

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

~ Minutes ~

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

Monday, June 25, 2018
12:00 PM

12:10 PM Meeting Called To Order
3:05 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Chief Safety Officer Donna Simmons gave her monthly safety briefing. This month Donna explained what to do in case of an emergency while attending a board meeting. She also emphasized the importance of being aware of children in and around Capital Metro buses during the summertime when more of them are riding transit.

III. Recognition

Vice President of Bus Operations Dottie Watkins recognized the winners of our local bus roadeo, which was held March 3rd at the North Operations facility. Several of our winners have gone on to do well at state and national-level competition as well.

Dottie also recognized Janet Allen, the Chair of the Board of the Transit Empowerment Fund, and Mike Burch from Capital Metro contractor RATP-Dev. Mr. Burch then presented the Transit Empowerment Fund with a donation on behalf of the company. Ms. Allen conveyed her thanks to the company.

Director of Human Resources Virginia Keeling then recognized Elise Zeinoun, who is a longtime teacher at our Bright Horizons child care facility. Ms. Zeinoun recently received a national award from the company -- the Janice Hill Award -- as a leader in child care development. Council member Garza commented on the importance of having our child care facility.

IV. Public Comment:

Gus Pena, citizen, apologized to the operators and customers for not being able to file his federal injunction due to some health issues. He also urged Capital Metro to look at service to the Veterans Administration now that the Municipal Court will be moving to that area. He indicated that bus operators should not be punished or intimidated for statements made while off-duty. Anthony Walker is an outstanding bus operator and human being.

Ruven Brooks, citizen, spoke on behalf of the Northwest Austin Civic Association and their outstanding upcoming annual July 4th parade. He invited President Clarke and other members of the board to participate.

Zenobia Joseph, citizen, gave comments on Route 350. She played an audio clip that has been sent to the board via email that included discussions with Planner Roberto Gonzalez. She believes changes to this were not made to improve connectivity or service, but because people in this area were unhappy. Similar changes have not taken place for Route 392. Recognize how unsafe it is to cross near Braker and Burnet through seven lanes of traffic. It is frustrating to see staff making decisions unilaterally like this. Route 240 riders should have been given preference for the Ride Austin pilot.

Nailah Akinyemi-Sankofa, citizen, has been a regular rider since 2005 and a customer even longer. She sent a list of complaints and issues on Cap Remap and wants to provide feedback from the rider's

perspective. The majority of folks who ride and rely on the buses every day are not around some of these affluent areas where pilot programs are being proposed. It is becoming clear to passengers and citizens that Capital Metro doesn't care. It is important that you go back and look at what you have done to routes that serve people of color, the financially challenged, disabled, and elderly populations, especially Routes 2 and 300. I suggest that the board create or appoint community advocate liaisons, who are expert bus riders, to work with the different routes and Planning to make fixes.

V. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC)

Kendall Jackson from the Community Involvement Team provided a review of the monthly CSAC meeting. Committee members heard a updates on current innovative mobility projects, and the solar dynamic messaging signs and Capital Metro app, and a KPI performance dashboard update.

Kendall reported that the committee will not meet in July, and that CSAC currently has no vacancies.

2. Update on the Access Advisory Committee (AAC)

Kendall Jackson from the Community Involvement Team provided a review of the monthly Access meeting. Committee members received reports on the solar dynamic messaging signs and Capital Metro app, and a KPI performance dashboard update.

Kendall reported that the committee will not meet in July, and that Access currently has one vacancy that she believes will be filled in time for the August meeting.

VI. Board Committee Updates:

Capital Metro's board committees did not meet in June so no report was given.

Board member Mitchell was in Washington, DC with the Austin Chamber of Commerce and unable to attend this month's CAMPO meeting, but he gave the board an overview of his trip to DC and meetings with the local congressional delegation.

1. CAMPO update

VII. Action Items:

1. Minutes from the May 21, 2018 Board Meeting and May 25, 2018 Worksession

Board member Kitchen made the motion to approve, Garza second.

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

2. Positive Train control (PTC) Contract Modification with Modern Railway Ssystems, Inc. (MRS)

Vice President of Rail Operations Dave Dech presented this item.

Additional changes to the scope of the original project due to unforeseen requirements and conditions have now been identified. These include surveying, the integration of the TIGER V sidings, and additional power requirements at signal houses.

Board member Renteria asked for further information on the overall costs of the PTC project. Board member Travillion also asked for further detail on current expenditures and project progress in future backup.

Board member Travillion motion to approve, Jonse second.

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

VIII. Presentations:

1. Innovative Mobility Update

Vice President of Demand Response and Innovative Mobility Chad Ballentine presented this item.

Chad discussed current plans to create Innovative Mobility Zones to provide service to areas where high-capacity or fixed-route transit is not available or might not be warranted. He discussed and share results from the recent Pickup Pilot program, which concluded on June 2nd. Demand for the service was strong and growing when the pilot ended. The agency gained excellent experience operating a service like this. We will be doing outreach to determine other areas where this time of service could work.

Chad then discussed a new pilot that is starting up in West Austin with the rideshare company Ride Austin. This will help provide rides to/from bus stops to customers within a specific zone adjacent to where service was pulled under Cap Remap. No fare will be collected until customers board a bus. He went through some of the challenges of partnering with private providers. Chad provided an overview of a framework that is being developed to help guide decisions on undertaking innovative mobility solutions. This framework will be brought back to the board for discussion and approval.

