

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY BOARD OF DIRECTORS MEETING

Video Conference Meeting: www.capmetrotx.iqm2.com

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Monday, August 24, 2020
12:00 PM

12:05 PM Meeting Called to Order
2:53 PM Meeting Adjourned

I. Public Comment:

Zenobia Joseph, citizen, wanted the board to be aware that she has sent a cease and desist memorandum to radio station KAZI, and copied Commissioner Travillion, about ads playing on the station that reference North Lamar Transit Center. She believes that the ads stretch the truth, and she is asking the agency to remove the ads. She also believes that the ballot language for Proposition A is misleading, and that the Project Connect website could be improved for better understanding.

II. Advisory Committee Updates:

1. Customer Service Advisory Committee (CSAC)

Community Involvement Specialist Yannis Banks gave the monthly report.

This month CSAC got a refresher on the dos and don'ts of advocacy prior to November's tax rate election; an update safety and security; and heard about upcoming upgrades customer payment systems.

2. Access Advisory Committee

Community Involvement Specialist Yannis Banks gave the monthly report.

This month the Access Committee got a briefing on Project Connect from Program Officer Dave Couch; got some guidance on election dos and don'ts leading up to November's tax rate election; and received updates on the August Service Changes; FY 2021 budget; customer payment systems; the strategic plan scorecard; and system safety.

III. Board Committee Updates:

1. Finance, Audit and Administration Committee

Board Member Mitchell was not able to attend today's meeting, but Chair Cooper gave a quick overview of this month's committee meeting.

2. CAMPO update

Board Member Mitchell was not able to attend today's meeting so no update was given.

IV. Consent Items

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Sabino Renteria, Board Member
AYES:	Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Mitchell

1. Approval of minutes from the July 20, 2020 board meeting.

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with RSM US LLP for External Auditing services for a base period of three (3) years and two (2) one-year option periods, plus optional services, in an amount not to exceed \$1,269,774.

3. Approval of a resolution authorizing the President & CEO, or his designee, to execute an Interlocal Agreement (ILA) with the city of Lago Vista for transit passes with a validity of one year from September 1, 2020 to August 31, 2021, and with two optional one-year extensions.

4. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with Travis County for employee transit passes for a period of one year from October 1, 2020, to September 30, 2021.

5. Approval of a resolution authorizing the President & CEO, or his designee, to approve and execute a one-year contract extension with UnitedHealthcare in an amount not to exceed \$692,772 for continued administration of third party administration services and stop loss insurance for the Capital Metro self-insurance health and dental plans..

V. Action Items:

1. Approval of an interlocal agreement for creation of a joint local government corporation with the City of Austin to implement Project Connect.

Chair Cooper teed up this item and the following one for re-votes to ensure that there were no legal issues following audio/visual problems experienced by the City of Austin during the last joint meeting with the Austin City Council on August 7th.

RESULT:	ADOPTED [6 TO 1]
MOVER:	Ann Kitchen, Board Member
SECONDER:	Eric Stratton, Board Secretary
AYES:	Cooper, Garza, Kitchen, Renteria, Travillion, Stratton
NAYS:	Hill
ABSENT:	Mitchell

2. Approval of a resolution relating to guidance on funding and community commitments by Capital Metro and the terms of an interlocal agreement to be negotiated for the implementation of Project Connect.

RESULT:	ADOPTED [6 TO 1]
MOVER:	Delia Garza, Vice Chair
SECONDER:	Ann Kitchen, Board Member
AYES:	Cooper, Garza, Kitchen, Renteria, Travillion, Stratton
NAYS:	Hill
ABSENT:	Mitchell

3. Approval of a resolution authorizing the President & CEO, or his designee, to negotiate and execute a Development Agreement with Broadmoor Austin Associates, a Texas general partnership (Developer) for the Transit Facilities and Related Improvements at the Broadmoor Development property in an amount not to exceed \$12,000,000.

Chair Cooper's law firm represents one of the parties in this agreement, so he recused himself from participation in this item, and turned the meeting over to Vice Chair Garza temporarily to lead this portion of the meeting.

Executive Vice President for Planning and Development Sharmila Mukherjee presented this item.

This will be a Public-Private Partnership with Brandywine, with Capital Metro's contribution capped at \$12 million in construction costs. Sharmilla presented a budget summary and project timeline. We are currently evaluating possible groundbreaking dates in September. We expect ridership to/from this station to eventually grow to become the second highest on the line behind Downtown Station.

