser

MOTION: Gary Magrino moved to elect the field of officers as designated by discussion.

SECOND: Frank Rascon

ACTION: The motion carried unanimously.

15. CALL TO THE PUBLIC

Meeting attendees were invited to comment on items that would be informative or beneficial.

Rod Sebree inquired about a Trade Free Zone status for the Magrino Industrial Park. It will be looked into by the Board.

10:45 a.m.

MOTION: Tony Reyes moved the regular business meeting of the Greater Yuma Port Authority be recessed into Executive Session
SECOND: Bill Gresser
ACTION: The motion carried unanimously.

POSSIBLE EXECUTIVE SESSION FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH GYPA LEGAL COUNSEL REGARDING GYPA'S ACTIVITIES AND PARK PROPERTY SALES/LEASE ACTIVITY UNDER THE PROVISIONS OF A.R.S. §38-431.03(A)(3)(4)(6).

DISCUSSION AND POSSIBLE DIRECTION FOLLOWING STATUS UPDATE OF THE MAGRINO INDUSTRIAL ARK PROPERTY SALES/LEASE ACTIVITY. POSSIBLE EXECUTIVE SESSION FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH GYPA LEGAL COUNSEL REGARDING GYPA'S ACTIVITIES AND PARK PROPERTY SALES/LEASE ACTIVITY UNDER THE PROVISIONS OF A.R.S. §38-431.03(A)(3)(4)(6).

POSSIBLE EXECUTIVE SESSION FOR DISCUSSION OR CONSULTATION FOR LEGAL ADVICE WITH GYPA LEGAL COUNSEL REGARDING GYPA'S LOAN AGREEMENT BETWEEN GREATER YUMA PORT AUTHORITY AND THE COCOPAH INDIAN TRIBE UNDER THE PROVISIONS OF A.R.S. §38-431.03(A)(3)(4)(6).

13. DISCUSSION AND POSSIBLE ACTION REGARDING THE LOAN AGREEMENT BETWEEN GREATER YUMA PORT AUTHORITY AND THE COCOPAH INDIAN TRIBE.

EXECUTIVE SESSION WILL BE ADJOURNED AND REGULAR SESSION WILL BE RECONVENED

11:09 a.m. Adjourn Executive Session and Reconvene Regular Session.

No Executive Session Action was taken

18. ADJOURN

There being no further business to come before the Executive Board, with motion and second the meeting adjourned at 11:10 a.m.

GREATER YUMA PORT AUTHORITY

Matias Rosales, Chair

ATTEST:

Linda Matthias
GYPA Administrator