

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

~ Agenda ~

Board Liaison Ed Easton
512-369-6040

Monday, November 18, 2019

12:00 PM

Capital Metro Rosa Parks Boardroom

I. Pledge of Allegiance

II. Safety Briefing

III. Recognition

IV. Public Comment:

V. Advisory Committee Updates:

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

VI. Board Committee Updates:

1. Operations, Planning and Safety Committee
2. Finance, Audit and Administration Committee; and
3. CAMPO update

VII. Consent Items

1. Approval of Minutes from the October 28, 2019 Board Meeting.
2. Approval of a resolution adopting the 2020 Board Meeting Calendar.
3. Approval of a resolution authorizing the President & CEO, or his designee, to modify an Interlocal Agreement (ILA) with Travis County for employee transit passes to increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000.

VIII. Action Item

1. Approval of a resolution directing the President & CEO, or his designee, to create a Red Line Parkway Plan for Trails, Parks, Public Space, and Trail-Oriented Development along the Capital Metro Red Line, including a strategy for the development, management, and operation of this plan and implementation schedule.

IX. Presentations:

1. Contracted Bus Operations and Maintenance Update
2. Route Performance Dashboard Update
3. Project Connect and Community Engagement Update

X. Reports:

1. President's Report

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

Section 551.074 for personnel matters - Discussion of President & CEO
2019 Performance Evaluation

XII. Items for Future Discussion:

XIII. 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; Rita Jonse; 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.

Capital Metropolitan Transportation Authority **MEETING DATE: 11/18/2019**

Board of Directors

(ID # 4518)

**Update on the Customer Satisfaction
Advisory Committee (CSAC)**

TITLE: Update on the Customer Satisfaction Advisory Committee (CSAC)

Capital Metropolitan Transportation Authority MEETING DATE: 11/18/2019

Board of Directors

(ID # 4519)

**Update on the Access Advisory Committee
(AAC)**

TITLE: Update on the Access Advisory Committee (AAC)

Access Advisory Committee
Wednesday, November 6, 2019
2910 E. 5th Street, Austin, Texas 78702
5:30 p.m. – 7:03 p.m.

Call to Order:

Chair Chris Prentice, Access Advisory Committee

Chairman Prentice called the meeting to order at 5:35 p.m.

Introductions:

Committee members present were: Chair Chris Prentice, Glenda Born, Estrella Barrera, John McNabb, Molly Birrell, Audrea Diaz, and Mike Gorse.

Capital Metro staff, contractors and community members present were Ricardo Boulware, Kevin Conlan, Julie Lampkin, Raul Vela, Chris Westbrook, Chad Ballentine, Caitlin D'Alton, Rafael Villareal, Martin Kareithi, Nathaniel DeGrandefield Chris Mojica, and Yannis Banks, Suzie, Freddy Gonzalez Citizen, Katherine Rutledge Maria, Mark Valero, Donna Simmons, Charlie Jackson, Lucy Shroff Trapeze Group

Citizens' Communication

Members of the public

Glenda – There are issues with tablets still. What is being done about the tablet issue? They seem to cause people to be dropped off at the wrong spot/location. Chad – On the little vans? Chris – The tablets are set to update automatically. As far as the outages there have been some Trapeze issues & they are working with Cap Metro on that. We will make sure they are set to automatically update.

Performance Dashboard Update

Pat Vidaurri, Manager Performance and Strategic Initiative

We want feedback from Access Committee. Access – You are specifically talking about fixed route correct? Pat – Yes, we do not currently have MetroAccess on here yet. A suggestion was made from Access to move the access link to the dropdown tab. Access – How easily does the dashboard work with a screen reader? Maria – It is similar to the current dashboard now. We are also offering an excel spreadsheet that is accessible as well. Access – Can we get this data to compare with what Cap Metro expects for performance? Pat – I think the information for the route information is very valuable. Pat let's Access know that we are currently working on getting a lot of feedback. Access – What do you want us to do now? Pat – Give any feedback, thoughts to Yannis & he can get it to us.

Paratransit Vans

Andrew Murphy, Manager Maintenance, Standards, Projects

MV 1 vehicles out of South Base have reached the end of their life. Access – Are you talking about the box ones? Andrew – Yes, they are no longer being manufactured. We are looking to buy 20 replacements for them. We are going to replace them with the cutaways that we are