Board member Hill asked if Brandywine would be responsible for finding businesses and tenants for the buildings at the development.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Eric Stratton, Board Secretary
SECONDER:	Sabino Renteria, Board Member
AYES:	Garza, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Mitchell
RECUSED:	Cooper

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Conduent, Inc. for the annual maintenance and support of the dispatch and vehicle systems for a base period of one year, with four one-year options in an amount not to exceed \$1,300,283.

COO and Chief Customer Officer Dottie Watkins presented this item.

Dottie reviewed the scope of the contract with the board. This agreement covers both software and hardware used as part of the OrbCad/AVL vehicle dispatch systems. We expect this system to reach end of life in the not-too-distant future and will be evaluating our options for replacement or updating it.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Delia Garza, Vice Chair
SECONDER:	Jeffrey Travillion, Board Member
AYES:	Cooper, Garza, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Mitchell

VI. Presentations:

1. Bus Electrification Update

COO and Chief Customer Officer Dottie Watkins gave the presentation.

By the end of August we expect to have a dozen electric buses delivered, and have just taken delivery of our first 60-foot vehicle. We currently have testing, training, and installation of permanent charging stations underway. Dottie also reviewed the performance of the two electric vehicles that are currently in service -- we are currently seeing slightly better than anticipated range -- and the emissions reduction the agency has already achieved with just these two. Dottie finished by summarizing the next steps as we move toward a 100% electric fleet. We are also working with the Center for Transportation and the Environment, who are providing technical assistance.

Board Member Stratton asked Dottie to further clarify how many vehicles we have in passenger service, and which routes they are on. Chair Cooper also asked how the vehicle's air conditioning

units have been performing. Dottie said that so far it has been encouraging, and that not having a diesel engine makes for a cooler and quieter ride.

2. FY 2021 Budget Update

Budget Director Kevin Conlan gave the presentation.

Kevin reviewed the budget development calendar and recent milestones. He summarized recent updates to Operating Revenue and Expenses and the 5-Year Capital Improvement Plan based on sales tax receipts and other new information. He also reviewed budgeted commitments to Project Connect. The draft budget document has now been posted to the Capital Metro website as of this morning. Kevin then reviewed the remaining milestones prior to expected budget approval at the September 28th board meeting.

Chair Cooper asked Kevin if he could provide a little more detail on the budgeted Red Line improvements.

Following the presentation, Zenobia Joseph provided public comment. In her review of the proposed budget she does not see any improvements coming to Northeast Austin. She suggested that money from COVID contingency could be used to provide improved service to St. David's North Hospital. She would also like to see a MetroRapid 803 stop at Burnet and Braker so that transit-dependent customers can get to the Domain. She also is having trouble understanding the agency's plans for the North Lamar Transit Center. President Clarke asked Dottie to respond to Ms. Joseph's comments on the Burnet/Braker stop and the North Lamar Transit Center.

3. Pandemic Recovery and Improvement Plan Update

Executive Vice President of Planning and Development Sharmila Mukherjee gave the presentation with assists from Director of Service Planning Roberto Gonzalez and Manager of Performance and Strategic Initiatives Pat Vidaurri.

Sharmila reviewed some of the recent efforts to protect both customers and operators from the virus, and emphasized that our decisions are data-driven and we are putting the systems in place to assist us in gathering this data. We are following a ridership forecasting model to help us adjust revenue service hours to help maintain social distancing.

Roberto then presented an overview of the August Service Changes, which were implemented last week. We are working closely with state and local governments, the University of Texas, and AISD to anticipate service levels. He provided several examples of frequency adjustments that have been made based on ongoing ridership monitoring and said that we are fortunate to have the ability to quickly pivot.

Pat then previewed a new CARE dashboard tool that is planned to roll out to the Cap Metro website. The dashboard will monitor metrics including total ridership, top ridership routes, percentage of routes where social distancing can be maintained, and meals delivered via our MetroAccess operators.

VII. Reports:

1. President's Report

President Clarke presented his monthly report. This month he highlighted the delivery of our first 60-foot electric bus from New Flyer; the passing of former Board Chair Stephen Bayer in July; the launch of a new Pickup service in Lago Vista; and certification for Capital Metro's Positive Train Control system by the Federal Railroad Administration.

VIII. Executive Session of Chapter 551 of the Texas Government Code:

Section 551.071 for Consultation with an Attorney to receive legal advice related to pending litigation.

Into session: 2:05 p.m.

Out of session: 2:53 p.m.

IX. Items for Future Discussion:

X. Adjournment

ADA Compliance

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

BOARD OF DIRECTORS: *Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.*

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.