

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

Wednesday, November 19, 2014 at 9:00am

Action Agenda

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

9:02 a.m. Call to Order

Roll Call:

Bonnie Baccus,	Present	Chris Vertrees,	Present
Susan Johnson,	Present	Humberto Rivera,	Present
Troy Lopes	Present	Nicole Patrick,	Excused
Shirley Doughty,	Present	Corinna Carbajal,	Present

CALL TO THE PUBLIC – No one from the public wished to speak on any matter not on the Agenda.

Item 1.

Discussion Only, Bisbee Bus Grant for FY 2014-2015 Awards.

Discussion only, grant awards. Grant funds will be used to continue to manage and operate the Bisbee Bus transit system serving the City of Bisbee and Naco, Arizona with the capital awards for new bus stop shelters and video and reporting equipment.

Discussion only, the Bisbee Bus was granted Capital Awards for Bus Shelters and Video Equipment.

Item 2.

Discussion Only, Bus Procurement and Bus Stop Shelters and Benches from possible State Contract and Discussion on Locations of Shelters and Benches.

Discuss only, the new bus procurement and bus stops using the Arizona State Contract. Discussion on locations of bus stop shelters and benches.

Discussion only, Bus Stop Shelters possible locations , costs, and needs discussed.

Item 3.

Discussion and Possible Action, Title VI, LEP and Public Participation Plans.

Discussion and possible action on the updated Title VI, LEP and Public Participation Plans.

Corinna Carbajal, Transit Manager

Action item: Chris Vertrees made a motion on reviewing the Title VI, LEP and Public Participation Plans for the May Meeting. Bonnie Williams 2nd, Motion Passed Unanimously.

Item 4.

Discussion Only, Report on FY2013-2014 Bisbee Bus 5311 Grant, Maintenance Issue and Contractor Contract Status.

Discussion and Possible Action, report on the FY 2013-2014 5311 Grant, Administrative, Operating and Capital costs and Contractor Contract status.

Discussion only, handout on the final fiscal year breakdown and graphs.

Item 5.

Discussion Only, Report from Catholic Community Services.

Report on last quarter including ridership statistics, maintenance and equipment, personnel updates and training, future goals and changes since prior meeting, marketing and future plans.

Discussion only, update from Troy Lopes on CCS statistics and ridership survey.

Item 6.

Discussion and Possible Action on 5 Year Plan, Mission Statement, Goals, Objectives, and Performance measures.

Discuss and possible action on 5 year plan, mission statement, goals, objectives, and performance measures.

Discussion only, 5 year plan discussed. Staff will put together for final vote on February meeting.

STAFF COMMENTS: Tentative schedule for next year, ADOT application training in December 2014, new Website and Google GTFS.

MEMBER'S COMMENTS: Creation of videos to add to Transit Website. Adjustable forms to create personal guides, add update to February Meeting.

ADJOURNMENT: 10:35 a.m.

Next meeting: tentative February 18, 2015

PERSONS NEEDING SPECIAL ACCOMMODATIONS TO ATTEND THIS MEETING SHOULD CONTACT CORINNA CARBAJAL, COMMITTEE LIAISON, AT (520) 432-6016, AT LEAST TWENTY-FOUR HOURS BEFORE THE MEETING.



