



SUN METRO CITIZENS ADVISORY COMMITTEE

**July 09, 2025
10151 MONTANA AVENUE, EL PASO, TX 79925
3:00 PM
SUN METRO CONFERENCE ROOM, ROOM 117**

Notice is hereby given that a meeting of the Sun Metro Citizens Advisory Committee of the City of El Paso will be conducted on the above date and time.

A quorum of five committee members must be present and participate in the meeting.

ROLL CALL

PLEDGE OF ALLEGIANCE

NOTICE TO THE PUBLIC

All matters listed under the Consent Agenda below will be considered by the Committee to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless members of the Committee or persons in the audience request specific items be removed from the Consent Agenda to the Regular Agenda for discussion prior to the time the Committee votes on the motion to adopt the Consent Agenda.

CONSENT AGENDA

1. Approve the Minutes of the Regular Committee meeting of May 14, 2025. [BC-809](#)

REGULAR AGENDA

2. Welcome of new members to the committee. [BC-822](#)

Karl Rimkus, Committee Coordinator

3. Discussion regarding Sun Metro Transit License Agreements. [BC-811](#)
Karl Rimkus, Committee Coordinator
4. Discussion regarding a vision statement for the committee. [BC-812](#)
Roman Sanchez, Chief Innovation Officer
5. Discussion regarding an update on Sun Metro Rising. [BC-813](#)
Robert Mendez, Transit Senior Service Planner
6. Discussion regarding an update on Veterans Ride for Free grant progress. [BC-814](#)
Rodolfo Reyes, Grants Project Manager
7. Discussion regarding Title VI demographic survey. [BC-815](#)
Rodofo Reyes, Grants Project Manager
8. Discussion regarding purchase of new vehicles for LIFT paratransit. [BC-816](#)
Victor Caraveo, Special Projects Manager
9. Discussion regarding training portal for committee members. [BC-817](#)
Mariana Orozco, Committee Clerk
10. For notation: [BC-818](#)
 - EPATS LGC Board of Directors meet monthly regarding transit services in the El Paso County Transit service area. Website: <https://www.epcounty.com/EPATS/>.
 - The Sun Metro Paratransit Advisory Public Meeting is held quarterly, on the first Thursday of every third month. For more information, please contact Mr. Victor Caraveo at 212-LIFT. Meeting announcements are also posted on Sun Metro's Facebook page at: <https://www.facebook.com/sunmetro>.

PUBLIC COMMENT

The Committee will allow speakers from the public to comment on any transit-related issue that is not on the agenda. During the Public Comment Period of the meeting, audience members who sign up to address the Committee will be given an opportunity to address the Committee. Unless modified by the Chair, speakers will be allowed three (3) minutes for their comments. For more information, please contact Mariana Orozco at (915) 212-3308.

ADJOURN

NOTICE TO THE PUBLIC

Sign language interpreters will be provided for this meeting upon request. Requests must be made to Mariana Orozco at OrozcoM@elpasotexas.gov a minimum of 48 hours prior to the date and time of this hearing.

If you need Spanish Translation Services, please email OrozcoM@elpasotexas.gov at least 48 hours in advance of the meeting.

Posted this the _____ of _____ at _____ AM/PM by _____



Legislation Text

File #: BC-809, **Version:** 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Approve the Minutes of the Regular Committee meeting of May 14, 2025.

SUN METRO CITIZENS ADVISORY COMMITTEE (SMCAC)
May 14, 2025
MEETING MINUTES

Call meeting to order.

Meeting was called to order at 3:03PM. The following Committee Members were present:

District	Name	Present	Absent
D1	Jesus Salgado		X
D2	Elisa Tamayo		X
D3	William Graham	X	
D4	Sandy Azcona		X
D5	Aziz Afravi	X	
D6	Angela Ochoa	X	
D7	Sylvia Carreon	X	
D8	Scott White	X	
Mayor	Vacant		

1. Approve the Minutes of the Regular Committee meeting of September 11, 2024.

Motion made by Ms. Ochoa, seconded by Ms. Carreon and unanimously carried to **APPROVE** the meeting of September 11, 2024.

2. Discussion regarding options for alternative location for Committee meetings and virtual meetings.

Mr. Rimkus discussed the different options regarding meeting location and virtual meetings. Ms. Carreon stated she preferred meeting at the TOC. Ms. Ochoa asked what other locations are available, Mr. Rimkus replied that the Pension office could be an option.

3. Discussion regarding Committee meetings, attendance and quorum.

Ms. Ochoa asked if there is an attendance policy, Ms. Garcia stated the rule, Mr. White suggested to review what is posted online.

4. Discussion and action regarding adoption of a vision statement for the Committee.

Mr. White stated what the Committee should be discussing and the primary focus for members. Ms. Garcia stated that the Committee was initially to report issues to the MTB and that members can request a presentation from Sun Metro. Motion made by Mr. Graham to continue discussions at the next meeting and adopt a vision statement. Ms. Carreon seconded and unanimously carried to **APPROVE**.

