

CITIZENS ADVISORY COMMITTEE (CAC)
OF THE MASS TRANSIT DEPARTMENT BOARD (MTDB)
SEPTEMBER 20, 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:

	<u>Present</u>	<u>Absent</u>
MO – Lawrence Harley, Vice-Chair	P	
D1 – Donald G. Pearson	P	
D2 – Josue Rodriguez		A
D3 – Robin A. Roberts	P	
D4 – VACANT		
D5 – Jesus H. Bautista	P	
D6 – Ernesto Dominguez		A
D7 – W. Burns Taylor	P	
D8 – Leah M. Osborne, Chair	P	
ALT – Aziz Afravi	P	
ALT – Everardo Sanchez		A
ALT – Lee Frederick		A

2. **Public comment.** John Eger commented about having trouble getting through on Sun Metro phone lines and not getting staff to call him back.
3. **Approval of minutes of last meeting.** Chair motioned for approval of the minutes for the last meeting on August 16, 2011. Burns Taylor requested that attendance be marked with something other than the letter X, and it was agreed that moving forward the letter P will be used to indicate present, and the letter A will be used to indicate absent. Jesus Bautista moved to approve the minutes. Seconded by W. Burns Taylor. All in favor, none opposed, and motion passes unanimously.
4. **Discussion on formulating survey for Ridership comments/suggestions.** Chair moved to table the item in Ernesto Dominguez’s absence, since he was the one that requested it. Robin Roberts moved to table the item until Mr. Dominguez could be available. Seconded by Jesus Bautista. All in favor, none opposed, and motion passes unanimously.
5. **Update on Bus Route Configurations for 12, 13, 50 and 35.** Everett Esparza provided presentation outlining Sun Metro’s history and where the future is taking us. Mentioned that changes were recently implemented citywide in an effort to speed up efficiencies. Mentioned that with the opening of new downtown transfer center, more neighborhood circulators were re-routed to feed to downtown. Mentioned that ridership demands dictate which routes are primarily affected. Mentioned that Paratransit customers will be able to

utilize express services for moving around town with greater ease; group agreed it will not be suitable for all Paratransit customers. Mentioned Sun Metro is currently working with Fort Bliss to provide service on base, particularly in/around new hospital area. Mentioned that purpose of express routes is to reach destination with as few stops as possible; otherwise, it becomes regular fixed route. Mentioned that once RTS is up and running, this will alleviate demands on fixed routes and neighborhood circulators. No action taken.

6. **Update on Sun Metro grant applications submitted this summer and fall.** Angelica Bryant provided presentation with status of current grants submitted by Sun Metro and the City to various sources. Mentioned 7 grants submitted this quarter; 3 Grants submitted in July: El Paso Streetcar Alternative Analysis, El Paso Millennium Bus Replacement and Mission Valley Transfer Center Park-n-Ride II; 2 Grants submitted in August: Replacement of Paratransit Unleaded Fuel Vehicles and Sun Metro Renewable Energy Project; 1 Grant submitted in September: El Paso-Far West Texas Transportation One-Call/One-Click; and 1 currently underway to be submitted in October: Northgate Transit Oriented Development. General discussion about impact of grant funds for future Sun Metro projects. Sun Metro looking for final decisions on these early next year before engaging in bidding process for these projects. Committee recommended that Sun Metro provide a quarterly update on grant status. Next update scheduled for January 2012. No action taken.
7. **Update on Branding for Rapid Transit System (RTS).** Laura Cruz-Acosta provided a presentation from Concussion outlining the different names that have been under consideration for creating a name (brand) with compatibility to the existing Sun Metro name and identity. Handed out a "score sheet" for committee members to vote on their preferred names. The results will be tallied and provided to the Mass Transit Board for consideration in October's meeting. No action taken.
8. **Presentation on the Creative Kids portraits and shelter display project.** Laura Cruz-Acosta provided a presentation highlighting a recent collaboration with Creative Kids. Provided samples of the artwork on display at the Downtown Transfer Center. Mentioned the primary purpose of the project is to diminish graffiti. Mentioned looking to expand the project to existing transfer centers around town, and rotating the display out every 6 months. Group discussion about outreach to the School Districts for exploring future collaborations with their Art Departments as part of the shelter display project. Further discussion required moving forward, with additional information provided in future meetings. No action taken.
9. **Presentation, discussion and action on Station Design for Rapid Transit System (RTS).** Jay Banasiak provided presentation of new design concepts for review and consideration. Mentioned public input has been extensive, with at least 900 individuals providing feedback. Mentioned goal is to reach one common look (or chassis) and incorporate specific area characteristics at the artist level. General discussion about comparison of similarities and differences in each of the 5 concepts provided. Mentioned that Sun Metro is seeking approval to move these forward to City Council and Mass Transit Board for final decision. Chair asked for motion to approve the 5 design concepts for

moving forward. Jesus Bautista so moved. Seconded by Donald Pearson. All members voted in favor, none opposed, and motion passed unanimously.

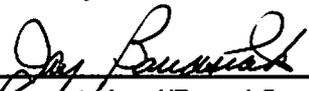
10. Presentation on use of Mobile Data Terminals (MDT) in Paratransit Operations. Julio Perez provided presentation on new MDT technology currently being used on all LIFT units. Mentioned this digital method for dispatching units has in essence replaced the paper manifest, creating a real time scheduling system. Provided images of display screens used by coach operators to show how system operates. Mentioned goal is to have all operators skilled and utilizing the new technology in next couple of months. Mentioned project is still in pilot phase and Sun Metro is working out all the kinks by analyzing daily reports. Mentioned use of MDTs will increase efficiencies and end result will be a more pleasant experience for LIFT riders. General discussion about existing problems/issues in service now and possible solutions for alleviating and/or eliminating these concerns all together. Committee asked for updates moving forward. 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 month's agenda:

- a. Discussion on formulating survey for ridership comments/suggestions
- b. Update on monthly customer service reports for Fixed Route and Paratransit
- c. Update on Mass Transit Board's decision on RTS branding and station design

Chair asked for motion to adjourn the meeting at 4:05pm. Robin Roberts so moved. Seconded by Jesus Bautista. All in favor, none opposed, and motion passes unanimously.

Approved by:



Department Head/Board Secretary