

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Friday, May 22, 2020
12:00 PM

12:03 PM Meeting Called to Order
3:22 PM Meeting Adjourned

I. Recognition

This month's recognitions were postponed until next month's meeting.

II. Public Comment:

Zenobia Joseph provided public comments related to Action Item #3 -- MUA with TxDOT for Bus Stop Improvements -- later in the meeting due to technical problems. She wanted the board to understand that recent service changes and cuts will prevent people from enjoying recent and future improvements planned for the Domain. Related to this item, she also suggested that a simple solution would be to combine Route 803 MetroRapid with Route 392 at Braker and Burnet to allow people easier access to jobs at the Domain. Applied Materials and Samsung are also Enterprise Zones, which means they receive tax breaks, but there is no bus service to that area. She urged the board to take a look at the area north of the North Lamar Transit Center, and feels that Project Connect will segregate Austin for centuries.

III. Advisory Committee Updates:

1. Customer Service Advisory Committee Update

Community Engagement Specialist Yannis Banks summarized this month's CSAC meeting, which took place over Teams.

The committee heard updates on current operations from Chief Customer Officer/COO Dottie Watkins; a financial report; Project Connect, and Pickup service. Yannis also introduced CSAC Chair Ephraim Taylor. Mr. Taylor read a copy of a resolution passed by CSAC with the committee's preferences for the Project Connect Locally Preferred Alternative (LPA).

Several board members and President Clarke thanked Mr. Taylor. President Clarke explained that the resolution further solidifies the community support behind this initiative.

2. Access Advisory Committee Update

Community Engagement Specialist Yannis Banks summarized this month's Access meeting, which was also held remotely.

The committee got an update on Project Connect; heard an update on both fixed-route and MetroAccess operations, had a presentation on the June Service Changes; and also got a briefing on the Pickup service.

Board member Stratton asked if the Access Committee is considering a resolution in support of the Project Connect LPA, similar to the one passed by CSAC. Yannis explained that they will be taking that up at their next meeting and that he will report back.

IV. Board Committee Updates:

1. Operations, Planning and Safety Committee

Chair Travillion gave the update. This month the committee met virtually and passed two items that are on the consent agenda today.

2. Finance, Audit and Administration Committee; and

Chair Mitchell presented the update. The committee met virtually and passed one action item to today's Consent Agenda -- the ILA with the City of Austin for New Movers -- and heard two presentations from the Internal Audit department.

3. CAMPO update

Board Member Mitchell provided a summary of the May 4th CAMPO meeting. The item of the most significance to the agency was the re-appointment of Chair Cooper to a three-year term. Also considered and passed were amendments to the 2019-2022 Transportation Improvement Plan, and the adoption of the 2045 Regional Transportation Plan.

V. Consent Items

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Jeffrey Travillion, Board Member
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Garza

1. Approval of Minutes from the April 20, 2020 board meeting.
2. Approval of a resolution appointing Andrew Bernet to the Access Advisory Committee.
3. Approval of a resolution appointing Otmar Foehner to the Access Advisory Committee.
4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Sirius Computer Solutions, Inc. to replace network infrastructure technology in an amount not to exceed \$170,974.
5. Approval of a resolution authorizing the President & CEO, or his designee, to approve an Interlocal Agreement with the City of Austin for the New Mover Program in an amount not to exceed \$22,464.
6. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Netronix Integration, Inc. for the purchase and installation of 89 cameras and supporting equipment at the Bus Rapid Transit (BRT) Stations in an amount not to exceed \$327,965.

VI. Action Items:

1. Approval of a resolution approving the Capital Metro Public Transportation Agency Safety Plan ("the Plan"), authorizing the President & CEO to approve the Plan, and setting a program to provide relevant and useful information to the Board of Directors.

Vice President of Safety, Risk Management and Accessible Services Management Gardner Tabon presented this item.

Gardner shared a brief presentation summarizing the requirements for the agency's plan. He summarized the purpose of the plan, who is required to file one, and the general requirements for

submission. He also reviewed the principles of Safety Management Systems (SMS) and the elements of a safety management policy.

Board member Stratton asked if this was the first time that the agency had been required to file a plan of this type. Gardner explained that there were reporting and plans required previously, but that the PTASP is much more comprehensive, and this the first time that the board and CEO have had to sign off on the plan.

Board member Travillion expressed that he is particularly concerned with bus stop safety, ensuring that stops are ADA-accessible, and focusing on gaps in sidewalks that make pedestrian access difficult.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Eric Stratton, Board Secretary
SECONDER:	Troy Hill, Board Member
AYES:	Mitchell, Cooper, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Garza

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an amendment to an Interlocal Agreement with the University of Texas at Austin for shuttle service and rides on Capital Metro services to address service reductions and fare changes required during the current pandemic resulting in a corresponding reduction in revenue of approximately \$1,540,000.

Chief Customer Officer/COO Dottie Watkins presented this item.

