



**MASS TRANSIT DEPARTMENT BOARD MINUTES  
CITY COUNCIL CHAMBERS  
September 12, 2023**

A meeting of the Mass Transit Department Board was called to order at 11:15 a.m. Board Chair Oscar Leaser was present and presiding and the following Board Members answered roll call: Brian Kennedy, Alessandra Anello, Cassandra Hernandez, Joe Molinar, Art Fierro, and Henry Rivera. Absent Board Members: Isabel Salcido and Chris Canales.

**CALL TO THE PUBLIC – PUBLIC COMMENT**

**This time is reserved for members of the public who would like to address the Mass Transit Department Board on items that are not on the Mass Transit Department Board Agenda.**

No members of the public commented.

**CONSENT AGENDA**

Motion made by Board Member Rivera, seconded by Board Member Molinar, 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 Chair Leaser and Board Members Kennedy, Anello, Hernandez, Molinar, Fierro, and Rivera  
NAYS: None  
ABSENT: Board members Salcido and Canales

**CONSENT AGENDA - APPROVAL OF MINUTES**

**Goal 6: Set the Standard for Sound Governance and Fiscal Management**

1. \*Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Regular Mass Transit Board Meeting of August 1, 2023, and Special Mass Transit Board Meetings of August 14, 15, and 29, 2023.

**CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS**

2. \*Motion made, seconded, and unanimously carried to **EXCUSE** Board Members Isabel Salcido and Chris Canales from the September 12, 2023, Mass Transit Department Board meeting.



**REGULAR AGENDA – OPERATIONAL FOCUS UPDATES**

**Goal 7: Enhance and Sustain El Paso’s Infrastructure Network**

3. Updated Report on Sun Metro LIFT Survey Methodology.

Director of Mass Transit Anthony DeKeyzer presented a PowerPoint presentation (copy of file in the City Clerk’s Office) and was available to answer questions.

Board Chair Leeser and Board Members Annello, Hernandez, and Molinar commented.

The following staff members commented:

1. Mr. Cary Westin, Interim City Manager
2. Mr. Victor Caraveo, Sun Metro Project Manager

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



**REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS**

**Goal 7: Enhance and Sustain El Paso’s Infrastructure Network**

4. Motion made by Board Member Annello, seconded by Board Member Rivera, and unanimously carried to **POSTPONE FOUR WEEKS** to the Regular Mass Transit Board meeting of October 10, 2023, the discussion and action that the Mass Transit Department Board ratifies the execution of the Submitter Merchant Agreement between the City of El Paso through its Mass Transit Department (Sun Metro) and Chase Paymentech for the provision of third-party payment processing services and the execution of the Payment Processing Services Agreement between the City of El Paso through its Mass Transit Department (Sun Metro) and Genfare, a limited liability company, for credit card payment processing services connected to the continued functionality of the Ticket Vending Machines (TVMs) that the public uses to purchase Sun Metro bus passes, for a term to begin Effective Date and end on December 1, 2024; the term is automatically extended every year for a one (1) year renewal term unless the parties provide 45-day termination notice. The contract price is for 5.5% +\$0.05 of total payments processed charged at a monthly interval; and that the City Manager or designee be authorized to take actions necessary and effectuate any budget transfers, sign all related agreements, amendments to such agreements and documents necessary to carry out the intent of this resolution.

Director of Mass Transit Anthony DeKeyzer, and Interim City Manager Cary Westin, were present to answer questions.

Board Chair Leeser and Board Member Hernandez commented.

AYES: Board Chair Leeser and Board Members Kennedy, Annello, Hernandez, Molinar, Fierro, and Rivera  
NAYS: None  
ABSENT: Board members Salcido and Canales

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5. Motion made by Board Member Molinar, seconded by Board Member Rivera, and unanimously carried to **AUTHORIZE** the Managing Director of the Purchasing and Strategic Department to issue a Purchase Order(s) to Genfare, LLC the sole and authorized distributor for 2023-0505 Ticket Vending Machine Parts for a term of three (3) years for an estimated amount of \$330,000.00, with the stipulation that the vendor provides an updated sole source letter and affidavit each year. This contract will allow Sun Metro to purchase replacement parts for the Genfare ticket vending machines and farebox parts.

Department: Mass Transit (Sun Metro)  
Award to: Genfare, LLC  
Elk Grove Village, IL  
Annual Estimated Amount: \$110,000.00  
Total Estimated Amount: \$330,000.00 (3 years)  
Account No.: 560-3210-60080-522140- P6018-P60FTA442-G60205307  
Funding Source: Federal Transit Administration Formula 5307 Grant  
District(s): All  
Sole Source No.: 2023-0505

This is a Sole Source contract.

The Purchasing & Strategic Sourcing and Mass Transit (Sun Metro) Departments recommend that the contract be awarded as indicated to Genfare, LLC the sole source and authorized distributor replacement parts for Genfare Ticket Vending Machines and farebox parts.

Director of Mass Transit Anthony DeKeyzer and Senior Procurement Officer Crystal Paz were present to answer questions.

Board Chair Leeser and Board Member Rivera commented.

AYES: Board Chair Leeser and Board Members Kennedy, Annello, Hernandez, Molinar, Fierro, and Rivera  
NAYS: None  
ABSENT: Board members Salcido and Canales

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**ADJOURN**

Motion made by Board Member Molinar, seconded by Board Member Annello, and unanimously carried to **ADJOURN** the meeting at 11:46 AM.

AYES: Board Chair Leeser and Board Members Kennedy, Annello, Hernandez, Molinar, Fierro, and Rivera

NAYS: None

ABSENT: Board members Salcido and Canales

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Approved as to content:

  
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Anthony Dekeyzer, Director