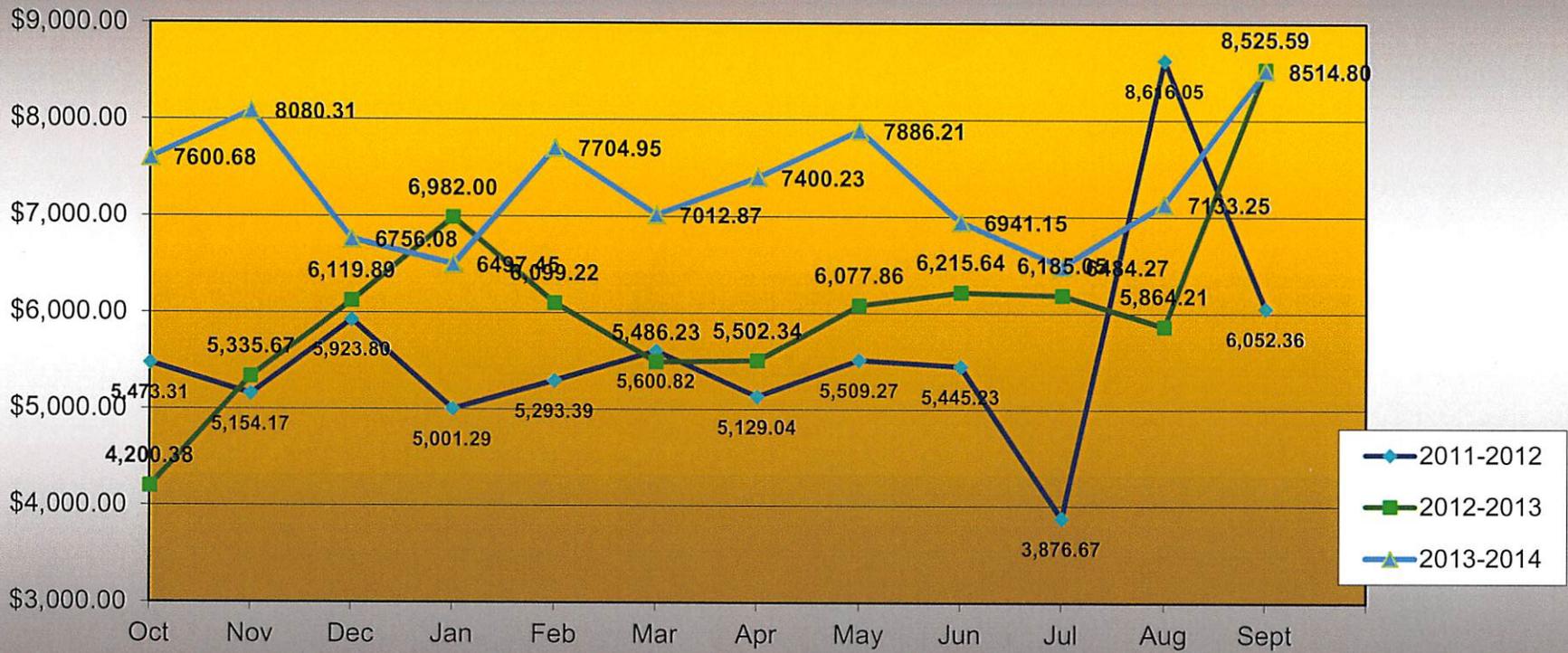
Bisbee Bus

5311 Grant Funding Status Report

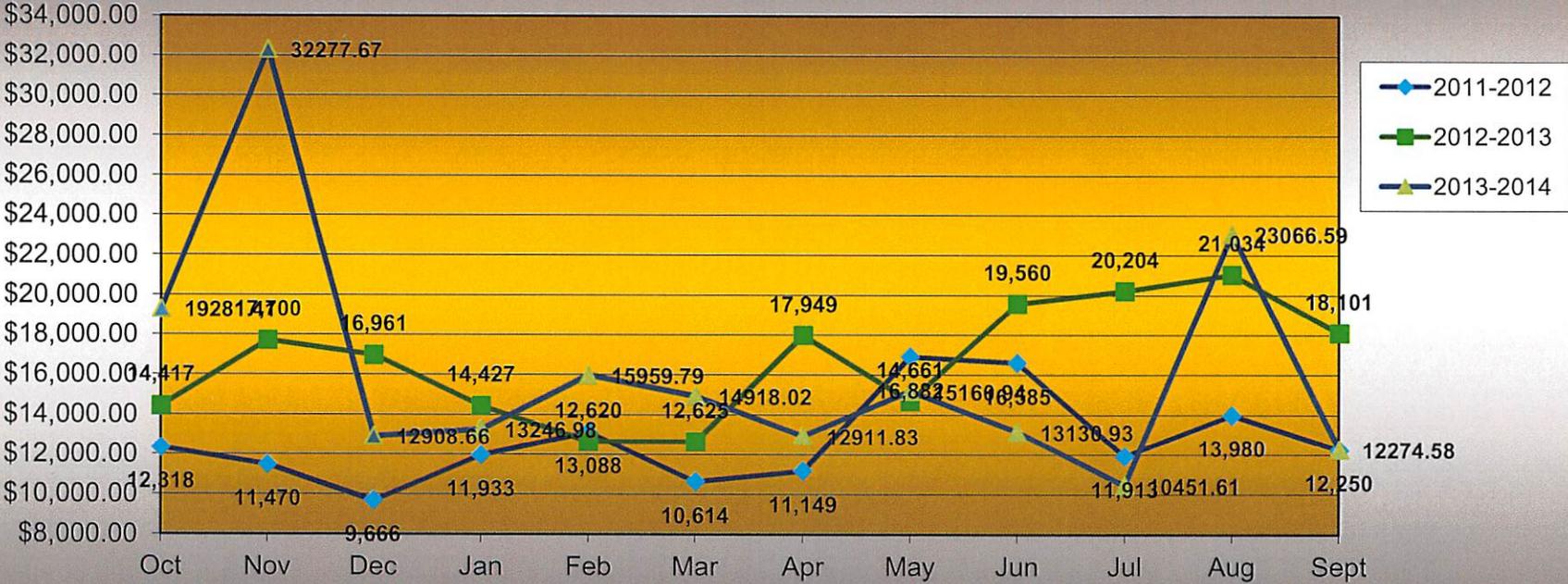
Transit Advisory Committee