5. Discussion regarding Sun Metro fleet maintenance operations at Union Depot.

Mr. Arnold explained how the Union Depot is being used and what type of vehicles are being serviced. Ms. Ochoa asked how much of the maintenance building had to be

demolished, Mr. De Muro responded. Mr. Afravi asked how many mechanic vacancies, Mr. Arnold replied. Mr. Graham suggested an internship program with the local technical schools, Mr. Arnold replied.

6. **Discussion regarding progress on accessible pathways construction project for Sun Metro Rising.**

Mr. Mendez discussed the requirement that each new pathway for the Sun Metro Rising plan requires ADA accessibility and discussed the project's progress.

7. **Discussion regarding an update on Veterans Ride for Free grant progress.**

Ms. Fierro (Sun Metro) advised that the TVC funds have been expended but an additional \$13,500 has been requested from the Commission. Mr. Graham asked how the money is split between fixed routes and paratransit rides, Mr. Caraveo replied.

8. **Discussion regarding training portal for Committee members.**

Ms. Orozco reviewed the mandatory trainings for members and presented how to register for trainings, Mr. Rimkus added more on the topic.

9. **For notation**

Mr. Rimkus noted the EPATS monthly meetings and the Sun Metro Paratransit Advisory Public meetings.

Public Comment

Mr. Afravi commented on the 24hour scheduling policy at LIFT.

Adjourn

Motion made by Ms. Ochoa, seconded by Mr. Graham and unanimously carried to **ADJOURN** the meeting of May 14, 2025.



Legislation Text

File #: BC-822, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

Karl Rimkus, Committee Coordinator

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Welcome of new members to the committee.



Legislation Text

File #: BC-811, Version: 1

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Karl Rimkus, Committee Coordinator

AGENDA LANGUAGE:

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Discussion regarding Sun Metro Transit License Agreements.

Sun Metro Transit License Agreements

July 9, 2025

Transit Agency	Location(s)	Effective Date	Total Annual Fee
City of Socorro	<ul style="list-style-type: none">Mission Valley Transit Center	07/01/2025	\$5,000
El Paso Transportation Authority (El Paso County)	<ul style="list-style-type: none">Westside Transit CenterDowntown Transit CenterMission Valley Transit CenterUpper East Side Transit Center	02/26/2024 10/10/2023	\$25,000
Greyhound (in development)	<ul style="list-style-type: none">Union Plaza Transit Terminal	TBD	TBD
New Mexico DOT	<ul style="list-style-type: none">Westside Transit CenterDowntown Transit Center	01/01/2025	\$10,000
South Central RTD (pending)	<ul style="list-style-type: none">Westside Transit CenterDowntown Transit CenterNorthgate Transit Center	10/01/2025	\$15,000

Agreement Addresses:

- Authorized locations and stops
- Term (annual with automatic renewal)
- Improvements allowed (subject to Sun Metro approval)
 - Bench
 - Shelter
 - Ticket Vending Machine
 - Signage
 - Charging Station (EP County)
- Park and Ride (decals and abandoned vehicles)
- Termination (either party may terminate with 60 days' written notice)
- Other legal requirements





Legislation Text

File #: BC-812, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

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Roman Sanchez, Chief Innovation Officer

AGENDA LANGUAGE:

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Discussion regarding a vision statement for the committee.



Legislation Text

File #: BC-813, Version: 1

**CITY OF EL PASO, TEXAS
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Robert Mendez, Transit Senior Service Planner

AGENDA LANGUAGE:

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Discussion regarding an update on Sun Metro Rising.



Sun Metro Rising Priority Curb Cut Update

July 2025

N NELSON
NYGAARD

Space reserved for the
ASL interpreter.

Do not move, modify, or
add any information to
this box.



Sun Metro Pathway Projects

- Identified 27 Priority Locations to Enhance before Sun Metro Rising Service Modifications.
- Construction began on Monday, November 4, 2024; as of today, 15 Pathways have been completed.
- The project is expected to be completed by August 31, 2025.

Space reserved for the
ASL interpreter.

Do not move, modify, or
add any information to
this box.

Council District	Priority Improvements
1	0
2	5
3	3
4	11
5	1
6	2
7	4
8	1
Total	27



Legislation Text

File #: BC-814, Version: 1

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Rodolfo Reyes, Grants Project Manager

AGENDA LANGUAGE:

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Discussion regarding an update on Veterans Ride for Free grant progress.



Legislation Text

File #: BC-815, Version: 1

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Rodofo Reyes, Grants Project Manager

AGENDA LANGUAGE:

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Discussion regarding Title VI demographic survey.



Legislation Text

File #: BC-816, Version: 1

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Victor Caraveo, Special Projects Manager

AGENDA LANGUAGE:

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Discussion regarding purchase of new vehicles for LIFT paratransit.



Legislation Text

File #: BC-817, Version: 1

**CITY OF EL PASO, TEXAS
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Mariana Orozco, Committee Clerk

AGENDA LANGUAGE:

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Discussion regarding training portal for committee members.



