

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
July 17, 2018

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:04 PM. The following Committee

Members answered to roll call:	<u>Present</u>	<u>Absent</u>
MO – Vacant		
D1 – Lee Willmott		A
D2 – Rodolfo Parra		A
D3 – Jonathan Moran	P	
D4 – Rebecca Hernandez	P	
D5 – Aziz Afravi	P	
D6 – Donald Pearson	P	
D7 – Noemi Rojas	P	
D8 – Leah Woods	P	
ALT – Mark C. Steele	P	
ALT – Lori Vugteveen	P	
ALT – Vacant		

2. **Public comment.** No public comments made.
3. **Approval of minutes of last meeting.** Motion made by Leah, seconded by Don, and unanimously carried to **APPROVE** the Minutes for the previous CAC Meeting.
4. **Recap of unveiling event of the first PCC car and overall Streetcar project.** Mr. Oscar Arriaga discussed the unveiling of the streetcar. About 300 people attended, live music was provided for entertainment, and Pastor from Sacred Heart church blessed the ceremony. District members attended. Everett Esparza gave a brief update on the streetcar construction; most of it has been completed, only punch list items remain. Goal for certification to start making revenue is set for October 2018, revenue to begin in November. All 7-streetcar operators have passed the written test, 120 hours are needed to get certified. Testing on two streetcars has started, 1506 and 1512. Streetcar 1504 arrived on July 15 and is currently in in house testing. Details on canopies were received on July 16. All streetcar stops will have a canopy and a bench.
5. **Discussion on buses not parking in their designated places at the terminal.** Mr. Don Pearson mentioned that he has seen several buses not parking in their designated areas. Lloyd Williams has already sent an email to dispatch regarding this situation.
6. **Update on Montana RTS.** Frank Benavidez gave a brief update presentation on the Montana Brio project. He demonstrated several designs. Brio stations will include amenities such as WIFI, ADA accessible, closed circuit TV, etc. Far East Transfer Center will be part of the Montana RTS. The Far East Transfer Center will have 175 parking spaces and will include two park & rides.
7. **Establish procedure and deadlines on CAC members attending monthly meeting.** Members are waiting until the last minute to respond if they will be attending the meeting or not. Leah suggested that from now on, she would like Fabiola to send out an email to the committee requesting attendance at 9:00 am on the Thursday before the scheduled CAC meeting. Members will need to reply by the end of business day that same Thursday.
8. **Update on open CAC Board member positions.** Two positions are vacant.

9. **Monthly Report on Paratransit [LIFT] Services for period ending June 30, 2018.** Mr. Meza presented LIFT ridership and safety numbers.
10. **Director's Report [Sun Metro].**
- a. **Monthly Customer Service Report for Fixed Route.** Mr. George Myers presented numbers for whole month of June 2018.
 - b. **Monthly Ridership and Operations Report for Fixed Route.** No numbers were discussed.
11. **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.** Requests are made to possibly have an upcoming CAC meeting at either Northgate Transfer Center or Streetcar Maintenance Facility (possibly the September meeting), Discussion on Northgate Operations (canopies), Progress report on Alameda Brio, Report on what causes ridership to go up and down.
12. **Call to Adjourn.** Motion made by Leah, seconded by Noemi, and unanimously carried to adjourn this meeting at 3:11 p.m.

Approved by:

/s/ Jay Barasiak
Department Head/Board Secretary