



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

Wednesday, February 17, 2016

## **Action Agenda**

Call to Order: 10:00AM

### **Roll Call:**

Jestin Johnson, City Manager  
Shar Porier, Staff Liaison  
Humberto Rivera, Bisbee Bus Transit Manager  
Connie Gastelum and Chris Vertrees, SEAGO  
Jessica Urrea, Douglas Rides  
Shirley Doughty, Council Liaison

**CALL TO THE PUBLIC – NO ONE FROM THE PUBLIC WISHED TO SPEAK AT THIS**

### **Item 1**

Approval of minutes of January 13, 2016

### **Item 2**

**Update on the new bus, discussion on operational expectations of new bus.  
Shar Porier, Staff Liaison and Jestin Johnson, City Manager**

The new bus continues to have electronic issues due to the new cameras and Garmin electronics that were installed. Creative Bus salesman Marcus Hoffman along with the City of Bisbee's IT Manager Sean Tractman are working to find the problem. The new system drains all the power from the batteries. It will be out of service until these issues are resolved.

### **Item 3**

#### **Report on progress of reporting to ADOT/5311 for reimbursement. Shar Porier, Staff Liaison**

Melanie Greene with Shar Porier have completed October and November billing for reimbursements. With the help of the finance director the rest of the reports will be completed and will be up to date completely in March.

### **Item 4**

#### **Report on ridership, buses, drivers and any other issues. Humberto Rivera, Bisbee Bus Transit Manager**

Humberto Rivera provided ridership and fare reports for the month of January.

### **Item 5**

#### **How the new drop safe for fares is working. Shar Porier, Staff Liaison and Humberto Rivera, Bisbee Bus Transit Manager**

A new drop safe was placed at the Bisbee Police Department. Sharon Buono, Finance Director, decided this would end the problem of not having enough fare boxes. The drivers are to make copies of their driver sheets, place them and the money from the fare boxes into plastic bags, sign the bags and have the police office initial the bags. The bags are then placed in the safe by the driver and they can leave with the fare boxes.

### **STAFF COMMENTS**

#### **MEMBER COMMENTS:**

SEAGO's Connie Gastulum noted that Jessica Urrea was leaving her position with the City of Douglas and would be working for SEAGO.

**ADJOURNMENT:** 10:40am