CITY OF EL PASO

Boards and Commissions

Member's New Required Courses

Sun Metro Citizens Advisory Committee

Mission:

- Act as an advisory body to the Mass Transit Department Board (MTDB) on any matters over which the Board has authority.
- Recommend general studies of existing Department facilities and operations to continue keeping a mass transit system efficient and adequate for the needs of the City.
- Provide an annual report, in the month of March, to the MTDB with a review on the operations of the Department and submit recommendations when considered necessary and appropriate.



Previous Mandatory Training for Appointees:

- Ethics training.

Available at:

<https://learnregister.elpasotexas.gov/>

New Mandatory Trainings for Board Members:

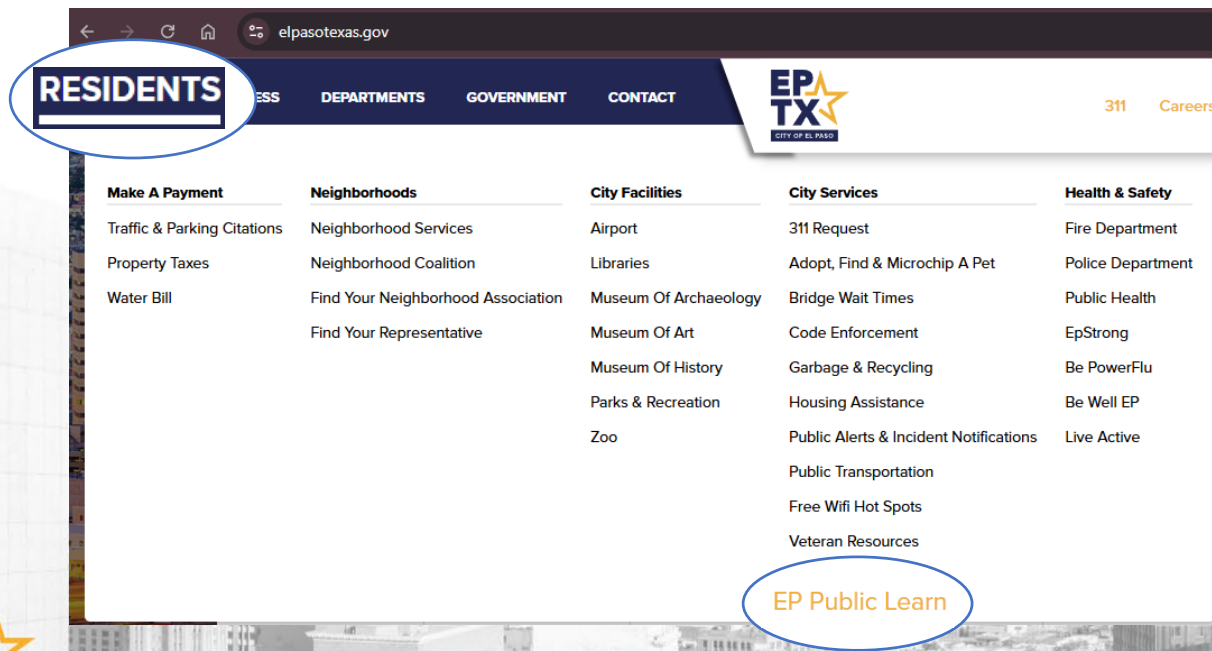
- Code of Conduct For Elected and Appointed Officials
- Ethics for Elected and Appointed Officials
- Rules of Order Training
- State of Texas Open Meetings Act
- State of Texas Public Information Act

