

CITIZENS ADVISORY COMMITTEE (CAC)  
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)  
JANUARY 15, 2013

MEETING MINUTES

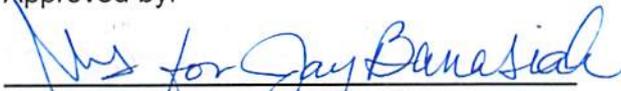
1. **Call to Order and Roll Call.** Meeting was called to order at 2:10p.m. The following Committee Members answered to roll call:
- |                                  | <u>Present</u> | <u>Absent</u> |
|----------------------------------|----------------|---------------|
| MO – Lawrence Harley, Chair      | P              |               |
| D1 – Donald G. Pearson           |                | A             |
| D2 – Lee Frederick               | P              |               |
| D3 – Everardo Sanchez            |                | A             |
| D4 – vacant                      |                |               |
| D5 – vacant                      |                |               |
| D6 – vacant                      |                |               |
| D7 – Ben Foster                  | P              |               |
| D8 – Leah M. Osborne, Vice-Chair | P              |               |
| ALT – Aziz Afravi                |                | A             |
| ALT – Brandon LeMaster           | P              |               |
| ALT – vacant                     |                |               |
2. **Public comment.** None.
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for the last meeting on November 20, 2012. Leah Osborne moved to approve minutes as presented. Seconded by Lee Frederick. All in favor, none opposed, and motion passes unanimously.
4. **Welcome new member Ben Foster (District 7) and alternate member Brandon LeMaster.** No action taken.
5. **Update on Member Roster and 2013 Meeting Schedule.** New member roster and annual meeting scheduled provided. Vice-Chair opened floor for new officer nominations. Ben Foster volunteered so serve as Chair. Leah Osborne nominated Ben Foster as Chair and Eddie Sanchez as Vice-Chair and moved to approve. Seconded by Lee Frederick. All in favor, none opposed, and motion passes unanimously. (Note; Eddie Sanchez was not present but accepted nomination by email response.)
6. **Monthly update on LIFT Services.** Jeanie Chrisman provided update. Mentioned that service continues to improve at the LIFT; maintaining 95% on time consistency; over all complaints are down; average driver experience is 2.9 months since start up; and “where’s my ride” phone lines directed to dispatch during peak hours for faster client response. Mentioned meeting with Mayor Cook last week brought forth a lot of positive feedback from both passengers and drivers. LIFT continues to strive to meet challenges of individual customer needs. Discussion about fare collection, rider’s guide and rules for obtaining bus passes (IDs). Additional information will be provided at next meeting. No action taken.
7. **Presentation and update on new Operations/Maintenance Facility.** Jay Banasiak provided presentation and photos highlighting most recent construction developments;

mentioned construction is about 30 days behind schedule. Mentioned Sun Metro staff will begin moving into the new facility around December 2013. No action taken.

8. **Presentation and update on proposed Streetcar System.** Jay Banasiak provided timeline for project completion. Mentioned URS design consultants and City Engineering driving the project in conjunction with TXDOT. No action taken.
9. **Presentation and update on BRIO timeline and Articulated Bus Procurement.** Jay Banasiak provided presentation with timeline for each of four corridors, along with photographs of proposed bus design. Mentioned contract with New Flyer for bus design was awarded by Mass Transit Board in December. Mentioned pilot bus will arrive to El Paso in near future for dry run before Sun Metro goes to mass production. Additional information will be provided as project developments emerge. No action taken.
10. **Director's Report.** Updates for informational purposes only. No action taken.
  - A. **Monthly Customer Service Reports for Fixed Route and Paratransit.** Lloyd Williams provided monthly update on statistics through December 2012. General discussion on categories identified and details provided on specific inquiries.
  - B. **Northgate Transit Center Update.** Jay Banasiak mentioned that development will be mixed use, park and ride facility. Mentioned project is still in design phase and contract has been awarded to Mijares-Mora Architects. No action taken.
  - C. **Monthly Ridership and Operations Report.** Jay Banasiak provided statistics for period ending December 2012. No action taken.
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.** The Committee members requested that the following items for next meeting's agenda:
  - a. Update on temporary bus stop at Dyer and Hercules
  - b. Update on fare campaign for the LIFT
  - c. Clarification on certification process for obtaining LIFT IDs
  - d. Finalize nomination for Vice Chair
  - e. CAC annual report to Mass Transit Board

Chair moved to adjourn the meeting at 3:26pm. Seconded by Leah Osborne. All in favor, none opposed, and motion passes unanimously.

Approved by:

  
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Department Head/Board Secretary