November 19, 2014

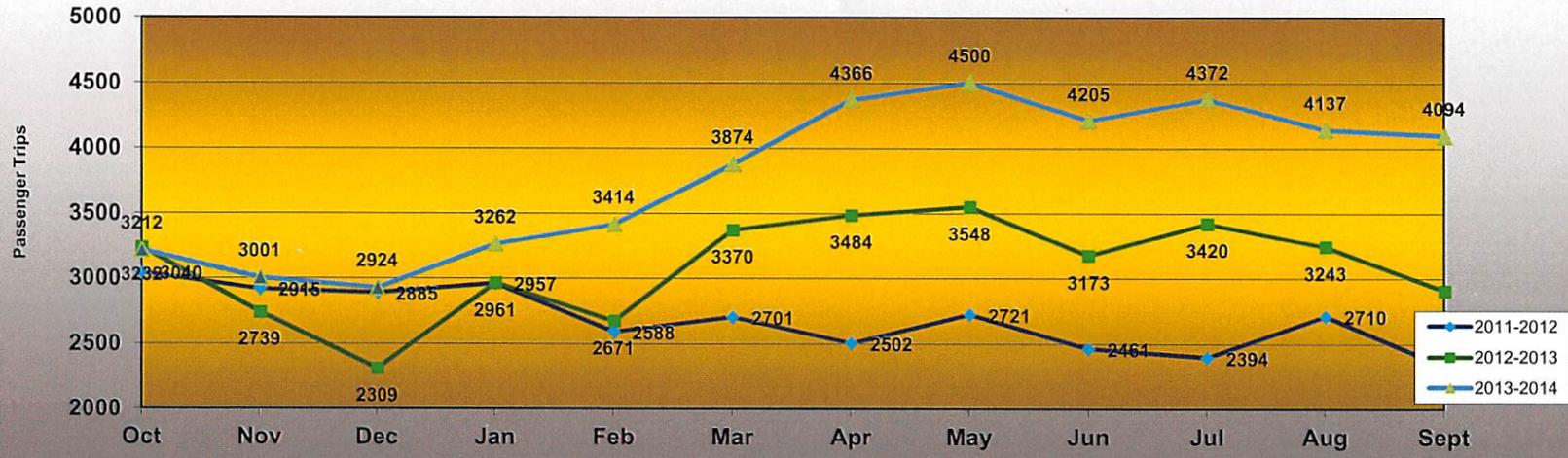
Administration Costs



Operating Expense



Ridership Report



Goal:

36,000 riders per year

Actual:

