

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

~ Minutes ~

Executive Assistant/Board Liaison Gina Estrada
512-389-7458

Monday, May 22, 2017
12:00 PM

12:10 PM Meeting Called To Order
2:01 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Donna Simmons, Risk and Compliance Officer, gave the monthly safety briefing. She highlighted that transit is one of the safest modes of transportation. The fatality rate is less than half of that for traveling in an automobile.

III. Public Comment:

Zenobia Joseph, citizen, spoke on Action Item 1. She asked who writes the language for Capital Metro Interlocal Agreements with the City of Austin. Chief Counsel Kerri Butcher replied that Capital Metro and City legal staff work together. Joseph is concerned about the word "generally" in the agreement. Butcher replied that there may be other items included that are not listed. Capital Metro Project Manager Marcus Guerrero explained that the language about public restrooms has changed from the document she is referencing. Joseph noted that in the document she holds, the city has said it will pay for restrooms. Vice Chair Silas added that the bathrooms will be under more specific ILAs that will follow this one, and that today's Action Item is just an "umbrella" ILA .

IV. Advisory Committee Updates:

1. CSAC Minutes

Jordan Smith, Community Involvement Specialist, gave the Advisory Committee updates. CSAC met earlier this month and heard about the new pilot pickup program, among other updates.

2. Access Minutes

Jordan Smith, Community Involvement Specialist, gave the Advisory Committee updates. The Access Advisory Committee met earlier this month and heard about the new pilot pickup program, among other updates.

V. Board Committee Updates:

1. Operations, Planning and Safety Committee

Chair Silas gave the update. The Operations Committee met on Friday May 12th. Consent items #2, #3, and #4 on today's agenda were the action items at the Committee meeting. Action Items #1 and #2 on today's agenda were also action items for the committee. There was an update on the ridehailing mobility pilot program, a report on performance indicators from Fiscal Year 2016, and an update on the proposed budget calendar.

2. Finance, Audit and Administration Committee

Chair Mitchell gave the Finance Committee report. They met on Friday, May 12th. There was one action item, which is Action Item #3 today. There were presentations on financial performance indicators, the proposed budget calendar, the monthly financial report, and a Project Connect update.

3. CAMPO update

Chair Mitchell also gave the CAMPO update. CAMPO met on May 8th. They approved amendments to the regional Transportation Improvement Program and talked about a unified planning work program over the next two years.

VI. Consent Items

The motion to approve the consent items was made by Mayor Jonse and seconded by Board Member Mitchell. The motion carried 7-0.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rita Jonse, Board Member
SECONDER:	Terry Mitchell, Board Member
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

1. Approval of Minutes for the April 12, 2017 Public Hearing and April 24, 2017 Board Meeting.
2. Approval of a resolution authorizing the President/CEO, or her designee, to terminate the supplement to the Interlocal Agreement with Capital Area Rural Transportation System (CARTS) for the provision of Route 271.
3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement with Capital Area Rural Transportation System (CARTS) for the provision of Route 271 for a period of three years and four months with estimated revenue to Capital Metro of \$75,000.
4. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract modification with Netronix Integration, Inc. in the amount of \$280,948 for an access control system upgrade and to increase the not to exceed contract amount to \$667,508.

VII. Action Items:

1. Approval of a resolution authorizing the President/CEO, or her designee, to negotiate, finalize and execute an Interlocal Agreement with the City of Austin in order to design, build, operate and maintain the Downtown Rail Station and Required Easements.

Marcus Guerrero, Project Manager for the Downtown Station, presented the item. This item was presented to the Operations Committee on May 12th and was recommended for approval. This project has been in the works for three years thusfar and has included considerable outreach and feedback to customers and stakeholders. The site plan is at 60% of design currently. The plaza area will be designed to accommodate many uses. The ILA has been approved by City Council, and the versions are the same. The issue of public restrooms has not been completely resolved due to space constraints, but they are still on the "wish list" for the project. Vice Chair Silas asked for clarification on the potential for the city to waive fees. Guerrero answered that City Council may waive permit fees. Silas answered that if those fees are not waived, those must be paid in addition to any overages the project incurs. Guerrero added that some private property driveways may have to be closed so that they do not cross the tracks.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beverly Silas, Vice Chair
SECONDER:	Sabino Renteria, Board Member
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

2. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with HNTB Corporation for General Planning Consultant (GPC) services in an amount not to exceed \$5.5 million for a base period of three years with two one-year options.

