

**Minutes**  
**Capital Metropolitan**  
**Transportation Authority**  
**Board of Directors**

2910 East 5th Street  
Austin, TX 78702

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**Monday, July 25, 2022**

**12:30 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

1:40 p.m. Meeting Called to Order

<b>Present:</b>	Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool
<b>Absent:</b>	Renteria, and Harriss

**II. Public Comment:**

Deb Miller, Rick Hall, Sherry Taylor, Sallie Decker, and Joao Paulo Connolly provided public comments. Bus Operator Anthony Walker also provided public comments later in the meeting.

**III. Advisory Committee Update:**

1. Public Service Advisory Committee (PSAC)

**IV. Board Committee Updates:**

1. Finance, Audit and Administration Committee
2. Austin Transit Partnership Update

**V. Consent Items:**

A motion was made by Board Member Cooper, seconded by Secretary of the Board Pool, to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

1. Approval of minutes from the June 27, 2022 board meeting.
2. Approval of a resolution appointing Tullos Horn to the Access Advisory Committee.
3. Approval of a resolution authorizing the Interim President & CEO, or their designee, to extend an Interlocal Agreement (ILA) with Austin Community College for student and employee transit passes for a period of one (1) year from September 1, 2022, to August 31, 2023.

4. Approval of a resolution appointing Ayeola Williams as an Investment Officer on the Capital Metro Investment Committee.

## VI. Action Items:

1. Approval of an amendment increasing the Fiscal Year 2022 Capital Budget in the amount of \$8,000,000.

A motion was made by Secretary of the Board Pool, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

Memo: Proposed FY2022 CapMetro Budget Amendment (July 6, 2022)

2. Approval of a resolution adopting revisions to the CapMetro Fare Policy.

A motion was made by Vice Chair Kitchen, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

3. Approval of a resolution adopting changes to the CapMetro Fare Structure.

A motion was made by Board Member Stratton, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

4. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with ABC Bus, Inc., to purchase up to 144 paratransit vans over a five-year period in a total amount not to exceed \$21,019,104.

A motion was made by Board Member Cooper, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

5. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Circuitlink LLC to replace the bus onboard event data recorders for the CapMetro fixed route fleet in an amount not to exceed \$516,297.

A motion was made by Secretary of the Board Pool, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

6. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute contracts with Huitt-Zollars, Inc., Bowman Engineers, HNTB Corporation, Bridgefarmer Associates, Kimley Horn Inc., WSP Inc., and AECOM for General Engineering Consulting Services for a three-year base period and five (5) option years on a task order basis in an aggregate amount not to exceed \$150,000,000.

A motion was made by Board Member Cooper, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

7. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with SELS USA LLC for the fabrication and delivery of bus stop solar lighting for a one (1) year base period and four (4) option years for \$1,144,263, plus \$286,066, representing a 25% contingency, for a total not to exceed amount of \$1,430,329.

A motion was made by Board Member Stratton, seconded by Secretary of the Board Pool, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

8. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Tolar Manufacturing, Inc. for the fabrication and delivery of bus stop shelters for a one (1) year base period and four (4) option years for a total of \$8,365,350, plus \$2,091,337, representing 25% contingency, for a total not to exceed amount of \$10,456,687.

A motion was made by Vice Chair Kitchen, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

9. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute an interlocal agreement with Austin Transit Partnership (ATP) for the reimbursement of certain capital costs for the Expo Center and Pleasant Valley MetroRapid bus rapid transit lines, as part of the Project Connect program.

Board Member Kitchen stated that she had some legal questions on this item that she wished to have answered in Executive Session.

Into Executive Session (Texas Government Code, Section 551.071 - Consultation with an Attorney): 3:20 p.m.

Out of Executive Session: 3:50 p.m.

A motion was made by Board Member Cooper, seconded by Secretary of the Board Pool, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

10. Approval of a resolution designating Board Member Matt Harriss as the Capital Metro appointee to the Capital Area Metropolitan Planning Organization Transportation Policy Board.

A motion was made by Board Member Stratton, seconded by Secretary of the Board Pool, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

11. Approval of a resolution appointing Board Member Jeffrey Travillion to serve as Capital Metro's representative on the Austin Transit Partnership Board of Directors, effective August 1, 2022.

Board Member Kitchen spoke to the concerns raised by a Public Commenter earlier in the meeting regarding the residency waiver needed for this appointment. She noted that this was a valid concern, but in this case it was appropriate because of the desire to provide continuity and leadership to the ATP Board with the appointment of the Capital Metro Board Chair to this position.

Board Member Pool suggested that language be added to the Capital Metro Bylaws regarding the rules and process for waivers and appointments to the Austin Transit Partnership board.

A motion was made by Board Member Cooper, seconded by Secretary of the Board Pool, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Cooper, Stratton, Ross, Kitchen, and Pool

## **VII. Discussion Items:**

1. FY2023 Budget Proposal
2. Public Transportation Agency Safety Plan (PTASP) Update

## **VIII. Report:**

1. President & CEO Monthly Update

## **IX. Memos:**

1. Memo: Update on CapMetro Pickup Service Performance and Service Change Integration (July 15, 2022)
2. Memo: June Board and June and July Board Committee Follow Up (July 18, 2022)
3. Memo: CapMetro Monthly Operations Update - June 2022 (July 18, 2022)

## **X. Items for Future Discussion:**

**XI. Adjournment**

4:55 p.m. Meeting Adjourned

**ADA Compliance**

*Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email [ed.easton@capmetro.org](mailto:ed.easton@capmetro.org) if you need more information.*

*BOARD OF DIRECTORS: Jeffrey Travillion, Chair; Ann Kitchen, Vice Chair; Leslie Pool, Secretary; Becki Ross; Eric Stratton, Wade Cooper and Matt Harriss.*

*The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.*