using. Access – The minivans are hard to get in. Access – What is the scheduled time of replacement? Andrew – We will go to the Jan board & get them by Sept hopefully. We are looking at diff floorplans. We would like to be able to carry 3 wheelchairs at time plus riders. It's kind of hard currently and we are looking at different options. Access – Do you have a good set of best practices? Andrew – The industry is set based on how you are going to use the vans. Most of the vans are built for schools, church groups or small orgs. When they use the van people are pretty much going to one location. Access – Can you start with bare chassis and build it how you want it? Andrew – Sure, but you have limitations with width & length. At a certain point you would get into CDL license area. Access – Are you in the procurement process? Andrew – We are going to buy these via a State contract. Community member – I don't like the minivan, can't get out gracefully in a dress. Access – I would like to see Metro have a standard type of vehicle. I don't like the RideRite van. Access member – I would disagree. I like them. There is a difference of opinion. Access – For those of us with dogs. The type of floor can let the dog slide so easily. Is there a kind of floor that can minimize that? Access – What are you seeing, based on ridership, as primary issues people have based on the type of van? Part of the issue is that it is a limited market based on the type of vehicle that is available. Andrew – Historically the issue with these kinds of vans is ride quality. It can be a rough ride, but I think we have got a handle on that. Other than ride quality I haven't gotten too much feedback which is why I came here. If you're talking to someone and you hear something reach out and let me know. Access – Do you have more minivans than the bigger vans? Andrew – Currently we have 20 of the MV 1 & 80 of the bigger vans. We have 75 of the minivans. Access – What time does the minivans stop running? Chad – 8:30 pm. Andrew is also working with vehicle operators and schedulers. Everyone has a desire & want. We have heard from some passengers. Access – I would think drivers could give you a good overall picture for passengers, based on what they hear, and for themselves. Andrew – We are also talking to mechanics to get their feedback.

Diversity Report

Donna Simmons, EVP, Admin & Diversity & Inclusion Officer

Access – Is there any info that shows employees with disabilities? Donna – Currently there is not. We have been talking about ways we can ask workforce to self-identify w/o running into privacy concerns. Access – Do you mean visible & non-visible? Donna – Yes. Martin – There are people here who meet the ADA legal definition but may not be comfortable with letting people know. Donna – We recently became a partner with National Disability Council.

Committee Workplan

Access Committee

Once a Quarter work session to help the committee work on issues they want to work on. Paul – Thinks the reports needs to be pared down to issues that are relevant to them. He would like Signal Shop reporting twice a year. He believes most their time should be in work sessions. Paul would like to have more time to tell Metro what they need and not hear as many reports from Metro. Glenda – She wants to look at eligibility requirements. John – He wants to be on the front end on issues and not the back end. Chris – Thinks they should still get reports. They can be done in email in a timely manner. There is value when there is contemplation in route changes & things like that. Paul – Wants to get connected with the City of Austin Signal Shop.

They control the signals in the city. Martin – City of Austin has purview over that. We will go in with them and do signals. The city tries as much as they can to put in new crossing signals. New requirements have been put in place to put in crossing signals when they do stops. We will do the best we can to bring in planning dept on things they are working on the city with, but we may not be able to bring the COA in here. Charlie Jackson – Our planning department has a joint taskforce with the COA. We meet twice a month to have these conversations. That group would like to have that feedback. Access – If we could get a report from the planning dept on those meetings that would be helpful. Charlie – I’m on that committee so I’ll take it back to them. Access – Budget report can be cut down to just paratransit & fixed route. We don’t need to hear about state of agency. Chris thinks there is value in hearing about the total budget. Access would like bi-monthly update from joint taskforce.

Statistics / Tech and Pilot Projects Update

Julie Lampkin, Manager of Demand Response

We are up in ridership 4%. That is big for us. OTP has gone down and is currently at 90% for the year. Before we were running at 92% the previous year. There has been an issue with the software update. We have been trying to work thru issues with scheduling. Phone abandonment rates have jumped and so has average hold times (due to the upgrades). A patch was put in a week ago & it looks like we are seeing some relief. We also hired 5 representatives to handle calls. Access – What about Sunday. Had a lot of problems on Sunday with late pickups & schedules. Julie – We have had Trapeze on site to help with issues we are having.

Approval of October 2019 Minutes

Access Committee

Moved by John & second by Molly. Adjourned 7:03

Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 11/18/2019
(ID # 4517)

Approval of Minutes from the October 28, 2019 Board Meeting

Approval of Minutes from the October 28, 2019 Board Meeting.

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

~ Minutes ~

Board Liaison Ed Easton
512-369-6040

Monday, October 28, 2019
12:00 PM

12:05 PM Meeting Called to Order
3:11 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Vice President of Risk Management & Safety Gardner Tabon gave his monthly briefing. This month's focus was on fire safety.

III. Recognition

President Clarke kicked off a new employee recognition program in which the board will recognize long-tenured employees every month. This month's recognition included Paul Torres, a Master Mechanic with 39 years of service; and Johnny Mujica, a recently retired Bus Operator who had 40 years of service. This program will continue in the coming months.

IV. Public Comment:

Evron Barber, a RATPDev employee, spoke about the transfer of the contract to MV and some of the challenges he has faced. He feels he has been harassed by his current supervisors for going to the MV Human Resources department, which is across the street. He has trouble communicating sometimes and brings a steward in when he talks to supervisors to help.

Heather Barber, the wife of Evron Barber, agreed with her husband's concerns and relayed that he had received a write-up for communicating with her by phone while she was recuperating from surgery.

Cliff Bodenhafer, customer, relayed issues he has been having with MetroAccess pickups being late. This is a bad habit they have gotten into. He was picked up late for the last board meeting, causing him to be 1 1/2 hours late. He hears this complaint from many others.