Javier Arguello, Director of Long Range Planning, presented this item. The resolution is for a new contract with a General Planning Consultant. Some important upcoming initiatives that will use these services are Connections 2025 and Project Connect, among others.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Beverly Silas, Vice Chair
SECONDER:	Juli Word, Secretary
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

3. Approval of a resolution authorizing the President/CEO, or her designee, to amend the Capital Metro Procurement Acquisition Policy to ensure compliance with recent Internal Audit recommendations and to update the policy for disposing of Capital Metro surplus and obsolete property.

Anita Deibert, Contracts Administrator, presented this item. There was an internal audit covering this topic in 2016. There were no findings but it was recommended that Capital Metro expand on its investment recovery effort. There has now been a chapter added in the Capital Metro Procurement Acquisition Policy for Investment Recovery. This updates the policy for disposing of surplus property. The resolution was recommended for approval by the Finance, Audit and Administration Committee.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rita Jonse, Board Member
SECONDER:	Ann Kitchen, Board Member
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

4. Approval of a resolution to authorizing the President/CEO, or her designee, to implement the FY2018 Strategic Plan.

Pat Vidaurri, Manager of Performance and Strategic Initiatives, presented this item. The resolution is for the approval of the 2018 Strategic Plan. The goals are to increase ridership, focus on a regional vision, focus on the value of public transportation in the community, and focus on employee engagement. All of these goals encompass objectives, tasks and performance measures. The plan includes feedback and direction from the board given at two recent worksessions.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Juli Word, Secretary
SECONDER:	Ann Kitchen, Board Member
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

5. Approval of a resolution authorizing the President/CEO, or her designee, to develop a plan in coordination with the City of Austin to further the goal of environmentally sustainable transportation solutions and demonstrate support for shared, innovative and autonomous mobility strategies.

Todd Hemingson, Vice President of Planning and Development, presented the resolution. Capital Metro partnered with the City of Austin in the Smart Cities Challenge. The Riverside Corridor was important in that Challenge, in the city's current bond program, and in Connections 2025 and Project Connect. Also important are Capital Metro's efforts in autonomous mobility. This resolution codifies these priorities. Board Member Kitchen added that the resolution is a recognition of things that Capital Metro already is doing well. Vice Chair Silas asked what the urgency of the resolution is, and why it did not go through the committee. Hemingson responded that bringing it forward at this time will align it with what the City Council is doing.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Ann Kitchen, Board Member
SECONDER:	Sabino Renteria, Board Member
AYES:	Silas, Mitchell, Word, Cooper, Kitchen, Jonse, Renteria
ABSENT:	Garza

VIII. Presentations:

1. MetroArt Committee

Jordan Smith, Community Involvement Specialist, gave an update on the MetroArt Committee. The Metro Art Committee is new and was formed to incorporate art and placemaking at our bus stops. The initiative has kicked off with two immediate projects: the bus stop redesign at 12th and Chicon, and "art boxes", which will cover unsightly electrical boxes along the MetroRapid routes. The new committee includes members from the City of Austin, as well as artists and placemaking consultants.

IX. Reports:

1. Quarterly Planning/Ridership Report

Todd Hemingson, Vice President of Planning and Development, gave the report on ridership for the 2nd quarter of 2017. System ridership is essentially level compared to Q2 of 2016. In January, Premium Fares were eliminated. MetroRapid was up 32.7% in March. For year to date, the total for Fixed Routes as well as for RideShare, MetroRail, and MetroRapid are all positive. Productivity across almost all modes is trending negatively. Hemingson expects this to reverse as ridership increases over the next year or two.

2. Quarterly Financial Report

Reinet Marneweck, Chief Financial Officer, gave the report for the second quarter of 2017. Ridership is slightly below the previous year but slightly ahead of budget. Passenger fares are consistent with the previous year but are tracking slightly below budget, and most other indicators are tracking to budget. There was a slight decline in the sales tax for March. Vice Chair Silas asked about money taken from contingency and if that had any effect on the reserves. Marneweck responded that it did not.

3. President's Report

President Watson gave her report. She shared that Capital Metro was approved by the FTA to begin submitting Automatic Passenger Counter data to the National Transportation Database. Previously we did this manually. President Watson recognized two graduates of UT and a staff member who will participate in the APTA Emerging Leaders Program. We said farewell to two staff members, Dan Dawson and Christy Willhite.

X. Memos

1. Capital Projects Mid-Year Report
2. FTE Vacancy Report

XI. Items for Future Discussion:

XII. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512)389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Beverly Silas, Vice Chair; Juli Word, Board Secretary; Terry Mitchell, Pio Renteria, Delia Garza, Rita Jonse and Ann Kitchen. Board Liaison: Gina Estrada (512)389-7458, email gina.estrada@capmetro.org if you need more information.

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.

Date: May 22, 2017

Kendall Jackson
Assistant to the Board Department