Chief Operating Officer Elaine Timbes then presented an overview of an upcoming pilot -- the Electric Autonomous Circulator. This project will put electric autonomous vehicles into service in downtown Austin as local circulators. Safety and ADA requirements are paramount to this pilot. No specific routes have yet been identified. We anticipate the service to begin for customers in late Fall, but extensive testing will be taking place before then. A solicitation has just been issued for the lease of 6 vehicles.

Chad then discussed some of the pros and cons of the different types of projects we have piloted or will be piloting in the near future.

Board member Kitchen pointed out that one of the "challenges" of using private TNCs should not be data sharing, as we would not partner with a TNC that does not share their data with us. She suggested taking that off the list that was shown. She asked if the board could be provided with citations for ADA and other federal requirements for these types of services.

For the Pickup Pilot project Board member Travillion asked if we have a geographic breakdown of who uses the app versus who uses the call center. He also encouraged the agency to look at areas outside downtown for future autonomous vehicle placements or pilots. Board member Mitchell and Chair Cooper inquired about the economics of providing on-demand service to paratransit-eligible customers. President Clarke laid out some of the current transit-industry thinking on funding and technologies for these new services.

2. Bus Customer Service Enhancement Plan

Vice President of Bus Operations Dottie Watkins presented this item.

This plan will address operational improvements in several customer-focused areas. Several of these improvements are already underway and some will be implemented in the near future. These include additional staff monitoring social media accounts, increased security presence on buses, more consistent training for bus operators, improvements in our audible onboard announcements, and our

upcoming Operations Control Center. Other operational improvements include an increased focus on service timeliness -- improved schedules, better coordination with the City of Austin, and ongoing analysis of layovers, recovery time, and comfort stop availability. We are currently reviewing the latest improvements in software that analyzes transit schedules.

Dottie also reviewed some of our current efforts to improve our customer's at-stop experience. This includes reconfiguring shelters to provide more shade, piloting solar real-time information signs, a pilot for interactive informational kiosks, a grant that is allowing us to pilot bus stop beacons that will benefit the visually impaired, and exploring the placement of "mobility hub" stops that will place bikeshare and other mobility options at our facilities.

Finally Dottie reviewed some of the recent improvements in customer information, including new bus stop signage and the final steps in our vehicle branding efforts.

Board member Kitchen asked if Dottie could provide the board with more detailed information in the future on bus bunching. This seems to be an ongoing problem in particular with our MetroRapid vehicles. Would like to understand the causes and how we are approaching the problem.

3. Positive Train Control (PTC)

Deputy CEO and Chief Operating Officer Elaine Timbes presented this item.

Positive Train Control is a system designed to prevent accidents and injuries to both passengers and railroad workers, and is a federally mandated program. The government has decreed that systems must have the majority of their systems in place and tested by December, 2018.

Capital Metro has completed our planning and design phase and we have moved into the installation and testing phase. After testing we will move into revenue demonstration service, and will have two years to get certified and close out the project. Elaine ran through each of the critical elements needed to get us to the December deadline -- documentation, vehicles, communication, and training. Some of the testing has required a suspension of service temporarily between Lakeline and Leander Stations, and we anticipate there may be another temporary suspension in August.

Elaine then ran through some of the challenges of PTC implementation, including integration with the TIGER V projects, the development at Plaza Saltillo, and the construction of the new Downtown Station. She also ran through a summary of the financing for the project. To date we have spent approximately \$35 million on this project.

Board member Travillion asked for further detail on the PTC training program for staff and employees.

President Clarke emphasized that PTC is a safety overlay, and that commuter rail systems are currently safe. The December deadline is a legislative one, not safety-driven.

4. Initial Review and Discussion of FY2019 Budget

CFO Reinet Marneweck presented this item, an update on the FY2019 Capital Metro budget.

Draft budgets have been generated and are currently being reviewed by the Senior Executive Team. At the board committee meetings in July more detail will be presented, and following that a feedback and outreach process similar to last year will take place. We hope to receive final approval for the budget at the September board meeting.

Reinet then ran through our current budget metrics and some of the assumptions being made for next year's budget on both revenues and expenses. She also discussed some of our Operating Cost drivers. She reviewed some of the proposed budget's highlights and their implications for the 5-year Capital Improvement Plan.

IX. President's Report

President Clarke gave his monthly report. He thanked the Capital Metro staff for their work doing outreach during the recent Cap Remap changes. He also gave a recap of his trip with Board Member Mitchell to DC to meet with the Austin congressional delegation. He showed photos of the recent Capital Metro participation in the Juneteenth Parade and recognized the winners of the recent poster contest for National Safety Month. Finally, he mentioned that Capital Metro's Vice President of Innovative Mobility Chad Ballentine has been selected for the Leadership APTA program.

X. Items for Future Discussion:

Chair Cooper mentioned that he has spoken to President Clarke about ways to effectively use board worksession time to dive a little deeper into areas of transit operations, as it is difficult to do so at regular board meetings. He would also like to explore opportunities to meet at other locations at times on an occasional basis.

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, 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.