

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

**Wednesday, October 10, 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, October 10, 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: Barbara McGirr, Craig Brown, Chris Bridges

3. APPROVAL OF MINUTES

3a. September 19, 2012 meeting minutes

Cheryl Romley moved, seconded by Bill Mitchell to approve the September 19, 2012 minutes passed.

4. CALL TO THE PUBLIC – No public comment

5. STAFF REPORT

6. SUBCOMMITTEE CHAIR REPORTS

- Administrative - R. Romley

Ron advised Transit celebrated its third year of service on October 1 and he is working on the 2013-2014 grant. There are two bus shelters available for placement the question is the location of these shelters. Discussed was American Legion and Wal-Mart.

- Finance - E. Steinback – nothing to report

- Policy & Procedures – J. Flood

Vicky, Cheryl, and Jim are working on the drivers' handbook by breaking it down into a policy book and drivers' manual due to the amount of data entailed in the handbook.

- Personnel - S. Mitchell

Sue is working on the Training tracker.

- Marketing – C. Romley

Cheryl developed a window advertising pack she is contacting businesses for applications. Advertising is displayed on the windows and sponsorships have logo placement on the body of the bus.

- CYMPO update - V. McLane – nothing to report

7. OLD BUSINESS

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

Ed is working on the procurement system. Transit has the needed match money.

7b. Update on - E. Steinback

Ron will contact Pastor Wayne Ballard at Grace Baptist regarding getting on the next Interfaith Council's agenda.

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

Bill advised there are 49.25 in the Transit fund available for tickets. Once the bank account is established, Foundation for Seniors will donate money for use on senior tickets.

7d. Update on Town's audit team - E. Steinback – nothing new to report

7e. Update on creation of Transit's website, and Memorandum of Understandings (MOU) with the Town. - E. Steinback

Ed will speak with the Spencer (IT) regarding the transfer of Transit's website from the Town's servers to a private website. He is scheduled to speak with the Town on October 24 regarding the MOU.

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

See new business 8a

7g. Discussion regarding the October 17, 2012 New Horizons Board meeting

New Horizons Board meeting is re-scheduled for October 15, 2012 at 3:30 p.m.

8. NEW BUSINESS

8a. Discussion concerning merger of Chino Valley Transit & New Horizons - CYMPO Director Chris Bridges

Chris Bridges, CYMPO, spoke to Transit Advisory Committee regarding next year's grant application and funding, and partnership with New Horizons. This partnership is a unique model of transit being funded by sponsorship and advertising. The committee discussed the following topics.

- Possible vehicle lease
- Letters of support
- Transit endowment
- Job opportunities
- Radios for driver to driver contact
- Yavapai Regional Transit Foundation
- Chain of organization

Craig Brown spoke of a road system and Tri-city/County involvement with the Transit system.

8b. Discussion regarding rumors concerning Transit's lack of passengers & Town expenditures

Ron requested that anyone hearing rumors of the lack of passengers and spending of Town's expenditures to address those comments. Ed is working with Joe Duffy on Transits expenses. The Town does pay Transit's bill but the Town is reimbursed for those expenses. LTAF funds are specific for Transit and not on other expenses.

9. NEXT MEETING DATE: November 14, 2012 at 3:00p.m.

10. ADJOURNMENT

The committee agreed to adjourn

Submitted this 19th day of November, 2012

By: Liz Hart, Town Clerk Assistant