

CITIZENS ADVISORY COMMITTEE (CAC)  
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)  
FEBRUARY 19, 2013

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:05p.m. The following Committee Members answered to roll call:

	<u>Present</u>	<u>Absent</u>
MO – Lawrence Harley	P	
D1 – Donald G. Pearson	P	
D2 – Lee Frederick	P	
D3 – Everardo Sanchez, Vice Chair	P	
D4 – vacant		
D5 – Aziz Afravi	P	
D6 – vacant		
D7 – Ben Foster, Chair	P	
D8 – Leah M. Osborne	P	
ALT – Brandon LeMasters	P	
ALT – vacant		
ALT – vacant		
2. **Public comment.** None. The following announcements were made:
  - A. Eddie Sanchez accepted nomination as Vice-Chair
  - B. CAC report to Mass Transit Board is optional, last report was presented on December 14, 2010
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for the last meeting on January 15, 2013. Leah Osborne moved to approve minutes as presented. Seconded by Lee Frederick. All in favor, none opposed, and motion passes unanimously.
4. **Discussion and update on shelter improvements, all Districts.** Everett Esparza mentioned Sun Metro is in Phase 3 of enhancements. Mentioned there were 148 shelters at the beginning of Phase 1, and after implementing Phase 3 there are a total of 324 shelters in all districts. Mentioned an additional 71 shelters will be installed during Phase 4 coming in 2014. Mentioned that the temporary shelter on Dyer and Hercules has not been completed due to ongoing negotiations with property owner for right of way access. Mentioned will continue to pursue negotiations as part of RTS project. Mentioned shelter at Walmart on Transmountain Road is going up and will be completed this week. Mentioned that the Northgate TOD project is ongoing and on schedule. Concluded with mention of providing list of shelters for all districts via email. No action taken.
5. **Presentation and update on new Operations/Maintenance facility.** Ismael Segovia provided photographs of current construction progress. Mentioned project is on schedule and provided timeline for completion. No action taken.
6. **Presentation and update on proposed Streetcar System.** Ismael Segovia provided presentation highlighting PCC vehicle specifications. Mentioned that rehab project is currently out for bid. Mentioned that additional information will be provided in future meetings as project moves forward. No action taken.

**7. Monthly update on LIFT Services.**

- A. **Discussion and update on the fare collection policy.** Julio Perez provided a handout outlining the 3 implementation phases for educating passengers about the fare collection policy. Mentioned that introduction phase will consist of 3 weeks before policy enforcement begins. General discussion about emptying the fare boxes more than once a week and considering smart fare boxes with counters for improve revenue reporting. MV will create database for recording feedback and findings moving forward in order to implement Phase 3. Committee offered to assist in getting the word out to the public in whatever way they can. No action taken.
- B. **Clarification on the present and proposed certification process.** Jeanie Chrisman mentioned that certification process is still undergoing review and asked to table the item to allow the appropriate staff to prepare a full report. Chair asked for motion to postpone the item for next meeting. Leah Osborne so moved. Seconded by Aziz Afravi. All in favor, none opposed, and motion passes unanimously.

**8. Director's Report.**

- A. **Monthly Customer Service Reports for Fixed Route and Paratransit.** Monthly statistics through end of January 2013 were provided by George Myers for Fixed Route and by Julio Perez for Paratransit. General discussion on categories identified and details provided on specific inquiries. No action taken.
- B. **Monthly Ridership and Operations Report.** Raul Escobedo provided presentation for revenue statistics through end of January 2013. Mentioned that Sun Metro is self-reliant financially, but still relies on federal grants for funding outside of revenue stream. Mentioned that Paratransit was affected by the transition to MV, but Sun Metro is confident that ongoing service improvements will help stabilize revenues in the near future. Mentioned that ridership trend for December always declines due to the holidays and people being on vacation. No action taken.

**9. 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.** The Committee members requested that the following items for next meeting's agenda:

- A. Discussion about CAC report to Mass Transit Board
- B. Update on MDT units on LIFT vehicles
- C. Update on far East side routes and Fort Bliss
- D. Update on certification process for LIFT passengers (tabled item)

Chair asked for motion to adjourn the meeting at 3:20pm. Leah Osborne so moved. Seconded by Lee Frederick. All in favor, none opposed, and motion passes unanimously.

Approved by:

  
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Department Head/Board Secretary