

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

~ Agenda ~

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

Monday, December 17, 2018

12:00 PM

Capital Metro Board Room

I. Pledge of Allegiance

II. Public Comment:

III. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC); and
2. Update on the Access Advisory Committee (AAC)

IV. Board Committee Updates:

1. CAMPO update

V. Consent Items

1. Approval of Minutes from the October 31, 2018, November 14, 2018 Board Meeting, and November 28, 2018 Worksession.

VI. Action Items:

1. Approval of a resolution accepting the Project Connect Long Term Vision Plan, and authorizing staff to pursue the next phase of the process which includes preliminary engineering, NEPA review and an extensive community engagement process.
2. Approval of a resolution authorizing the President & CEO or his designee, to enter into a contract with HDR as the Program Manager Owner Representative for work to be done on Project Connect for \$5.8 million with a 10% contingency for two (2) base years for a total not to exceed amount of \$6.38 million for the base period; and four (4) two-year options with a value not to exceed 2% of the program, the value of which will be determined at the end of the base period.
3. Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with the city of Austin for employee transit passes for a period of one year from January 1, 2019 to December 31, 2019 for an amount not to exceed \$400,000.
4. Approval of a resolution authorizing the President & CEO, or his designee, to implement the FY19 Capital Metro Strategic Plan.

5. Approval of a resolution confirming the evaluation rating for the initial period of President & CEO Randy Clarke's Employment Agreement is _____ and that the Board approves the adjustment to base pay of _____ percent and a performance achievement bonus of _____ percent. The increases are prorated and awarded retroactively to October 7, 2018 in accordance with the Employment Agreement.

VII. Presentations:

1. Positive Train Control (PTC) Update
2. FY2018 Annual Financial Report

VIII. Reports

1. President & CEO Report

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

Section 551.074 regarding personnel matters - Discussion of FY2018 President & CEO Performance Review and FY2019 Performance Goals.

X. Items for Future Discussion:

XI. 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, chairperson; Delia Garza, vice chair; Terry Mitchell, Pio Renteria, Jeffrey Travillion, Rita Jonse, Ann Kitchen and Eric Stratton. 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.

Capital Metropolitan Transportation Authority **MEETING DATE: 12/17/2018**
Board of Directors **(ID # 4298)**
CSAC Notes

TITLE: CSAC Notes from October 10, 2018

Customer Satisfaction Advisory Committee
Wednesday, October 10th, 2018
209 W 9th St., Austin, Texas 78702
6:00 p.m. – 7:10 p.m.

Call to Order:

Chairman David Foster, Customer Satisfaction Advisory Committee

Chairman Foster called the meeting to order at 6:00 p.m.

Introductions:

Committee members present were Chairman David Foster, Elizabeth Stehl, Ephraim Taylor, Michael French, BJ Taylor, Betsy Greenberg, and Jeffrey Lewis.

Capital Metro staff present were Tony Lynch, Dottie Watkins, Jon Tanzer, and Yannis Banks.

Others present were Ruben Brooks and Rich MacKinnon.

Citizens' Communication

Members of the public

Betsy – 335 pulled up just in time to avoid the rain on Friday

Metrolink

Tony Lynch, Demand Response Planning Supervisor

Flyers will be mailed to addresses in the service zones. Exposition ended last Friday. Oct 15th was the last time it was used. Asked how it was people reached out. Answer, we went to 3 public meetings (N.A. and public meeting at High School). Exposition was a 6 month pilot. With the 3 new since Oct 22nd JT – 12 trips taken 3 individuals, Rogge – 87 trips by 14 individual & St. David 39 trips by 9 individuals. Still looking for the threshold. David asked what is the experience in other agencies. Tony – Tampa has 24 stops they partnered with lift. Averaging 4 riders an hour. They pay 1st \$5 & the customer pays for the rest of the trip. Problem is that they can't measure if they are using them to get to transit. People could just be going to stores. Our stops were chosen to get people to transit. The buses come every 15 mins. DF – does cap metro have experience working polling places. Great opportunity to get info to people. Minnesota is proactive to reaching out to meetings that are already happening. Tony mentions it's one of the things we talked to the N.A. association about. B.J.'s N.A. (University Hills) is having their Christmas party from 10-12 & anyone associated with transit is invited. At Dottie Jordan. Question asked if something like Pick Up will be done in Mueller again. Tony said that something with Autonomous vehicles is looking to start in February but it isn't definite. Question asked what other neighborhoods is being looked at for Metrolink. Tony said he is looking at other locations. Question is what is the level for service to be restored in Metrolink areas. Tony said that is being considered by different levels. Is it Metrolink worthy, a pickup

type program worthy or service worthy. In the process of trying to establish those numbers. DF asks about the St. David's service area & no residential streets over there. Tony explains that's for the Hospital, shops over there.

Farebox Technology Update

Dottie Watkins, Vice President Bus Operations

Oct 22nd this presentation was presented to the board if need more info can look online at the board meeting. Our goal is fast, easy & equitable payment options, state of the art collection systems & expand our retail network. We want to minimize cash. Slows down bus boarding & counting is expensive. We will however always take cash. Want to make system an account base system. Strategic Importance: Mobile App & Account based Back end system: smart cards, onboard validators – faster boarding, data about trips and travel patterns, fare capping (would be able to build up to a month pass & not have to pay all at once), reduce cash, MaaS – Multimodal, regional (transfer from CARTs to Cap Metro & vice versa). Largest amount of fares from interlocal agreements. Farebox is 2nd, app is 3rd. How much is the ridership of UT? Dottie says it is a good chunk. Today we use magnetic stripe cards & some stored value cards (1995). The future is reloadable smart cards. Fareboxes: Out of life cycle with limited functionality. Future: Smart doohickey to use the smart cards. It will sit beside the farebox. Onboard validator – currently on Metrorapid. Be on all buses in the future. Mobile Ticketing App Future: Purchase of mobile pass at retail, apple & android pay. Online future: Online B2B website rollout: be able to send passes to your phone or kid phone. Employers can push out passes to employees, can be sent to jurors for jury duty. Ticket Vending Machines: out of life cycle, only cash sales. Future – at rail stations & at major bus hubs. Will accept cash, credit & smart cards. This is going to be a big thing. Cost probably around \$50 million. Applied for grant but didn't get it. We are looking for the best parts to work on first. Working on getting a Fare Systems Consultant to help guide the way. Working on mobile app upgrade. Questions – Any systems that let you get on w/o cash & just tap. Dottie – Not in U.S. but in Europe it is more common. They're coming but not here yet. B.J – For students that go to St. Edwards or other universities do they get a discount? Answer – Metroworks can allow that.

Mobile App 4.0 Update

Jonathan Tanzer, Technical Project Manager

Looking to add CSAC members for trial run in January. Wants to get feedback from them on what may need to be changed & made clearer. DF asked if ever thought about renaming day pass to 24 hour ticket. Asked about if there will be feature to show expired tickets. Tanzer said that there will be a way to show order history. Asked if there is a way to show the direction of the buses from the list of buses. Tanzer – we are working with a vendor to be able to do that. In trip planner, you can save destinations in the icons In the middle. Also in trip planner it shows different mods – bus solely, bus to car, bike to bus. Asked if there is a fee for park & rides. Tanzer – No. We are looking to add google & apple pay. It will be released after this upcoming update. Question asked about reduced fare discount. Tanzer explained that when you sign up for the program it will be automatic to the email you get. Beta testers will get the app to their phone hopefully in January. Was saying when deciding on the ticket to buy it would be great for the

colors to match. Tanzer said they are working on that. Also working on making the phone numbers in contact us links so that it's automatic when people call. Question – When wanting to plan trips in the future will it keep that setting when you log back in. Tanzer said we can work on that.

Project Connect Update

Yannis Banks, Community Involvement Specialist

Questions was asked about buses in designated lanes. Which buses would be allowed in the lanes. There is concern about local routes that could be eliminated or not allowed in the lanes.

2019 CSAC Work Plan

Project Connect on Agenda for every month. Maybe 15 mins.

Update meeting minutes & other information on the website page, keeping up to date. Better define CSAC. Meet with board members about the

Officer Elections

- Chair – David Foster voted unanimous Betsy nominated & Ephraim seconded
- Vice Chair Michael French unanimous – B.J. nominated 2nd by Elizabeth

January Meeting Discussion

- Update website for CSAC with minutes & Agenda

Approval of November 2018 Minutes

Customer Satisfaction Advisory Committee

Betsy Greenberg moved to approve the minutes, and JG seconded the motion. The motion carried unanimously. The committee adjourned at 7:35 pm.

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 12/17/2018

(ID # 4299)

Access Notes

TITLE: Access Notes from December 5, 2018



AGENDA

Access Advisory Committee
December 5, 2018
2910 E. 5th Street, Austin, Texas 78702
5:30 p.m. – 7:15 p.m.

Call to Order:

Chairman Chris Prentice, Access Advisory Committee

Chairman Prentice called the meeting to order at 5:30 p.m.

Introductions:

Committee members present were Chairman Chris Prentice, Vice Chairman Paul Hunt, Mike Gorse, Glenda Born.

Capital Metro staff members present were Yannis Banks, Martin Kareithi, Suzie Edmington, Jonathan Tanzer, Julie Lampkin

Capital Metro contractor staff present were Raul Vela, Scott, Cheryl Hunter, Nick Bradfrey,

Citizens: Audrey Diaz

Citizens' Communication

Members of the public

Glenda – looked at buses. Had not considered dogs. Gave suggestions about that. A driver told her that when a passenger is abusive & driver asked to stop but passenger kept on. Supervisor told her to basically deal with it/ignore it. Glenda says it's a safety factor. Concerned about driver safety. Supervisor did nothing about it. 2nd question are breaks built in to driver's run? Martin – Q-strains were demoing 2 type of securements not bus design. Demo was real specific to the 2 type of securements but it was good for her to give them the feedback she did. Suzie – process is to respond to every complaint & would need more info about the complaint & why it wasn't responded. On passenger abuse to driver, look at all the facts (video) about what happened (off the bus & deboarding included). Some cases it is the passenger that interrupts service. In that case there is a different protocol thru eligibility dept. Other cases there are things drivers can do to defuse situation. Additional training is done for the driver to show them how. Raul – if it is safety issue we won't hesitate to call Cap Metro security. Will continue to work on tactics to help defuse. Paul – What he thinks will help is to have drivers apologize on behalf of the agency. Will help to defuse the situation. Julie – there are provisions where they risk being suspended if there is a pattern of behavior like that. Everyone has different behavior patterns. May be stipulated they have a PA required to ride with them. Suzie – about breaks, they are included in the run. Ask the drivers to

communicate with them & to take the break as when there is time & slack if they get off schedule. Paul – that could be a safety issue. Julie – we do ask them to radio in if they have to take a break.

Sheryl Hunt – Is there anything we can do to help the drivers identify who is blind/deaf? Martin – we have something in the works. Partnership with Travis County for the Deaf may use tactical I.D. cards or folks in the community tell us that we can use in training. We want to work with folks who are experts in the subject matter. It will be a good thing for us to come back to the committee to present on. Will be some time after the holidays. Asked if thought about someone for Criss Cole. Sheryl – says there are 2 people there that could help on how to approach this. She fell at Criss Cole and the driver was oblivious to the fact and didn't offer to help her up. She's had operators run from her door because her dog was barking. Her dog barks because that's how she knows someone is at the door. Martin says if you're door to door the driver should escort you from the door to the car. Suzie – What she's getting out of this is training opportunity.

Paul – takes fixed route every day. Couple weeks ago riding home Riverside/Maxwell is transfer stop. It's not well lit. Someone drove by & threw some liquid in his face. He was the only one there. Need to figure out a way to make that stop safe. It's a major transfer point for 271 if heading to Del Valle with the 20. Martin will request security to send someone over there

MetroAccess Statistics & Tech Update

Suzie Edrington, Director of Demand Response, Capital Metro

We have a new analysis. October 1st month of new fiscal yr & 1st month Ride Right at South base. High ridership & growth in registered customers. Oct 2017 – Oct 2018 5% increase. Are trying to expand & hire more drivers. Registered & Active customers grown Oct 2017 – Oct 2018: 5300 – 5700 registered. Active 3200 – 3400. Experienced a drop for OTP to 84.5%. Ride Right added training. They have lost dispatch staff during the switch from MV. Corporate staff has been around to bring dispatch up to speed. Mainly in afternoon is experience OTP. Hiring more people on lot to help with pullout. Confident the numbers will start to come up to between 90-92%. Complaint rates have decreased from Sept 2018 – Oct 2019. Audrey – in event that we know a driver is going to be late or being anxious she'll start calling at beginning of her window, how can we help to alleviate the anxiety people may feel. Asked if she knows how to use the automated system. The system can tell her the estimated time of the arrival. The problem is not 100% accurate in arrival time but it lets you know it is coming. Julie – Push option 1 will give estimated time. Can't get the time if it's more that hour out. Also, suggested if you have 10 am appointment tell them it's for 9:45. Audrey says she does that already. Says there has been multiple incidents where driver is 45 minutes late out of her 30-minute window. Told if she misses appointments file a complaint so that this committee can help with systemic issues. Audrey says she rather speak to a person directly & doesn't like automated systems.

Future Innovation Zones Updates

Suzie Edrington, Director of Demand Response, Capital Metro

We have 4 areas with 1 going away.
Springdale/Johnston – 6 trips Oct 22nd – Nov 30th
Rogge – 62 trips
St. David's – 27 trips

Had marketing pushes, signage at bus locations where vehicles link to. Just been slow. A survey is going out to current customers to get their feedback on usage. Facebook push in Decembers. Mailers going to households & we are going to a Neighborhood Association meeting in Springdale/Johnston Terrace area. There are some other areas being looked at for the future. Possibly something like a Pickup service. Asked how many rides were gotten for the Mueller Pickup service. It was close to the thousands. Martin – it was a very popular service. It put us on the map in the world of on demand service.

Pilot Projects Update

Martin Kareithi, Program manager Systemwide Accessibility

Mobility on ramp program. We have applied for a grant to get money for this. Our project is one providing Autonomous electric share & connected shuttle service. We have a team here working on it: Chad, Tony, Martin, and Planning Department. Team from Shared Use Mobility Center in Chicago met with Cap Metro, Equity Community, Criss Cole and members of the city/county. They did an in house visit & went back to work on a business plan we'll get fall 2019.

2019 Work Plan

Access Committee

Have a work committee plan for the future. Be more participatory instead of an audience. Would like to see less reporting & more involvement & discussion issues on the front end. In the 90s worked the subcommittee structure. Mixed Route & STS subcommittees. Worked with staff on issues before it got to the board. Worked issues & came up with solutions to the staff. If we can have Metro access & fixed route come in & present what they are planning so they can give input will be helpful. Suzie is happy to come in to talk about what they are planning before they submit the budget. Will have a fresh perspective on the outside as passengers & could come up with some ideas that they may not think of. Want to talk to fixed route also. Martin suggests they come up with some priorities that can be shared with budget director so that he can be focused on that. As fixed route goes so does MetroAccess. Without it there is no MetroAccess.

