



**Yosemite Area Regional Transportation System (YARTS)  
Authority Advisory Committee  
MINUTES**

**DATE**

**Wednesday, January 17, 2018**

The regular meeting of the Yosemite Area Regional Transportation System (YARTS) Authority Advisory Committee (AAC) held Wednesday, January 17, 2018, at the Merced County Association of Governments, Front Conference Room, 369 W. 18th Street, Merced, CA and conducted by video/teleconference at the Sierra Center Mall, Board of Supervisors Conference Room, Third Floor, 452 Old Mammoth Road, Mammoth Lakes, CA, Fresno Council of Governments, 2035 Tulare Street, Suite 201, Fresno, CA and Mariposa County Government Center, Board of Supervisors Chambers, 5100 Bullion Street, Mariposa, CA and was called to order by Cindy Kelly at 10:06 a.m.

**MEMBERS PRESENT**

Karen Baker, California Welcome Center, Merced  
 Jim Donovan, Yosemite National Park (via videoconference)  
 Tom Dumas, Caltrans, District 10 (via teleconference)  
 Sandy Hogan, Mono County LTC (via videoconference)  
 Michelle Miller, Yosemite/Madera County Visitors Bureau (via videoconference)  
 Terri Peresan, Mariposa County Department of Community Services (via videoconference)  
 Nanette Villegas, Merced Mall  
 Sean Williams, Holiday Inn Express

**MEMBERS ABSENT**

Candy O'Donel-Browne, Mariposa County Economic Development Corp.  
 Layla Forstedt, Fresno/Clovis Conference and Visitors Bureau  
 Lisa Mayo, Tuolumne County Visitors Bureau  
 Terry Selk, Yosemite/Mariposa Tourism Bureau  
 Jeff Simpson, Mono County Economic Development  
 Steve Smallcombe, Upper Merced River Watershed Council  
 Moses Stites, Fresno Rural Transit  
 Hub Walsh, Private Citizen  
 Vacant, Fresno  
 Vacant, Mono

**OTHERS PRESENT**

Peggy Arnest, Fresno Council of Governments  
 Michael Draper, Mono County  
 Denise Demery, VIA Adventures

**STAFF PRESENT**

Cindy Kelly, Assistant Transit Manager  
 Patrick Pittenger, Executive Director  
 Artis Smith, Transit Director  
 Joy Young, Administrative Assistant

1. **Introductions**

Cindy Kelly led the introductions and welcomed everyone to the meeting.

At this time, it was stated that the committee did not have a quorum and no formal action could be taken on agenda items.

2. **Public comment**

None.

3. **Minutes**

- a. April 5, 2017, YARTS Authority Advisory Committee meeting
- b. October 18, 2017, YARTS Authority Advisory Committee meeting

At this time, a quorum was not present and formal action was not taken.

4. **Information/Discussion only**

- a. Monthly Ridership and Customer Service Report for September 2017-November 2017
- b. YARTS Ridership History
- c. YARTS Financial Report/Budget Update
- d. Minutes of the October 23, 2017 YARTS JPA meeting (to be approved at the January 22, 2018 JPA meeting)

Sandy Hogan asked what the drop was from the Highway 140 service chart from November 2016 versus November 2017. Cindy Kelly responded and stated that she would check with VIA and get that information back to Sandy. Cindy stated that it possibly could have been a fire and to expect fluctuations when events like natural disasters occur.

5. **Social Media Report - Year in Review**

Cindy Kelly reported on the two most significant media accounts for YARTS, the Facebook page and the YARTS website stating that YARTS has had an increase in traffic on the website.

6. **YARTS Reservation System Update**

Cindy Kelly gave an update on the YARTS reservations stating that YARTS has been in contract with Betterez for two years with operations running smoothly. Cindy reported 16,839 reservations for 2017 with total revenue received \$148,623.

Sandy Hogan asked what the contracted payment is for Betterez. Cindy responded that we pay a flat fee of \$1,500 monthly.

7. **YARTS Free Day Update**

Cindy Kelly reported on the YARTS free days stating that there was a great turnout and ridership increased from last year. Cindy stated that January 15<sup>th</sup> was a free service day and the next free service dates are April 21<sup>st</sup> and 22<sup>nd</sup>.

Tom Dumas suggested a survey to capture first time riders and if they would pay to ride in the future versus only using YARTS on a free service day.

Sandy Hogan stated that advertising helped to increase ridership and suggested a survey to find out all of the avenues that were used to obtain information about the free service day.

