

MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
February 5, 2019

A meeting of the Mass Transit Department Board was called to order at approximately 10:39 a.m. with Dee Margo, Chairman, presiding. The other members present were: Peter Svarzbein, Alexandra Annelo, Cassandra Hernandez, Sam Morgan, Isabel Salcido, Henry Rivera and Cissy Lizarraga. Absent: Claudia Ordaz Perez.

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**CONSENT AGENDA**

Motion made by Board Member Morgan, seconded by Board Member Rivera, and unanimously carried to **APPROVE, AS REVISED**, all matters listed under the Consent Agenda unless otherwise noted. (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {\*}).

AYES: Board Member Annelo, Hernandez, Morgan, Salcido, Rivera, Lizarraga and Board Chair Margo  
NAYS: None  
NOT PRESENT FOR THE VOTE: Board Member Svarzbein  
ABSENT: Board Member Ordaz Perez

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**1. APPROVAL OF MINUTES**

\*Motion made, seconded, and unanimously carried to **APPROVE** the Minutes for the Mass Transit Department Board Meeting held on December 11, 2018.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein  
ABSENT: Board Member Ordaz Perez

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**2. REQUEST TO EXCUSE ABSENT MASS TRANSIT DEPARTMENT BOARD MEMBERS**

\*Motion made, seconded, and unanimously carried to **EXCUSE, AS REVISED** Board Member Claudia Ordaz Perez.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein  
ABSENT: Board Member Ordaz Perez

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**3. BOARD APPOINTMENTS**

\*Motion made, seconded, and unanimously carried to **APPROVE** the reappointment of Leah Wood to the Citizens Advisory Committee (CAC) for the Mass Transit Board by District 8.

*District 8. Representative Cissy Lizarraga, 212-0008  
Mass Transit (Sun Metro), Jay Banasiak, 212-3301*

NOT PRESENT FOR THE VOTE: Board Member Svarzbein  
ABSENT: Board Member Ordaz Perez

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**4. BOARD APPOINTMENTS**

\*Motion made, seconded, and unanimously carried to **APPROVE** the reappointment of Mark Steel to serve as an Alternate on the Citizens Advisory Committee (CAC) for the Mass Transit Department Board as recommended by CAC Chair, Noemi Rojas.

*Mass Transit (Sun Metro), Jay Banasiak, 212-3301*

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Member Ordaz Perez

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5.

\*Motion made, seconded, and unanimously carried to **DELETE** the proposed Resolution.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Member Ordaz Perez

That the Mass Transit Board Chairperson be authorized to sign the First Amendment to Interlocal Agreement for Project Reimbursements by and between the City of El Paso and the Camino Real Regional Mobility Authority to clarify certain responsibilities regarding marketing and promotional programs.

*Mass Transit (Sun Metro), Jay Banasiak, 212-3301*

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6.

**RESOLUTION AMENDING THE CITY OF EL PASO, MASS TRANSIT DEPARTMENT FISCAL YEAR 2019 BUDGET RESOLUTION**

**WHEREAS**, on August 21, 2018, the Mass Transit Department Board approved the Fiscal Year 2019 Budget Resolution for the Mass Transit Department (“Budget Resolution”); and

**WHEREAS**, on October 30, 2018, the Mass Transit Department Board approved a Resolution Amending the City of El Paso, Mass Transit Department Fiscal Year 2019 Budget Resolution (“First Amendment to Budget Resolution”); and

**WHEREAS**, the Mass Transit Department (“Sun Metro”) is a member of the Texas Transit Association (“TTA”) and the Southwest Transit Association (“SWTA”); and

**WHEREAS**, membership in TTA and SWTA provides Sun Metro with training, networking, and best practices for the provision of transportation services to the citizens of the City of El Paso; and

**WHEREAS**, Sun Metro was selected to host the 2019 SWTA and TTA Conference; and

**WHEREAS**, the 2019 SWTA and TTA Conference will bring leaders and experts in the transit and transit technology fields to the City of El Paso; and

**WHEREAS**, the conference will introduce industry leaders to El Paso’s Mass Transit System which includes fixed route, Bus Rapid Transit, and Streetcar services ; and

**WHEREAS**, the conference will aid Sun Metro in the provision of public transportation to the citizens of El Paso; and

**WHEREAS**, the Mass Transit Department Board wishes to amend the Budget Resolution to allow the City Manager or Designee to waive fees to

**BE IT RESOLVED BY THE MASS TRANSIT DEPARTMENT BOARD OF THE CITY OF EL PASO:**

**Section 1.** That Section 27 of the Budget Resolution be amended in its entirety to read as follows:

27. That the Director of the Mass Transit Department, or other designee of the City Manager, is hereby authorized to establish a program, as approved by the City Manager, whereby the Director and his designees may provide free transit service passes as are appropriate for the promotion of the use of the transit system. The total value of all free transit service passes provided under this program during FY 2019 shall not exceed \$3,000. In addition, that the City Manager or designee be authorized to waive or reduce fares in Schedule B for conferences and events that directly benefit the Mass Transit Department. The City Manager, or designee, is authorized to establish criteria and requirements for the waiver or reduction of fares in Schedule B for conferences that benefit the Mass Transit Department.

**Section 2.** Except as herein amended, the Mass Transit Department Fiscal Year 2019 Budget Resolution as adopted on August 21, 2018 and the Resolution Amending the City of El Paso, Mass Transit Department Fiscal Year 2019 Budget Resolution adopted on October 30, 2018 shall remain in full force and effect.

Motion made by Board Member Salcido, seconded by Board Member Lizarraga, and unanimously carried to **APPROVE** the Resolution.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Member Ordaz Perez

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7.

Presentation and discussion on the Paratransit/LIFT Performance Indicators for FY2019 1<sup>st</sup> QTR for period ending November 30, 2018.

*MV General Manager, Rafael Fernandez, 212-3006*

*Sun Metro LIFT Services, Julio Perez, 212-3005*

Mr. Alexander Arrieta, Call Center/Dispatch Manager, Sun Metro LIFT, presented a PowerPoint presentation (copy on file in City Clerk’s office).

Board Member Hernandez commented.

**NO ACTION** was taken on the item.

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8.

Presentation and discussion on the Fixed Route Performance Indicators for FY2019 1<sup>st</sup> QTR for period ending November 30, 2018.

*Jay Banasiak, Mass Transit Director 212-3301*

Board Members Hernandez and Lizarraga commented.

The following City staff members commented:

1. Mr. Tommy Gonzalez, City Manager

Mr. Jay Banasiak, Mass Transit Director, presented a PowerPoint presentation (copy on file in City Clerk's office).

**NO ACTION** was taken on the item.

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Motion made by Board Member Rivera, seconded by Board Member Lizarraga, and unanimously carried to adjourn this meeting at 10:50 a.m.

NOT PRESENT FOR THE VOTE: Board Member Svarzbein

ABSENT: Board Member Ordaz Perez

Approved as to content:

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Jay Banasiak, Director