

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

~ Minutes ~

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Monday, May 24, 2021  
12:00 PM

12:15 PM Meeting Called To Order  
2:31 PM Meeting Adjourned

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## **I. Public Comment:**

Zenobia Joseph, citizen, provided comments related to Title VI of the Civil Rights Act of 1964. She call the board's attention to an email she sent to the state's Local Government Committee on H.B. 3893 about the agency's lack of meaningful engagement or opportunities for public comment under Title VI prior to making cuts and changes to bus routes in 2017. She highlighted the increased frequencies on Routes 383 and 392 that are planning for Austin F.C. game days, which is nice, but minority populations who use these routes are just trying to get to work and would benefit from increased frequencies all the time. She urges the board to restore service all the way to Great Hills, and to the Samsung and Apple campuses north of U.S. 183.

Barbara Epstein, who is an elder law attorney who serves on the City's aging in place group, has been an Austin bus rider for 47 years. She urges the board to restore the previous Route 10 stop at the Hancock Shopping Center, which was moved to a location which is less safe for customers. (At this point Ms. Epstein's phone connection dropped. She joined a short time later to finish her comments.) he commented on difficulties using - and the safety of - the new Route 10 stop outside the Hancock HEB. Among other issues this causes customers to make an unsafe mid-block crossing. Routes and stops must be both efficient and safe.

## **II. Advisory Committee Updates:**

### **1. Access Advisory Committee**

Community Outreach Manager Yannis Banks gave the monthly report.

This month the Access Committee heard updates on both Project Connect and the Pickup service. They also heard presentations the Austin F.C. game day service plan, the upcoming Title VI policy updates, and an update on the Capital Metro Public Safety Department's activities.

### **2. Customer Service Advisory Committee (CSAC)**

Community Outreach Manager Yannis Banks gave the monthly report.

This month CSAC heard updates on Project Connect, the Austin F.C. stadium service plan, Title VI policy updates, and the agency's Public Safety Department.

## **III. Board Committee Updates:**

### **1. Operations, Planning and Safety Committee**

Chair Kitchen provided the update.

The Operations, Planning and Safety Committee met on May 12<sup>th</sup> and recommended for consent the item to install auxiliary cooling units on MetroRail vehicles, and heard a presentation on the budget calendar.

### **2. Finance, Audit and Administration Committee**

Chair Mitchell provided the update.

The Finance, Audit and Administration met on May 12<sup>th</sup> and recommended for action today's Ethics Policy update. They also heard the annual presentation on Capital Metro's financial audit, and received an update on current Internal Audit projects.

### 3. CAMPO update

Board Member Mitchell provided the update.

CAMPO met on May 10<sup>th</sup> and had action items related to a public dashboard and an minor amendment the policy board's bylaws. They also heard a presentation on the status of the Unified Work Planning program.

### 4. Austin Transit Partnership update

Board Member Stratton provided the update.

The Austin Transit Partnership board met for the first time in person and received updates on community engagement, including the new technical and community advisory committees. There was also a project update on the NEPA process, and updates on both administrative issues and human resources. The board also took action on a board policies item and heard a presentation on the Blue Line alignment.

## IV. Consent Items

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Leslie Pool, Board Member
<b>SECONDER:</b>	Jeffrey Travillion, Board Member
<b>AYES:</b>	Mitchell, Cooper, Kitchen, Travillion, Stratton, Pool
<b>ABSENT:</b>	Renteria, Hill

1. Approval of minutes from the March 29, 2021 board meeting.

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with STADLER Rail Group for the purchase, installation, testing and commissioning of six (6) Auxiliary Cooling Systems for MetroRail Diesel Multiple Units (DMUs) in an amount not to exceed \$185,590 which includes \$20,000 in contingency.

## V. Action Items:

1. Approval of a resolution authorizing updates to the Code of Ethics adopted by the Board of Directors.

General Counsel Ashley Glotzer brought this item forward.

This is a minor update related to the revolving door policy on staff and board members working on Capital Metro-related contracts after they leave the agency.

Zenobia Joseph added public comment prior to the vote on the resolution. She does not believe that the current Code of Ethics clause that calls for honesty and integrity is being adhered to. She referenced Federal Transit Administration Circular 4702.1b Chapter 4-16 requiring reanalysis of routes and implementation of the least discriminatory alternative. She feels that a failure to do so represents a non-compliance with the current Code of Ethics. She also continues to have safety concerns about the mid-block Chinatown stop along North Lamar. She will continue to fight for a more equitable system.