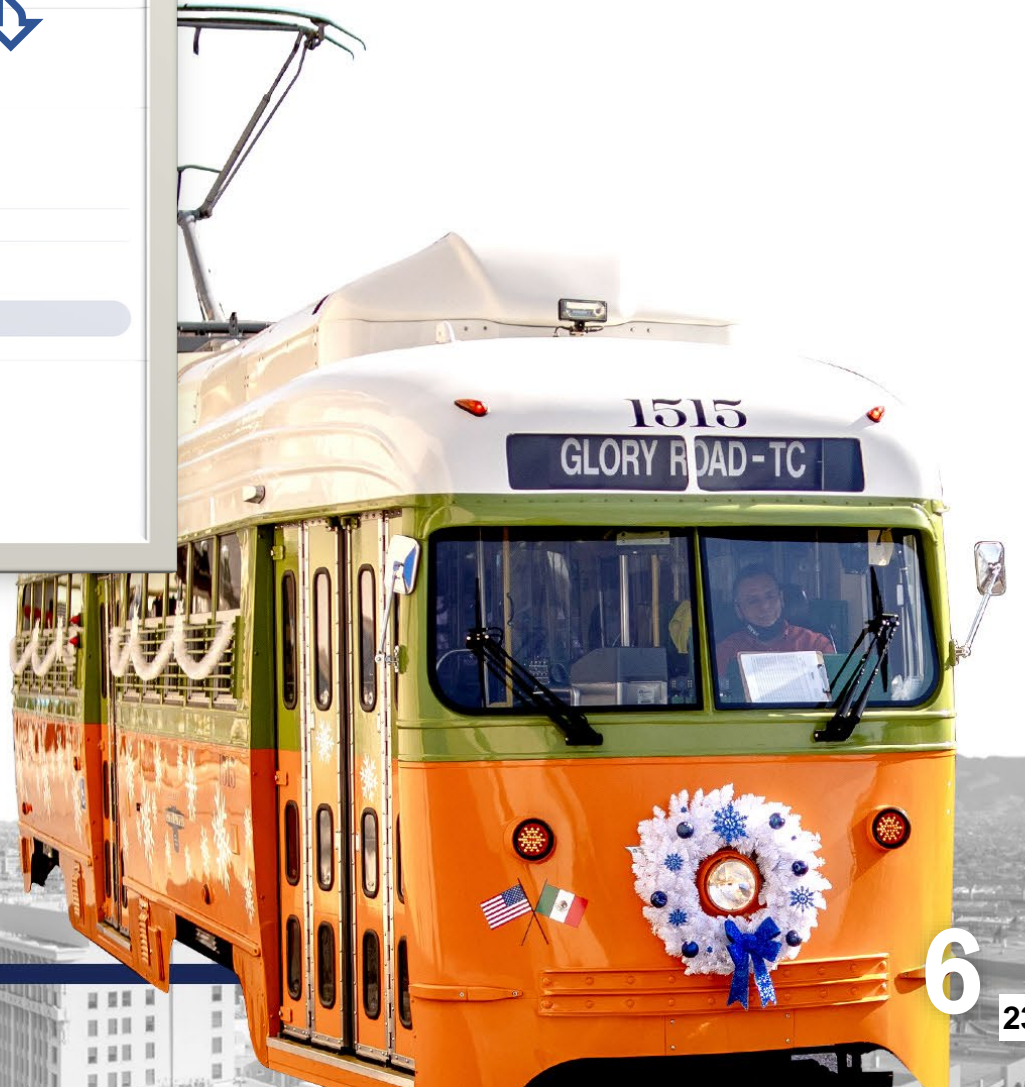
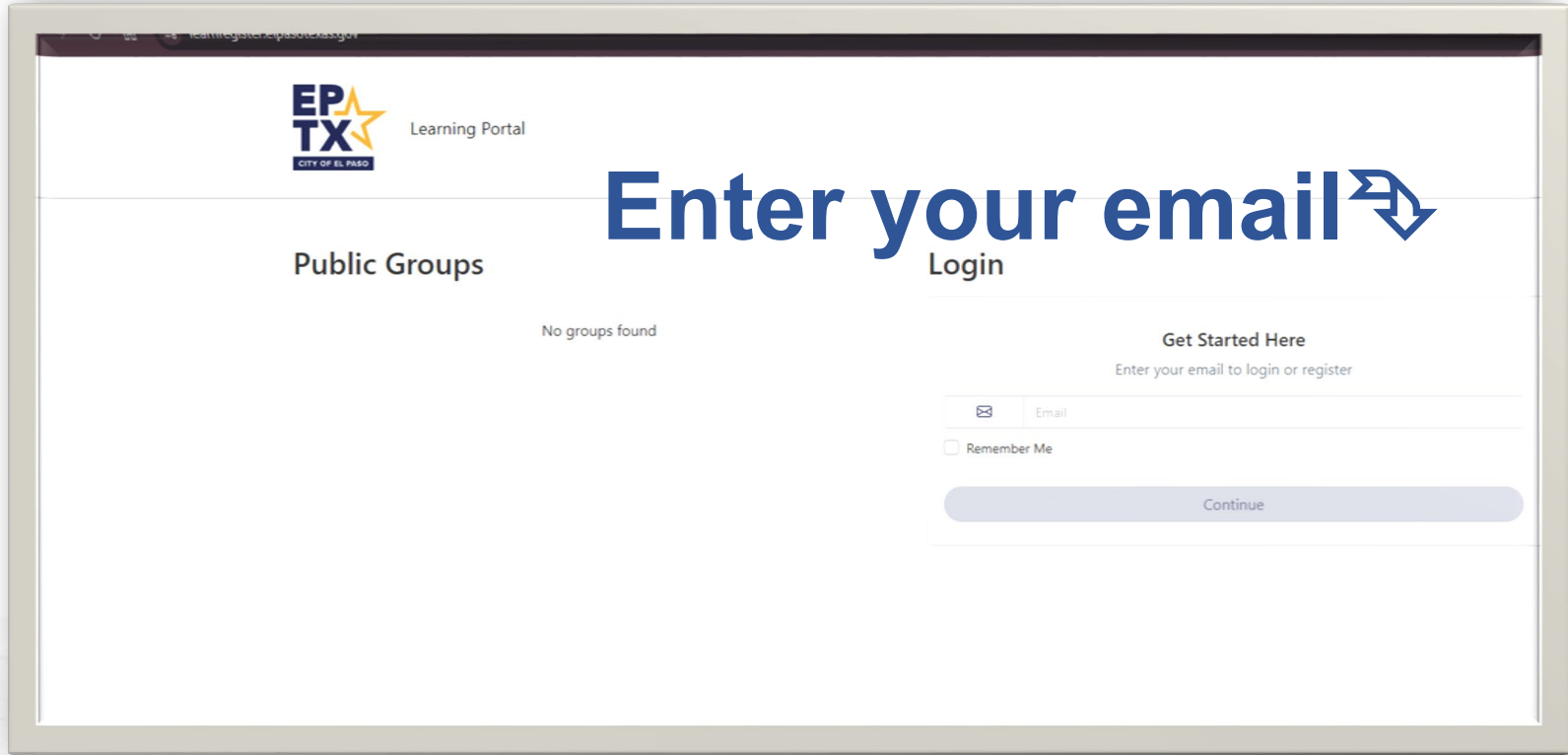
How To: Access Learning Portal

