

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
MAY 21, 2013

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:03p.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		A
D3 – Everardo Sanchez, Vice-Chair		A
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.** John Eger commented on (1) MDT units installed on LIFT vehicles, (2) cell phone usage policy for drivers, and (3) scheduled lunches and breaks for drivers.
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for the last meeting on May 21, 2013. Leah Osborne moved to approve minutes as presented. Seconded by Lawrence Harley. All in favor; none opposed; motion passes unanimously.
4. **Discussion and update on CAC Annual Report to Mass Transit Board.** Jay Banasiak provided a copy of the 2009-2010 annual report for reference and template format. General discussion about formulating content for 2011-2012 report. Committee will prepare report in final draft for approval next month. No action taken.
5. **Discussion and update on express route to Far East Transfer Center.** Everett Esparza provided proposed route maps for RC Poe park and ride, express route, and circulator service to include area south of Zaragoza extending to John Hayes street. No action taken.
6. **Discussion and update on RTS project, all corridors.** Jay Banasiak provided update on ongoing BRIO Project. Mentioned that Groundbreaking Ceremony for will be held at the Glory Road transfer center next month in June, and officials from city and FTA will be present. Mentioned additional information will be provided as logistics are finalized, and press release will also go out to all media. No action taken.
7. **Discussion on service to the new Las Fuentes shopping center (old Farah location).** Everett Esparza provided proposed route map for new shopping center under construction in the Cielo Vista area. Mentioned that Sun Metro is looking at inbound routes #63 and #70 (or maybe #51) to service the Las Fuentes shopping center. Mentioned negotiations for ROW easements in mall area are ongoing. Additional information will be provided in future meetings. No action taken.
8. **Monthly update on LIFT Services.**

- a. **Monthly Customer Service Report for Paratransit.** Monthly statistics through end of April 2013 were provided by Julio Perez. Mentioned significant improvement in service is evidenced by comparison of last couple months. General discussion about specific categories identified by committee and details provided on said inquiries. No action taken.
- b. **4-Month Service Update.** Jeanie Chrisman provided presentation on MV performance measures for period ending March 31, 2013. General discussion about how ride times can be shortened. Additional information will be provided next month. No action taken.

9. Director's Report.

- a. **Monthly Customer Service Reports for Fixed.** Monthly statistics through end of May 2013 were provided by George Myers. General discussion on specific categories identified by committee, with details provided on said inquiries. No action taken.
- b. **Monthly Ridership and Operations Report.** Jay Banasiak provided presentation for revenue statistics through end of May 2013. General discussion about decrease in collisions and implementation of (bicycle) "share the road" campaign. No action taken.

10. 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 requested that the following items be added to the next meeting's agenda:

- a. Annual Report to Mass Transit Board
- b. Update on MDTs presented to Mass Transit Board
- c. Service improvements to shorten window times for LIFT passengers
- d. Update on shelter improvements for all districts
- e. Update on Streetcar Project
- f. Update on Texas Tech occupying Union Depot facility

Chair asked for motion to adjourn the meeting at 3:50pm. Leah Osborne so moved. Seconded by Brandon LeMaster. All in favor; none opposed; motion passes unanimously.

Approved by:



Department Head/Board Secretary