



Yavapai Regional Transit, Inc.
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“Moving Yavapai Regional Transit Forward”

MINUTES OF THE REGULAR MEETING YAVAPAI REGIONAL TRANSIT INC. BOARD

**Thursday, May 10, 2018
8:00 A.M.**

**Yavapai Regional Transit Office
Chino Valley, AZ**

1. Yavapai Regional Transit, Inc. convened for a regular board meeting at the YRT Office, located in Chino Valley, Arizona on Thursday, May 10, 2018 at 8:00 A.M.

Ron Romley called the meeting to order at 8:04 a.m. It was noted a quorum was present.

2. **Members present:** Ron Romley (Chairman), Dawn Marie Hayden (Vice-Chair), Nancy Best (Treasurer), Cheryl Romley (Secretary), Daniel Mattson (member) and Becki Henderson (member). Also in attendance were Mary Connor, Sandy Stutey (excused), Bill Mitchell and Linda Altman.

3. **APPROVAL OF MINUTES**

Daniel Mattson had 2 small changes. Motion to accept the April 12, 2018 minutes as amended was made by Nancy Best and 2nd by Dawn Marie Hayden. Motion carried.

4. **CALL TO THE PUBLIC**

Mary Conner reminded everyone that there is still time to vote for the jail tax extension. She also said that the CV Medical center will be reopening as YRMC Medical. The AZ Sunshine event is coming back to the PV event center. It helps people who need help such as doctors, employment and dental work. Mary will keep us in the loop about the information we need for this event.

Lisa Sahady of the Arizona Community Foundation gave a presentation on reserve accounts. She described the options available and answered Board questions. The Board will review the information and discuss the information she provided for possible future action.

5. **MANAGER & STAFF REPORT**

a.. Bill Mitchell gave the report on the driver meeting held April 17th. Bill Mitchell said that Ron Romley gave a brief report of the Board’s last meeting. The drivers are using different routes to get into the Walmart GG parking lot so they discussed how to get into and out of the parking lot. They

also talked about the Harkins Theater drop off. Drivers were reminded to never leave a bus with less than a half tank of gasoline. There was a review of the two-way radio 10 codes so everyone can use them. Drivers were urged to accurately record the ticket codes on manifests as ADOT wants to know about agency sponsored tickets. The next Driver meeting is May 15th.

b. Ridership report shows there were a total of 733 riders for April 2018 compared to 531 last year (39% increase).

6. SUBCOMMITTEE CHAIR REPORTS

a. Cheri Romley gave the report on the Foundation meeting. They are trying to plan a training program about all forms of transportation in the area and have applied for a grant for this from ADOT. They are going to try to help fund an extra route in Prescott Valley as of October 1st. They talked about the YRT Fundraiser coming up in August.

b. Fundraiser Committee report by Becki Henderson. Becki and Sandy Stutey went out and looked at the two local schools as a possible location for the August 11th fundraiser. Del Rio School appears to be the best choice. She has been collecting gifts for the raffle. Cheri Romley asked about the cost of putting on the fundraiser. No costs have been applied, as of yet. There will be a committee meeting on Tuesday, May 15, to work on the details.

7. OLD BUSINESS

a. The financial report was given by Nancy Best. We had reimbursements from ADOT in April of \$24,184.69, and total revenue was \$26,836.51. Our expenses were \$24,325.88. Cheri Romley made a motion to accept the financial report, 2nd by Daniel Mattson. Motion carried.

b. Marketing report by Cheri Romley. There was no report at this time.

c. Personnel Status was given by Bill Mitchell. The 2 trainees have completed their training and are ready to begin driving.

d. Ron Romley updated the board on the ADOT grant for 2018/2019 and 2019/2020. It has been submitted. We are waiting for them to go over the paperwork. We have 24 leads for grants. We will update the grants list each month.

e. Bill Mitchell stated that we are doing well with the Veterans Free Rides project. We had 60 free veterans rides in April.

f. The new bus should be ready and delivered on Wednesday May 16th. Bus 60 is now at the Gila River Indian Community.

g. Cheri Romley reported on the TAC Meeting held April 18th. There was a discussion on what we will be doing in the future.

h. Ron Romley spoke on the CYMPO meeting. . CYMPO is looking into accessing the 5307 funds to create more transit in the urban area. It may be up to 2 years in the planning stage.

i. Ron Romley gave an update on the Citibus benches. We have decided not to take any of the benches as they do not fit our needs.

j. Board Elections have been postponed until next month.

k. Cheri Romley has spoken to Matt Santos re: new photos for the website. He will take photos and videos of the Paulden Plunge route for the town of Chino Valley and let YRT use them at no cost to YRT.

l. The flyers for the Paulden Plunge have been printed both in English and in Spanish. We have been approved by the Town of Chino Valley for \$1700 to help with the cost of fuel and maintenance. We have around \$2,000 left in the fund from last year. The route starts May 28th.

8. NEW BUSINESS

a. Ron Romley said that we have many free tickets out that are not being used. Daniel Mattson said he would start telling his “people” that they need to be used. We need to report to ADOT how free tickets are being used.

b. PASS and Defensive Driving classes were held in April. Ten drivers attended. We still have 2 who need to take the Defensive Driving class later.

c. Ron Romley said we need to vote on continuing our agreement with the Grant Writer for 6 more months. Cheri Romley made a motion to continue the agreement for 6 more months, 2nd by Nancy Best and passed by aye vote.

d. AARP has written up an article on the new bus stop we installed with the grant money they gave us. This will appear in a national AARP publication.

e. The new bus schedule holders are ready to be installed at the bus stops.

f. The Prescott Valley Parade is being held on May 12th. We will take 2 buses to be in the parade.

g. The ASU Charter went well. We had 60 passengers.

h. The YRT management team met and decided to move the Friday Prescott Valley route to Wednesdays. This will be as of October 1st. We may add 1 more day to this.

i. Ron and Cheri Romley received an award at the CYMPO meeting. It was for Regional Mobility Volunteerism.

9. NEXT MEETING DATE: June 14, 2018 at 8:00 a.m. YRT Office, Chino Valley, AZ.

10. ADJOURNMENT

The meeting was adjourned at 10:00 a.m.

A motion to adjourn was made by Cheri Romley and second by Daniel Mattson. Motion carried.

Dated this May 18, 2018