Visit the website:

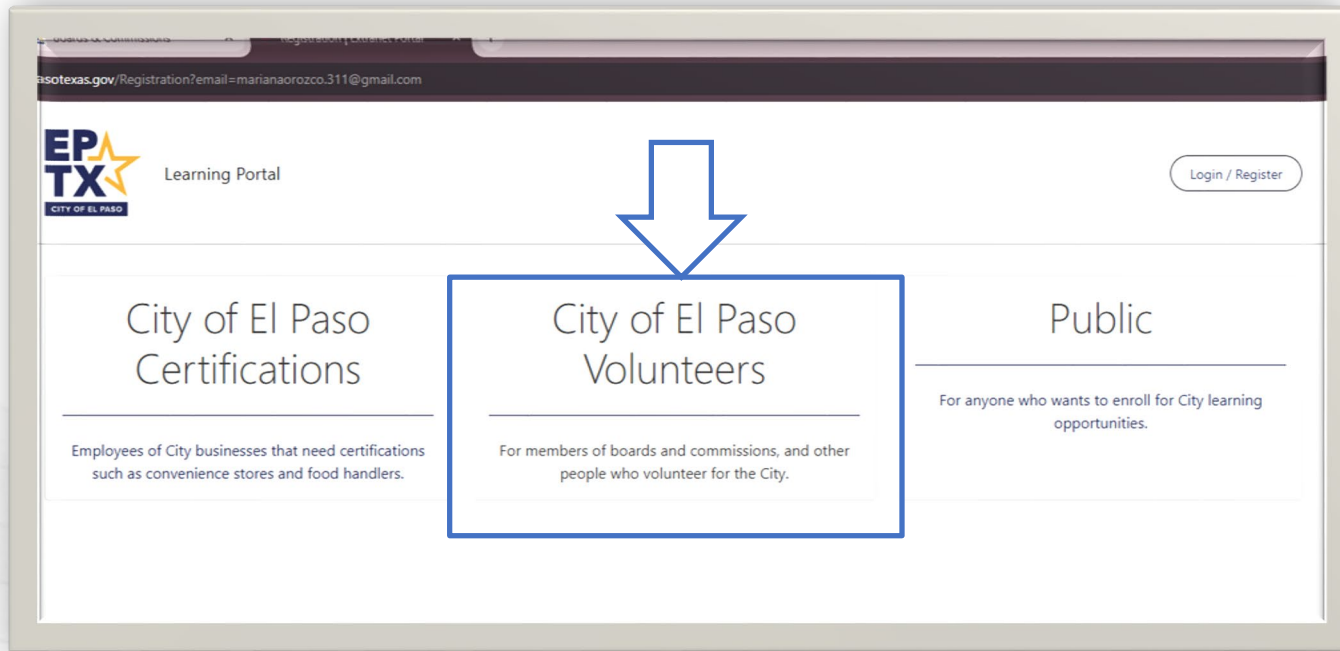
<https://learnregister.elpasotexas.gov/>

Or visit <https://www.elpasotexas.gov/>
and click on EP Public Learn:

