

**CITIZENS ADVISORY COMMITTEE
OF THE MASS TRANSIT DEPARTMENT BOARD
SPECIAL MEETING MINUTES
700 A-SAN FRANCISCO CONFERENCE ROOM
APRIL 03, 2007
2:00 P.M.**

The Citizens Advisory Committee of the Mass Transit Department Board met at the above place and date. Meeting was called to order at 2:05 p.m. Committee Chair Mr. Ernesto Dominguez present and presiding and the following Committee Members answered roll call:

Ms. Robin Roberts
Ms. Mary Castillo
Mrs. Soledad Galvan,
Ms. Jane Ratcliff
Ms. Zulema Lazarin
Mr. Ernst Erbe arrived late at 2:15 pm

Committee Members Absent:

Mr. Alfredo Diaz
Mr. Keith Pannell

Agenda

1. Call to order.

Item 1: The meeting was called to order at 2:05 pm

2. Public Comments

Item 2: Public comment by Ms. Natalie Ponce.

3. Approval of the Minutes of the January 16, and February 20, 2007 CAC meetings.

Item 3: Motion made by Robin Roberts and seconded by Jane Ratcliff to approve the minutes of the January 16, 2007 CAC meeting. All in favor

Item 3: Motion made by Robin Roberts and seconded by Ernst Erbe to approve the minutes of the February 20, 2007 CAC meeting. All in favor

4. General discussion on the CAC for the benefit of new CAC members, including ethics and general role of the CAC and its board members. (Raymond Telles, Assistant City Attorney)

Item 4: Assistant City Attorney Raymond Telles provided the committee copies of resolutions that have been approved by the Mass Transit Department Board and also the ethics ordinance that has been adopted by the City Council. Mr. Telles then briefed the committee on the role that the committee has. He explained

that the committee acts as an advisory body to the Mass Transit Board. He also explained that the Sun Metro ID that each member is provided is for official use only.

No action taken on this item.

5. Discussion and action on filling vacancy for city council District 5 Robin Roberts. (Ernesto Dominguez)

Item 5: Chairperson Ernesto Dominguez welcomed and introduced to the committee the new member Ms. Robin Roberts.

No action taken on this item.

6. Discussion and action on filling vacancy of city council District 3 Mary Castillo. (Ernesto Dominguez)

Item 6: Chairperson Ernesto Dominguez welcomed and introduced to the committee the new member Ms. Mary Castillo.

No action taken on this item.

7. Discussion and action on protocols for staff support for CAC meetings and members
- a.-contacting members and alternates by telephone to determine quorum
 - b.-contacting members to get input into agenda items
 - c.-typing date of meeting on each page of materials
 - d.-e-mailing and regular mail agendas to members and alternates at least 72 hours before meeting
 - e.-e-mailing and regular mail agenda for the MTDB to members and alternates at least 72 hours before their meeting
- (Ernesto Dominguez)

No action taken on this item.

Item 7a: Members will be contacted by Sun Metro on Fridays before the meetings on Tuesdays in order to determine quorum. Alternates, once appointed, will also be contacted by Sun Metro on the Friday before the Tuesday meeting in which the alternate's presence is required.

Item 7b: Process will continue as is. Deadline to submit agenda items is Wednesdays at noon before the Tuesday meeting. Agenda items are to be provided to Ruth Parra.

Item 7c: The minutes that are mailed to the members as backup will include the date on all pages.

Item 7d: Process will continue as is. Sun Metro will e-mail CAC agendas to those members that have provided e-mail addresses and requested electronic versions, and will continue to send regular mail to the rest of the members.

Item 7e: Mass Transit Department Board agendas will not be e-mailed or mailed to members or alternate members, as all Mass Transit Department Board agendas are posted on the web and are available at City Hall and Sun Metro offices.

8. Changes on routes 36, 41, 57, effort made by Mr. Ernst Erbe. (Ernesto Dominguez)

Item 8: Chairperson Ernesto Dominguez thanked Mr. Erbe for his persistence in having Sun Metro reinstate service to William Beaumont Army Medical Center and the VA Health Center using routes 36, 41, and 57. Tim Omick, Director for Sun Metro also thanked Sun Metro's planning staff for their work in having this service reinstated.

No action taken on this item.

9. Presentation of Capital Improvements Project priorities passed by MTDB, including an update on proposal of Mayor John Cook over the International Station at the train depot. (Ernesto Dominguez)

Item 9: Tim Omick, Director for Sun Metro distributed copies and briefed the committee on the presentation that was presented to the Mass Transit Department Board on March 27, 2007 regarding the Capital Improvements Projects (CIP).

No action taken on this item.

10. Discussion and action on the nomination of alternative Citizens Advisory Committee members. (Ernesto Dominguez) (Item postponed from 02-20-07)

Item 12: This item was taken out of order by the Committee. After discussion, a motion was made by Ms. Robin Roberts and seconded by Ms. Zulema Lazarin to appoint Mr. Fred Shuford as an alternative Citizens Advisory Committee member. All in favor. Members will follow the established procedure for appointment of new CAC members. Nominees will be placed on the next CAC agenda with resumes and back-up documentation prior to nomination.

The following items were postponed until the next CAC meeting, dated April 17, 2007 through a motion by Ms. Robin Roberts and seconded by Mr. Ernst Erbe. All in favor.

Report on the new phone complaint system. (Ernesto Dominguez)

Discussion on the resignation of Eva Carter.

Discussion on November 2006 Transportation Summit Report. (Zulema Lazarin)

Discussion on the status to provide Sun Metro transportation to Juarez. (Zulema Lazarin & Tim Omick, Director)

Discussion on advertising on buses. (Jane Ratcliff)

Discussion on route 42 delay and response time from dispatch (Ernesto Dominguez)

Discussion on complaint from passenger Juan Gribay regarding the time trolleys stay at the plaza site and passenger waiting. (Ernesto Dominguez)

Request for routes #3, #18, #42 & #59 to have extended hours of service. (Ernesto Dominguez)

Discussion on public notification of CAC meetings. (Ernesto Dominguez)

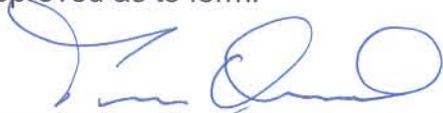
Discussion on current route schedule. (Ernesto Dominguez)

Director's Report:

- a. On-Time Performance Report
- b. Road Calls
- c. Customer Service Report
- d. Fleet Replacement Status
- e. PM Chart
- f. Deadline for placement of CAC agenda items

Motion made by Ms. Robin Roberts, seconded by Mr. Ernst Erbe, and unanimously carried to adjourn this meeting at 4:00 pm. All in favor.

Approved as to form:



Department Head/Board Secretary