8. **State of Good Repair (SGR) Project List, Certification and Assurances and Resolution**

Cindy Kelly reported on the State of Good Repair Project list and stated that funding allocated is relatively small and it is the intention of staff to “bank” the funds as match funding for the purchase of new camera systems on YARTS buses.

Sandy Hogan asked for clarification on the funds accumulating until there are enough for the purchase and asked for an estimated time frame. Cindy stated that the funding would accumulate until there was enough for the purchase and that she is estimating a time frame of about 24 months.

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to:

- a. Approve the State of Good Repair Project List submittal to Caltrans;
- b. Approve the Certification and Assurances required by Caltrans; and
- c. Adopt Resolution 2018/01-22-01 authorizing the execution of the Certs and Assurances by the Executive Director.

9. **State Transit Assistance (STA) Allocation Distribution**

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to authorize the submittal of the STA FY 2017/18, Quarter 1 claim form in the amount of \$7,789 to MCAG.

10. **Executive Director as YARTS Authorized Agent**

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to adopt Resolution 2018/01-22-02, naming the Executive Director as an Authorized Agent for YARTS and authorizing the Executive Director (or their designee) to Execute, Award, or File any and all Applications, Supplemental Agreements, Contracts, Cooperative Agreements, Receive Funds, Fund Exchanges and/or Fund Transfers and all other documentation on behalf of YARTS, to be renewed annually, concurrent with the Agreement between YARTS and MCAG for Administrative Services.

11. **CalOES Emergency Funding Reimbursement for Mariposa Park & Ride Sinkhole Repair; Certification and Assurances and Resolution**

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to:

- a. Approve the Certification and Assurances required by Caltrans; and
- b. Adopt a Resolution naming the Executive Director as an Authorized Agent for the Reimbursement of Emergency Funds approved by FEMA Notification 4308-DR-CA February 2017.

**12. Award the YARTS Short Range Transit Plan Contract**

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to authorize the Executive Director to award and execute the Contract for RFP20171020YARTS for the YARTS Short Range Transit Plan to LSC Transportation Consultants, Inc.

Sandy Hogan asked how the Authority Advisory Committee would be involved in the Short Range Transit Plan process. Cindy Kelly stated that staff will contact committee members to set up meeting dates at their jurisdiction.

**13. YARTS Annual Audit FY 2016 - 2017**

Cindy Kelly reported on the YARTS Annual Audit FY 2016 - 2017 stating no findings were found this year.

The committee agreed by consensus of the attending members to support the recommendation to the YARTS Joint Powers Authority to accept the audit for Fiscal Year Ending June 30, 2017, Prepared by Price, Page & Company, as long as it does not vary from the attached draft.

**14. Nomination and Election of a Vice-Chair for the YARTS Authority Advisory Committee**

At this time, a quorum was not present and formal action was not taken.

**15. Oral Report - National Park Service Report**

Jim Donovan gave the National Park Service report stating that the NPS participation with YARTS is still going strong and that now is a good time to visit the park as the weather has been great. Jim stated that there has been a significant drop in employees within the park which has had an impact on ridership.

**16. Oral Report - Manager's Report**

Artis Smith reported that the YARTS application for the Sustainable Communities Grant for the Hwy 495 Fixed Route Transit Feasibility Study was not approved by Caltrans. Staff will apply again at the next grant cycle based on information received from the Caltrans project manager. Artis stated that the NPS has reduced the amount of free gate days in 2018. Although this was originally a concern, the Federal Highway Administration has agreed to allow YARTS to operate the 10 days per year as was programmed in the Federal Lands Access Program list of projects. YARTS will operate free service on the following dates in 2018:

January 15<sup>th</sup> – Martin Luther King Jr. Day  
April 21<sup>st</sup> and 22<sup>nd</sup> – First Day of National Parks week/Earth Day  
May 27<sup>th</sup> and 28<sup>th</sup> – Memorial Day Weekend  
July 4<sup>th</sup> – Independence Day  
August 25<sup>th</sup> – National Park Service Birthday  
September 22<sup>nd</sup> – National Public Lands Day  
November 11<sup>th</sup> – Veteran's Day

Sandy Hogan welcomed Artis Smith and stated that she hopes that he will be able to make it to their jurisdiction for a future meeting. Artis stated he would attend the July meeting in Mono County.

17. **Member Remarks**

At this time, there were no member remarks.

**THERE BEING NO FURTHER BUSINESS OF THE YARTS AUTHORITY ADVISORY COMMITTEE, THE MEETING WAS ADJOURNED AT 11:00 A.M.**