<b>RESULT:</b>	<b>ADOPTED [5 TO 0]</b>
<b>MOVER:</b>	Jeffrey Travillion, Eric Stratton
<b>AYES:</b>	Mitchell, Cooper, Travillion, Stratton, Pool
<b>ABSENT:</b>	Renteria, Hill
<b>RECUSED:</b>	Kitchen

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Agreement Regarding Transit Matters with Austin Stadco LLC to (i) memorialize certain financial commitments of Austin Stadco LLC to Capital Metro pursuant to the lease with the City of Austin concerning Q2 Stadium and (ii) address certain matters related to the development and operation of the proposed McKalla Place rail station, including the development of a transportation, parking and event plan that addresses certain safety and security measures, among other items.

Executive Vice President of Planning and Development Sharmila Mukherjee brought this item forward.

Sharmila reviewed the financial terms of the agreement and how this initiative aligns with the strategic goals of the agency. She also highlighted the current service plans for events at Q2 stadium. The Kramer Station will remain open until the new station is completed.

Board Member Stratton asked for clarification on the types of stadium transportation improvements covered under this agreement. He also asked Sharmila to elaborate on the use of the stadium parking on non-event days as a park and ride.

Board Member Pool asked about the timing of the payments under the agreement, and Board Member Kitchen followed up with a question that led to a discussion about adding or amending a clause in the agreement and resolution related to how the repayments to Capital Metro should be spent.

Board Member Pool put forward a motion to approve the resolution with the addition of a phrase that the funds received be used to defray Capital Metro's costs and expenses incurred during the design, construction and permitting of McKalla Place Station, which is in the Executive Summary of the resolution.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Leslie Pool, Board Member
<b>SECONDER:</b>	Ann Kitchen, Board Member
<b>AYES:</b>	Mitchell, Cooper, Kitchen, Travillion, Stratton, Pool
<b>ABSENT:</b>	Renteria, Hill

## VI. Presentations:

### 1. Project Connect Monthly Update

Project Connect Program Officer Dave Couch gave the presentation.

Dave began with a review of the Program Sequencing Plan and the gave recent technical updates for the Blue and Orange Lines, including the NEPA process. He also gave updates on other Project Connect initiatives including the new MetroRapid lines and extensions, progress on the Red Line upgrades, and Pickup neighborhood circulators. He also updated the board on recent community engagement opportunities and highlight several upcoming ones.

Dave then walked the board through the alignment, station geometry, and features of the Blue Line from the airport into downtown Austin.

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Board Member Kitchen asked about the effect of the project on the Waller Creek boathouse. Dave relayed that current the designs include trying to retain the lower portion of the boathouse.

## 2. Capital Metro Brand Refresh

Chief Experience and Engagement Officer Brian Carter gave the presentation.

Brian started by reviewing the "brand journey" and reasons behind -- and timing of -- this review. He also discussed the differences between a brand refresh and a rebranding, and mentioned some of the elements that would be updated as part of a brand refresh. There is currently brand research underway involving both staff and customer focus groups, and Brian hopes to return to the board this summer with the results, which will inform next steps.

Board member Stratton asked about integration of the Capital Metro brand with the Austin Transit Partnership one, then followed up with a question about the brand's perception with our regional cities and partners.

## 3. Contracting Review Requirements

Executive Vice President of Administration Donna Simmons and Chief Counsel Ashley Glotzer gave the presentation.

Donna began with a review of Federal Transit Administration contracting requirements, which are outlined in an FTA Best Practices manual, including Buy America requirements for rolling stock and infrastructure, the Davis-Bacon Act for prevailing wages, bonding requirements, and Disadvantage Business Enterprise (DBE) guidelines. Ashley then followed with research and analysis done recently by staff to identify opportunities to update and improve Capital Metro construction and labor contracts for things like living wages, apprenticeship programs, local hiring preferences and workforce development.

Board Member Kitchen about the timing of board engagement on elements of the plan presented. President Clarke summarized several of the considerations for doing so.

## VII. Reports:

### 1. President's Report

President Clarke gave his monthly update. This month's topics included an update on recent increases in service levels, highlighting the upcoming plans for service to Austin FC games, and an update on activities of the federal government to fund transit and infrastructure projects.

## VIII. Items for Future Discussion:

## IX. 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](mailto:ed.easton@capmetro.org) if you need more information.*

***BOARD OF DIRECTORS:*** Wade Cooper, Chair; Jeffrey Travillion, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Leslie Pool 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.