CapMetro App4.0 Update

Jonathan Tanzer, Tech Project Manger III

Working on updated interface. Biggest change will be how you move thru the app. Going thru testing starting tomorrow with cap metro employees. After that it will be beta tested with CSAC & Access committee members. Hopefully within the next week. App launch goal is January

Rainy Day Conditional Eligibility

Suzie Edrington, Director of Demand

When there is 30% chance or more for rain, a trip becomes eligible for MetroAccess. The system we used showed a lower than 30% (Austin Weather). The reservationist saw that there was a more than 30% chance. Reservationist said we must use our system & wouldn't book the trip. Julie – Looking for a solution for the future the management team pulled up different weather websites and saw that there were different percentages. They decided to empower our agents to err on the side of the customer. As long as there is slight differences they can honor the trip. If it says bright sunny day & customer says I see 50% rain we won't honor the trip. Committee encourages to check NWS (NOAA) site as the official weather site. Next day reservations stop at 5 but there is someone there till 6 for advanced booking. Also, suggested to check the weather once during the day & advise everyone. Forecast changes are put out every 6 hours though. Check it in the morning & evening. Suzie said we are getting a new dispatch center & we can display the weather on the wall.

Scooters and Capital Metro Facilities

Martin Kareithi, Accessible Transportation Specialist

Dockless mobility has made its way into Austin. Ultimate oversight is with ATD. Main complaint mechanism is 311. Issues with scooters dropped & dumped across the city. There is a particular problem when dumped at any of our facilities where we provide service to public. City has put out a final rule for comment. We provided comments in regard for how scooters interact with facilities. Martin met with Lime & our facility managers today. We are in support of scooters, generally speaking. Help with last mile connection but can't do it at the risk of safety & accessibility. In the rule there's a category about emergency removal. When company gets

notice they must remove them within 60 minutes. They use to have 2 & 4 hour threshold. Martin encourages if you see things call them into 311. Had additional conversations about our stops. Facilities is looking to create a binding agreement on what will constitute where scooters can & can't be & will be a violation of the rule. It's understood that it can't be a one size fit all due to our stops being different. Real Estate should have 5 different configurations to show what we mean by clear space. Buses need to be able to deploy ramp & allow wheelchair to turn, not block the pole, etc. Next step is for the lawyers to work out the language. Looking to possible create parking areas that say where you can or cannot park them. Appears that scooter companies can communicate that info to scooter users. Committee says Lyft dropped off 500 scooters so they need to be included as well. Another issue, Chris was walking home from bus stop. Someone left scooter laying down on the sidewalk & he tripped & fell. Martin – Scooter people were honest & want to help w/regard to transit. Trying to figure out how to address customers behaving badly. Martin – not sure what the sanction is if they don't pick up scooter in 60 mins. The question was asked if scooters were allowed on sidewalks. Response is yes. Martin said to check ASMP for their survey to give feedback about mixed use spaces for bikes, scooters & pedestrians. Committee asked if Cap Metro will have signs at stops where scooters should go. Martin – Our marketing department is working on it.

2019 Officer Elections

Nominations

- Chair
 - Paul - 2
 - Chris – 3
- Vice-Chair
 - Paul – unanimous
- Secretary
 - Molly - unanimous

Approval of Minutes

- Take John McNabb off Nov minutes.

Adjournment

The committee adjourned at 7:15 p.m.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # 4287)**

Approval of Minutes from the October and November Board Meeting

Approval of Minutes from the October 31, 2018, November 14, 2018 Board Meeting,
and November 28, 2018 Worksession.



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

~ MINUTES ~

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

Wednesday, October 31, 2018
12:00 PM

12:14 PM Meeting Called to Order
03:08 PM Meeting Adjourned

I. Presentations:

The board held a work session to discuss the Capital Metro Strategic Plan and revisions to the Capital Metro Code of Conduct.

Deputy CEO Elaine Timbes kicked off the afternoon with a recap of strategic planning efforts to date and outlined the framework for the day. This work session is part of a process leading up to a vote on a new strategic plan by the board in December.

Chair Cooper and President & CEO Clarke also made introductory remarks and thanked the board for their participation.

A discussion facilitated by Patti Summerville of Summerville Consulting and Mark Aesch of TransPro Consulting on strategy and performance measurement followed.

Following that discussion Chief Counsel Kerri Butcher updated the board that at their November board meeting they will be voting on some revisions to the Capital Metro Code of Conduct and provided them with copies for review.

II. Items for Future Discussion:

III. 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, chairperson; Delia Garza, vice chair; Juli Word, board secretary; Terry Mitchell, Pio Renteria, Jeffrey Travillion, Ann Kitchen and Rita Jonse. Board Liaison: Gina Estrada (512)389-7458, email gina.estrada@capmetro.org if you need more information.

Attachment: 181031 Board Worksession Minutes (4287 : Approval of Minutes from the October and November Board Meeting)

**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

Wednesday, November 14, 2018
12:00 PM

12:08 PM Meeting Called To Order
4:10 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Program Manager Paul Phalen provided the monthly update. Paul emphasized and provided information on fire prevention during the Christmas season.

III. Recognition

The board recognized MetroAccess Operator Arlene Benavides for her assistance with a recent hit-and-run accident. Director of Demand Response Suzie Edrington provided details on the incident.

The board also recognized and thanked outgoing Williamson County representative Juli Word for her service.

IV. Public Comment:

Ofelia Zapata from Eastside Memorial High School PTSA spoke on the loss of Capital Metro service to the campus in May. She would like to see Routes 4 and 17 restored. She presented a petition from parents, staff and student.

Rebecca Hernandez, citizen, also spoke to the loss of service to the Eastside campus. Volunteers and parents are no longer able to volunteer and attend meetings because of this. Please restore Routes 4 and 17.

Audrea Diaz is a MetroAccess customer and would like to see better communication between MetroAccess operators and dispatch. She has experienced numerous issues with no-show, late, or cancelled trips.

Andrew Clements for the Austin Coalition for Transit gave a brief presentation urging the board to set priorities for corridors when the board approves the Project Connect vision map in December, in particular the Orange Line and light rail.

Mike Burnett, citizen, thanked the board for going forward with a project management system along with an electronic bidding system.

Scott Morris, citizen, spoke on key performance indicators and CEO performance criteria. Ridership and ridership growth should be considered the metric that matters most. Existing ridership should be used to prioritize Project Connect corridors.

Susan Pantell, citizen, is upset about what happened to the Project Connect process. The proposal presented in October is significantly different and much worse than one presented early this year. Trust has been broken and transparency is gone. Mr. Clarke and the agency are not listening to transit advocates.

Attachment: 181114 Board Meeting Minutes (4287 : Approval of Minutes from the October and November Board Meeting)

Bay Scoggin, Director of the Texas Public Interest Research Group, encouraged the board to redouble their efforts toward electrification of the Capital Metro bus fleet.

Zenobia Joseph, citizen, believes that the only way that Capital Metro will comply with Title VI is through litigation. She has written to the attorney for Ernesto Garcia Gonzalez and encouraged him to include Capital Metro in a lawsuit filed related to Mr. Gonzalez' death. Ms. Joseph believes that Route 315 should never have been created, as it does not meet ridership criteria. She believes that the onboard notices advertising MetroLink are innocuous and most people can't see them. Many people do not have phones to access the that service. She questioned the process for removal of a board member and said it is unclear to the public what it is.

V. Advisory Committee Updates:

1. Update on the Access Advisory Committee (AAC).

Yannis Banks, Community Involvement Specialist, presented the report. The Access Committee received updates on new technology, the expansion of the MetroLink service, the autonomous vehicle pilot, the Capital Metro Strategic Plan and the transition of the South Base Paratransit contract.

VI. Board Committee Updates:

1. Operations, Planning and Safety Committee

Vice Chair Garza provided the report as Chair Jonse missed the committee's monthly meeting.

The committee made recommendations on several action items which are reflected on today's Action and Consent agendas. The committee also heard a presentation on the new Operations Control Center.

2. CAMPO update

Board member Mitchell was not present so no report was given.

VII. Consent Items

RESULT:	ADOPTED [7 TO 0]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Rita Jonse, Board Member
AYES:	Word, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion
AWAY:	Mitchell

1. Approval of Minutes from the October 10, 2018 Public Hearing and October 22, 2018 Board Meeting

2. Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification to the contract with Huitt-Zollars, Inc. for additional construction phase engineering consulting services for TIGER V railroad improvements in the amount of \$200,000 for a total revised not to exceed contract amount of \$3,533,404.

3. Approval of a resolution authorizing the President & CEO, or his designee, to execute a modification of the contract with G Hyatt, Inc. for additional construction phase contingency for Westgate Transit Center construction in the amount of \$350,000 for a total revised not to exceed contract amount of \$3,911,120.

4. Approval of a resolution by the Capital Metropolitan Transportation Authority Board of Directors adopting the 2019 Board Meeting Calendar.

VIII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Ricoh USA to extend the contract for On-Site Business Center Services through May 11, 2019 in an amount not to exceed \$300,000 and increasing the total estimated not to exceed amount to \$4,930,606.

Donna Simmons, Executive Vice President of Administration, presented this item.

This contract extension with Ricoh was on last month's board Consent Agenda and approved, but there were typos in the final written resolution itself and the recommended course of action was to have the board re-vote to approve the item.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Rita Jonse, Board Member
SECONDER:	Sabino Renteria, Board Member
AYES:	Word, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion
AWAY:	Mitchell

2. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with SpawGlass to construct an Operations Control Center and supporting spaces including a breakroom and Emergency Operations Center, in an amount not to exceed \$359,402.

Dottie Watkins, Vice President of Operations, presented this item and the two following items related to the Operations Control Center together.

All three items are related to standing up a new Operations Control Center at our existing North Ops facility. This center should be open sometime in early 2019 and is hoped to great increase the ability to respond quickly to unexpected service interruptions or special events that affect our services. The center will consolidate security, operations, and dispatch for each of our service contracts in one room.

This contract will support construction/renovation of approximately 3000 square feet to house the OCC.

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

3. Approval of a resolution authorizing the President/CEO, or his designee, to finalize and execute a contract with QA Systems to implement and support a video wall solution for the Operations Control Center in an amount not to exceed \$250,000. This consists of the hardware, software, and installation services with one year of support and options for an additional four years of support.

Dottie Watkins, Vice President of Operations, presented this item.

This video wall will help the Operations Control Center consolidate the view of our system.

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

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Swiftly, Inc. to provide hosted services for the generation of "real time" vehicle information and analytics tools for key performance indicators for a base period of one year with four optional one-year periods in an amount not to exceed \$1,585,000.

Dottie Watkins, Vice President of Operations, presented this item.

These services and software will generate more accurate vehicle locations for both operational and customer-oriented applications.

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

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Weston Solutions for environmental engineering services for two base years and three, one-year options in an aggregate amount not to exceed \$2,000,000.

Ken Cartwright, Vice President of Capital Projects, presented this item.

These services are spread across multiple projects.

RESULT: ADOPTED [7 TO 0]
MOVER: Juli Word, Secretary
SECONDER: Delia Garza, Board Member
AYES: Mitchell, Word, Cooper, Garza, Kitchen, Jonse, Travillion
AWAY: Renteria

6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Motor Coach Industries, utilizing the Houston Galveston Area Council Purchasing Cooperative, to purchase twenty-eight (28) over-the-road, commuter style coaches in an amount not to exceed \$17,728,613 for the purpose of replacing life-expired commuter buses.

Dottie Watkins, Vice President of Operations, presented this item.

These 28 buses would replace life-expired buses and have a higher passenger capacity than the vehicles they are replacing.

Chair Cooper commented that he is pleased to see the additional capacity given that demand for our express routes continues to grow.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Rita Jonse, Board Member
SECONDER:	Juli Word, Secretary
AYES:	Mitchell, Word, Cooper, Garza, Kitchen, Jonse, Travillion
AWAY:	Renteria

7. Approval of a resolution authorizing updates to certain policies adopted by the Board of Directors.

Chief Counsel Kerri Butcher presented this item.

The new board bylaws require a review of board-adopted policies at least once every five years. 4 of these policies are part of this item. The most substantive changes are to the Capital Metro Code of Conduct. Kerri also addressed the earlier public comment on the process for removal of a board member.

Chair Cooper thanked Kerri for her work on these revisions and the new Code of Ethics. Board member Word made the motion in her last action on the board.

RESULT:	ADOPTED [7 TO 0]
MOVER:	Juli Word, Secretary
SECONDER:	Rita Jonse, Board Member
AYES:	Mitchell, Word, Cooper, Garza, Kitchen, Jonse, Travillion
AWAY:	Renteria

IX. Presentations:

1. Performance Dashboard Key Performance Indicators

CFO Reinet Marneweck presented this item.

The presentation was to illustrate and get feedback on the first version of the new Capital Metro performance dashboard, which will replace the quarterly reports on safety, ridership, operations and finance previously presented to the board. The dashboard will also be available to the public through the Capital Metro website.

Board member Mitchell asked about the timing of the full launch of the route-by-route data. Reinet answered that we are currently working on a complete roll-out schedule, but we may also find that there is an interim solution that will allow us to have some of the data up sooner.

Board member Kitchen asked about the frequency of updates to the dashboard. Reinet replied that after we get the data center up and running it should be monthly.

2. Positive Train Control Update

Deputy CEO Elaine Timbes presented the report.

Elaine gave updates on items that were complete in October and November. We are focused on the section from Leander to Lakeline in order to help us get an extension on the FRA deadline. She reported that our substitute criteria plan has just been accepted by the FRA and that will also support the granting of an extension. She intends to present a more complete report in December.

President & CEO Clarke thanked staff and our contractor partners for their tireless work on this project.

3. Discussion of K-12 Fare Structure Change.

President & CEO Clarke led this discussion on the possible extension of the K-12 fare structure. By law a pilot program can only run for six months before it is considered a permanent change. If we intend to keep the free fare program going without interruption we will need to act fairly quickly and take action before the pilot expires on December 6th.

Vice Chair Garza expressed her support for the pilot and a desire to make it permanent. She has heard good feedback from the community.

Chair Cooper asked about the opportunity to replace the lost revenue from these fares. President Clarke replied that it is difficult to calculate precisely without an account-based system, but we estimate that to be about \$250,000 to \$300,000 annually. We are looking for partners and possible assistance from the City on allowing advertising at our bus stops to help generate this type of revenue. Vice Chair Garza said a way of moving forward on that change might be for our board to make a more formal request to Austin City Council asking the City to look into those rules and regulations. Board member Kitchen agreed and said that would be helpful.

President Clarke said that from a timing perspective we could post notice of the required public hearing today, and take action on both the K-12 fare structure and a board request to the City Council at a special board meeting on December 5th.

X. Reports:

1. President & CEO Update

President & CEO Clarke presented his report. This month he covered:

- improvements to the intersection at East 45th and Red River in coordination with the City of Austin
- a ceremony to celebrate veterans that took place in the boardroom on Veteran's Day
- Thanksgiving lunches across each of the Capital Metro facilities
- recent and upcoming Community Conversations on Project Connect

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

Section 551.074 regarding Personnel Matters -- Discussion of CEO Performance

Board went into executive session at 2:05 p.m.

Returned at 4:10 p.m.

XII. Items for Future Discussion:

XIII. 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, chairperson; Delia Garza, vice chair; Juli Word, board secretary; Terry Mitchell, Pio Renteria, Jeffrey Travillion, Ann Kitchen and Rita Jonse. 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.



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

~ MINUTES ~

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

**Wednesday, November 28, 2018
12:00 PM**

**12:18 PM Meeting Called to Order
03:17 PM Meeting Adjourned**

I. Presentations:

1. Project Connect Community Engagement

The board held a joint work session with the Austin Mayor and City Council to discuss the community engagement process for Project Connect.

Following remarks from the Chair, Mayor, City Manager Cronk and President Clarke, Project Connect Program Officer Dave Couch led off with a presentation giving an overview of the Project Connect process and timeline, along with the federal requirements for public participation on projects of this nature.

Capital Metro Community Involvement Manager Jackie Nirenberg then followed with a presentation on community engagement best practices and processes. She also highlighted cooperation between the Agency and the City on various initiatives.