2011-2012	32201
2012-2013	37057
2013-2014	45361

Bisbee Bus

	trips	fares	operating	adm	Combined	Federal Fiscal Year	
Oct-11	3040	\$942.00	12317.91	5473.31	17791.22	2011-2012	32201
Nov-11	2915	\$579.01	11470.10	5154.17	16624.27	2012-2013	37057
Dec-11	2885	\$536.45	9666.43	5923.80	15590.23	2013-2014	45361
Jan-12	2957	\$523.00	11933.35	5001.29	16934.64		
Feb-12	2588	\$679.00	13088.15	5293.39	18381.54		
Mar-12	2701	\$393.00	10613.53	5600.82	16214.35		
Apr-12	2502	\$628.00	11149.48	5129.04	16278.52		
May-12	2721	\$731.82	16882.24	5509.27	22391.51		
Jun-12	2461	\$639.61	16584.71	5445.23	22029.94		
Jul-12	2394	\$439.42	11912.99	3876.67	15789.66		
Aug-12	2710	\$454.09	13979.69	8616.05	22595.74		
Sep-12	2327	\$825.08	12250.19	6052.36	18302.55		
Oct-12	3232	\$747.15	14417.46	4200.38	18617.84		
Nov-12	2739	\$550.72	17699.54	5335.67	23035.21	2012-2013	34918
Dec-12	2309	\$677.08	16960.81	6119.89	23080.70	2013-2014	42328
Jan-13	2961	\$689.98	14427.18	6982.00	21409.18	2014-2015	12603
Feb-13	2671	\$810.35	12619.93	6099.22	18719.15		
Mar-13	3370	\$665.54	12625.37	5486.23	18111.60		
Apr-13	3484	\$950.46	17949.09	5502.34	23451.43		
May-13	3548	\$705.46	14661.44	6077.86	20739.30		
Jun-13	3173	\$675.67	19560.29	6215.64	25775.93		
Jul-13	3420	\$722.58	20204.34	6185.05	26389.39	43280	
Aug-13	3243	\$783.00	21033.63	5864.21	26897.84		
Sep-13	2907	\$849.11	18101.00	8525.59	26626.59		
Oct-13	3212	\$738.69	19281.41	7600.68	26882.09		
Nov-13	3001	\$728.40	32277.67	8080.31	40357.98		
Dec-13	2924	\$938.94	12908.66	6756.08	19664.74		
Jan-14	3262	\$1,096.45	13246.98	6497.45	19744.43		
Feb-14	3414	\$902.00	15959.79	7704.95	23664.74		
Mar-14	3874	\$1,086.75	14918.02	7012.87	21930.89		
Apr-14	4366	\$1,193.25	12911.83	7400.23	20312.06		
May-14	4500	\$1,185.00	15160.94	7886.21	23047.15		
Jun-14	4205	\$836.20	13130.93	6941.15	20072.08		
Jul-14	4372	\$960.75	10451.61	6484.27	16935.88		
Aug-14	4137	\$826.25	23066.59	7133.25	30199.84		
Sep-14	4094	\$793.25	12274.58	8514.80	20789.38		

**Catholic Community Services
Report for the City of Bisbee
TAC
November 19, 2014**

Ridership Report:

Ridership for the second quarter of the calendar year:

July – 4372, Aug. – 4137, Sep. – 4094, Oct.-4233

Last year 2013: July – 3420, Aug – 3243, Sep. – 2907, Oct.-3212

We have been using a second bus on commodity days because the bus has been full.

Maintenance and Equipment:

There was a turbo problem on bus 91. It took one month to get it repaired. Bus 402 had a pull cord indicator light added so the driver can see when a rider requests off at a stop. A new drivers seat was added, due to drivers having back pain.

Training:

We had one employee go thru PASS training. All employees went thru cleaning and sanitizing for Ebola virus. Safe Environment training was completed last week.

Inspections:

FTA / ADOT Drug & Alcohol inspection was performed. We need to update certificates.

Staffing:

Hired one part-time office/ dispatcher/ on call driver. Still looking to hire one more on call driver.

Incidents and issues:

One of our female riders on her menstrual cycle leaked blood all over 2 of our seats. The bus was then taken out of service until it was cleaned and sanitized. The next day 2 other people vomited on one of our other buses. That bus was pulled out of service while it was cleaned and sanitized.

We had a passenger threaten our bus driver and a police report was made. Two weeks later the same person threatened both driver and dispatcher. We obtained a restraining order and have a follow up court date with the district attorney on the 25th of November 2014.

