

CITIZENS ADVISORY COMMITTEE  
OF THE MASS TRANSIT DEPARTMENT BOARD  
MEETING MINUTES  
700 A-SAN FRANCISCO CONFERENCE ROOM  
FEBRUARY 17, 2009  
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 Ms. Robin Roberts present and presiding and the following Committee Members answered roll call:

Ms. Robin Roberts  
Mr. Walt Phillips  
Ms. Jane Ratcliff (left at 3:35 pm)  
Mr. Richard Sheldon  
Mr. Alexander Catucci (left at 3:00 pm)  
Ms. Amy Lechuga  
Ms. Suzanne Fabian

Agenda

1. Call to order.

**Item 1:** The meeting was called to order at 2:05 p.m.

2. Public Comments

**Item 2:** Mr. Ernesto Dominguez made a few comments, one was to place on the next agenda to move the shelters from Hercules and Dyer in front of food basket to Dyer and Hercules and also the other shelter that is really needed is at North Loop and Hunter. Another comment was the route changes in March and the newspaper type schedule booklet.

3. Approval of the minutes of the CAC meeting of November 18, 2008 and January 20, 2009.

**Item 3:** Jane Ratcliff made a motion to approve the minutes of November 18, 2008, seconded by Walt Phillips. All in favor. Walt Phillips made a motion to approve the minutes of January 20, 2009, seconded by Jane Ratcliff. All in favor to approve the minutes.

4. Introduction of new members. (Sun Metro)

**Item 4:** Two new members to the committee were Amy Lechuga appointed by Representative Steve Ortega, and Suzanne Fabian appointed by Representative Rachel Quintana. The rest of the committee reintroduced themselves and then the Sun Metro and City Staff also introduced themselves.

5. Discussion and action on the Election of Chairperson and Vice Chairperson of the Citizen's Advisory Committee for 2009.

**Item 5:** Suzanne Fabian nominated Richard Sheldon for Chairperson. All in favor. Robin Roberts turned the gavel over to the new Chairperson. Richard Sheldon nominated Suzanne Fabian for Vice-Chairperson. All in favor. Jane Ratcliff abstained from voting for both Chairperson and Vice-Chairperson.

6. Introduction and discussion from Mr. Banasiak, New Director of Sun Metro regarding:
  - a) Background
  - b) Discussion on the expectations for Sun Metro.

**Item 6:** Mr. Banasiak introduced himself and gave a brief background on his 30 years as General Manager in the Transit Industry. He stated that he has two main goals one to maintain on time performance and second the new projects going on and find out what is the best way to serve our passengers.

7. Discussion and action on nominations for Alternate Members. (CAC)

**Item 7:** Raul Zamarripa stated he would like to be an Alternate Member and it was explained to him that he would have to fill out an application and submit his resume and then be placed on the MTB Agenda before any action could be taken..

**Mr. Banasiak stated that he would like to move on to item 12, motion was made by Walt Phillips seconded by Robin Roberts. All in favor.**

12. Presentation and discussion for the New Sun Metro logo. (Sanders-Wingo)

**Item 12:** Roberto Espinoza from Sanders-Wingo gave a presentation on the new logo for Sun Metro. He stated Sun Metro is growing and that Sun Metro should have a new look. The new logo will be in lower case letters that will give it a friendly look. The colors that have been chosen are green, being friendly towards the environment and the same blue and yellow that Sun Metro already has. DCM Jane Shang stated that this was just an exploration and will ask later for public perception. No action taken.

8. Discussion on the current Job Access/Reverse Commute services of Sun Metro (Job Express). (Sun Metro – Linda DeBeer)

**Item 8:** Linda DeBeer gave a brief explanation on JARC. She stated that this program has been in existence since 2002. This is a welfare to work or school transportation service that is grant funded. Clients have to be referred by different city agencies such as the Rio Grande Workforce, Homeless Shelters, Transitional Living Facilities for low income. They are available 365 days a year. There is no fee to the consumers. No action taken.

9. Discussion and action on the Proposed Draft of 2008 CAC Report to the Mass Transit Department Board. (CAC – Robin Roberts)

**Item 9:** Robin Roberts stated that everyone should have gotten copies of the Proposed CAC Report that will be presented to the Mass Transit Board. Walt Phillips made a motion to approve, seconded by Jane Ratcliff. All in favor.

10. Discussion and action on implementation of By-Laws for CAC. (Assistant City Attorney– Cynthia Osborn)

**Item 10:** Bertha Ontiveros from the City Attorney's office discussed the By-Law project and asked the members how they would like to tackle this project. Walt Phillips made a motion to form a by-laws committee for the CAC. Robin Roberts seconded. All in favor. By-Law Committee members are: Richard Sheldon, Suzanne Fabian, Amy Lechuga and Robin Roberts.

11. Discussion on the results taken by Mass Transit Department Board on February 10, 2009 regarding Member Terms. (Assistant City Attorney – Cynthia Osborn)

**Item 11.** Bertha Ontiveros stated that the Mass Transit Board approved the re-appointment of CAC members for an indefinite number of times. No action taken.

13. Director's report on:

13a. Operations to include 2009 On-Time Report and Missed Service Report Comparison.

13b. Customer Service Reports for Fixed Route and Paratransit;

13c. Maintenance Reports to include Road Calls reported for all units, for 91's, 93's, 94's and 400's and for 600's (for January 2009); Roadcall Comparison for Calendar Years 2007-2009; and Mechanical PMI Tracking 2009 (First Quarter-Week 1).

13d. Key Performance Indicators including Farebox Recovery Factors, System Info, Bus Operations and Paratransit.

Copies of the Director's Report were made available to all CAC members. Mr. Banasiak and each of the Assistant Directors briefly discussed certain items. Some of the CAC members had some comments to make.

Motion made by Robin Roberts to adjourn meeting, seconded by Suzanne Fabian, at 3:55 p.m. all in favor.

Approved as to form:

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Department Head/Board Secretary