City of Austin Director of Transportation Rob Spillar and Mike Trimble of the City's Corridor Program Office then presented on the public engagement process for the Austin Strategic Mobility Plan (ASMP) and Corridor Mobility Program. Jackie then summarized the Project Connect community engagement effort to date and laid out an involvement process leading to a 2020 bond issue.

Facilitator Diane Miller then led the Board and Council in a discussion and captured their input on questions about community engagement.

Attachment: 181128 Board Worksession Minutes (4287 : Approval of Minutes from the October and November Board Meeting)

II. Items for Future Discussion:

III. 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 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.

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 12/17/2018
(ID # 4285)
Project Connect Vision Map

Approval of a resolution accepting the Project Connect Long Term Vision Plan, and authorizing staff to pursue the next phase of the process which includes preliminary engineering, NEPA review and an extensive community engagement process.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # AI-2018-935)
Project Connect Vision Plan**

SUBJECT:

Approval of a resolution accepting the Project Connect Long Term Vision Plan, and authorizing staff to pursue the next phase of the process which includes preliminary engineering, NEPA review and an extensive community engagement process.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. Customer,2. Ridership,3. Community,4. Human Capital,5. Finance

Strategic Objectives:

1.2 Improve system reliability and convenience,1.3 Ensure an attractive and accessible transit environment,1.4 Deliver a customer-friendly experience through our people and systems,2.1 Foster a new regional vision,2.2 Lead public transportation and development,2.3 Pursue service expansion opportunities,2.4 Encourage/promote transit-oriented development,2.5 Generate funding,3.1 Educate and inform stakeholders and the community about Capital Metro's vision and mission and the value public transit brings to a community,3.2 Build Strong Community Partnerships that further Capital Metro's mission and vision.,3.3 Create service strategies that utilize community and stakeholder feedback,3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use. (This requires support from all departments including planning, IT, Ops, and Marketing),4.1 Enhance organizational development,4.3 Be an Employer of Choice,5.1 Continue improvement of the financial systems of the agency,5.2 Implement sustainability and environmental stewardship

EXPLANATION OF STRATEGIC ALIGNMENT:

The Project Connect Long Term Vision Plan presents the long-term vision for the agency related to creating a high-capacity transit system that complements local services. This long-term vision positions Capital Metro as a regional leader in transit and will show continued commitment by the board to the ongoing Project Connect process for the Federal Transit Administration.

BUSINESS CASE:

Project Connect is a multigenerational plan to improve transit throughout the region and allows Capital Metro to position the agency accordingly to handle future growth in the region. The Vision Plan provides a guide for the projects that will be advanced through the program into preliminary engineering and NEPA evaluation. There will be continual opportunities for input into the Vision Plan throughout the preliminary engineering and NEPA evaluation process.

**COMMITTEE RECOMMENDATION:**

This agenda item will be presented to the full Board of Directors on December 17, 2018.

EXECUTIVE SUMMARY:

Capital Metro has embarked on an update to the long-term vision for the agency through Project Connect since 2016. Over the past two years, corridors have been identified to create a high-capacity transit system and numerous projects have been identified to help improve existing services and create new services. These projects were brought to the public in March 2018 in various maps and materials. A preliminary Vision Plan was released in October and through continued stakeholder and community engagement that plan has been adjusted to better reflect the community's vision. The Vision Plan that is presented today reflects comments that were received through our community conversations since October. The community will continue to have input into the process before and while projects move through preliminary engineering and NEPA evaluation.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development



**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2018-935)
Project Connect Vision Plan**

WHEREAS, an initial Vision Map was presented to the public on October 1, 2018 and October 3, 2018; and

WHEREAS, prior to the development of the Vision Map and since its release community engagement has occurred resulting in the submission of comments at meetings, by email and letters; and

WHEREAS, the Long Term Vision Plan Map has been revised based on community engagement received to date to include additional corridors to be studied during the next phase of the process; and

WHEREAS, the Long Term Vision Plan Map currently includes multiple options for alignment in the central city and downtown regions that require further research and analysis in the next phase of the project; and

WHEREAS, the next phase of the process, which includes NEPA (environmental review), preliminary engineering, and additional extensive community engagement will occur that will result in the selection of the LPA (locally preferred alternative) for each corridor and the potential for additional corridors and/or adjustments to the Vision Map.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors accepts the attached Project Connect Regional System Vision, Long Term Vision Plan Maps, including Downtown Alternative 1 and Alternative 2 (Exhibits 1-4) as presented and authorizes staff to pursue the next phase of the project which includes preliminary engineering, NEPA review and an extensive community engagement process that continues to take input and comments from the public in a geographically and demographically equitable way.

BE IT FURTHER RESOLVED, that the Board of Directors directs staff to include in the next phase of the project consideration of light rail, bus rapid transit, and automated versions of those technologies that enable the provision of high-capacity transit.

Attachment: Resolution-AI-2018-935 (4285 : Project Connect Vision Map)



BE IT FURTHER RESOLVED, that the Board of Directors directs staff to include in the next phase of the project analysis of the technical and financial requirements for a fully electric Capital Metro fleet through Project Connect.

BE IT FURTHER RESOLVED, that the Board of Directors directs staff to develop a Comprehensive Community Engagement Plan and present the plan to the Board no later than the scheduled February 2019 Board Meeting. The Plan should incorporate strategies to engage with the community and leaders, including but not limited to leaders in the faith and school communities.

BE IT FURTHER RESOLVED, that the Board of Directors respectfully requests that the City of Austin work with Capital Metro to identify and preserve right of way along corridors identified on the Long Term Vision Plan Map sufficient to support future high capacity transit service and to reflect that right of way in the City’s current and future transportation and land development policy initiatives including the Austin Strategic Mobility Plan.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2018-935 (4285 : Project Connect Vision Map)



Project Connect Update



December 17, 2018

Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)

Phased Approach to Project Development



Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)



Vision Progression

- Community input from 2016 to 2018 used to draft the Project Connect map
- Vision Plan shared and Community Conversations began October 1, 2018
- Community Conversations in all city council districts
- Board Work Session on December 5, 2018
- Presentation to City Council Mobility Committee
- Input from MCAC meetings
- Additional comments received at meetings and on Project Connect email
- Updated Vision Map presented on December 5, 2018

Board Work Session Discussion

- Community Engagement
 - Continue to add suggestions received into 2019
 - List of comments received during meetings and in emails
 - Provide an email reply expressing Cap Metro's appreciation for the suggestions and include current state of the Vision Map
 - Include the Council district number in the listing for each suggestion



Board Work Session Discussion

- Vision Map Corridors
 - Retitle Vision Map to reflect a Long Term System Vision
 - Further identification of corridors
 - Include route or street names
 - Include specifically named places
 - Update legends to include all corridor color designations



Board Work Session Discussion

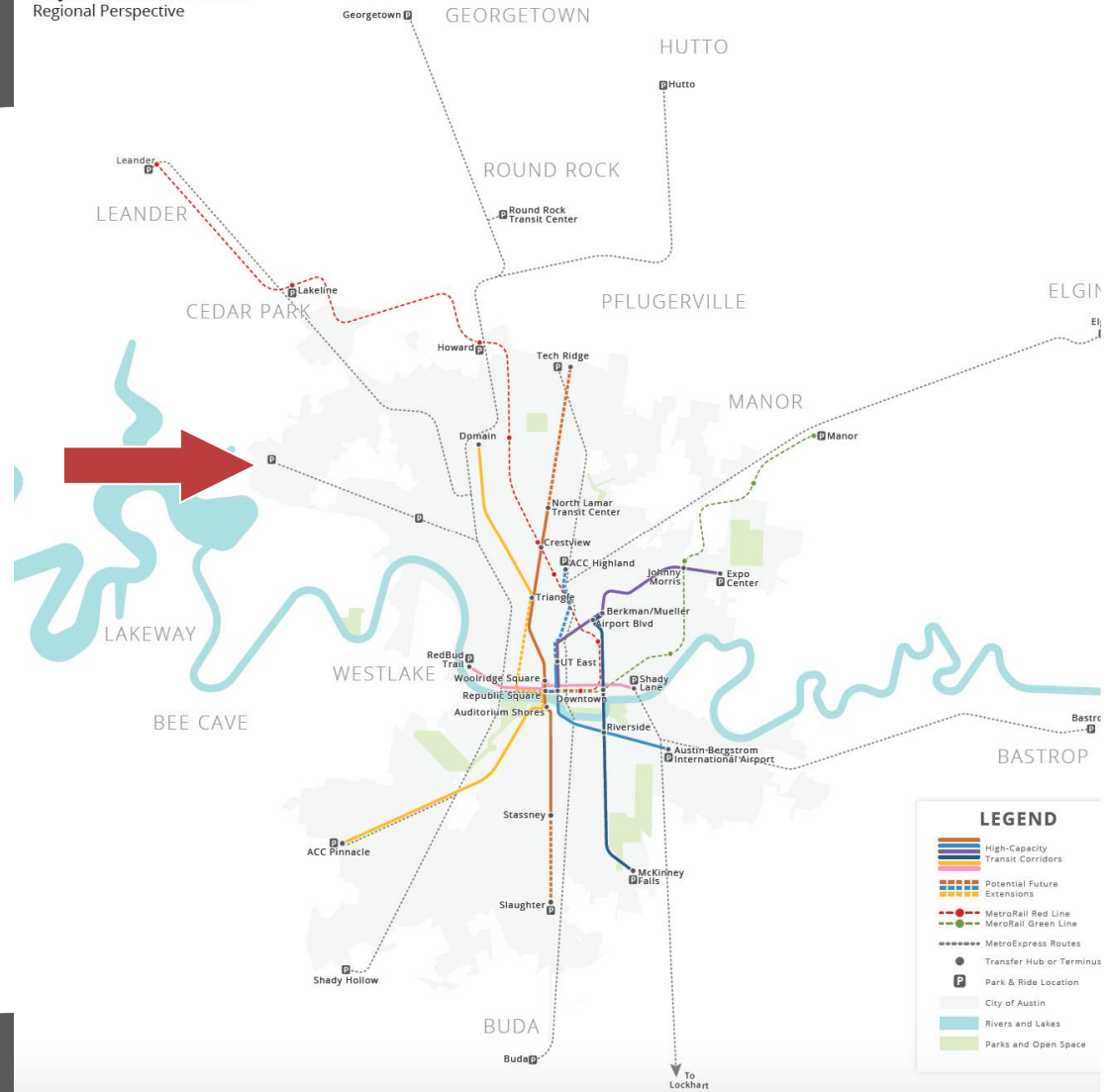
- Vision Map Corridors
 - Vision should be bolder
 - Aspirational goal for future upgrade of BRT Light corridors to dedicated BRT pathways
 - City Right of Way
 - Inclusion in ASMP – multi modal capacity
 - Existing right of way – preservation of transit options
 - Planning for new development – reserve / dedicate



Regional System Vision Map

- Updated Dec. 5 to include 620/2222 (Four Points)

Project Connect Vision Plan: Regional Perspective



Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)



Long Term Vision Plan

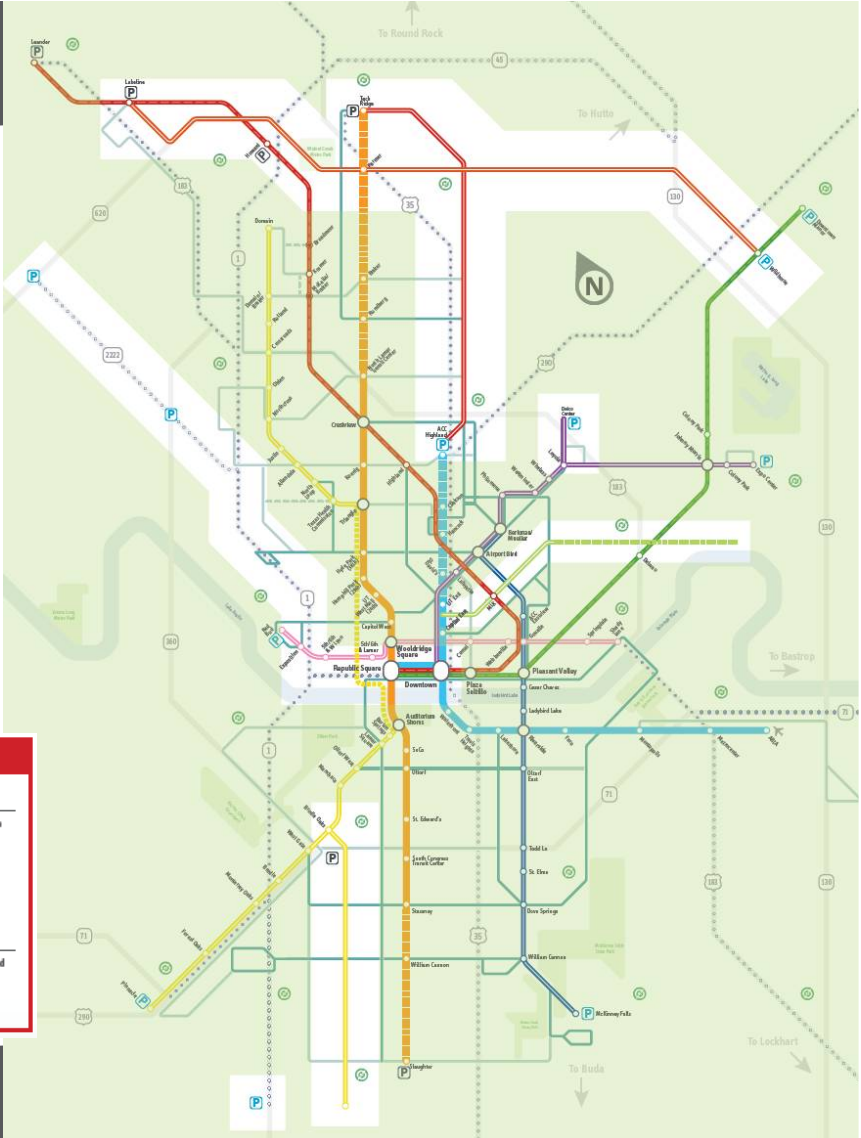
- Updated Dec. 5 to reflect additional community feedback received

NOTES

- 1 Artist rendering of potential system map. Not a final plan or inclusive of engineering and environmental studies.
- 2 Autonomous connected electric technology may be applied BRT or LRT or may be defined as its own ART vehicle/mode definition.
- 3 BRT Light corridors are a near term solution. Long term aspiration is to advance BRT Light corridors to full BRT on dedicated pathways.
- 4 The completion of the Navy Line is dependent upon roadway development needed to connect PleasantValley to Burlison Rd.

LEGEND - Project Connect Long Term Vision Plan

High Capacity Rapid Transit (BRT/LRT/ART (Dedicated Pathways)) Blue Line - Riverside Blue Line - Potential Future Extension Orange Line - M Lamar/ S Congress Orange Line - Potential Future Extension	Bus Rapid Transit Light (Transit Priority Treatments) Ergo Center S Lamar/Manchaca S Lamar/Manchaca Conceptual Alignment Crossstown	Commuter Rail Pleasant Valley Parmer ACC Highland to Tech Ridge MLK MLK Conceptual Alignment
Other Items Frequent Local Routes Local Routes (Current) Local Routes (Proposed) Express Routes (Current) Express Routes (Proposed) Highway	Park & Ride (Current) Park & Ride (Proposed) Transfer Hub Potential Station Neighborhood Circulator	



Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)





Central Austin: Alternative 1

Red Line & Green Line connects to Orange Line & Blue Line

Both the Red Line and the Green Line make connections to the Orange Line and Blue Lines, creating links between these essential service lines.

