

**Notice of Meeting**  
**Capital Metropolitan Transportation Authority**  
**Finance, Audit and Administration Committee**  
**Wednesday, November 8, 2023; 10:00 a.m.**  
**Rosa Parks Boardroom**  
**2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**- Agenda -**

- I. Call to Order**
- II. Public Comment (see note on registration below)**
- III. Action Items:**
  - 1. Approval of minutes from the October 11, 2023 Finance, Audit and Administration Committee meeting.
  - 2. Approval of a resolution updating the Charter Statement for the Finance, Audit and Administration Committee.
  - 3. Approval of a resolution affirming the Internal Audit Charter.
  - 4. Approval of a resolution approving of the Fiscal Year 2023 performance review for Terry Follmer, Vice President of Internal Audit.
- IV. Discussion Items:**
  - 1. CapMetro Retirement Plan 2022 Audits and Valuations
  - 2. Internal Audit FY24 Plan Status
- V. Executive Session:**

Section 551.074 for Personnel Matters: Discussion of Vice President, Internal Audit FY2023 Annual Performance Review

**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 additional information.

**Committee of the Board:** Matt Harriss, Chair; Leslie Pool, Becki Ross and Dianne Bangle

The Board of Directors may go into Closed Session under the Texas Open Meetings Act. 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

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deliberation regarding the deployment or implementation of Security Personnel or Devices, regarding any item listed on this Agenda.

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**Notice of Meeting**  
**Capital Metropolitan Transportation Authority**  
**Operations, Planning and Safety Committee Meeting**  
**Wednesday, November 8, 2023; 12:30 p.m.**  
**Rosa Parks Boardroom**  
**2910 East 5<sup>th</sup> Street, Austin, Texas 78702**

**- Agenda -**

- I. Call to Order**
- II. Public Comment (see note on registration below)**
- III. Action Items:**
  - 1. Approval of minutes from the October 11, 2023 Operations, Planning and Safety Committee meeting.
  - 2. Approval of a resolution updating the Charter Statement for the Operations, Planning and Safety Committee.
  - 3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Power Test, LLC for a vehicle maintenance transmission test stand in an amount not to exceed \$385,313.
  - 4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with World Wide Technology, LLC for Cisco Smartnet support for one (1) year for network equipment and software for Cisco solutions in an amount not to exceed \$285,592.
- IV. Discussion Item:**
  - 1. Monthly Operations Update
- V. Executive Sessions:**

Section 551.071 for Consultation with Attorney and Section 551.072 for Deliberation Regarding Real Property related to CapMetro's

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condemnation of 8.01 acres of City of Austin parkland located at 8003 Decker Lane for the Expo Center Park and Ride

Section 551.072 for Deliberation Regarding Real Property related to the potential purchase of land for a future South Demand Response Facility

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**Committee of the Board:** Eric Stratton, Chair; Jeffrey Travillion, Paige Ellis and Chito Vela

The Board of Directors may go into Closed Session under the Texas Open Meetings Act. 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, regarding any item listed on this Agenda.

Date: November 2, 2023

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Ed Easton  
Board Liaison

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Brad Bowman  
Chief Counsel

**Public Comment Registration for the November 8, 2023 Committee Meetings**

For the November 8<sup>th</sup> committee meetings public comment will be taken both in-person and via videoconference. Advance registration for videoconference/telephone participation is required.

All comment will occur as follows:

1. All speakers intending to participate via videoconference must register in advance by leaving a message at 512-369-6040, or by emailing [boardofdirectors@capmetro.org](mailto:boardofdirectors@capmetro.org), and giving their name, a telephone number, and email address where they can be reached prior to the meeting, and the subject of their comments. ***The deadline to register for remote public comments is 8:00 a.m. on Wednesday, November 8<sup>th</sup>.*** (In-person speakers will not need to register in advance but are advised to show up a few minutes before the meeting start time.)

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2. Videoconference participants will be emailed a link to join the videoconference just after 9 a.m. on Wednesday morning. The videoconference portion of the meetings will be hosted using Microsoft Teams.
3. Speakers will be recognized by the Chair when it is their turn to speak. Each speaker will have three minutes to speak.