Advertising and Promotions:

Surveys were passed out and returned.

BISBEE BUS - SURVEY QUESTIONS:

1) How often do you ride the bus?

- a) Multiple times per day (23)
- b) Daily (29)
- c) Multiple times per week (28)
- d) Occasionally (14)
- e) First time (1)

2) Are you an? (circle all that apply)

- a) Adult (18 – 64) (60)
- b) Child (under 18) (5)
- c) Senior (65 and over) (13)
- d) Disabled (23)
- e) Student (2)

3) Purpose of this trip?

- a) Medical (15)
- b) Employment (25)
- c) Recreation (17)
- d) Education (5)
- e) Groceries (33)
- f) Other _____ (16)

4) Are you employed?

- a) Yes (36)
- b) No (56)

5) Does the service meet your transportation needs?

- a) Yes (91)
- b) No (1)

6) How would you rate our customer service?

- a) Excellent (75)
- b) Good (15)
- c) Fair (2)
- d) Poor (1)

7) Was the driver helpful and courteous?

- a) Yes (92)
- b) No (1)

8) Was the bus on time?

- a) Yes (92)
- b) No (1)

9) Was the bus clean?

- a) Yes (90)
- b) No (5)

10) Was the dispatcher helpful and courteous?

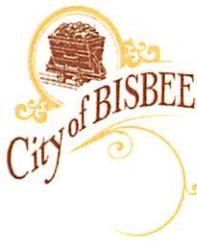
- a) Yes (58)
- b) No (1)
- c) N/A (33)

11) Would you be interested in inter-city services, i.e. trip to Sierra Vista? (Circle all that apply)

- a) Yes – Medical (42)
- b) Yes – Cochise College, UofA South, school (22)
- c) Yes – Employment, Shopping, Groceries (55)
- d) Yes – Other _____ (17)
- e) What day of the week would you like to travel to Sierra Vista?
 - 1) Weekdays (58)
 - 2) Weekends (32)
- f) No (4)

12) Additional comments:

(see comments)



Thank you for taking the time to complete this survey.

1) **¿Con que frecuencia utiliza el autobús?**

- a) Varias veces al día (0)
- b) Diario (0)
- c) Múltiples veces por semana (0)
- d) Ocasionalmente (2)
- e) La primera vez (0)

2) **¿Yo soy? (marque todas que se apliquen)**

- a) Adulto (2)
- b) Niño(a) (0)
- c) Anciano (0)
- d) Discapacitado(a) (0)
- e) Estudiante (0)

3) **¿Cual es el proposito de usar el autobús?**

- a) Medico (0)
- b) Empleo (0)
- c) Recreación (1)
- d) Educación (0)
- e) Tienda (1)
- f) Otra razón _____ (0)

4) **¿Estas con empleo?**

- a) Sí (0)
- b) No (1)

5) **¿Cree usted que el servicio cumple con sus necesidades?**

- a) Sí (1)
- b) No (1)

6) **¿Como clasificaria el servicio que usted recibe?**

- a) Excelente (2)
- b) Bien (0)
- c) Aceptable (0)
- d) Mal (0)

7) **¿El chofer le fue servicial y cortés?**

- a) Sí (2)
- b) No (0)

8) **¿Estuvo a tiempo el autobús?**

- a) Sí (2)
- b) No (0)

9) **¿Esta limpio el autobús?**

- a) Sí (2)
- b) No (0)

10) **¿La Despachador le fue servicial y cortés?**

- a) Sí (2)
- b) No (0)
- c) No applicable (0)

11) **¿Estaria usted interesado(a) en usar esta conexión a Sierra Vista? (marque todas que se apliquen)**

- a) Sí – Medico (1)
- b) Sí – Por Educación (0)
- c) Sí – Empleo, Recreación, Tiendas (2)
- d) Sí – Otra razón _____ (0)
- e) ¿Qué día de las semana quieres ir a Sierra Vista?
1) Día entre semana (3) 2) fin de semana (1)
- f) No (0)

12) **Comentarios:**

Gracias por tomar su tiempo para contestar esta encuesta