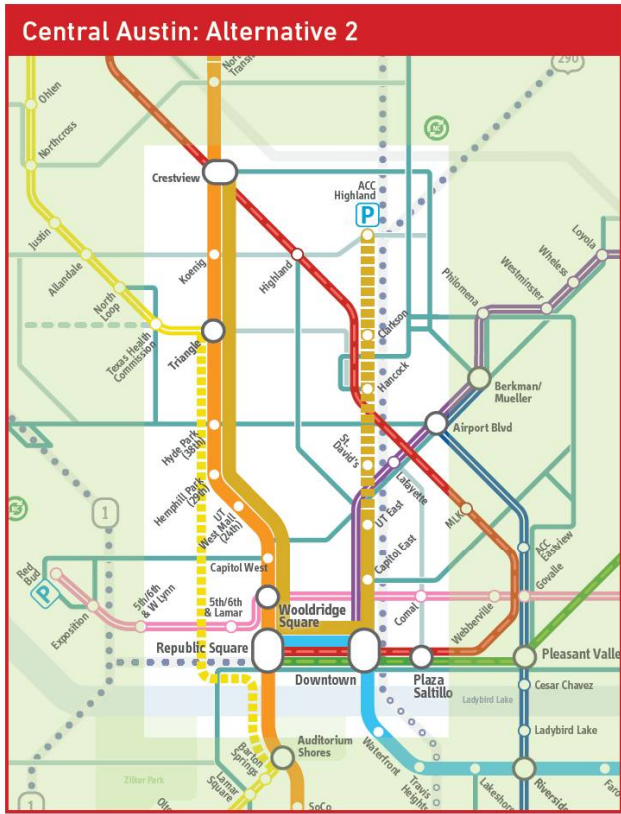
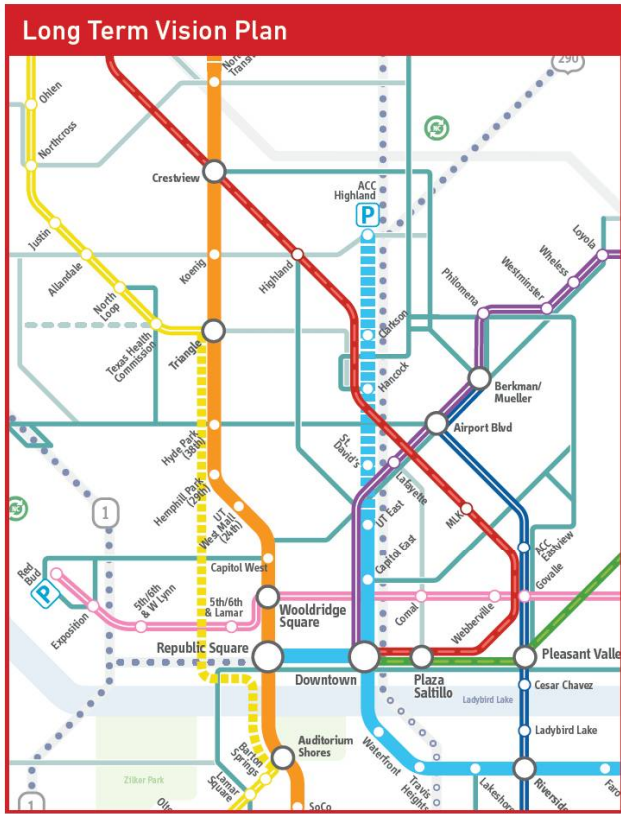


- NOTES**
- 1 Artist rendering of potential system map. Not a final plan or inclusive of engineering and environmental studies.
 - 2 Autonomous connected electric technology may be applied BRT or LRT or may be defined as its own ART vehicle/mode definition.
 - 3 BRT Light corridors are a near term solution. Long term aspiration is to advance BRT Light corridors to full BRT on dedicated pathways.
 - 4 The completion of the Navy Line is dependent upon roadway development needed to connect Pleasant Valley to Burleson Rd.

LEGEND - Project Connect Long Term Vision Plan

<p>High Capacity Rapid Transit (BRT/LRT/ART) (Dedicated Pathways)</p> <ul style="list-style-type: none"> Blue Line - Riverside Blue Line - Potential Future Extension Orange Line - N Lamar/ S Congress Orange Line - Potential Future Extension 	<p>Bus Rapid Transit Light (Transit Priority Treatments)</p> <ul style="list-style-type: none"> Expo Center S Lamar/Manchaca S Lamar/Manchaca Conceptual Alignment Crosstown 	<p>Commuter Rail</p> <ul style="list-style-type: none"> Pleasant Valley Parmer ACC Highland to Tech Ridge MLK MLK Conceptual Alignment
<p>Other Items</p> <ul style="list-style-type: none"> Frequent Local Routes Local Routes (Current) Local Routes (Proposed) Express Routes (Current) Express Routes (Proposed) Highway Park & Ride (Current) Park & Ride (Proposed) Transfer Hub Potential Station Neighborhood Circulator 		

Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)



Central Austin: Alternative 2

Gold Line

In addition to connecting the Blue, Orange, Red and Green Lines, the Gold Line would create a U-shape from ACC Highland to Crestview.



- NOTES**
- 1 Artist rendering of potential system map. Not a final plan or inclusive of engineering and environmental studies.
 - 2 Autonomous connected electric technology may be applied BRT or LRT or may be defined as its own ART vehicle mode definition.
 - 3 BRT Light corridors are a near term solution. Long term aspiration is to advance BRT Light corridors to full BRT on dedicated pathways.
 - 4 The completion of the Navy Line is dependent upon roadway development needed to connect Pleasant Valley to Burleson Rd.

LEGEND - Project Connect Long Term Vision Plan

High Capacity Rapid Transit (BRT/LRT/ART) (Dedicated Pathways)	Bus Rapid Transit Light (Transit Priority Treatments)	Commuter Rail
Blue Line - Riverside	Expo Center	Pleasant Valley
Blue Line - Potential Future Extension	5 Lamar/Manchaca	Partner
Orange Line - 5 Lamar/5 Congress	5 Lamar/Manchaca Conceptual Alignment	ACC Highland to Tech Ridge
Orange Line - Potential Future Extension	Crossdown	MLL
Gold Line	MLL Conceptual Alignment	
Gold Line - Potential Future Extension		

Other Items

Frequent Local Routes	Express Routes (Current)	Park & Ride (Current)	Transfer Hub	Neighborhood Circulator
Local Routes (Current)	Express Routes (Proposed)	Park & Ride (Proposed)	Potential Station	
Local Routes (Proposed)	Highway			

Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)



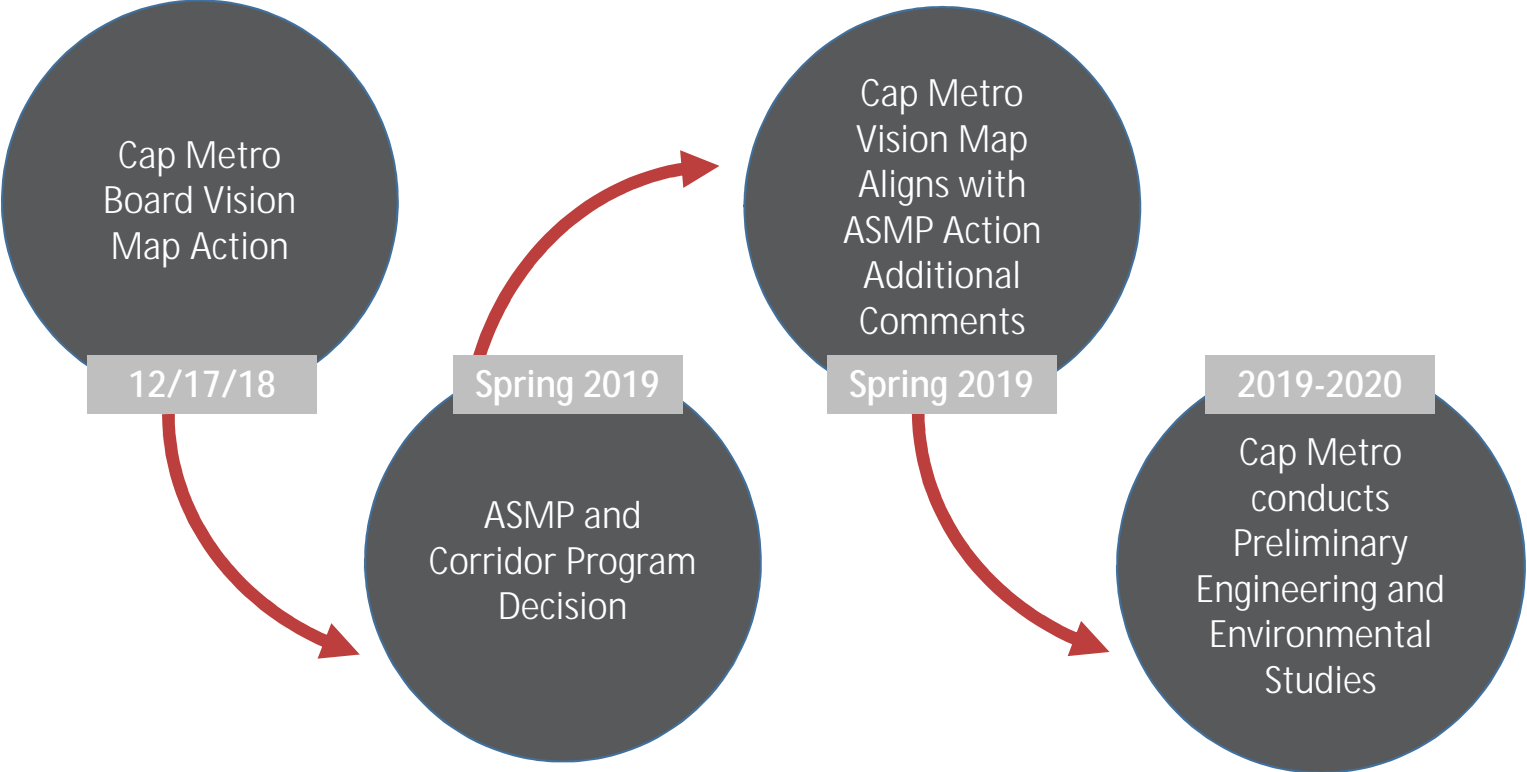
Electric Vehicles

- Project Connect envisions that the entire system is fully electric powered.
 - Electric vehicle demos occurred in 2018.
 - Cap Metro plans to start acquiring electric vehicles for testing in 2019.



Cap Metro & City of Austin Working Together

Project Connect, ASMP, Corridor Program Coordination





PROJECT CONNECT MILESTONES



- Community Engagement
- Corridor Selection
- Board Action on Vision Map



- ASMP Decision (Early 2019)
- Additional Comments on Vision Map
- Continued Community Engagement
- Engineering & Environmental Review Begins
- Vehicle Review
- Continued Analysis of Bus Service not on Dedicated Pathways



- Continued Community Engagement
- Vehicle Selection (Early 2020)
- Continued Engineering and Environmental Review
- Vote (Nov. 2020)



Attachment: BoardPresentation-12172018v12 (4285 : Project Connect Vision Map)

Next Steps

- The Board accepts the Project Connect Long Term Vision Plan.
- Authorize staff to pursue the next phase of the project which includes preliminary engineering, NEPA review and community engagement.
- The Board of Directors respectfully requests that the City of Austin work with Capital Metro to preserve and protect corridors that accommodate transit priority features that will support high capacity transit service through its current and future transportation policy initiatives.

Project Connect Program Manager Owner Representative Contract

Approval of a resolution authorizing the President & CEO or his designee, to enter into a contract with HDR as the Program Manager Owner Representative for work to be done on Project Connect for \$5.8 million with a 10% contingency for two (2) base years for a total not to exceed amount of \$6.38 million for the base period; and four (4) two-year options with a value not to exceed 2% of the program, the value of which will be determined at the end of the base period.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # AI-2018-936)**

Project Connect Project Manager Owner Representative (PMOR)

SUBJECT:

Approval of a resolution authorizing the President & CEO or his designee, to enter into a contract with HDR as the Program Manager Owner Representative for work to be done on Project Connect for \$5.8 million with a 10% contingency for two (2) base years for a total not to exceed amount of \$6.38 million for the base period; and four (4) two-year options with a value not to exceed 2% of the program, the value of which will be determined at the end of the base period.

FISCAL IMPACT:

Funding for this action is available in the FY2019 Operating Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. Customer,2. Ridership,3. Community,4. Human Capital,5. Finance

Strategic Objectives:

1.2 Improve system reliability and convenience,1.3 Ensure an attractive and accessible transit environment,1.4 Deliver a customer-friendly experience through our people and systems,2.1 Foster a new regional vision,2.2 Lead public transportation and development,2.3 Pursue service expansion opportunities,2.4 Encourage/promote transit-oriented development,2.5 Generate funding,3.1 Educate and inform stakeholders and the community about Capital Metro's vision and mission and the value public transit brings to a community,3.2 Build Strong Community Partnerships that further Capital Metro's mission and vision.,3.3 Create service strategies that utilize community and stakeholder feedback,3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use. (This requires support from all departments including planning, IT, Ops, and Marketing),4.1 Enhance organizational development,4.4 Improve internal communications,5.1 Continue improvement of the financial systems of the agency,5.2 Implement sustainability and environmental stewardship,5.3 Continue commitment to State of Good Repair (SOGR) and transit asset management

EXPLANATION OF STRATEGIC ALIGNMENT:

The Program Manager Owner Representative (PMOR) team will be an extension of staff to continue the implementation of the Project Connect program. They will provide expertise in implementing similar programs throughout the country.

BUSINESS CASE:

Project Connect is a multigenerational plan to improve transit throughout the region and allows Capital Metro to position the agency accordingly to handle future growth in the region. The PMOR provides additional resources and expertise to bring Project Connect from the planning stage, through the environmental and engineering phases and into



plan implementation.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full board on December 17, 2018.

EXECUTIVE SUMMARY:

Capital Metro has embarked on an update to the long-term vision for the agency through Project Connect since 2016. Over the past two years, corridors have been identified to create a high-capacity transit system and numerous projects have been identified to help improve existing services and create new services. To advance this program of projects through engineering/NEPA and into implementation, the PMOR will provide national expertise in similar programs and provide staff resources to augment the existing Project Connect team. The PMOR will be involved in a variety of roles for the program, including but not limited to: Program Management, Engineering Oversight, Project Controls, Scheduling, Environmental Oversight, Community Engagement, and Quality Assurance/Quality Control.

DBE/SBE PARTICIPATION:

The DBE goal is 9%. The contractor will exceed the goal utilizing the following DBE subcontractors.

DBE Subcontractors	Services/Products	DBE Responsive
Rifeline, LLC.	Community/Business Outreach	10%
Raul V. Bravo Associates, Inc.	Construction Management	4%
McCann Adams Studio, PLLC.	Preliminary Engineering	5%
		19%

PROCUREMENT:

On October 1, 2018, a Statement of Qualifications was issued and formally advertised. By the closing date of November 5, 2018, two (2) submittals were received. The submittals were rated based on the following factors:

- Project Controls - Ability and plan to meet project timelines; commitment to the project and a communication plan and work at the direction of the Authority's Project Manager. Including resolution of project issues, program scheduling, estimating and experience on FTA funded programs. The standard will be met



when at a minimum the offeror's submittal addresses this requirement in detail.