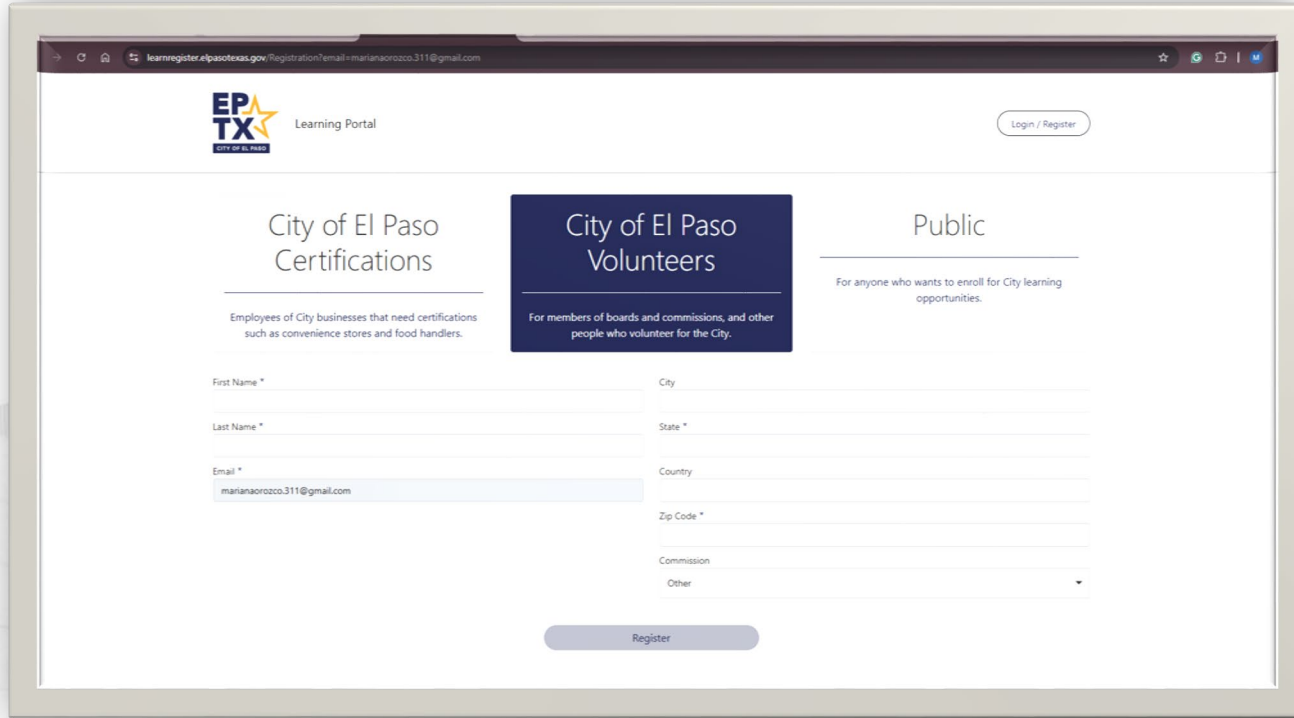




Click on City of El Paso Volunteers:



Enter your information and click on Register:



The screenshot shows a web browser window with the URL `learnregister.elpasotexas.gov/Registration?email=marianaorocco.311@gmail.com`. The page features the EPA TX City of El Paso Learning Portal logo and a 'Login / Register' button. Below the header, there are three main sections: 'City of El Paso Certifications' (for employees of city businesses), 'City of El Paso Volunteers' (for board members and volunteers), and 'Public' (for anyone wanting to enroll for city learning opportunities). The 'Public' section is highlighted with a dark blue background. The registration form includes fields for First Name, Last Name, Email (pre-filled with `marianaorocco.311@gmail.com`), City, State, Country, Zip Code, and Commission/Other. A 'Register' button is at the bottom.



Click on View Catalog for the Volunteers Course Catalog:

The screenshot shows the EP Public Learn website interface. At the top, there is a search bar and navigation links: Home, Course Catalogs, My Training Dashboard, Dashboards, and Help Center. Below the navigation bar, a 'Welcome!' message is displayed. The main content area features three course catalog tiles: 'Certifications Course Catalog', 'Volunteers Course Catalog', and 'Public Course Catalog'. Each tile includes a description and a 'View Catalog' button. The 'Volunteers Course Catalog' tile is highlighted with a blue rectangular box, and a blue arrow points from the bottom of this box to the 'View Catalog' button. To the right of the catalog tiles, there is a 'Need Help?' section with a link to submit a ticket, and a yellow sticky note graphic with the text 'Got questions or feedback? Reach out to us! We're here to help, just a click away.' and a 'Get in Touch' button.

EP TX
CITY OF EL PASO

EP Public Learn

Home Course Catalogs My Training Dashboard Dashboards Help Center

Welcome!

Explore our course offerings by selecting an option below to access the catalog.

Certifications Course Catalog
Workers employed by businesses requiring certifications, such as those in convenience stores and food handling roles.
[View Catalog](#)

Volunteers Course Catalog
For members of boards and commissions, and other individuals who volunteer for the city.
[View Catalog](#)

Public Course Catalog
For individuals seeking to enroll for learning opportunities provided by the city.
[View Catalog](#)

Need Help?
For assistance with EP Public Learn, please submit a ticket by clicking here for prompt support.

