

CITY OF DOUGLAS TRANSIT ADVISORY COMMITTEE MEETING  
THURSDAY, SEPTEMBER 19, 2013 - 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, Cheri Shull, 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 SEPTEMBER 19, 2013 MINUTES  
Approved as submitted.
5. NEW BUSSINES: Financial statement handed out, questions in regards to phone usage, will consult with Finance Department, capital expenses was mentioned, it will be part of new Grant submittal if matching funds available. Question regarding Security for buses storage, currently parked at 1<sup>st</sup> and F Ave., property is fenced and secure. Comment from member regarding machine to count money and riders trusting drivers to be on time it shows in good numbers. Question regarding sponsorship, Douglas Rides will be in submitting to Mayor and Council proposal to advertise on buses windows. Comment by Coordinator a second dial a ride was added to keep up with demand, we are providing service to all clinics.

**BISBEE CONNECTION REPORT:** As part of winter break, a new bus stop was added in Naco, as part of program to attract Bisbee riders local merchants participated providing gift cards, raffled certificates, free meals. Survey was taken between College students in regards to bus leaving at 9am, majority responded no, current time is ok.

**VEHICLE MAINTENANCE:** Five vehicles of seven total are in good condition, maintenance is on schedule. Two large vehicles (36 passenger) are still not running. We have requested from ADOT maintenance manuals and diagrams as well as permission to interchange parts from both buses.

**EMPLOYEE DEVELOPMENT:** Continue to provide training for drivers, CPR, PASS.

6. STAFF COMMENTS: Comment from Ana, pretty thorough meeting, covered a lot of information.
7. MEMBER'S COMMENTS: Chris, for Grant application show good balance and ridership results in good scoring.
8. NEXT MEETING: Next meeting was scheduled for end of March, 2014.
9. ADJOURNMENT- Meeting adjourned at 1:24 p. m.