- **Proposers Experience** - The offeror's demonstrated, relevant work experience and capabilities of the proposer as a whole and of the proposed project personnel on projects of a similar size, scope, complexity and nature. The experience must include experience on the vehicles including those for BRT, LRT and emerging technology as well as the technology and infrastructure for each mode. The standard will be met when at a minimum the offeror demonstrates the team's current technical resources, and past performance in successful delivery of the project types and services required in Exhibit F, Scope of Services.
- **Team Members Experience** - The qualifications of the Project Team members including subconsultants. The standard will be met when at a minimum the firm demonstrates that it and its sub-consultants have the existing in-house qualified key persons assigned to perform the services required in this contract, ability to assign dedicated staff to be collocated with the Cap metro program staff as required, to be located in the Austin area and attests that none of these key persons will be replaced for the duration of the project unless replaced with a person of equal or greater qualifications.
- **Community Outreach** - The offeror's knowledge of the local dynamics in which the Program will be developed. Past experience with community outreach, local multi-coordination efforts and its capacity to integrate multi-jurisdictional processes for the benefit of the program
- **Work Plan - Methodology and quality** of the work plan proposed to meet project objectives. The standard will be met when at a minimum the firm's work plan and organization demonstrate understanding of, and response to the project types, scope, services and scheduling requirements in Exhibit F, Scope of Services.

The submittal from HDR Engineering, Inc. was rated highest, all factors considered. Capital Metro will negotiate and finalize pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contract will be a single award task order contract. The term is two (2) base years and four (4) two-year option periods.

The total amount for the two base years is \$5.8 million with a 10% contingency and four (4) two-year options with a value not to exceed 2% of the program as determined at the end of the base period.

RESPONSIBLE DEPARTMENT: Planning and Development



**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-936)

Project Connect Project Manager Owner Representative (PMOR)

WHEREAS, the Board of Directors has determined that Project Connect shall be advanced with program management support by HDR under this contract; and

WHEREAS, to provide continuous program support, options will be executed during the program; and

WHEREAS, the options shall not be exercised unless projects included in the Project Connect program are approved.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors authorizes the President and CEO, or his designee, to enter into a contract with HDR as the Program Manager Owner Representative for work to be done on Project Connect for \$5.8 million with a 10% contingency for two (2) base years for a total not to exceed amount of \$6.38 million for the base period; and four (4) two-year options with a value not to exceed 2% of the program, the value of which will be determined at the end of the base period.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2018-936 (4286 : Project Connect Program Manager Owner Representative Contract)

ILA with City of Austin for Employee Transit Passes

Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with the city of Austin for employee transit passes for a period of one year from January 1, 2019 to December 31, 2019 for an amount not to exceed \$400,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # AI-2018-925)
City of Austin ILA extension**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to extend an Interlocal Agreement (ILA) with the City of Austin for employee transit passes for a period of one year from January 1, 2019 to December 31, 2019 for an amount not to exceed \$400,000.

FISCAL IMPACT:

This action is revenue-generating.

STRATEGIC PLAN:

Strategic Goal Alignment:

3. Community

Strategic Objectives:

3.4 Support plans and programs designed to build ridership and increase market share of alternate transit use.

EXPLANATION OF STRATEGIC ALIGNMENT:

The ILA with the city of Austin has maintained a strong partnership that supports Capital Metro's mission and vision. The ILA extension has the potential to increase ridership on Capital Metro services and increase revenue.

BUSINESS CASE:

This ILA has helped establish a strong partnership with the City of Austin that supports Capital Metro's strategic objectives. The proposed ILA extension will maintain this relationship. The pass program has been well utilized by City of Austin employees, and the proposed extension will encourage city of Austin employees to continue to make use of our services.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full board on December 17, 2018.

EXECUTIVE SUMMARY:

As part of Capital Metro's desire to build strong community partnerships that further Capital Metro's mission and vision and as part of Capital Metro's and the city of Austin's continued joint effort to promote sustainability through transportation alternatives, this agreement is an extension of an Interlocal Agreement with the City of Austin for employee transit passes for a period of one year from January 1, 2019 to December 31, 2019 for an amount not to exceed \$400,000.



DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Finance

Attachment: Resolution-AI-2018-925 (4282 : ILA with City of Austin for Employee Transit Passes)



**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

**RESOLUTION (ID # AI-2018-925)
City of Austin ILA extension**

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to build strong community partnerships that further Capital Metro’s mission and vision; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to build ridership and increase market share of alternate transit use.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or his designee, is authorized to extend an Interlocal Agreement with the City of Austin for employee transit passes for a period of one year from January 1, 2019 to December 31, 2019 for an amount not to exceed \$400,000.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2018-925 (4282 : ILA with City of Austin for Employee Transit Passes)



Amendment No. 3
of
Contract No. NI160000005
for
Bus Transportation Services for City Employees (Interlocal)
between
Capital Metropolitan Transportation Authority (Capital Metro)
and the
City of Austin

- 1.0 The City hereby exercises the extension option for the above-referenced contract. Effective January 1, 2019, to December 31, 2019. One option remain.
- 2.0 The total contract amount is increased by \$400,000.00 for the extension option period. The total Contract authorization is recapped below:

Term	Action Amount	Total Contract Amount
Basic Term: 01/1/16 – 12/31/16	\$400,000.00	\$400,000.00
Amendment No. 1: Option 1 01/01/17 – 12/31/17	\$400,000.00	\$800,000.00
Amendment No. 2: Option 2 01/01/18 – 12/31/18	\$400,000.00	\$1,200,000.00
Amendment No. 3: Option 3 01/01/19 – 12/31/19	\$400,000.00	\$1,600,000.00

- 3.0 MBE/WBE goals were not established for this contract.
- 4.0 By signing this Amendment the Contractor certifies that the Contractor and its principals are not currently suspended or debarred from doing business with the Federal Government, as indicated by the General Services Administration (GSA) List of Parties Excluded from Federal Procurement and Non-Procurement Programs, the State of Texas, or the City of Austin.
- 5.0 All other terms and conditions remain the same.

BY THE SIGNATURES affixed below, this Amendment is hereby incorporated into and made a part of the above-referenced contract.

Capital Metropolitan Transportation Authority
(Capital Metro)

CITY OF AUSTIN:

By: _____
Printed Name: Randy Clarke
Title: President/CEO

By: _____
James Scrobbo, Purchasing Officer

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # 4284)
Capital Metro Strategic Plan**

Approval of a resolution authorizing the President & CEO, or his designee, to implement the FY19 Capital Metro Strategic Plan.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # AI-2018-931)
Strategic Plan Approval**

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to implement the FY19 Capital Metro Strategic Plan.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

Aligns to all Strategic Goals

Strategic Objectives:

Aligns to all Strategic Objectives

EXPLANATION OF STRATEGIC ALIGNMENT:

The strategic plan establishes the agency's goals and objectives and serves as a guide for organizational direction and measures organizational success. The plan includes strategic performance measures to allow the agency to focus on performance improvement and organizational priorities.

BUSINESS CASE:

The strategic plan is presented to the Board of Directors on an annual basis to ensure all business requirements are being addressed. The plan serves as a roadmap for Capital Metro staff to develop business plans and budgets.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full board on December 17, 2018.

EXECUTIVE SUMMARY:

The Project Connect initiative will pave the way for Capital Metro's vision to transform the daily lives of Central Texans with a robust, sustainable transportation network. The Capital Metro Board of Directors and the Senior Management Team, led by President & CEO Randy Clarke, have been working to develop a Strategic Plan that focuses on 4 key goals to achieve the vision. The 4 goals include:

1. High Quality Customer Experience
2. Engaged Workforce
3. Sustainability
4. Valued Community Partnerships



In addition, Staff will monitor performance agency-wide with the introduction of a quarterly organizational scorecard. At the close of every fiscal quarter Staff will report progress towards achieving goals to the Board and to the community.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply

RESPONSIBLE DEPARTMENT: Operations



**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-931)

Strategic Plan Approval

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to set the Mission, Vision, and Strategic Plan for the Authority; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to ensure all business objectives are accomplished.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors authorizes the President & CEO, or his designee, to implement the FY19 Capital Metro Strategic Plan.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2018-931 (4284 : Capital Metro Strategic Plan)

CAPITAL METRO STRATEGIC ALIGNMENT METRICS



PERFORMANCE MONITORING ON THE QUARTER

STRATEGIC PRIORITY

METRICS

PERFORMANCE

Strategic Priority	Metrics	Goal	Goal Score	Q1		Q2		Q3		Q4	
				Results	Points	Results	Points	Results	Points	Results	Points
High Quality Customer Experience	On-Time Performance										
	Fixed Route	83%									
	Rail	96%									
	Paratransit	92%									
	Ridership	1%									
	Net Promoter Score	32%									
	Customer Satisfaction	85%									
	Injury Rate	.5									
Capital Projects Performance	85%										
Engaged Workforce	Staff Engagement										
	CapMetro	2%									
	Service Providers	2%									
	Staff Satisfaction										
	CapMetro	2%									
	Service Providers	2%									
	Adherence to Professional Development Plan	75%									
Sustainability	Operating Cost per Revenue Hour	\$122									
	Customers per Revenue Hour	(FY2018 Year to Date)									
	5 Year Projected Cash Flow Available for CIP	>30M per year									
	Financial Diversity	2%									
	APTA Sustainability Program Index	Gold Level or higher									
	Adherence to State of Good Repair Program	At or below annual target									
	Adherence to Safety Management Systems	85%									
Valued Community Partner	Brand Reputation	55%									
	AllTransit Performance Score	5.1%									
	Project Connect Program Progress	Yes									
	Organizational Partner Satisfaction	TBD									

DELIVERING THE MISSION

ENABLING THE VISION

Attachment: Scorecard Revised_12_13_18 (4284 : Capital Metro Strategic Plan)

STRATEGIC PRIORITY

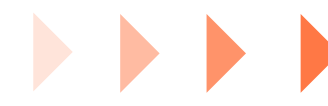
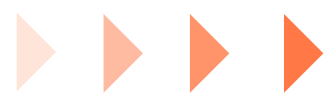
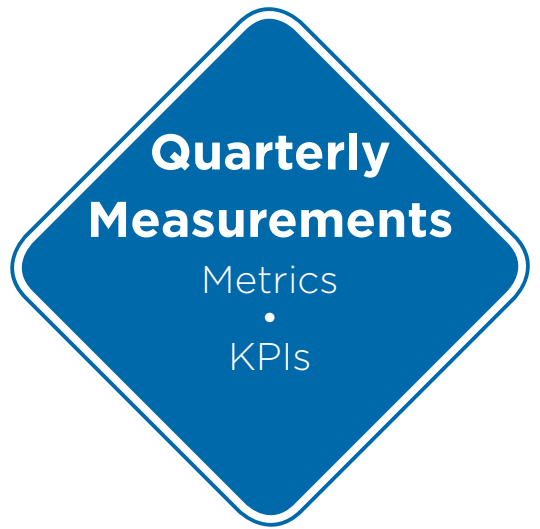
METRIC DETAILS

		Owner	Definition	Information Source
DELIVERING THE MISSION	High Quality Customer Experience	On-Time Performance	<p>Fixed Route - The percentage of time point departures that occur within 5 minutes after the scheduled departure time. Any departure before the scheduled departure time is "zero tolerance"</p> <p>Rail - The percentage of time point departures that occur within 5 minutes after the scheduled departure time. Any departure before the scheduled departure time is "zero tolerance"</p> <p>Paratransit - The percentage of time point departures that occur outside of the ADA 30 minute window</p> <p><i>OTP goals do not reflect performance impacted by unanticipated weather, construction, and special event conditions</i></p>	OrbCAD
		Net Promoter Score / Customer Satisfaction	<p>NPS - The percent of fixed route customers who are promoters minus the percent of fixed route customers who are detractors, as expressed in a customer survey</p> <p>Customer Satisfaction - The percentage of customers satisfied with overall performance, as expressed in a customer survey</p>	External survey service
		Injury Rate	The average number of injuries determined to be reportable for every 100,000 miles driven	Risk Master - Accidents Trapeze - Miles
		Ridership	The annual percentage of ridership increase year over year	Automatic Passenger Counters
		Capital Projects Performance	The number of projects that are on time and on budget across the portfolio	MS Project On-Line
DELIVERING THE MISSION	Engaged Workforce	Staff Engagement	<p>CapMetro - The level of engagement of staff as indicated in a staff engagement survey</p> <p>Service Providers - The level of engagement of service provider staff as indicated in a staff engagement survey</p>	NA: But may be an on-line survey
		Staff Satisfaction	<p>CapMetro - The percentage of staff indicating satisfaction with their employment experience, as expressed in a staff survey</p> <p>Service Providers - The percentage of service provider staff indicating satisfaction with their employment experience, as expressed in a staff survey</p>	NA: But may be an on-line survey
		Adherence to Professional Development Plan	Percent of employees who complete annual goals in the Career Enrichment Program	Career Enrichment Software (Cornerstone)
DELIVERING THE MISSION	Sustainability	Operating Cost per Revenue Hour	The average operating cost of a single hour of revenue service for all modes	Cost: AX Revenue Hours: Planning Excel report C calculated in Excel Cost allocation model"
		Customers per Revenue Hour	The average number of customer boardings in each hour of revenue service for all modes	Boardings: Planning Excel report Revenue Hours: Planning Excel report Calculated in Excel Cost allocation model"
		5 Year Projected Cash Flow Available for CIP	Adequate Cash Flow available for CIP for the next 5 years based on current operating income and operating expense trends and commitments	AX and Excel LRFPI financial modeling tool
		Financial Diversity	Non-tax/non-grant/non-fare/non interest revenue in dollars	AX
		APTA Sustainability Program Index	The APTA Sustainability Commitment recognizes members who commit to becoming more sustainable in their operations and practices. Through a series of core sustainability principles, the Commitment provides both agency and business members with a common framework that helps define, initiate, and advance sustainability in the public transportation industry.	APTA Sustainability Commitment Application and Annual Report. Energy Star Portfolio Manager - environmental performance tool for facility based environmental indicators (energy, water & waste). AX
		Adherence to State of Good Repair Program	TAM Final Rule 49 USC 625 became effective Oct 1, 2016 and performance measures for Rolling Stock, Equipment, Facilities, Infrastructure (rolling up to an index)	Spear and its replacement Info
		Adherence to Safety Management Systems	Ensuring that CMTA and its service providers comply with the SMS's core principles (i.e., Safety Management Policy, Safety Risk Management, Safety Assurance, and Safety Promotion), and its subcomponents.	Safety SharePoint site
ENABLING THE VISION	Valued Community Partner	Brand Reputation	The percentage of the community that believes Capital Metro provides value to the community	Perception Survey
		AllTransit Performance Score	AllTransit is "an overall transit score that looks at connectivity, access to jobs and frequency of service." The single score, which can be compared relative to peer agencies, is aggregated from six metrics: 1. Jobs 4. Equity 2. Economy 5. Transit Quality 3. Health 6. Mobility	https://alltransit.cnt.org/metrics/#map
		Project Connect Program Progress	Capital Metro's ability to complete each of the five Project Connect milestones: 1. Project Connect Community Store Opening 2. Enhancement of Community Engagement on Project Connect 3. Award of PMOR Contract for Project Connect 4. Award of Corridor PE and NEPA contracts for Project Connect 5. Integration of Project Connect vision map into City of Austin SMP	Mini-exit survey at stakeholder meetings performed periodically
		Organizational Partner Satisfaction	The percentage of organizational partners that express that Capital Metro is a valued partner in their work	Survey of organizational leaders

Attachment: Scorecard Revised_12_13_18 (4284 : Capital Metro Strategic Plan)



CAPITAL METRO STRATEGIC VISION ALIGNMENT



MISSION:
Capital Metro connects people and communities to jobs and opportunities by providing quality transportation choices.



