

CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
2910 East Fifth Street Austin, TX 78702

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Monday, September 28, 2020
12:00 PM

12:00 PM Meeting Called To Order
2:14 PM Meeting Adjourned

I. Recognition

Chair Cooper recognized and read the resolution honoring Senator Kirk Watson (Action Item #1) as he departs the legislature to become the founding Dean at the new University of Houston Hobby School of Public Affairs.

Senator Watson made remarks of appreciation, and on serving Central Texas and his respect for Capital Metro.

II. Public Comment:

Zenobia Joseph, citizen, made remarks related to Title VI of the Civil Rights Act of 1964. She read the definition of the phrase "disparate impact" according to the Federal Transit Administration, and related it to inequities in the Project Connect plan. She feels this is a racist regional remap, in particular related to rapid service elimination in the Parmer, Dessau, and Decker corridors as the plan was scaled back. She pointed out that Route 217 serves a homeless population from 4 a.m. in the morning, whereas black people trying to get to work have to wait until after 6 o'clock. East-West connectivity in northeast Austin needs to be improved.

Chair Cooper responded with comments on how the data shows that the revised Project Connect plan will still have a great positive benefit for minority and low-income residents of the city.

III. Advisory Committee Updates:

1. Customer Service Advisory Committee (CSAC)

Yannis Banks, Community Engagement Coordinator, presented the update. This month the committee heard updates on the new Ticket Vending Machines; the search for candidates to fill the three openings on the committee; and a brief Project Connect update.

2. Access Advisory Committee

Yannis Banks, Community Engagement Coordinator, presented the update. This month the committee heard an update on how MetroAccess enrollment/eligibility is being handled during the pandemic; a Ticket Vending Machine demonstration; and an update on training that staff has recently gone through to improve the accessibility of PowerPoint, Word, and PDF documents.

IV. Board Committee Updates:

1. Operations, Planning and Safety Committee

Chair Travillion presented the monthly update. This month the OPS Committee heard 12 action items -- 11 of which are on the Consent Agenda today.

2. CAMPO update

CAMPO did not meet this month, so no report was given.

3. Finance, Audit and Administration Committee

Chair Mitchell provided the update. This month the FAA Committee recommended one Action Item -- the FY2021 Budget -- for action today.

V. Consent Items

Prior to the vote on the Consent Agenda Zenobia Joseph, citizen, commented on two items that appear in the August board meeting minutes. She asked that the phrase "Title VI" be added before the phrase "applicable guidelines", as she feels that without it the phrase is too generic. She also asked that "areas of town" be amended to specify "Northeast" areas. She also noted that the minutes specify North Lamar Transit Center in her prior opposition to ads running on KAZI radio -- her comments were referring to the entirety of North Lamar and not specific to the Transit Center. She wanted to call attention to there being no proposed Pedestrian Hybrid Beacon in the area of North Lamar and Braker Lane where a wheelchair pedestrian was killed.

Board member Renteria asked for clarification on the management of the Pedestrian Hybrid Beacon project. Vice President of Capital Projects Ken Cartwright explained that Capital Metro is contributing money to the City along with a grant from CAMPO to fund the PHBs at the 10 agreed-upon locations, 8 of which are adjacent to transit access.

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

1. Approval of minutes from the July 27, 2020 and August 7, 2020 joint meetings with Austin City Council, and August 24, 2020 board meeting.
2. Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with Keyrus USA, Inc., for professional consulting services in the implementation of an Enterprise Data Warehouse and Business Intelligence system in an amount not to exceed \$1,634,900.
3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Austin to contribute \$75,000 each year over a three year period for the installation of Pedestrian Hybrid Beacon units for a total not to exceed amount of \$225,000.
4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of transit service for an amount not to exceed \$392,301 in FTA funds and \$619,369 in local funds from the City of Georgetown.
5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an addendum to the interlocal agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to the City of Georgetown for a period of one year in an amount not to exceed \$900,000.

6. Approval of a resolution authorizing the President & CEO, or his designee, to negotiate and execute a one-year Amended and Restated Interlocal Agreement (ILA) with Travis County for transit services in urbanized areas in unincorporated areas of the county and for continued implementation of the Travis County Transit Development Plan in an amount not to exceed \$233,308 in FTA Section 5307 funds and \$513,867 in local funds from Travis County per year.

7. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Amendment 1 to Supplement No. 10 to the Master Regional Mobility Agreement with Capital Area Rural Transportation System (CARTS) for the provision of transit services to Travis County for a period of one year in an amount not to exceed \$229,878.

8. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Amendment No. 3 to CARTS Supplement No. 8 to the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of transit services to the Manor area in an amount not to exceed \$778,572.

9. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Interlocal Agreement with the city of Pflugerville for operation of Pickup Pilot service for an amount not to exceed \$200,157 in FTA funds and \$310,235 in local funds from the City of Pflugerville.

10. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Amendment No. 2 to the Contracted Service Supplement No. 2 with Capital Area Rural Transportation System (CARTS) for the operation of Route 214 Northwest Feeder for a period of one year in an amount not to exceed \$682,000.

11. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Amendment No. 2 to CARTS Supplement No. 4 to the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of transit services to the Manor area in an amount not to exceed \$200,000.