This amendment would make adjustments to the agreement with University of Texas for service and allow for reduced payments during the COVID-19 crisis and levels of reduced service.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sabino Renteria, Board Member
SECONDER:	Terry Mitchell, Board Member
AYES:	Mitchell, Cooper, Kitchen, Renteria, Travillion, Stratton, Hill
ABSENT:	Garza

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute Multiple Use Agreements with the Texas Department of Transportation (TxDOT) to permit the construction, maintenance, and operation of future Capital Metro bus stops within the right-of-way of U.S. 183, U.S. 290, S.H. 71, I.H. 35, North Lamar (Texas 275), South Congress (Texas 275), Burnet Road (FM1325) and Parmer Lane (FM 734).

Vice President of Capital Projects Ken Cartwright presented this item.

This agreement has been updated since the Operations, Planning and Safety Committee meeting to include some additional roadway segments -- a section of North Lamar, South Congress, Burnet Road and Parmer Lane. TxDOT was amenable to these additions. Having these blanket agreements in place will simplify and streamline the process of adding and upgrading bus stops along these roadways.

Board members Kitchen and Stratton thanked Ken for his efforts to make the additions after the committee meeting.

(Discussion and a vote on this item were put on hold temporarily while efforts to take public comments on the item from Ms. Joseph were made. A vote was taken after comments from her, following the COVID-19 Task Force presentation.)

RESULT:	ADOPTED [5 TO 0]
MOVER:	Terry Mitchell, Board Member
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Kitchen, Stratton, Hill
ABSENT:	Garza
AWAY:	Renteria, Travillion

VII. Presentations:

1. FY2020 Financial Report - March 2020

Budget Director Kevin Conlan gave the presentation, covering the first six months of Fiscal Year 2020.

Kevin gave updates on agency revenue, sales tax receipts and trends, and COVID's impact on revenue. He also summarized year-to-date operating expenses and other impacts the COVID will have on the agency, including a \$102 million grant as part of the CARES Act. Kevin closed with a review of the six significant budget transfers that have taken place in FY 2020, current reserve fund balance, and a summary of capital project spending.

Chair Cooper asked if the agency anticipated having to tap into financial reserves due to the virus emergency. Kevin said that the agency is well positioned with the CARES Act funding, and that we do not currently anticipate having to do so.

President Clarke thanked the Finance team, and complimented the FTA for the speed with which they were able to have the CARES funding available to transit agencies.

2. FY 2021 Proposed Budget Development Calendar

Budget Director Kevin Conlan gave the presentation.

Kevin reviewed the process and calendar leading to the approval of the FY 2021 Budget. He also thanks members of his department for keeping the process on track during the COVID crisis.

3. Innovative Mobility Partnerships

Vice President of Demand Response and Innovative Mobility Chad Ballentine gave the presentation.

Chad's presentation laid out the possibility of Capital Metro assuming responsibility for the Austin B-Cycle bikeshare program, which currently has approximately 700 bikes. Options for integrating the program with transit could include combining payment systems and co-locating bike stations with bus stops. B-Cycle is currently operated by a non-profit, and that would continue. Chad said that plans for the future would include electrification of the entire fleet of bikes.

4. Project Connect Update

Program Officer Dave Couch gave the presentation.

Dave reviewed the Project Connect timeline. The next major milestone for the initiative will be a joint meeting with the Austin City Council on June 10th, where the board is expected to vote on the Locally Preferred Alternative (LPA). Dave also summarized current public outreach efforts and presented recent changes that have been made to the recommended system plan map. He also reviewed the evolution of the Gold Line over time, and key upcoming decision points. President Clarke provided an outline of logistics for the meeting with City Council on June 10th.

5. Broadmoor Station Update

Executive Vice President of Planning and Development Sharmila Mukherjee gave the presentation.

Sharmila presented an overview of the proposed multimodal transit hub -- location, finances, and benefits. This project is envisioned as a Public-Private Partnership with the developer Brandywine, and has the potential to significantly increase ridership on the Red Line. This would be a replacement for the current Kramer Station. Sharmila displayed station renderings and outlined next steps leading to an agreement that will be presented to the board for approval.

6. COVID-19 Recovery Task Force Update

Executive Vice President of Planning and Development Sharmila Mukherjee and Chief Customer Officer/COO Dottie Watkins gave the presentation.

The task force was formed in early April and is working on plans for immediate, intermediate, and long-term agency responses to the COVID pandemic. Sharmila outlined some of the agency efforts to protect operators, customers and staff -- improved cleaning, physical distancing, providing masks, and flexible work schedules. Operationally we have tried to focus on the transit-dependent population with our modified service delivery plans. We will be reinstating fares beginning in June, which coincides with the installation of shields for operators on all fixed-route vehicles.

Dottie focused the second half of the presentation on the data that will inform decisions on how and when to return to more "normal" service levels. We are working to ensure that we have coverage for commuters who are being asked to return to work, while prioritizing safety and social distancing.

VIII. Reports:

1. President's Report

In the interest of time President Clarke did not provide a full report, but instead provided remarks thanking both the board and staff for their recent time and efforts in support of service, customers, and the Project Connect initiative.

IX. Items for Future Discussion:

X. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email ed.easton@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Delia Garza, Vice Chair; Eric Stratton, Secretary; Terry Mitchell; Troy Hill; Ann Kitchen, Jeffrey Travillion and Pio Renteria.

The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.