FIVE-YEAR VISION:
Capital Metro is transforming the daily lives of Central Texans by providing a robust, sustainable transportation network.



STRATEGIC PRIORITIES		PERFORMANCE SCORECARD						
High Quality Customer Experience	<p>Provide intuitive, consistently reliable, and safe service meeting the transportation needs of the community</p> <ul style="list-style-type: none"> Safety & Risk Continuous Improvement Dynamic Change Culture of Innovation 	1. On-Time Performance	2. Ridership	3. Net Promoter Score	4. Customer Satisfaction	5. Injury Rate	6. Capital Projects Performance	
Engaged Workforce	<p>Nurture a talented, diverse, high performance workforce</p> <ul style="list-style-type: none"> Be An Employer of Choice Organizational Development Organizational Culture 	1. Staff Engagement	2. Staff Satisfaction	3. Adherence to Professional Development Plan				
Sustainability	<p>Improve financial, environmental, and safety positions</p> <ul style="list-style-type: none"> Resource Optimization Safety Culture Environmental Leadership 	1. Operating Cost/Revenue Hour	2. Customers/Revenue Hour	3. 5-Year Projected Cash Flow Available for CIP	4. Financial Diversity	5. APTA Sustainability Program Index	6. Adherence to State of Good Repair Program	7. Adherence to Safety Management Systems
Valued Community Partner	<p>Demonstrate the value of public transportation to deliver a plan for future mobility</p> <ul style="list-style-type: none"> Educate & Call to Action Build Partnerships Value of Transit Project Connect 	1. Brand Reputation	2. AllTransit Performance Score	3. Project Connect Program Progress	4. Organizational Partner Satisfaction			

President & CEO Annual Performance Review

Approval of a resolution confirming the evaluation rating for the initial period of President & CEO Randy Clarke's Employment Agreement is _____ and that the Board approves the adjustment to base pay of _____ percent and a performance achievement bonus of _____ percent. The increases are prorated and awarded retroactively to October 7, 2018 in accordance with the Employment Agreement.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 12/17/2018
(ID # AI-2018-932)
President & CEO 2018 Performance Evaluation**

SUBJECT:

Approval of a resolution confirming the evaluation rating for the initial period of President & CEO Randy Clarke's Employment Agreement is _____ and that the Board approves the adjustment to base pay of _____ percent and a performance achievement bonus of _____ percent. The increases are prorated and awarded retroactively to October 7, 2018 in accordance with the Employment Agreement.

FISCAL IMPACT:

Funding for this action is available in the FY2019 Operating Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Human Capital

Strategic Objectives:

4.1 Enhance organizational development, 4.2 Enhance employee recognition/ reward programs

EXPLANATION OF STRATEGIC ALIGNMENT:

The performance goals established by the board for the President & CEO are aligned with the goals in the Strategic Plan. The board's annual evaluation and specific action on the President & CEO's performance enhances organizational development and employee reward programs by linking compensation to the accomplishment of Capital Metro's strategic plan.

BUSINESS CASE:

The evaluation by the Capital Metro Board of Directors of the President & CEO's performance meets the requirements of the President & CEO Total Compensation Policy and the Employee Agreement between Randy Clarke and Capital Metro.

COMMITTEE RECOMMENDATION:

This agenda item will be presented to the full board on December 17, 2018.

EXECUTIVE SUMMARY:

Capital Metro's Employment Agreement with Randy Clarke states Board of Directors shall review his performance during the initial performance period the of March 7, 2018 through September 30, 2018 based on performance standards established for that period. In addition, the Board of Directors adopted the updated President & CEO Total Compensation Policy on November 14, 2018, that describes the process for linking President & CEO pay to performance.



Randy Clarke's performance goals and objectives are directly linked to Capital Metro's Strategic Plan. The board's evaluation of performance for the initial performance period under his contract has resulted in a performance rating of ___ .

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Human Resources



**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2018-932)

President & CEO 2018 Performance Evaluation

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors entered into an Employment Agreement with Randy Clarke effective March 7, 2018; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors has evaluated Randy Clarke's performance in accordance with his Employment Agreement and the President & CEO Total Compensation Policy.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the evaluation rating for the initial period of President & CEO Randy Clarke's Employment Agreement is _____.

BE IT FURTHER RESOLVED, that the Board approves the adjustment to base pay of _____ percent and a performance achievement bonus of _____ percent . The increases are prorated and awarded retroactively to October 7, 2018 in accordance with the Employment Agreement.

Secretary of the Board

Date: _____

Attachment: Resolution-AI-2018-932 (4290 : President & CEO Annual Performance Review)

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 12/17/2018

(ID # 4289)

Positive Train Control Update

TITLE: Positive Train Control (PTC) Update

Positive Train Control (PTC) Update

Board of Directors
December 2018

PTC Federal Mandate

Federal regulation passed in 2008

- Safety system designed to stop trains to avoid hazards
- Extension passed by Congress in 2015

Initial deadline of December 31, 2018

- Equipment installed, tested on all vehicles
- Revenue demonstration 10-mile segment between Leander and Lakeline or substitute criteria

Completion of initial work, 2-year extension

- Equipment installed, **tested** on 32-miles of Red Line
- Completion by December 31, 2020

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Implementation Timeline

Key Activities

- Develop PTC Implementation Plan
- Find Contractor

Key Activities

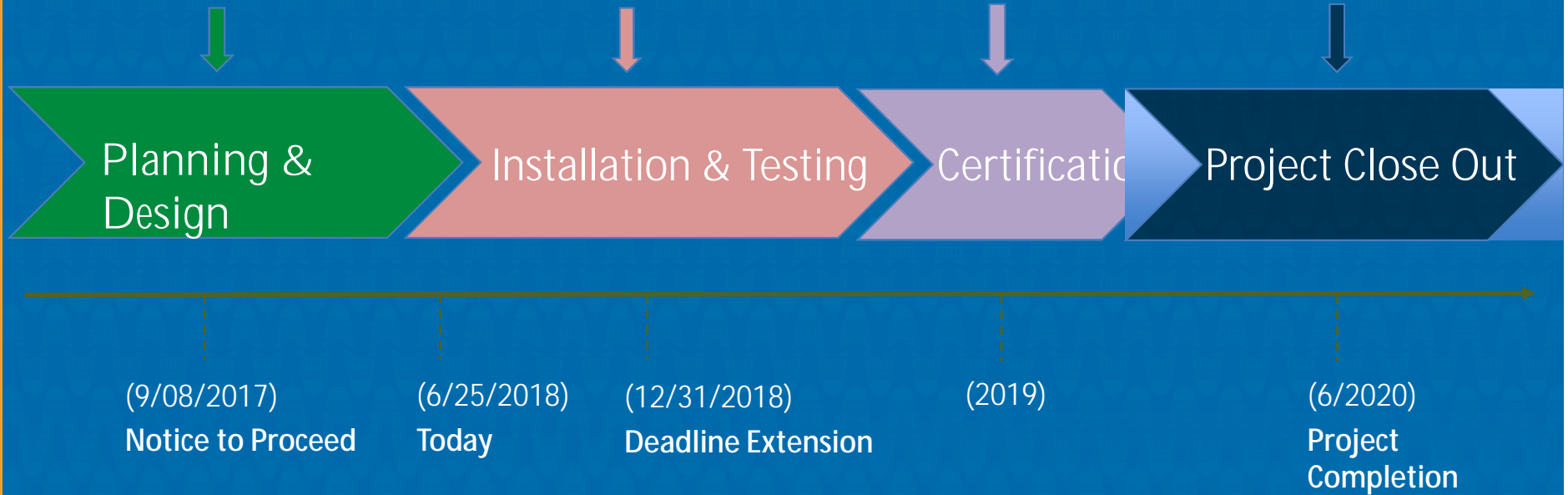
- Install PTC equipment
- System Testing
- Continuing FRA updates

Key Activities

- FRA grants certification
- Test Remaining Sections

Key Activities

- Documentation
- Improvements



Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Critical Elements - Documentation

- Implementation Plan (PTCIP) Approved
- Reporting On-going
- Test Plan / Procedures Approved (4/25)
- Development Plan Approved
- Safety Plan Underway
- Service Demonstration Application December

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Critical Elements - Vehicles

Commuter and Freight Locomotives

- Pilot Vehicle Testing Complete
- G4's (4 units) Complete
- G1's (6 units) Complete
- Freight Locomotive (6 units) Complete

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Critical Elements - Communication

Wayside

- Track Wire Installation Complete
- Signal Houses (3) Complete

Non-Wayside

- Fiber Optic Line Complete
- Dispatch System Cutover Complete
- System Design and Programming Complete

PTC Critical Elements - Training

- Syllabus Approved
- Development of Manuals Complete
- Cutover Training Complete
- In-Service Training Complete

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Critical Path

- CTC Cutover (hardware) Complete
- PTC Cutover (software) Complete
 - Service in Leander will be suspended
 - Service options have been developed
 - Communications plan is in place

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Project Challenges

- Projects Currently on the Line
 - TIGER V
 - Plaza Saltillo Redevelopment
 - Downtown Station

• Drawings and Survey

Complete

December Update

Vehicles

Complete

Freight Locomotives

Complete

- Event recorders received and installed (6 of 6)

Testing (198) PTC Required

Complete

Draft Revenue Service Demonstration Plan

Submitted

Fiber Installation

Complete

Remaining segments

Complete

December Update

Substitute Criteria Plan

Conditional Approval

The following initiatives are required to be completed to obtain final approval by 12/2018:

Complete

- Equipment Installation – 100%
- Training
- Configuration Management Plan
- Modify PTC Implementation Plan to reflect alternative schedule
- Certify in writing that Capital Metro will be in full compliance with PTC statute before the alternative schedule deadline of 2020

We have fulfilled the requirements identified in the Substitute Criteria Plan

Extension Request

Submitted

NOTIFICATION TO THE SECRETARY OF TRANSPORTATION

Capital Metropolitan Transportation Authority
(CMTY) Is Prepared for Review of
PTC Implementation

Alternative Schedule and Sequence

PTC Docket: FRA-2010-0072

Name of Railroad or Entity Subject to 49 U.S.C. § 20157(a): Capital Metropolitan
Transportation

Authority

Railroad Code: CMTY

PTCIP Documentation on File with FRA: PTCIP Version 4.2

Date of Submission of Notification: 12/6/2018

FRA PTC Readiness Report Q3

Capital Metropolitan Transportation Authority (CMTA)

Installed All PTC System Hardware	X(46%)	X (85%)	• (100%)
Acquired All Spectrum, If Applicable	•	•	•
Initiated Sufficient RSD or Met Substitute Criteria	X	X	•
Completed Sufficient Employee Training	X	•	•

Attachment: PTC Board Update - December (4289 : Positive Train Control Update)

PTC Project Funding

Grant: FTA = \$9.762 M FRA = \$3.0 M FRA = \$5.65M FTA = \$3.2M

Costs

Expenses FY11-FY17	\$725,753
PTC Contractor - Modern Railway Systems (MRS)	\$65,675,000
Roadway Workers In-Charge (Herzog)	\$1,037,444
Mod Change to EIC (Herzog)	\$311,413
Supplemental Project Management (LTK Eng. Service)	\$73,801
Supplemental Project Management (LTK Eng. Service)	\$50,801
Technical Consultant (Hatch Mott MacDonald)	\$134,737
Signal Drawing Update (Hatch Mott MacDonald)	\$458,275
Technical Consultant (Hatch Mott MacDonald)	\$409,316
Dispatch System Local to Cloud Hosting upgrade (MRS)	\$399,933
Segment 1, AC Power Upgrade (MRS)	\$19,707
Segment 2, AC Power Upgrade (MRS)	\$75,000
PTC – TIGER V	\$400,000
DT Station – Drawings –	\$57,580
Survey for New Track Chart, & Plan and Profile Drawing (MRS)	\$147,933
Miscellaneous Support	\$288,457
Total =	\$70,265,150
Grants =	\$21,612,000

PTC Project Management and Support

- Project Manager – Ted Uwague
 - Rail Operations
 - IT
 - Security
 - Finance
 - Procurement
 - Bus Operations
 - Marketing / Communications / Community Involvement
 - Modern Railway Systems (MRS)
 - Herzog
 - FRA – Headquarters (DC), Regional (Fort Worth)

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 12/17/2018

(ID # 4288)

FY2018 Annual Financial Report

TITLE: FY2018 Annual Financial Report

Financial Report – Fiscal Year 2018

Year to Date September 30, 2018

1

capmetro.org



Major Highlights

Revenue

- Sales tax remittances received in FY2018 are 6.5% higher than FY2017
- Additional \$20 million in operating grants due to acceleration of FTA Section 5307 fund draws

Operating Expenses

- \$238.3 million expended in FY2018, or 95.3% of budget
- Purchased transportation savings due to lower than budgeted bus hours and DMU overhaul spending moved from FY2018 to FY2019
- FY2018 diesel cost of \$2.02 per gallon is in line with budgeted rate of \$2.00 per gallon

Capital Projects

- Capital project spending is below budget with 49.8% of budget expended
- FY2018 Capital spending of \$75.5 million is below budget by \$76.0 million.
 - FY2018 delayed spending for TIGER Grant Project, Downtown Station, Double Tracking to Plaza Saltillo, Westgate Transit Center Park & Ride, New Land Acquisition – South Bus and Paratransit
 - FY2018 cancelled spending for I-35 Corridor Right of Way

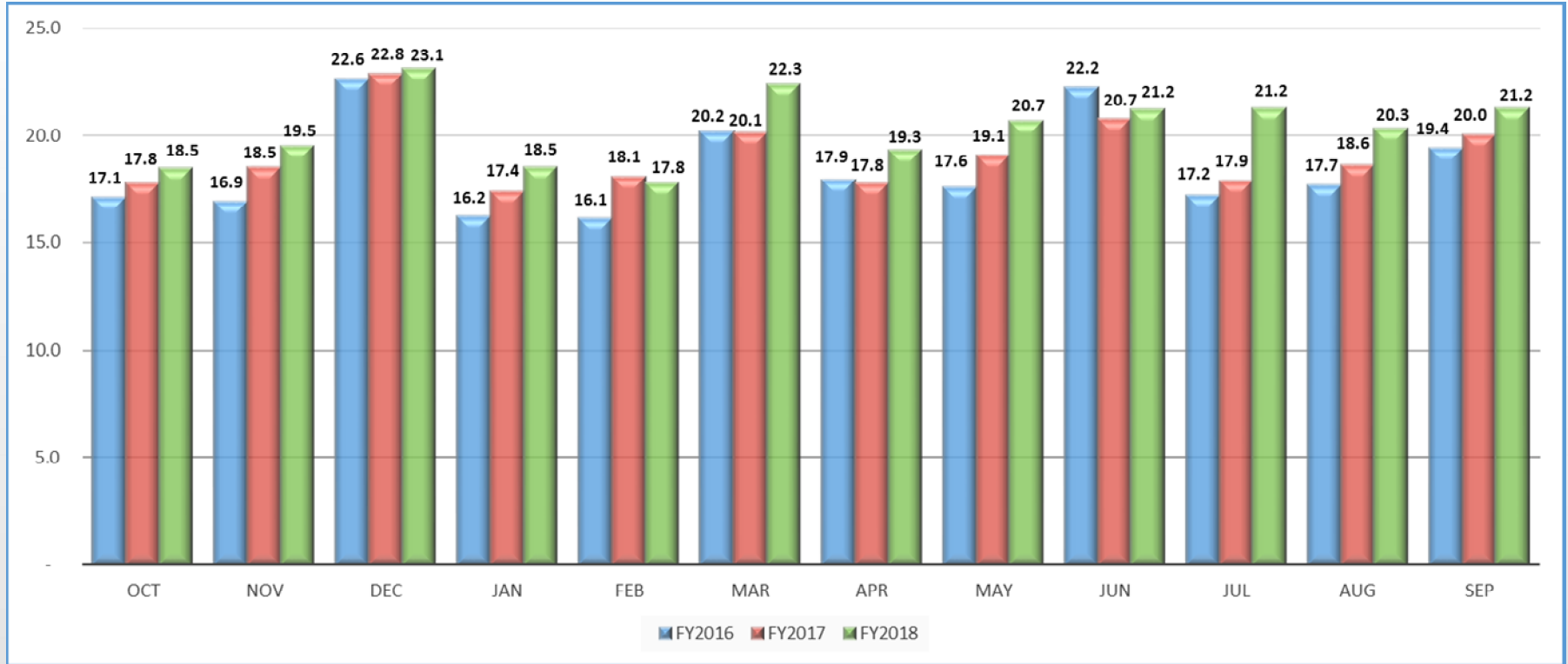
Revenue

\$' Million Category	FY17 Sep YTD Actual	FY18 Sep YTD Actual	FY18 Full Year Budget	% of Budget	Comments
Sales Tax	\$228.5	\$243.6	\$234.1	104.1%	Increase of 6.5% over previous year receipts
Fare Revenue	24.1	23.6	25.2	93.5%	Free fare week during Cap Remap and free K-12
Freight Railroad Revenue	4.5	5.5	4.1	133.6%	45G railroad tax credit - \$570K positive variance; Additional freight revenue volume
Other Revenue	3.8	4.1	3.0	135.7%	\$1.1M positive investment income variance
Operating Contributions and Grants	30.8	53.4	30.6	174.8%	Additional \$20M in operating grants due to acceleration of FTA Section 5307 fund draws
Capital Contributions and Grants	29.9	27.4	38.5	71.3%	\$11.1M variance due to delayed projects: Downtown Station and Rail TIGER projects
Total	\$321.7	\$357.6	\$335.4	106.6%	

Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)

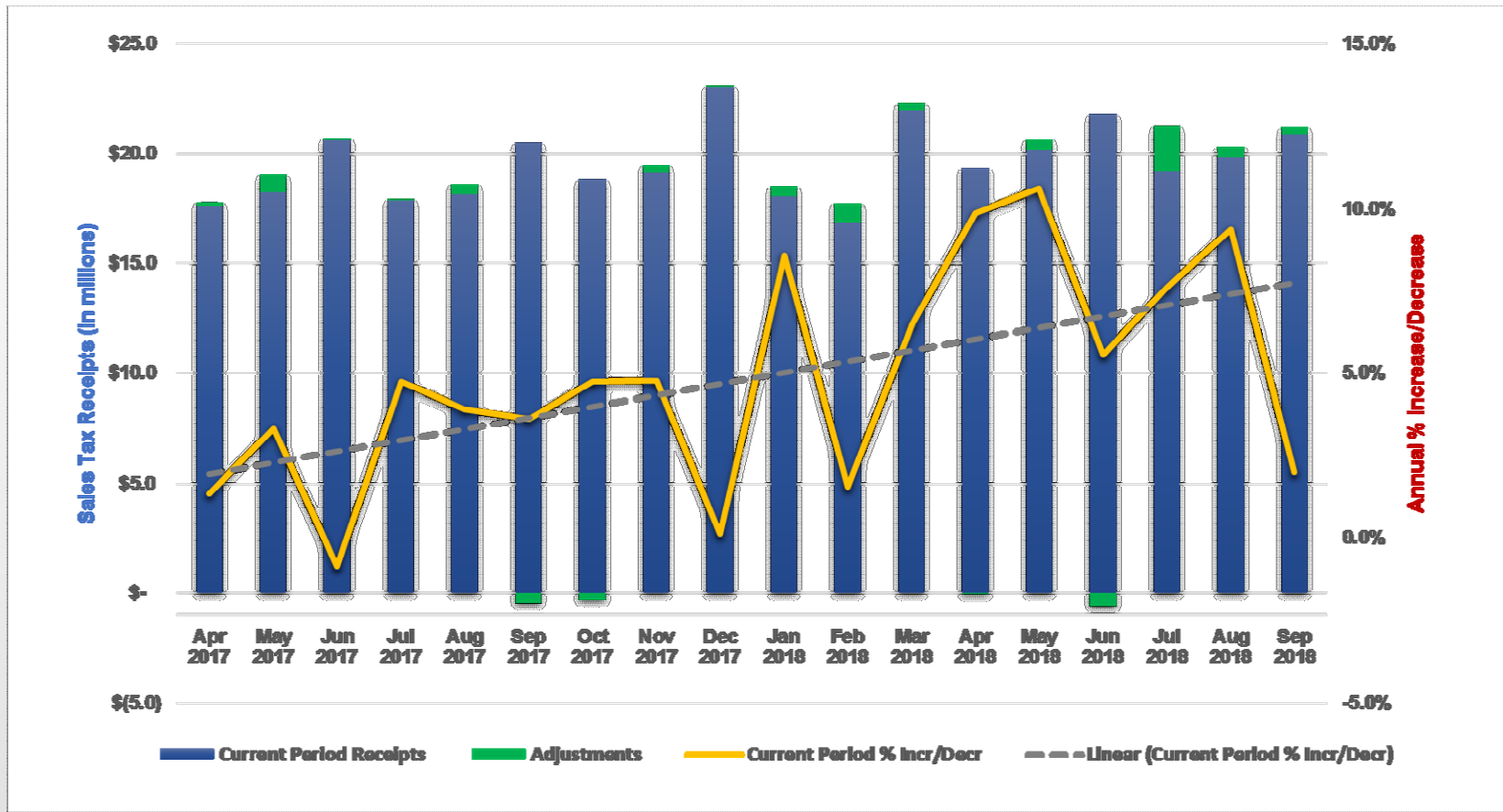
Actual Sales Tax Receipts

\$'M



Total \$221.3M \$228.7M \$243.6M

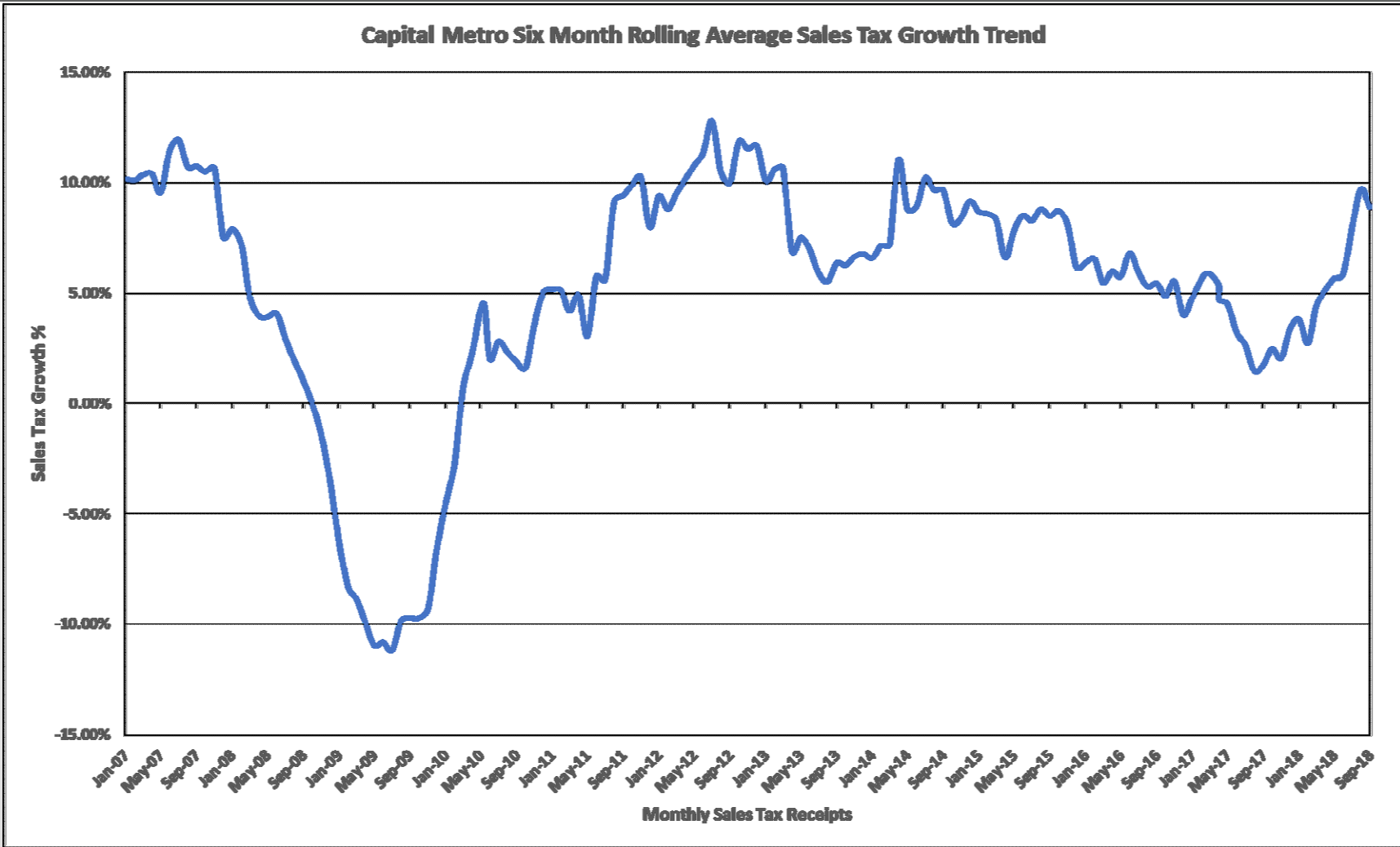
Sales Tax Trend



6 Month Annual Growth 2.6% 6 Month Annual Growth 4.2% 6 Month Annual Growth 7.3%

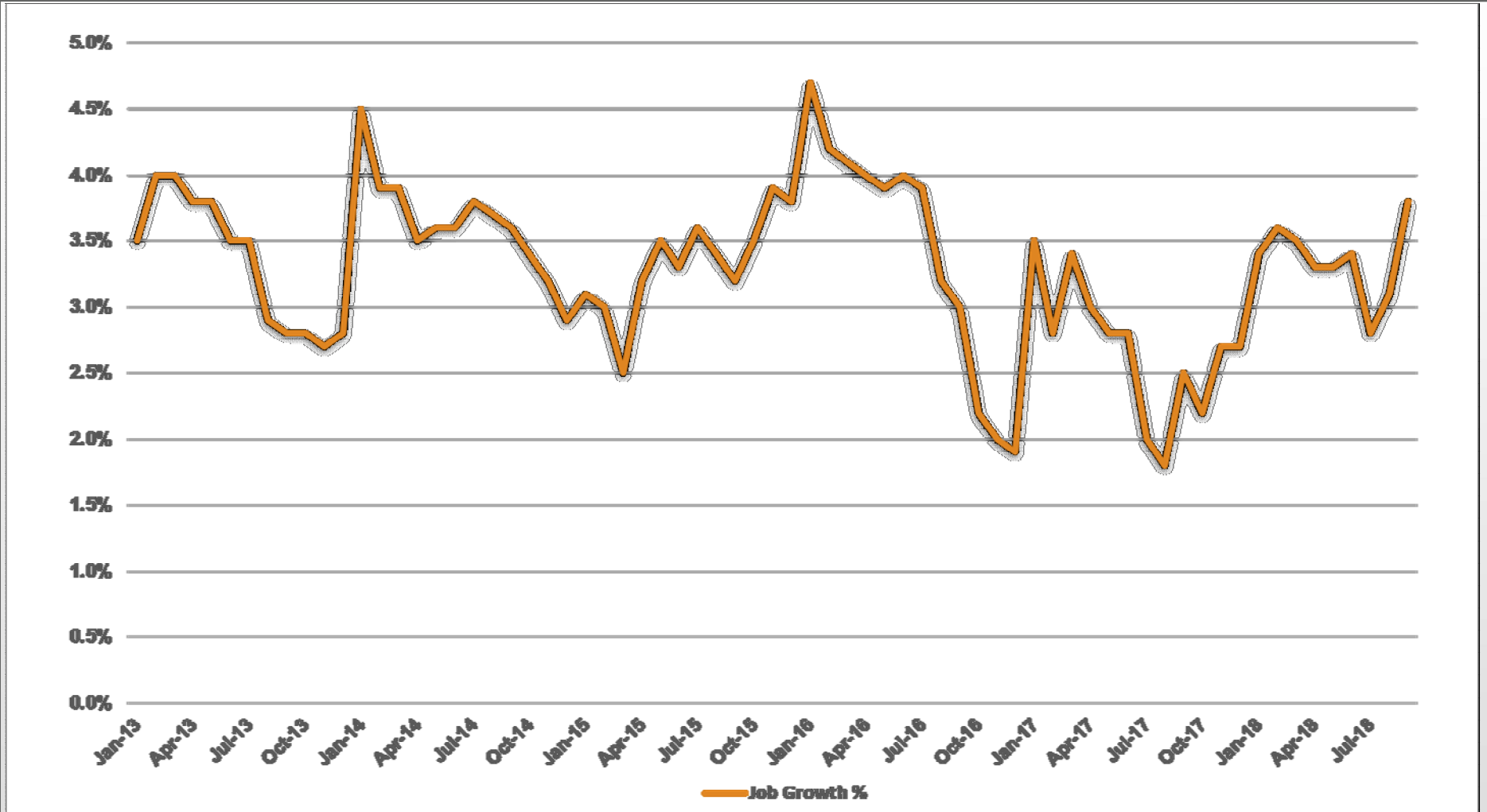
Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)

Sales Tax Rolling Average Trend



Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)

Job Growth Trend



Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)

Operating Expense

\$' Million Category	FY17 Sep YTD Actual	FY18 Sep YTD Actual	FY18 Full Year Budget	% of Budget	Comments
Salaries and Benefits	\$44.2	\$42.7	\$42.2	101.2%	Admin pension assumption change of \$1.6M; Health plan claim savings of \$0.7M
Professional Services	18.6	19.1	22.0	86.9%	Delayed spending of consultation and other professional fees
Materials and Supplies	3.3	3.2	1.4	222.7%	\$2M reclass of capital to operating expense - Bus stop amenities and accessibility improvements, training and spare part usage
Fuel and Fluids	12.3	12.1	12.4	97.7%	\$658K favorable volume variance - \$2.02 per gallon actual cost in line with budget
Utilities	2.8	2.8	3.2	87.1%	
Insurance	0.5	1.3	1.0	131.0%	
Purchased Transportation	143.5	152.3	158.7	96.0%	\$2.2M favorable bus hours to budget; \$1.4M favorable for Rail DMU overhaul shift to FY19; \$1.4M favorable paratransit hours to budget
Lease/Rentals	1.5	1.6	2.0	76.4%	
Other Expenses	2.7	3.2	7.0	46.0%	Unspent contingency of \$2.3M and delayed computer software spending of \$0.9M
Total	\$229.4	\$238.3	\$250.0	95.3%	

Budget Transfers

Consistent with Capital Metro's financial policies, there were three budget transfers to report for Quarter 4 for the period ending September 30, 2018 that cumulatively exceeded \$150,000

