

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
November 21, 2017

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:05PM. The following Committee

Members answered to roll call:

	<u>Present</u>	<u>Absent</u>
MO – George Zavala, Chair	P	
D1 – Don Pearson	P	
D2 – Rodolfo Parra	P	
D3 – Everardo Sanchez		A
D4 – Rebecca Hernandez	P	
D5 – Aziz Afravi	P	
D6 – Oscar Lozoya, Vice-Chair	P	
D7 – Noemi Rojas	P	
D8 – Leah M. Wood	P	
ALT – Mark C. Steele	P	
ALT – Lori Vugteveen	P	
ALT – Vacant		

2. **Public comment.** Gentleman brought up issue with the weeds at Northgate off of the entrance of Diana. Also inquired on how to become a member of CAC. Mr. Eager shared some cake with members and public for his birthday. George Zavala thanks everyone for allowing him to serve as not only a member but as the Chair of CAC, and hope who ever is elected can follow up with all pending Sun Metro items.
3. **Approval of minutes of last meeting.** Rebecca Hernandez moved to approve minutes, Aziz Afravi seconds motion. All in favor; none opposed; motion passes unanimously.
4. **Discussion and update on External and Internal Voice Announcements.** Lloyd Williams updates on external voice announcements system improvements. Speaks to 590 supervisor ride alongs, dispatch can now check if annunciation system is enabled on units, along with sending announcement reminders to drivers via MDT. Drivers lounge monitor has running message about annunciation requirements. Any CS Report involving a mom functioning system is reported to maintenance for repair. Placards in English and Spanish were placed inside buses, notices were placed on bus schedules, and finally notice on how to report annunciation issue was also placed under the “News” section of Sun Metro website. George Myers explains how the reports are generated and how they work. Turn around time can anywhere from 24hrs up to 7 days.
5. **Update on Canopies at the East Transfer Center.** Everett Esparza spoke to timing on canopies application and funding details have been submitted and waiting on approval for CID but no real time line as to when that will be available.
6. **TIGER grant application presentation.** Jay Banasiak spoke to Application deadline: October 16, 2017 with an Award Range: \$5M to \$25M (Federal Portion) Purpose Support capital projects that improve infrastructure to a state of good repair; projects that implement safety improvements to reduce fatalities and serious injuries, including improving grade crossings or providing shorter or more direct access to critical health services; projects that connect communities and people to jobs, services, and education; and, projects that anchor economic revitalization and job growth in communities.

- 7. Discussion and action on naming of the Streetcar Facility.** Jay Banasiak speaks to the new name being: Ron Dawson Streetcar Facility. Mr. Mc Kinsey speaks to Ron Dawson's achievements, biography and why he nominated his name to be used. Leah Wood moves to name facility, Rebecca seconds motion. 7 votes are in favor of naming 1 opposed- Azziz Afravi. Facility Naming motion passes.
- 8. Presentation and discussion on Project Amistad's 5310 Program.** Representative from Project Amistad spoke to only 12 rides per day from 15 rides before (round trip) this is so limited so that the funding can last for the 3 years (\$315,000) grant. George states that is very limited and would like more info on how this can be increased. Leah asks what can be done to provide more transportation and states funding source is very inadequate. Representative states maybe find local funding at a more reasonable cost. Will have more in depth info at next meeting.
- 9. Discussion on how to expand Sun Metro services to El Paso County to service the areas that do not have access to transportation.** Jay Banasiak speaks to service levels based on studies and surveys that the county does, not up to Sun Metro. These studies are for inside and outside county limits.
- 10. Discussion on how Sun Metro can partner with UTEP and EPCC to encourage ridership.** Leah speaks to having ticket vending machines at school and discounted rates for park and ride. Jay Banasiak speaks to future possibilities on the ticket vending at UTEP.
- 11. Presentation and update on Sun Metro's activity for Winterfest 2017.** Oscar Arriaga speaks to Partnership with destination El Paso and have the out of town visitors experience by providing free rides on trolley. Expected attendees 400,000 on the total of 6 weeks and 15,000 skaters. Will run from 11/18/17-11/1/18.
- 12. Discussion and update on monthly Paratransit Advisory Committee meeting.** No meeting
- 13. Monthly Report on Paratransit [LIFT] Services for period ending September 30, 2017.** Postponed. Motion by Leah to postpone seconded by Lori. All in favor.
- 14. Director's Report [Sun Metro].**
 - a. **Monthly Customer Service Report for Fixed Route.** Postponed.
 - b. **Monthly Ridership and Operations Report for Fixed Route.** Postponed
- 15. Opportunity for committee members to request a staff report on items of interest over which the Board has authority. Discussion of items announced at this meeting will take place during the next regularly scheduled meeting.**
- 16. Call to Adjourn.** Chair asked for motion to adjourn the meeting at 4:12pm. Seconded by Vice Chair. All in favor; none opposed; motion passes unanimously.

Approved by:

/s/ Jay Banasiak
Department Head/Board Secretary