

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**AGENDA DATE:** December 6, 2022

**PUBLIC HEARING DATE:** N/A

**CONTACT PERSON(S) NAME AND PHONE NUMBER:** Ellen A. Smyth, (915) 212-6000

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** 7.3 – Enhance a regional comprehensive transportation system

**SUBGOAL:**

**SUBJECT:** FOR NOTATION ONLY.

Notice of Sun Metro's Title VI exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022. After careful review Sun Metro did not meet the service change threshold for a major service change analysis.

**BACKGROUND / DISCUSSION:**

N/A

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

N/A

**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?** ☒ YES ☐ NO

**PRIMARY DEPARTMENT:** Sun Metro

**SECONDARY DEPARTMENT:**

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

*Astrid Bunner* for Ellen Smyth, Chief Field Transit Officer

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(If Department Head Summary Form is initiated by Purchasing, client department should sign also)



# Sun Metro

## MAYOR

Oscar Leeser

## CITY COUNCIL

### District 1

Peter Svarzbein

### District 2

Alexsandra Annello

### District 3

Cassandra Hernandez

### District 4

Joe Molinar

### District 5

Isabel Salcido

### District 6

Claudia L. Rodriguez

### District 7

Henry Rivera

### District 8

Cissy Lizarraga

## CITY MANAGER

Tommy Gonzalez

Under Title VI of the Civil Rights Act of 1964, as amended, as recipients of federal financial assistance Sun Metro Mass Transit Board, without regard to race, color, or national origin, operate and plan for transit services so that:

- Transit benefits and services are available and provided equitably.
- Transit services are adequate to provide access and mobility for all.
- Opportunities to participate in the transit planning and decision-making process are open and accessible.
- Sun Metro takes remedial and corrective actions to prevent discriminatory treatment of any beneficiary.

## Service Modifications June 26, 2022

This communication serves to provide a notice of Sun Metro's exemption to provide a major service change analysis for the service modifications implemented on June 26, 2022.

According to Sun Metro's "Major Service Change Policy," a major service change is defined as a reduction or increase of 30 percent or more in total vehicles revenue miles or total revenue hours in service on any service area during a service review period.

In addition, the following criteria must be met:

- Changes to a service on a route with fewer than 20 total trips per unit are not considered "major" unless service on that route is eliminated completely on any such day.
- The introduction or discontinuation of short or limited-term service (e.g., promotional, demonstration, seasonal or emergency service, or service provided as mitigation or diversions for construction or other similar activities), as long as the service will be/has been operated for no more than twelve months.
- Sun Metro-operated transit service that is replaced by a different mode or operator providing a service with the same or better headways, transfer options, span of service, and stops.
- Deactivation of a route if it does not reach above 10 passengers per hour or 1 passenger per mile after 6 months' period of implementation.

After careful review, Sun Metro is at a .5% increase in total vehicles revenue miles. This means Sun Metro did not meet the service change threshold for a major service change analysis and is therefore exempt.

Ellen A. Smyth, P.E., MPA Chief Transit and Field Operations Officer  
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DELIVERING **EXCEPTIONAL** SERVICES