CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
JULY 19, 2011

MEETING MINUTES

1. **Call to Order and Roll Call.** The Citizens Advisory Committee of the Mass Transit Department Board met at the above place and date. Meeting was called to order at 2:08 p.m. The following Committee Members answered roll call:

	Present	Absent
MO – Lawrence Harley, Vice-Chair	X	
D1 – Donald G. Pearson	X	
D2 – Josue Rodriguez		X
D3 – Robin A. Roberts	X	
D4 – Dr. Rodney Ransom-Jackson		X
D5 – Jesus H. Bautista		X
D6 – Ernesto Dominguez	X	
D7 – W. Burns Taylor		X
D8 – Leah M. Osborne, Chair	X	
ALT – Lee Frederick	X	
ALT – Aziz Afravi	X	
ALT – Everardo Sanchez – not seated		

2. **Public comment.**
   a. John Eger asked for clarification of a meeting held last week between the Mayor and Deputy City Manager, Jane Shang.
   b. John Eger asked for clarification on ADA standards as it applies to ridership;.
   c. Mark Steele commented that on the recently reconfigured routes 12 and 13 on Mesa street it is very easy to miss buses and that there's a long wait for the next bus to come along.

3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for the last meeting on June 21, 2011. Ernesto Dominguez moved to approve the minutes with correction to add Lawrence Harley to roll call list and mark him as absent, plus verification of language to Item 9. Seconded by Robin Roberts with corrections as stated. All in favor, none opposed, and motion passes unanimously.

4. **Update on all bus stops and shelters.** Michael Herrera reported that several sites were in question, and introduced Attorney, Risher Gilbert for providing an update on easements. Ms. Gilbert explained that she provides real estate assistance to the City in capacity of negotiating with property owners for easement right of way (EROW), or use of private property. Explained that she engages the property owner in measuring and chalking proposed area to demonstrate the City's intentions, sensitivity to their streetscape, and flexibility to site-specific issues.

5. **Presentation and discussion on the status of referral and assignment of rides for two joint projects Job Access/Reverse Commute (JARC) and New Freedom (NF).** Rene Pokrzywinski provided presentation on JARC and NF grant proposals submitted for 2011 and 2014. Reported both were approved. Discussion about specifics moving forward. Mentioned grants implementation meeting scheduled for July 20 @ 2pm open to CAC members. No action taken.

6. **Presentation and discussion on the Rapid Transit System (RTS) Outreach Plan for Alameda and Mesa corridors.** Laura Cruz-Acosta provided presentation outlining preliminary concepts for community outreach. Mentioned Sun Metro is hosting a series of public meetings in July and August for gathering feedback from community. Discussion about efforts targeting identifiable community leaders and stakeholders; Ms. Cruz-Acosta asked committee members to forward contact information to Sun Metro Administration for doing so. No action taken.

7. **Presentation on the Brand Development of the RTS.** Laura Cruz-Acosta provided presentation on behalf of marketing agency highlighting branding concept for city-wide RTS project. General discussion about maintaining continuity of branding throughout the proposed RTS corridors: Alameda, Mesa, Dyer and Montana. Mentioned ongoing strategies for consideration of alternate modes of transportation in support of RTS city-wide. Mentioned survey results were positive and indicated that ridership is supportive of RTS initiative. No action taken.

8. **Update on Alameda RTS.** *Chair motioned to move Item 8 to forefront of the Agenda after approval of minutes. Robin Roberts so moved. Seconded by Lee Frederick. All in favor, none opposed, and motion passes unanimously.* LAN Consultant, Mike Finney, provided images of proposed design concepts for review and consideration. General discussion about factors taken into consideration for initial proposal. Mentioned that land surveys of topography, surrounding soil, drainage and easements are ongoing. Mentioned that prototype is standard for framework and branding will be tweaked to blend with local areas and district designations, to include compliance with existing HLC codes. Mentioned that each stop along the corridor will include the following features: solar powered lighting; ticket vending machines with voice-response for the visually impaired; real time arrival boards; security cameras; bike racks; and transparent plexi-glass wind shelter. Mentioned working with City Engineers and Architect Carl Daniels, as well as artists for public art components. Mentioned that additional public meetings will be held before construction phase begins. 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 month's agenda:
   a. Update on TTI report.
   b. Clarification of Channel 7 complaint

c. Presentation on FY12 Budget
d. Updated member roster
e. Review bylaws, member attendance/absences
f. Guidelines for naming City centers

Chair asked for motion to adjourn the meeting at 3:55pm. Ernesto Dominguez so moved. Seconded by Robin Roberts. All in favor, none opposed, and motion passes unanimously.

Approved by:

Department Head/Board Secretary