



Minutes
Capital Metropolitan
Transportation Authority
Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, October 25, 2021

12:00 PM

2910 East 5th Street, Austin, TX 78702

I. Call to Order

12:02 p.m. Meeting Called to Order

Present: Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

II. Recognition

Board Member Eric Stratton recognized three staff members for their assistance at a Williamson County vaccination center.

III. Public Comment:

Jessica Wolff, Jeremy Hendricks, Awais Azhar, Rafael Sanchez, Keelan Lentz, and Zenobia Joseph provided public comment.

IV. Advisory Committee Update:

1. Customer Service Advisory Committee (CSAC)

CSAC Chair Ephraim Taylor joined in providing the report.

2. Access Advisory Committee

Access Chair Chris Prentice joined in providing the report.

V. Board Committee Updates:

1. Operations, Planning and Safety Committee

Vice Chair Travillion provided the report.

2. Finance, Audit and Administration Committee

Chair Mitchell provided the report.

3. CAMPO update

Chair Mitchell provided the report.

4. Austin Transit Partnership Update

Board Member Stratton provided the report.

VI. Consent Items

A motion was made by Vice Chair Travillion to approve the Consent Agenda. Pool second. The motion carried by the following vote:

Aye: Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

1. Approval of minutes from the September 27th, 2021 Capital Metro board meeting.
2. Approval of a resolution appointing Diana Wheeler to the Customer Satisfaction Advisory Committee.
3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Converging Technologies for the purchase and installation of cameras and supporting equipment at 31 Rail Signal Houses not to exceed \$422,290.
4. Approval by the Board of Directors of Capital Metro's investment policy and revision of the investment committee composition.
5. Approval of a resolution adopting the FY2022 Internal Audit Services Plan.
6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts with Bickerstaff Heath Delgado Acosta LLP; Clark Hill PLC; Enoch Kever PLLC; Greenberg Traurig LLP; Hawkins Delafield & Wood LLP; Husch Blackwell LLP; Jackson Lewis P.C.; K&L Gates LLP; Kaplan Kirsch & Rockwell LLP; Kowert, Hood, Munyon, Rankin & Goetzel, P.C.; Orrick, Herrington & Sutcliffe, LLP; Ross Molina Oliveros, PC; Thompson Coburn LLP; and Winstead PC for outside legal counsel services in the aggregate amount not to exceed \$3,600,000 for a three (3) year base term with three (3) one-year renewal options.

VII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Structura, Inc. to renovate the first floor of the Capital Metro administrative facility at 2910 E. 5th St., for \$1,767,362 plus \$170,000 in contingency for a total amount not to exceed \$1,937,362.

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

Aye: Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

- 2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute contracts with Unity Contractor Services, Inc., Stacy and Witbeck, Inc. and MA Smith Contracting Co., Inc. for Indefinite Delivery Indefinite Quantity (IDIQ) Construction Services for transit facility construction projects for a five (5) year contract for a total amount not to exceed \$50,000,000.

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

Aye: Cooper, Travillion, Stratton, Renteria, Kitchen, Pool, Mitchell, and Ross

- 3. Approval of the Capital Metro Board of Directors Public Safety Advisory Committee Charter.

Board Member Kitchen asked for two clarifying amendments to the charter language -- both under Section A (Duties) -- that "other public safety issues of concern raised by the community" be added to the end of the last bullet point under that section, and "and related procedures and practices" be added to the first bullet point under that section. Both were accepted as friendly amendments.

A motion was made by Board Member Renteria, seconded by Board Member Kitchen, that this Resolution be adopted as amended. The motion carried by the following vote:

Aye: Cooper, Travillion, Renteria, Kitchen, Pool, Mitchell, and Ross

Away: Stratton

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

Into Executive Session: 2:18 p.m.

Out of Executive Session: 3:58 p.m.

Section 551.072 for Deliberation regarding Real Estate matters

Section 551.071 for Consultation with an Attorney regarding the terms and conditions of appointment of succeeding Executive Directors and performance evaluation.

Section 551.071 for Consultation with an Attorney related to contract provisions.

VIII. Discussion Items:

- 1. Fare Policy Overview and Customer Payment Systems Update

This item was deferred to a later meeting.

- 2. Workforce Planning Update

This item was deferred to a future meeting.

3. Brand Refresh Presentation

IX. Reports:

1. President & CEO Report

XI. Items for Future Discussion:**XII. Adjournment**

4:25 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 if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Jeffrey Travillion, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Becki Ross; 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.