July-18				
Transfer #1				
From:	BPS1403	Non-revenue Vehicle Replacement	(186,579)	Realign funding between capital projects for CIP Reforecast
To:	BPS1601	Commuter Coaches - Service Enhancements	39,791	
	BPS1602	Vehicle Camera Systems	10,054	
	BPS1801	Paratransit Van Replacement	(116,000)	
	CPG1412	Rail Maintenance Building Drainage	(2,271)	
	CPG1501	Bus Stop Improvements - Rebranding Effort Upgrades	(27,132)	
	CPG1502	Howard Lane Parking Spaces	4,351	
	CPG1503	Lakeline Additional Parking	(175,884)	
	CPG1516	Downtown Station Improvements funded by TxDOT	103,503	
	CPG1518	Bus Stop Signage	(45,029)	
	CPG1521	MetroRapid Project	72,735	
	CPG1602	North Operations SERTA Demolition/Paving	(1,312,127)	
	CPG1604	Airport Bus Stop Digital Kiosk	(35,000)	
	CPG1605	Westgate Transit Center Park and Ride	(2,290,164)	
	CPG1607	Facility Improvement Projects	40,000	
	CPG1704	MetroRapid - Additional Stations for 801 and 803	(1,200,000)	
	CPG1705	North Lamar Transit Center Redevelopment	(225,000)	
	CPG1712	DT Station - Storm Water Improvements	(557,601)	
	CPG1713	Double Tracking-NBFR to Plaza Saltillo	(250,000)	
	CPG1715	N Ops Rail Maintenance Facility Light Replacement	(12,500)	
	CPG1803	Administrative Office Lease Space	(276,375)	
	CPG1805	Connections 2025 - New Bus Stops	(1,000,000)	
	CPG1807	Office Space Re-Configuration (Headquarters Facility)	160,033	
	FIN1802	Capital Project FY2017 Carry Forward	25,778,915	
	ITS0402	Intelligent Transportation Systems (ITS) Project	(735,858)	
	ITS1203	Productivity Software	(75,000)	
	ITS1304	Financial System	(299,982)	
	ITS1402	Data Warehousing	(200,000)	
	ITS1501	IT Infrastructure Equipment	800	
	ITS1502	Mobile Applications	(175,511)	
	ITS1601	Dynamic Message Signs for Fixed Route and Commuter Rail	(250,000)	
	ITS1602	Customer Relationship Management System	(9,500)	
	ITS1604	Real Estate Software	9,750	
	ITS1605	Management System/SPEAR Replacement	(667,187)	
	ITS1607	Transit Station IT Infrastructure Renovation	158,606	
	ITS1701	Audio Visual Improvements - Boardroom	800	
	ITS1702	Data Center Modernization	(500,000)	
	ITS1703	Positive Train Control IT Support	(92,984)	
	ITS1704	Scheduling Systems Upgrade	(75,000)	
	ITS1801	Phone System Replacement	(100,000)	
	ITS1805	Paratransit Technology System Replacement	(200,000)	
	ITS1806	Ticket Vending Machine Replacement	(875,000)	

Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)



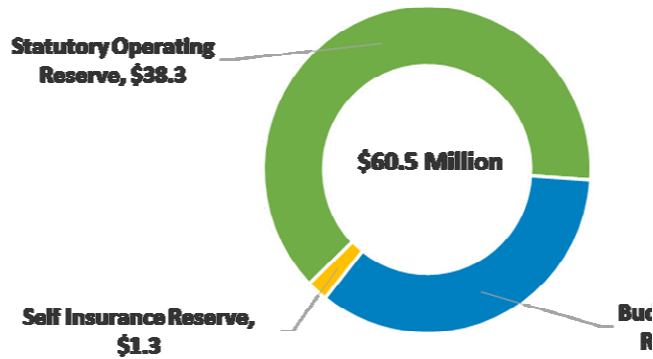
Budget Transfers (continued)

Consistent with Capital Metro's financial policies, there were three budget transfers to report for Quarter 4 for the period ending September 30, 2018 that cumulatively exceeded \$150,000

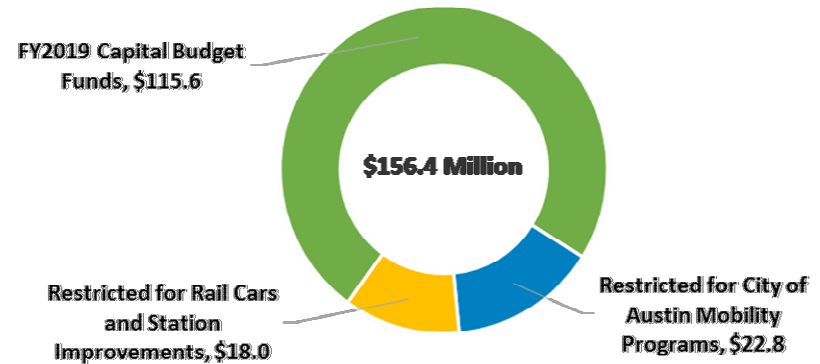
ITS1808	Enterprise Project Portfolio Management	400,000	
PAM1608	Thompson Lane Roofing Repairs	3,570	
PAM1611	Saltillo Crossings and Signals	(1,314,937)	
PAM1704	Electric Car Chargers	(41,611)	
PAM1706	Fuel System Upgrade (North Operations Facility)	(50,000)	
PAM1710	Water Boilers Replacement (East 5th Street Facility)	(5,685)	
PAM1802	Forklift North Operations Facility	11,208	
PAM1803	Gas Fired Heaters - Service Island E 5th St Facility	(629)	
PAM1806	Fuel Monitor Head 2910	37,222	
PAM1807	Fuel Monitor Head 509	47,094	
PAM1814	Replace Uninterruptible Power Supply 9315 McNeil Road	(45,044)	
PLN1802	MetroRail Red Line Kramer Station Relocation - Broadmoor Sit	(500,000)	
PLN1803	Transit Priority / Right of Way (Transit Lanes, Queue Jump,	(1,000,000)	
REA1102	Saltillo Track Relocation	5,151	
REA1801	New Land Acquisition - South Bus & Paratransit (Net of Loyola	(2,000,000)	
RRC1102	Positive Train Control	(9,747)	
RRC1508	Engineering for Existing Diesel Multiple Units	13,280	
RRC1510	Private Crossing Signalization Commuter Rail Corridor	(1,717,000)	
RRC1513	Rail Replacement Program - Commuter Corridor	177,171	
RRC1604	North Operations Improvements to Accommodate New Rail Cars	(149,375)	
RRC1614	Rail Vehicle Engineering and Commissioning Support	(1,300,000)	
RRC1615	Bridge Load Capacity Upgrade	(215,198)	
RRC1702	Safety Upgrades to Existing Rail Cars	(300,000)	
RRC1703	Upgrades to Existing Rail Vehicles (G1 to G4)	(367,000)	
RRC1803	Rail - Special Project	(3,346,486)	
RRF1501	East Subdivision Quiet Zone	(173,559)	
RRF1502	Crossings Improvements Reimbursed by TxDOT	(457,000)	
RRF1701	Bertram Scale Upgrades	(710,909)	
RRF1801	Bridge Replacement	(1,000,000)	
SEC1501	Cameras and Access Controls	9,000	
SEC1702	Property perimeter hardening and enhancements	(80,000)	
SEC1801	Rail House Signal Security Enhancements	(331,170)	
August-18			
Transfer #2			
From:	510-5010206-141	Salaries & Wages - APD Officers	535,570
To:	510-5090702-220	Contingency Reserve	(535,570)
Additional staffing of APD Officers to provide security			
September-18			
Transfer #3			
From:	RRC1102	Positive Train Control	2,875,000
To:	FIN1802	Capital Project FY2017 Carry Forward	(2,875,000)
Transfer funds from carry forward for accelerated timing of Positive Train Control			

Reserve, Allocated & Restricted Funds

Reserve Funds



Allocated & Restricted Funds



*Budget Stabilization reserve fully funded in 4th quarter of fiscal year 2018.

Notes:

- Additional funding was allocated to the statutory operating and budget stabilization reserves based on the board approved funding formula. The statutory operating reserve equals 2 months of FY2017 operating expenses. Contributions to the budget stabilization reserve began in February 2016 with \$7 million reserved in FY2016 and \$3 million in FY2017. An additional contribution of \$11 million was made in FY2018 to fully fund the budget stabilization reserve.
- Funds for capital investment are required to help address extensive capital needs. The capital budget for FY2019 is \$115 million, with \$63 million funded by FY2019 income and \$52 million from reserves. Due to project delays \$76 million of the FY2018 capital budget will be carried forward to FY2019. These capital improvements are needed maintain the state of good repair of the community's transit infrastructure and to be in compliance with Federal regulations. The City of Austin Mobility Fund will be reduced by \$6 million in FY2019 to assist with Project Connect preliminary engineering and environmental analysis.

Statement of Revenue, Expenses and Change in Net Position

\$' Million	FY17 Sep YTD Actual	FY18 Sep YTD Actual	FY18 Full Year Budget	% of Budget
<i>Operating Revenue</i>				
Passenger Fares	\$24.1	\$23.6	\$25.2	93.5%
Freight Railroad Revenue	4.5	5.5	4.1	133.6%
Other Revenue	2.4	2.3	2.2	107.8%
Total	31.0	31.3	31.5	99.7%
<i>Operating Expenses</i>				
Salaries and Benefits	44.2	42.7	42.2	101.2%
Professional Services	18.6	19.1	22.0	86.9%
Fuel and Fluids	12.3	12.1	12.4	97.7%
Utilities	2.8	2.8	3.2	87.1%
Purchased Transportation	143.5	152.3	158.7	96.0%
Other Expenses	6.1	7.4	9.2	80.9%
Interest Expenses	.4	.3	.3	94.1%
Lease/Rental	1.5	1.6	2.0	76.4%
Depreciation & Amortization	39.1	43.3	39.6	109.4%
Total	268.6	281.6	289.6	97.2%
<i>Operating Income/Loss</i>	<i>(237.5)</i>	<i>(250.2)</i>	<i>(258.2)</i>	<i>96.9%</i>
<i>Non-Operating Revenue/(Expenses)</i>				
Sales Tax	228.5	243.6	234.1	104.1%
Investment Income	1.4	2.0	.9	227.9%
Operating Contributions and Grants	30.8	53.4	30.6	174.8%
Capital Contributions and Grants	29.9	27.4	38.5	71.3%
Mobility Interlocal Agreements	(7.0)	(6.5)	(12.4)	52.6%
Other	.1	(.2)	-	0.0%
<i>Non-Operating Income/(Loss)</i>	<i>283.8</i>	<i>319.7</i>	<i>291.6</i>	<i>109.7%</i>
Change in Net Position	\$46.2	\$69.5	\$33.4	208.0%

Budget Variances by Department

\$'000 Department	FY17 Sep YTD Actual	FY18 Sep YTD Actual	FY18 Full Year Budget	YTD % of Budget	Comments
100 - Non-Allocated Benefits	\$16,121	\$12,915	\$11,743	110.0%	Admin pension assumption change of \$1.6M; Health plan claim savings \$700K
102 - Wellness Center	245	261	277	94.3%	
103 - Child Care Center	827	904	915	98.9%	
105 - Business Center	321	324	357	90.7%	
110 - Executive Staff	756	518	740	70.1%	Vacancy savings
115 - Communications	674	483	601	80.3%	Labor savings from 2 eliminated positions; Savings on C2025 and Value of Transit outreach
118 - Government Relations & Compliance	1,215	1,197	1,220	98.1%	
120 - Board Of Directors	269	251	314	80.0%	Lower spending on board member expenses, AV and facilitation services
125 - Internal Audit	286	271	326	83.2%	Vacancy savings
130 - Strategic Oper Mgt. & Administration	747	650	713	91.1%	
141 - Security	4,170	4,761	4,898	97.2%	
150 - Legal	1,136	812	945	85.9%	Lower than budgeted legal services
220 - Finance	3,054	3,875	5,866	66.1%	\$2.3M in unspent contingency
230 - Information Technology	9,031	9,030	10,418	86.7%	Lower spending for computer software and other professional fees
250 - Procurement	1,255	1,379	1,380	99.9%	
275 - Rideshare	2,411	2,563	2,778	92.3%	
320 - Planning	2,347	2,761	3,163	87.3%	Vacancy and other professional fees savings
330 - Marketing	2,960	3,157	3,451	91.5%	
331 - Community Involvement	758	1,029	1,153	89.3%	
332 - Customer Service	1,221	890	1,085	82.0%	Vacancy and call center temporary staffing savings
340 - Human Resources	1,743	2,058	2,161	95.3%	
420 - Risk Management And Safety	1,451	2,348	2,100	111.8%	Accrual for contingent rail liability
457 - Public Facilities	4,159	4,352	4,676	93.1%	
530 - Capital Projects	2,559	2,174	1,831	118.7%	Additional cost for new bus stops amenities and MetroRapid station improvements
540 - Real Estate And Property Mgt.	1,845	1,921	2,005	95.8%	
542 - Freight Rail Management	1,669	1,975	1,794	110.1%	East subdivision quiet zone project reclass from capital to operating expense
544 - Commuter Rail Operations	16,004	16,952	17,961	94.4%	
546 - Rail Compliance	0	214	322	66.3%	Vacancy savings and capitalization of temporary help
550 - Real Estate and Facility Planning	2,699	2,126	3,172	67.0%	Other professional fees savings
600 - Operations and Maintenance Oversight	3,571	3,379	3,881	87.1%	Deferral of expense for vehicle configuration changes and decal standardization
610 - Bus Contract Operations	111,447	119,538	122,050	97.9%	
620 - Paratransit Contract Operations	28,208	28,064	30,326	92.5%	
630 - Paratransit Administration	304	332	389	85.5%	
640 - Paratransit Reservation & Control	1,669	1,822	1,896	96.1%	
650 - Paratransit Eligibility	898	880	931	94.5%	
920 - Central Corridor Development	1,405	2,119	2,114	100.2%	
Total	\$229,435	\$238,286	\$249,952	95.3%	

Attachment: CFO Monthly Report September 2018 (4288 : FY2018 Annual Financial Report)

Capital Projects Summary

\$'000 Project Category	Expended	Budget	Expended & Committed as % of Budget	Comments
Commuter Rail	\$39,763	\$54,805	72.6%	Spending for Positive Train Control; Carryforward of Timber Surface and Rail Vehicle Engineering
Vehicles	10,694	15,121	70.7%	Spending for Vehicle Replacements - 17 Transit Buses and 23 Paratransit Vehicles; Carryforward of Bus Replacements and Vehicle Camera Systems
Information Technology	3,535	10,476	33.7%	Spending for Data Center Modernization and Intelligent Transportation Systems; Carryforward of Ticket Vending Machine and Management System Replacements
Real Estate	-	2,000	0.0%	Carryforward of South Bus and Paratransit Land Purchase
Facilities	19,704	54,489	36.2%	Spending for TIGER Grant, New Bus Stops for Cap Remap and Westgate Transit Center Park & Ride; Carryforward of Downtown Station and TIGER Grant
Freight Railroad	426	3,895	10.9%	Carryforward of bridge replacements and crossing improvements
Property and Asset Mgmt	1,018	2,472	41.2%	Spending for North Ops Extraction Fans and Dynamic Brake Tester; Carryforward of Saltillo Crossings and Signals
Contingency	-	2,000	0.0%	Unspent Contingency
Strategic Planning	-	5,200	0.0%	Cancellation of I-35 Right of Way; Reclass of Transit Priority to Operating Expense
Security	319	1,045	30.5%	Carryforward of Property Perimeter Hardening and Enhancements
Total	\$75,459	\$151,503	49.8%	

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Questions/Discussion

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 12/17/2018

(ID # 4295)

President & CEO Report

TITLE: President & CEO Report