

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, December 18, 2017
12:00 PM

12:12 PM Meeting Called To Order
2:53 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Donna Simmons, Vice President of Administration and Risk Management Compliance Officer, gave the safety briefing for the month. She recommended alternatives to impaired driving, such as free service on New Years Eve on all of our transit services beginning at 6:00 p.m. She also shared the Night Owl, MetroRail and MetroRapid service schedules throughout the holiday season.

III. Public Comment:

There was no public comment.

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

Section 551.071 for legal advice and Section 551.074 for Personnel matters regarding President/CEO Annual Performance Review and President/CEO Search.

Went into session at 12:27 PM
Returned at 2:20 PM

V. Board Committee Updates:

1. CAMPO update

Board Member Terry Mitchell, CAMPO representative, passed along that CAMPO did not meet this month.

2. Operations, Planning and Safety Committee

Board Member Jonse, Chair of the Operations, Planning and Safety Committee, presented the report from the December 6 O/P/S Committee meeting. The committee had six action items: items 5, 6, 7, 8, 9, and 10 which are on today's Consent agenda. In addition, the committee heard the following presentations:

- Downtown Station Improvements Project
- Public Perception Survey
- Year-end Safety Update
- Year-end Accessibility and Amenities Report
- Year-end Operations Report

VI. Consent Items

1. Approval of minutes from the November 1, 2017 Public Hearings; November 15, 2017 Board Meeting; and November 28, 2017 Worksession.
2. Approval of a resolution appointing Jeff Lewis to the Customer Satisfaction Advisory Committee.
3. Approval of a resolution appointing Mike Gorse to the Access Advisory Committee.
4. Approval of a resolution appointing Pat Thomas to the Access Advisory Committee.
5. Approval of a resolution authorizing the President/CEO, or her designee, to modify the contract with Presidio Networked Solutions Group, LLC to apply an option year for Cisco Hardware and Software Warranty and Support, for a total contract amount not to exceed \$161,770.
6. Approval of a resolution authorizing the President/CEO, or her designee, to execute a contract with Petroleum Solutions, Inc., utilizing the Buy Board Purchasing Cooperative, to purchase a Gasboy Plus Fleet Management System for the North Operations Facility in an amount not to exceed \$172,930.
7. Approval of a resolution authorizing the President/CEO, or her designee, to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Austin for the removal of the existing overhead electrical service lines and electrical poles and to replace them with new underground electrical services lines as a betterment on behalf of Austin Energy as part of the Downtown Rail Station Improvements project, for a not to exceed amount of \$407,500.
8. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a Multiple Use Agreement with the Texas Department of Transportation (TxDOT) to permit the construction, maintenance, and operation of four (4) pairs of MetroRapid Stations in TxDOT's right-of-way.
9. Approval of a resolution authorizing the President/CEO, or her designee, to modify the contract with EAN Holdings, LLC to extend the agreement for MetroRideshare services through January 31, 2019, and increase the contract amount by \$600,000 for a total contract amount not to exceed \$6,673,116.
10. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Freeit Data Solutions to upgrade the current Data Center Infrastructure to replace outdated equipment and improve performance, reliability, and security, in an amount not to exceed \$2,000,000, which consists of servers, storage, backup equipment, services, and installation.

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

VII. Action Items:

1. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract for Wayfinding and Customer Information Services with CHK America, Inc. in the aggregate amount not to exceed \$1,590,381 for one (1) base year and four (4) one-year options.

Kelly Fausnacht, Creative Services Manager, Marketing Department, presented this item. This contract will be for bus stop signage and graphic design of our passenger information. The base year of this contract includes funding to replace approximately 2000 bus stop sign assemblies, redesign transit center and park and ride maps, information display units, and special services maps, line maps and regional maps as a result of the Connections 2025 service changes. The remaining option years will be used to maintain and update these systems as additional changes are initiated through three service changes annually.

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

2. Approval of a resolution authorizing the President/CEO, or her designee, to approve amendments to the Capital Metropolitan Transportation Authority Board of Directors Bylaws.

Chief Counsel Kerri Butcher presented this item. These changes had been reviewed and discussed at the November board meeting. No further changes were required or requested.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Delia Garza, Board Member
AYES:	Mitchell, Word, Cooper, Garza, Kitchen, Jonse, Travillion
ABSENT:	Renteria

3. Approval of a resolution confirming the evaluation rating for the fourth year of the President/CEO's Employment Agreement as Amended and Restated on January 1, 2014 and approving the amount of the annual performance award of 3.5 percent increase in base pay and a 4 percent performance bonus. The increases are awarded retroactively to the annual Employment Agreement date of July 26, 2017.

Virginia Keeling, Director, Human Resources, presented this item. After discussion in Executive Session the board approved the amount of the annual performance award, which included a 3.5% increase in base pay and a 4% performance bonus for President/CEO Watson. The increases are awarded retroactively to the annual Employment Agreement date of July 26, 2017.

RESULT: ADOPTED [6 TO 0]
MOVER: Delia Garza, Board Member
SECONDER: Juli Word, Secretary
AYES: Mitchell, Word, Cooper, Garza, Kitchen, Jonse
ABSENT: Renteria
AWAY: Travillion

4. Approval of a resolution appointing an Interim President/CEO.

Virginia Keeling, Director, Human Resources, requested Elaine Timbes, Deputy CEO/COO be appointed as interim President/CEO effective December 31, 2017, until such time as a new President/CEO begins employment.

RESULT: ADOPTED [6 TO 0]
MOVER: Rita Jonse, Board Member
SECONDER: Terry Mitchell, Board Member
AYES: Mitchell, Word, Cooper, Garza, Kitchen, Jonse
ABSENT: Renteria
AWAY: Travillion

VIII. Reports:

1. Finance Report

Kevin Conlan, Budget Director, presented highlights of the Year to Date/September 30, 2017 Financial Report.

2. Operations Report

Dottie Watkins, Vice President, Operations presented the FY2017 Year End Operations Report. Highlights included the following performance scores:

- Bus mode: 6.69
- MV/Metro Rapid: 5.64
- Paratransit: 8.25
- Rail: 8.9
- Overall Score Customer Satisfaction Index: 6.63

3. President's Report

Linda Watson, President/CEO presented her report. The report included the following:

- Update on Plaza Saltillo
- 6th Annual Stuff the Bus
- Brooke Elementary School Giving Tree

In conclusion, Ms. Watson shared parting words with the Board, and Board Chair Wade Cooper thanked her for her service.

IX. Items for Future Discussion:

X. 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; Delia Garza, Vice Chair; Juli Word, Board Secretary; Terry

Mitchell, Pio Renteria, Jeffrey Travillion, Rita Jonse and Ann Kltschen. 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.