Got questions or feedback? Reach out to us! We're here to help, just a click away.
[Email!!](#)
[Get in Touch](#)

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Choose the Training:

EP Public Learn

City of El Paso Volunteers Course Catalog

Search Course Catalog

Categories:

- ☐ High Performing Government (10)
- ☐ Compliance (8)
- ☐ Development / Professional (7)
- ☐ Risk & Safety (7)
- ☐ CoEP Policy & Procedures (2)

Show more +

Training Type:



- ☐ e-Learning (11)
- ☐ Instructor-Led Training (2)
- ☐ Training Plan (2)

Arrange by: Alphabetically (A-Z)

All courses


Course Title	Rating	Type	Duration	Contacts	Action
5 Courses Recommended for Members of Boards and Commissions	★★★★★ 1 ratings	e-Learning	4 hours 30 minutes	EP Public Learn	View Training Plan
ADA Sensitivity	★★★★★ 1 ratings	e-Learning	1 hour	EP Public Learn	View Course
Bomb Threat Assessment for Decision Makers	★★★★★ 0 ratings	e-Learning	1 hour		View Course
City of El Paso Mandatory Training Plan for Seasonal Employees and Volunteers	★★★★★ 0 ratings	Training Plan	3 hours	Castro, Jessica L.	View Training Plan
Code of Conduct for Elected and Appointed Officials	★★★★★ 1 ratings	e-Learning	1 hour		View Course
Ethics for Elected and Appointed Officials	★★★★★ 5 ratings	e-Learning	30 minutes		View Course
Harassment Prevention	★★★★★ 0 ratings	Instructor-Led Training	1 hour 15 minutes	Castro, Jessica L.	View Course
Ley de Estadounidenses con Discapacidades (ADA)	★★★★★ 0 ratings	e-Learning	1 hour	EP Public Learn	View Course
Open Records Training	★★★★★ 0 ratings	e-Learning	1 hour		View Course
Personal Strategic Plan Interactive Workshop	★★★★★ 0 ratings	Instructor-Led Training	2 hours 30 minutes	Castro, Jessica L.	View Course
Rules of Order Training	★★★★★ 2 ratings	e-Learning	1 hour		View Course
Social Media Policy Training	★★★★★ 0 ratings	e-Learning	1 hour		View Course
State of Texas Open Meetings Act Training	★★★★★ 2 ratings	e-Learning	1 hour		View Course
State of Texas Public Information Act Training	★★★★★ 3 ratings	e-Learning	30 minutes	EP Public Learn	View Course
Ética	★★★★★ 0 ratings	e-Learning	30 minutes	EP Public Learn	View Course

Click on Enroll to training plan:



City of El Paso Mandatory Training Plan for Seasonal Employees and Volunteers

Training Plan Description



About this course

FYI: All Mandatory trainings must be renewed every 3 years.

This Training Plan is specifically for City of El Paso Interns, Volunteers and employees not attending City of El Paso New Employee Orientation. It includes all five City Of El Paso.