VI. Action Items:

1. Approval of a resolution recognizing Senator Kirk Watson for his service to our community.

This item was presented during the Recognition portion of the meeting. Passage was by acclamation.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Wade Cooper, Chair
SECONDER:	Terry Mitchell, Board Member
AYES:	Mitchell, Cooper, Renteria, Travillion, Stratton, Hill
ABSENT:	Garza
AWAY:	Kitchen

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts for Construction Observation and Coordination Services with Aken Industries, LLC, Freese and Nichols, Inc. and Square One Consultants, Inc. for one, two-year base period and five, one-year option periods for a combined seven year total amount not to exceed \$14,000,000.

Vice President of Capital Projects Ken Cartwright presented this item.

Capital Metro used these types of services since about 2013 to work with our contractors to insure that our projects are built to specification. They also coordinate inspections and safety certifications, and troubleshoot issues and problems as they occur on site. Currently the services are being used on our Electric Bus Yard and Downtown Station projects.

We currently work with two of the three recommended firms -- Aken Industries and Freese and Nichols. Square One is also a recommended firm to be added to the rotation. Funding for these services is included in individual project budgets.

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

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Tolar Manufacturing for the fabrication and delivery of bus stop shelters with solar lights for one base year and four option years in the amount of \$870,760, plus \$435,380 (50%) contingency for a total not to exceed amount of \$1,306,140.

Vice President of Capital Projects Ken Cartwright presented this item.

Ken reviewed the terms of the contract with Tolar, and then provided an explanation of the high contingency percentage. We have now reached our board-approved service standards goal of providing shelters at all stops that have 50 or more boardings per day, but we still have the need to purchase shelters as service moves, new stops are build, or shelters are overdue for refurbishment.

The high contingency figure is allow for flexibility if the Austin area has a better-than-expected economic recovery, at which time we may wish to accelerate the purchase of these shelters.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Troy Hill, Board Member
AYES:	Mitchell, Cooper, Renteria, Travillion, Stratton, Hill
ABSENT:	Garza
AWAY:	Kitchen

4. Approval of a resolution adopting the Fiscal Year 2021 Operating and Capital Budget and Five-Year Capital Improvement Plan.

CFO Reinet Marneweck presented this item.

Reinet presented a summary of the proposed FY2021 Budget, both operating and capital. The budget is sound and balanced, and is approximately a \$15 million reduction from this year's budget to account for the slowdown in the economy due to the pandemic. Reinet reviewed the approach and measures taken to account for COVID-19 and highlighted the funding received under the CARES Act. She also highlighted major projects in the Capital Improvement Plan, including the electric bus fleet, future mobility hubs, customer payment systems, and Broadmoor rail station. She also discussed the preliminary commitment to Project Connect and the Austin Transit Partnership if the ballot initiative is successful in November.

Reinet thanked the board and staff including Budget Director Kevin Conlan for their efforts and fiscal adaptability in light of the changes necessitated by the pandemic.

Zenobia Joseph, citizen, made comments where she again advocated for the inclusion of a public restroom when the renovations of the North Lamar Transit Center get underway. She also wanted the board to recognize that Pickup zones require transfers, and should not be a substitute for fixed route service because they cause double the wait times. She would ask that service on Route 240 Rutland to St. David's and Route 392 to the Arboretum be restored, referencing a 2014 Project Connect study showing strong job growth in that area. Money could be taken from CARES Act funding or the Security budget.

Board Member Stratton thanked Reinet and staff for their efforts and for putting together such a transparent and sound plan despite the turmoil caused by the virus. Chair Cooper echoed those comments.

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

VII. Presentations:

1. Project Connect Update

Project Connect Program Officer Dave Couch, Executive Vice President of Planning and Development Sharmila Mukherjee, and Vice President of Demand Response and Innovative Mobility Chad Ballentine gave the presentation.

Dave first reviewed current Project Connect initiatives. Progress is being made on advancing the new MetroRapid routes, along with preparation for new Pickup Zones. Dave also presented the Initial Investment Sequence and timeline. He gave an overview of the three new MetroRapid lines and how they will advance through the federal funding process, which would be through the FTA's Small Starts

program. Sharmila then reviewed some of the history, lessons learned, and current operating zones for Capital Metro's Pickup program. She also previewed three proposed new zones: North Dessau, North Oak Hill, and South Menchaca, and how they connect to the Project Connect system plan. Chad then concluded the presentation with further details, demographics, and ridership goals on the three zones.

Board Member Travillion thanked the presenters for all that they are doing to connect areas of the county which were previously underserved by transit.

Board Member Kitchen asked for more detail on the South Menchaca zone boundaries. Chad explained that the zones are not set and that his team will be working with community members as a launch date moves closer.

Board Member Stratton asked Dave Couch to clarify whether the Project Connect funding included money for additional park & rides. Dave explained that Project Connect funding includes money for three new express routes and nine new park & rides.

VIII. Reports:

1. President's Report

President Clarke presented his monthly report. This month he featured the rebranding of the B-Cycle bikeshare program as MetroBike. MetroBike is also now included in the Capital Metro app. He also showed videos recorded by both Board Member Garza and Board Member Renteria celebrating Hispanic Heritage Month. He closed by showing the new State of Transit 2020 video, featuring Capital Metro's senior staff highlighting the agency's recent accomplishments and initiatives.

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.