

**MINUTES OF THE REGULAR MEETING
OF THE TRANSIT ADVISORY COMMITTEE
OF THE TOWN OF CHINO VALLEY**

**Wednesday, November 14, 2012
3:00 P.M.**

The Transit Advisory Committee of the Town of Chino Valley, Arizona, convened for a regular meeting in the Chino Valley Community Center conference room, located at 1527 N. Road 1 East, Chino Valley, Arizona on Wednesday, November 14, 2012 at 3:00 P.M.

Ron Romley called the meeting to order at 3:03 p.m.

Members present: Ron Romley (chair), John James, Bill Mitchell, Cheryl Romley, Ed Steinback, Jim Flood, Sue Mitchell

Guest present: District 4 Supervisor Craig Brown

3. APPROVAL OF MINUTES

3a. October 10, 2012 meeting minutes

John James moved, seconded Cheryl Romley by to approve the October 10, 2012 minutes and passed.

4. CALL TO THE PUBLIC –

Craig Brown reported on Road 5 South roundabout and the connection to Prescott Valley, Great Western Highway. He advised there are citizens from Ash Fork and Juniper Wood who are interested in connecting with the bus on a regular basis.

5. STAFF REPORT

Bill Mitchell reported on the following topics:

- Completion of the east Road 2 North culvert and reinstating the Ken Lane bus stop.
- A method of including two (2) wheel chairs and having room for seven (7) additional passengers.
- Citizens parking at the Safeway red zone preventing the bus from loading passengers at the curb.

6. SUBCOMMITTEE CHAIR REPORTS

- Administrative - R. Romley

Ron Romley reported on the Council meeting presentation and thanked the drivers for their commitment District 4 Supervisor Craig Brown donated funds allowing free bus rides for the month of December Council awarded the new LTAF funds to the Senior Center

- Finance - E. Steinback

Transit will present a year-end report at the December Council meeting

- Policy & Procedures – J. Flood

No additional information

- Personnel - S. Mitchell

Some driver information is pending for the training tracker system

There are new drivers going through the training process

- Marketing – C. Romley – See 8b

- CYMPO update - V. McLane

Ron thanked Vicky, Chris, Jean, and Deb at CYMPO for all the help on the new grant

7. OLD BUSINESS

- 7a.** Update on procurement of shelters and bike racks. - E. Steinback

Bus shelter location and installation deferred pending grant results on March 2013

Prescott Mountain Bike Association is willing to pay for the bike rack and requests being allowed to put a logo on the bike rack or bus.

- 7b.** Update on Interfaith Council – R. Romley– No new information

- 7c.** Update on Transit fund. - B. Mitchell –

\$60.25 available for ticket purchase and two ticket books are available for distribution. Foundations for Seniors donated \$450.00 to the Yavapai Regional Transit Foundation designated for ticket purchase.

- 7d.** Update on Town’s audit team - E. Steinback – No new information

- 7e.** Update on creation of Transit’s website, and Memorandum of Understandings with the Town. - E. Steinback

Ed is working with the Town’s IT to transfer Transit’s web site to a compatible private website. MOU is deferred to the December Council meeting

3:45p.m. Ron Romley and Cheryl Romley left the meeting a quorum is still in effect.

- 7f.** Update on the FY 2013-2014 grant - E. Steinback

A grant notices will be placed in the paper with a public hearing December 3 at County building on Fair Street.

- 7g.** Update regarding the partnership merger of Chino Valley Transit & New Horizons

Joint venture between Chino Valley Transit and New Horizons to provide bus service pending grant approval, see 7f.

8. NEW BUSINESS

- 8a.** Solicitation of donations and pledges for new regional transit system

Transit is looking for advertising or donation support, \$2,500 - \$3,000, for match fund period of July 1 through September 30.

- 8b.** Potential advertisers for buses

Cheryl Romley advised one bus ad is sold and two others are pending.

- 8c.** LTAF II Funds extensions approval

ADOT extended the approval of LTAF II fund until 2013

9. NEXT MEETING DATE: December 12, 2012

10. ADJOURNMENT

Ed Steinback moved, seconded by Bill Mitchell to adjourn, passed at 3:59 p.m.

Submitted this December 13, 2012

By: *Liz Hart, Town Clerk Assistant*