



AGENDA FOR THE MASS TRANSIT DEPARTMENT BOARD MEETING

**October 11, 2022
COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
10:00 AM**

**Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 950 935 879#**

AND

**AGENDA REVIEW MEETING
COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
October 10, 2022
9:00 AM**

**Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 524 943 252#**

Members of the public may view the meeting via the following means:

Via the City's website. <http://www.elpasotexas.gov/videos>

Via television on City15,

YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with Council during public comment, and regarding agenda items by calling either of the numbers listed above and entering the corresponding conference ID.

The public is strongly encouraged to sign up to speak on items on this agenda before the start of this meeting on the following links:

<https://www.elpasotexas.gov/city-clerk/forms/>

<https://elpasotx.seamlessdocs.com/f/SpeakerSignUpFormItem>

The following Board Member(s) will be present via video conference:

Board Member Peter Svarzbein
Board Member Henry Rivera

A quorum of the Mass Transit Department Board must participate in the meeting.

ROLL CALL

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.

Members of the public may communicate with Board Members during public comment, and regarding agenda items by calling 1-915-213-4096 or toll free number 1-833-664-9267 at the prompt please enter the following Conference ID: 950 935 879#

A sign-up form is available on line at:

<https://elpasotx.seamlessdocs.com/f/SpeakerSignUpFormPublic>

for those who wish to sign up in advance of the meeting date. Requests to speak must be received by 9:00 a.m. on the date of the meeting. 30 Minutes total is allotted for speakers. Three to five minutes may be allowed for each speaker.

NOTICE TO THE PUBLIC:

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Mass Transit Department Board to be routine and will be enacted by one motion unless separate discussion is requested by Board Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Mass Transit Department Board may, however, reconsider any item at any time during the meeting.

CONSENT AGENDA - APPROVAL OF MINUTES:

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

1. Approval of minutes of the Special Mass Transit Department Board Meeting of August 23, 2022.

[22-1255](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

2. CONSENT AGENDA – REQUEST TO EXCUSE ABSENT MASS TRANSIT BOARD MEMBERS

CONSENT AGENDA - RESOLUTIONS:

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

3. That the City Manager, through his delegation to the Chief Transit and Field Operations Officer, is authorized to sign the Split Letter to the FTA for the current reporting period and future reporting periods as required by Circular 9030 and Section 5307; as may be amended. [22-1292](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

4. A Resolution renaming and re-establishing the Citizen’s Advisory Committee (“CAC”) for the Board of the Mass Transit Department of the City of El Paso as the Sun Metro Citizens Advisory Committee (“SMCAC”); superseding all the previous resolutions governing the Citizen’s Advisory Committee. [22-1319](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

CONSENT AGENDA - NOTICE FOR NOTATION:

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

5. For notation only: This Transit Access Management Plan was developed and implemented in order to serve as a guide to assist Sun Metro in maintaining all their assets in a state of good repair in the performance of operating the transit system. [22-1269](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

REGULAR AGENDA - OPERATIONAL FOCUS UPDATES

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

6. Presentation and discussion on the Paratransit/LIFT Performance Indicators for FY22 period ending August 31, 2022. [22-1289](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

7. Presentation and discussion on the Fixed Route Performance Indicators for FY22 period ending August 31, 2022. [22-1290](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

8. An update to provide the Council with information on Sun Metro's Service Modification Plan to go into effect November 6, 2022. [22-1318](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000

REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

Goal 7: Enhance and Sustain El Paso's Infrastructure Network

9. Discussion and action on the request that the Director of the Purchasing & Strategic Sourcing Department be authorized to issue a Purchase Order(s) to Mitchell Adding Machine Company Inc. dba Mitchell Time and Parking, the sole and authorized distributor for the 2022-0586 UPTT & Union Depot Parking Machines for a term of one (1) year for an estimated amount of \$186,488.00. This contract will allow for the purchase of parking garage equipment to replace the entry and exit systems currently installed in the UPTT Parking Garage and the Union Depot Parking Garage located at 500 W San Francisco. [22-1309](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000
Purchasing & Strategic Sourcing, Claudia A. Garcia, (915) 212-1218

10. Discussion and action on a Resolution that the Purchasing Director is authorized to notify Maria del Rosario Rodriguez dba D*AMOR DIDAS that the Mass Transit Board is terminating Contract No. 2020-027 5Points & ETC Concessions for default, pursuant to the provisions and requirements of Article 13, Section 13.2. A. i) of the Contract, and that the termination shall be effective as of October 11, 2022. [22-1312](#)

All Districts

Sun Metro Mass Transit, Ellen A. Smyth, (915) 212-6000
Purchasing & Strategic Sourcing, Claudia A. Garcia, (915) 212-1218

EXECUTIVE SESSION

The following Board Member(s) will be present via video conference:

**Board Member Peter Svarzbein
Board Member Henry Rivera**

The Mass Transit Department Board of the City of El Paso may retire into EXECUTIVE SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551,

Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the Mass Transit Department Board of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act.) The Mass Transit Department Board will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071 CONSULTATION WITH ATTORNEY
Section 551.072 DELIBERATION REGARDING REAL PROPERTY
Section 551.073 DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074 PERSONNEL MATTERS
Section 551.076 DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS
Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS
Section 551.089 DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

ADJOURN

NOTICE TO THE PUBLIC:

Sign Language interpreters are provided for this meeting. If you need Spanish Interpreter Services, you must email CityClerk@elpasotexas.gov at least 72 hours in advance of the meeting.

MASS TRANSIT BOARD AGENDAS ARE PLACED ON THE INTERNET THE THURSDAY PRIOR TO EACH MEETING AT THE FOLLOWING ADDRESS:

<https://elpasotexas.legistar.com/Calendar.aspx>

<http://www.elpasotexas.gov/>