

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
APRIL 19, 2016

MEETING MINUTES

1. **Call to Order and Roll Call.** Meeting was called to order at 2:05PM. The following Committee Members answered to roll call:

	<u>Present</u>	<u>Absent</u>
MO – vacant		
D1 – Don Pearson	P	
D2 – vacant		
D3 – Everardo Sanchez		A
D4 – vacant		
D5 – Aziz Afravi	P	
D6 – Oscar Lozoya	P	
D7 – Noemi Rojas, Vice-Chair		A
D8 – Leah M. Wood, Chair	P	
ALT – Rebecca Hernandez		A
ALT – Mark C. Steele	P	
ALT – vacant		
2. **Public comment.** None.
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for meeting on March 15, 2016. Don Pearson moved to approve the minutes as presented. Seconded by Mark Steele. All in favor; none opposed; motion passes unanimously.
4. **Presentation on FY2016 TIGER grant application.** Jay Banasiak provided overview of item that City Council approved on April 5. Mentioned that if secured, TIGER grant will provide for Sun Metro transfer center at Alameda in Medical Center area. Mentioned that City Council approved the option that will allow for 700 parking spaces and directed Sun Metro to proceed with application process for securing FTA grant funds. No action taken.
5. **Update on Alameda BRIO Project.** Jay Banasiak provided presentation on current developments for Alameda BRIO project. Mentioned that Mesa was first BRIO route to be completed, next one is Alameda, followed by Dyer, and that Montana will be the final route. Mentioned that Alameda will be operational in fall of 2017. General discussion about artwork for Alameda; committee expressed artwork is much improved compared to previous renditions. No action taken.
6. **Update on Streetcar Project.** Jay Banasiak provided presentation on current developments for Streetcar Project. Mentioned that City Council directed Sun Metro to proceed with Phase 2 application process to fund Streetcar development. Explained that City Council wants a report on the types of projects that FTA has previously funded. No action taken.
7. **Update on Border West Expressway Project.** *{Chair motioned for to move Item 7 to the forefront of the agenda to allow presenter time to commute to another meeting at 4pm. Don Pearson moved to approve. Seconded by Aziz Afravi. All in favor; none opposed; motion passes unanimously.}* Mandra Ryan, PIO for Abrams-Kiewit Joint Venture provided presentation and handouts on the current construction and projected developments for the Border West expansion project. Explained that full toll expressway will serve as alternate route to I-10. General discussion about rerouting existing traffic and how this will eventually tie into BRIO routes. Additional information will be provided in future meetings as the project unfolds. No action taken.

8. **Discussion about possibly placing a bench at the bus stop in front of the Sun Metro LIFT facility located at Fred Wilson and proposed process for future requests.** Everett Esparza provided update on request for bench at Fred Wilson facility. Mentioned that area was surveyed and that approval for Right of Way is required from TXDOT before Sun Metro can proceed. Jay Banasiak explained that Sun Metro will look into options and that future requests for bus stops and/or benches should be brought to his attention for consideration. No action taken.
9. **Presentation on Veterans Fare Program approved by Mass Transit Board.** Raul Escobedo provided overview of item approved by City Council on April 5. Mentioned that City Council approved options 2 and 3 which allows for certified agencies to issue a temporary 60-day free pass, with a 30-day extension if needed, at a purchase price of \$30/month to the servicing agency. Mentioned that option 1 (free fares) was not approved. General discussion about conducting future fare equity analysis with FTA to determine how pilot program will unfold. Explained that Sun Metro cannot determine eligibility of veteran status, that certified agency will determine who is eligible for passes based on agency criteria. No action taken.
10. **Discussion and update on Summer Youth Program approved by Mass Transit Board.** Raul Escobedo provided ridership for previous year (first time pilot program) along with projected goals for FY2016. Mentioned that United Way will work with School Districts and Region 19 for early enrollment and awareness to ensure student participation during summer months. Mentioned that additional information will be provided as program unfolds. No action taken.
11. **Discussion and update on monthly Paratransit Advisory Committee [PAC] meeting.** Julio Perez provided PAC meeting updated. Mentioned that more and more new members continue to attend for informational purposes. Topics discussed this month included: process for lost and found; accidents vs. incidents; upcoming smart card options; no-show policy; a/c unit campaign; and mentioned that total of 60 out of 75 units are now completed. No action taken.
12. **Monthly Report on LIFT Services for period ending March 31, 2016.** Rafael Fernandez provided monthly statistics report. Cited that complaints for outsourced trips have significantly decreased and it is due to continued training efforts for all drivers. No action taken.
13. **Director's Report for period ending March 31, 2016**
 - A. **Monthly Customer Service Report for Fixed Route.** George Myers provided monthly statistics report. Mentioned that complaints continue to be high due to construction throughout the city and buses running late, and also mentioned that passengers are reporting more driver commendations. Explained that additional categories will be added to future reports for reporting BRIO fare enforcement, graffiti on bus benches and shelters, and problems with ticket vending machines. No action taken.
 - B. **Monthly Ridership and Operations Report for Fixed Route.** Jay Banasiak provided monthly revenue statistics. Mentioned that stats continue to be stagnant. Mentioned that Public Affairs Coordinator will soon be hired and Sun Metro will diligently work on new Marketing Plan in an effort seek new ridership and improve revenue data. No action taken.
14. **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. Update on continuation of Streetcar project
 - B. Presentation on I-10 Mitigation Plan to alleviate Westside traffic
 - C. Update and application process for Summer Youth and Veterans fare program

Chair asked for motion to adjourn the meeting at 4:06pm. Oscar Lozoya so moved. Seconded by Mark Steele. All in favor; none opposed; motion passes unanimously.

Approved by:

/s/ Jay Barasiak

Department Head/Board Secretary