



**City of Bisbee  
Transit Advisory Committee  
118 Arizona Street  
Bisbee, AZ 85603**

Wednesday, October 19, 2011 at 9:00am

**Action Agenda**

*THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING.*

9:00 am Call to Order by Lisa Marra

**Roll Call:**

Matt Carpenter, ADOT	Absent	Connie Gastelum for Melanie Greene PRD, SEAGO	Present
Richard Cooksley	Present	Luis Ruiz, CCAH	Present
Joseph Banchy, CCS	Present	Luche Giacomino, Council Liaison	Present
David Hulme	Absent	Lisa Marra, Transit Manager	Present

**CALL TO THE PUBLIC** – Ask if any member of the public wishes to speak about issues NOT on this agenda. **NO ACTION REQUIRED**

**Item 1.**

**Discussion and Possible Action of New Funding for 5311 and 5317 grants.**

New funding for current year October 2011 to September 2012 received. Approval and support for application for funds from the Arizona Department of Transportation's 5311 and 5317 Rural Transit Program for 2012-2013. Discussion to include potential capital funding items required. Lisa Marra, City of Bisbee.

**DISCUSSION OF POSSIBLE CAPITAL ITEMS REQUESTED IN UPCOMING GRANT INCLUDED NEW BUS STOPS OR BENCHES, CARD READER FOR FUEL, PAVING AND FENCING OF BUS LOT. NO FURTHER ACTION**

**PUBLIC HEARING on 5311 and 5317 applications to Arizona Department of Transportation**

Open the meeting to Public Hearing regarding the applications as posted and required by Law.

**MEETING OPENED AT 9:05 AND CLOSED AT 9:06 WITH NO PUBLIC COMMENT**

**Item 2.**

**Discussion and Possible Action Regarding Contract Award for Transit Services.**

The contract between Catholic Community Services and the City of Bisbee transit service expired January, 2011. An RFP was sent out and three proposals were received and reviewed by an independent judging panel. The TAC and judges recommendations to award the contract to Ajo Transportation was submitted to Council on August 16, 2011. The contract was awarded to Catholic Community Services with a vote of 5-2 by City Council. The new three year contract started October 1, 2011. Discussion to include complaints received regarding driver conduct and a meeting held between CCS and the City of Bisbee to resolve concerns. Lisa Marra, City of Bisbee.

**DISCUSSION ONLY**

**Item 3.**

**Discussion and Possible Action for Implementing the New Bus Schedule effective 11/1/11**

The 5 Year Transit Plan called for revision of brochures in 2010-2011. ADOT consultants were utilized along with ridership numbers provided by CCS for a two year period. That schedule was reviewed and suggestions implemented from the last TAC meeting. New brochures are available when the times change becomes effective on November 1, 2011. Signs will be changed at the bus stops, an insert will be available in the Bisbee Observer on October 27, notices placed in buses and on bulletin boards. These minimal route and time changes will allow for more consistent service and built in breaks for drivers in the am/pm. The new brochures will be smaller, lighter, and easier to read with the Cochise Commuter Service route removed. Lisa Marra, City of Bisbee.

**DISCUSSION ONLY**

**Item 4.**

**Discussion and Possible Action Regarding Installation of a Covered Bus Stop and additional need of benches.**

A covered bus stop was installed at the Triangle Apartments during the summer. The first shelter was installed at the Senior Center. One covered shelter is still remaining in storage. Discussion to include possible locations in the Naco area to install the shelter. Other discussion to include any additional bus stop signs, benches, or other potential equipment required.

**DISCUSSION TO CONTACT ERNIE ROGERS AT BORDER SERVICES REGARDING PUTTING A SHELTER IN NACO. NO FURTHER ACTION.**

## **Item 5**

### **Discussion and Possible Action Regarding Marketing the Bisbee Bus.**

Discussion for marketing the transit system and increasing ridership. While our ridership numbers have grown and we've made an outreach to the senior and/or disabled community, we'd like to promote the possibilities of the bus to all residents and visitors. Suggestions to include community outreach to the Boys and Girls Club at events and over the summer, participating in holiday parades (4<sup>th</sup> of July or Christmas), attending school events with the bus, developing a social media campaign, etc.

**CCS WOULD LIKE TO EXPLORE ADVERTISING ON THE BUSES AND CHARGING FOR AD SPACE. DISCUSSION ALSO ABOUT INCREASING RIDERSHIP FOR STUDENTS ALONG WITH MAKING THE BUS MORE VISIBLE AT COMMUNITY EVENTS. NO FURTHER ACTION.**

## **Item 6.**

### **Report with Discussion and Possible Approval from Catholic Community Services.**

Report for last quarter including maintenance and equipment, update on route match software, personnel updates and training, status of Douglas Rides program, etc. Joe Banchy, CCA

**DISCUSSION ONLY.**

**STAFF COMMENTS:** Sam Chavez retirement from ADOT. Matt Carpenter temporarily assigned to 5311 programs. Dan Harrigan oversees 5317 programs. Sara Allred oversees RTAP training. Update on letters sent to Sassy Transport and Bisbee Trolley per grant requirements.

**MEMBER'S COMMENTS:** CCS concerned they are not covered for the cost to transfer vehicles for repairs in Sierra Vista. This was addressed in the new contract that went into effect 10/1/11.

**POTENTIAL ITEMS FOR NEXT AGENDA:**

**ADJOURNMENT: MEETING ADJOURNED AT 10:22AM**

**Next meeting: JANUARY 18, 2012 at 9:00am**

**PERSONS NEEDING SPECIAL ACCOMMODATIONS SHOULD CONTACT LISA MARRA, COMMITTEE LIAISON, AT (520) 432-6016, AT LEAST TWENTY-FOUR HOURS BEFORE A MEETING.**