

CITY OF DOUGLAS TRANSIT ADVISORY COMMITTEE MEETING  
THURSDAY, MARCH 20, 2014 - 10:00 A.M.  
VISITORS CENTER  
345 16<sup>TH</sup> STREET, DOUGLAS, AZ 85607

**MINUTES**

1. CALL TO ORDER  
The meeting was called to order at 10:00 a.m. by Humberto Rivera, Transit Manager.
2. ROLL CALL  
Members present: Corinna Carbajal, Connie Gastelum, Danny Morales, Sandy Bryan, Gary Clark, Linda Conwel and Humberto Rivera.  
Staff present: Ana Urquijo, Jessica Urrea.
3. CALL TO THE PUBLIC  
There were no members of the public present.
4. APPROVAL OF DECEMBER 11, 2013 MINUTES  
Date of meeting and time of adjournment corrected. Minutes approved as corrected.
5. NEW BUSSINES: Comment by Corinna Carbajal regarding printing and rental equipment going up, also fuel and oil numbers don't look bad and insurance not showing, Ana Urquijo responded it is a one yearly adjustment. Comment by Sandy Bryan, Fringe benefits not stable. Question by Gary Clark regarding who washes buses, response from Humberto Rivera drivers are responsible for washing buses, a time is assigned to do this usually in the morning. Comments about grant application for 5311 and SEAGO, City hired consultant Melanie Greene to help with 5311 Grant application. Connie Gastelum mentioned audits by ADOT are starting in the coming months.  
  
BISBEE CONNECTION REPORT: Comments by Ana Urquijo regarding advertising in Naco, Sandy Bryan mentioned drop in student attendance is the same if compared fall to fall and spring to spring, if compared spring to fall it drops. Corinna Carbajal is trying to get grant to connect with Sierra Vista. Humberto Rivera mentioned a request from Call Center was received to pick up workers at border and transport to Call Center building, ADOT was informed and approved this request.  
  
VEHICLE MAINTENANCE: Continuing problems to fix large buses on loan from ADOT. We are waiting for ADOT to start procurement for purchase of two vehicles.  
  
EMPLOYEE DEVELOPMENT: Hired new driver Jose Rodriguez.
6. STAFF COMMENTS: Comments from Jessica Urrea to design flyers for advertising.

7. MEMBER'S COMMENTS: Comments from Connie Gastelum about dial-a-ride being saturated, have riders that can walk use fixed route, Ana Urquijo questioned if we can charge more answer was no by Connie Gastelum. Danny Morales requested that we present to City what has been done.
8. NEXT MEETING: Next meeting was proposed for June 19<sup>th</sup>, 2014.
9. ADJOURNMENT- Meeting adjourned at 11:20 a. m.