Information

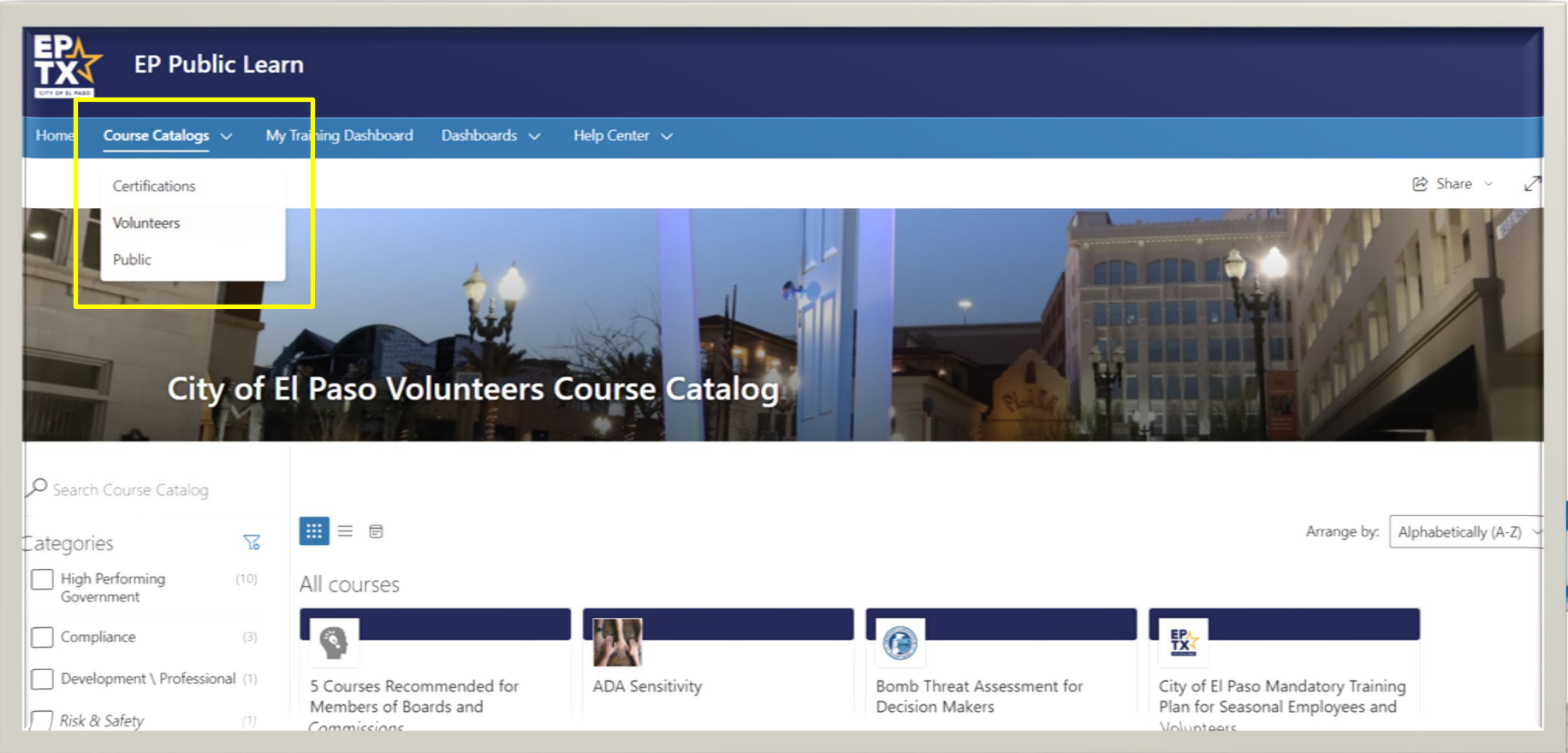
0 ratings

- Training Plan
- Compliance
- 5 hours
- 5
- TP-SEV
- Castro, Jessica L.

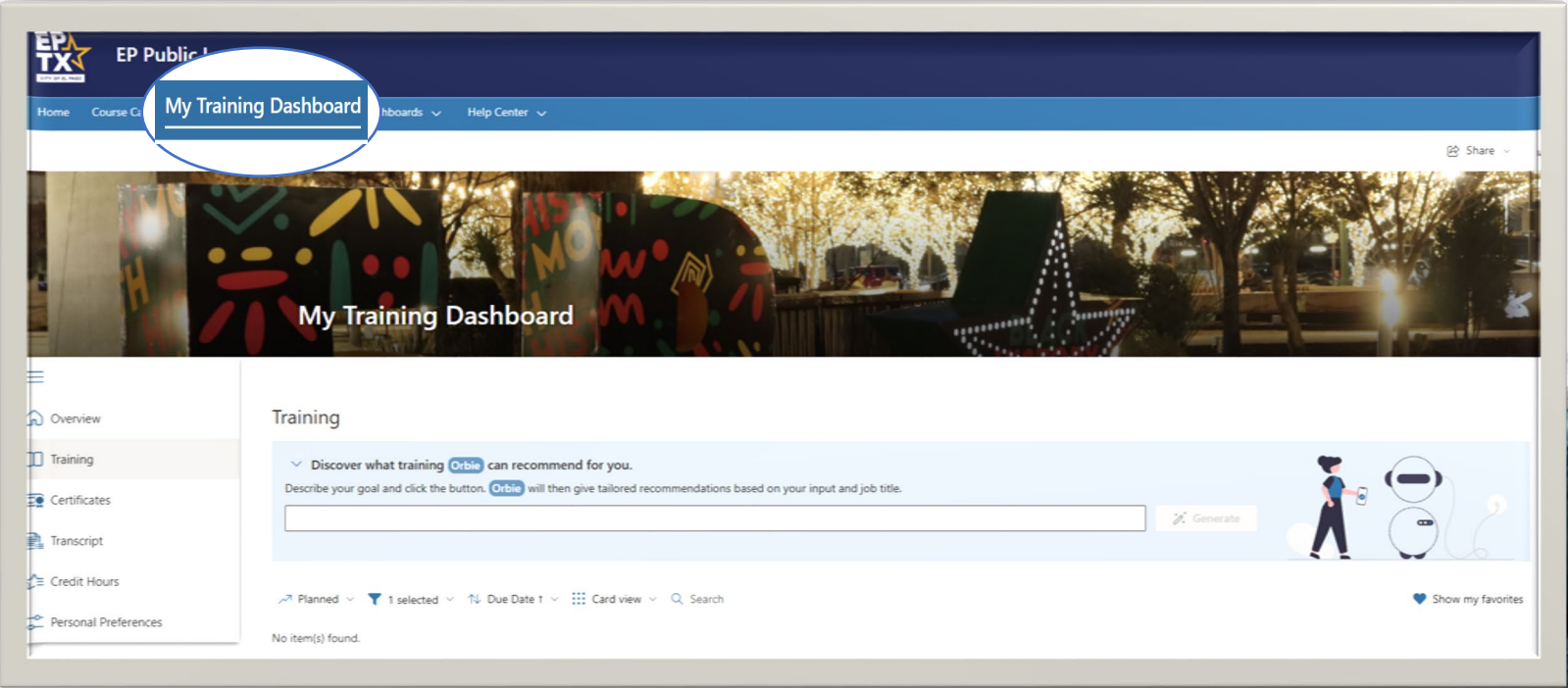
Enroll to training plan



Check the available Courses by clicking Course Catalog → Volunteers:



Check the status of your Training Courses by clicking My Training Dashboard:







Legislation Text

File #: BC-818, Version: 1

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