Annye Jones, MetroAccess customer, also expressed that she is experiencing late pickups. She has had to pay late fees at her doctor's office. She has also been late for church services and activities. She has also had difficulty with the Cap Metro app losing her pre-paid passes and tickets, and with shared rides taking longer than necessary.

Brent Payne from ATU Local 1091 gave the board an update on negotiations with MV. They are making progress, but it has been slow. He said there are concerns in particular with making sure accrued sick leave transfers over.

Ron Barnes from MV Transit also updated the board on the transition and negotiating process. His team is continuing negotiations with the Union, and in the meantime is taking operators and mechanics through the process of qualifying to work at MV. After Thanksgiving employees will begin enrolling for their benefits. President Clarke clarified that in reference to Mr. Payne's comment about sick leave accrual, Capital Metro will ensure that the process of transferring that leave over happens.

V. Advisory Committee Updates:

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

Yannis Banks, Community Involvement Specialist, provided the report.

The CSAC Committee heard from Dottie Watkins on her new role as Capital Metro's Chief Customer Officer; a update on the Proposed January 2020 Service Changes; and a briefing on new Pickup Service zones. They also spent some time on their 2020 work plan.

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

Yannis Banks, Community Engagement Specialist, provided the report.

This month the Access Committee heard updates on Project Connect; the Proposed January 2020 Service Changes; and a 2020 work plan for the Committee. They also heard an update on the new and improved drop-off zone for MetroAccess customers at the airport and got an update from Dottie Watkins on her new role as Capital Metro's Chief Customer Officer.

VI. Board Committee Updates:

1. Operations, Planning and Safety Committee

Vice Chair Garza presented the report. The Committee heard several items that are on the Consent and Action Item agendas today and received a Safety Department Update presentation.

2. Finance, Audit and Administration Committee; and

Chair Mitchell presented the report. The Committee had a presentation from and discussion with the auditors from PFM about Capital Metro's investment policies and holdings.

3. CAMPO update

CAMPO did not meet this month.

VII. Consent Items

Board member Stratton asked that Consent Item #3: ePaper Dynamic Messaging Signs be removed from the Consent Agenda and moved to the regular agenda.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Delia Garza, Vice Chair
SECONDER:	Eric Stratton, Board Secretary
AYES:	Mitchell, Cooper, Garza, Kitchen, Jonse, Renteria, Travillion, Stratton

1. Approval of Minutes from the September 11, 2019 Public Hearing and September 23, 2019 Board Meeting.

2. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Core Office Interiors for the purchase and installation of furniture for the administrative lease space at 700 Lavaca, Suite 1400, in an amount not to exceed \$500,000.

VIII. Action Items:

1. Approval by the Board of Directors of Capital Metro's Investment Policy.

CFO Reinet Marneweck presented this item.

The board is required by the Public Funds Investment Act to annually review and approve the agency's Investment Policy. This item was reviewed in more detail by the Finance, Audit and Administration Committee earlier in the month. The one change to the Texas Public Funds Investment Act that affects our policy is the extension of the maturation date for commercial paper.

Previously it was limited to 270 days, but that has been changed to 365 days. That change is now reflected in the Capital Metro policy.

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

2. Approval of a resolution authorizing the President & CEO, or his designee, to implement the January 2020 Service Changes.

Principal Short-range Planner Lawrence Deeter presented this item.

These changes are fairly minor in nature and do not meet the major service change threshold. They include the resumption of Saturday MetroRail service from Leander; minor schedule adjustments to both MetroBus and MetroExpress services to improve reliability and reduce overcrowding; and minor routing changes to Routes 980 and 20. We will also be restoring regular routing to Route 337, which had been on long-term detour due to US Hwy 183 construction.

Board member Kitchen asked about customer feedback on these changes, and Lawrence relayed that overall it was positive. Some customers are concerned about connections to the HEB from the re-routed 337.

Zenobia Joseph, citizen, mentioned difficulties she is having connecting to the WiFi in the boardroom. She opposes the January Service Changes as she believes they create an inequitable distribution of resources with school trippers being added to Route 337 but not to other areas that need service. She also complimented Operator ID #600573 on Route 392 for good customer service but contrasted that with a bad experience she had yesterday with an operator who passed her by as she tried to attend an event downtown.

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

3. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with M. A. Smith Contracting, Inc. for the construction of the North Operations Facility bus yard expansion to accommodate electric buses in the amount of \$7,500,000, plus \$750,000 (10%) contingency for a total not to exceed amount of \$8,250,000.

Vice President of Capital Projects Ken Cartwright presented this item.

Ken gave a brief presentation with photographs and a site plan of the area where this yard would be built. Capital Metro expects the first ten electric buses to be placed into service during this fiscal year. This project will be sequenced into two phases to minimize disruption to current bus services. We have worked previously with the chosen contractor.

Board member Stratton asked if there was flexibility to adapt this bus yard if Capital Metro doesn't ultimately purchase as many electric buses as the fleet plan calls for. Ken clarified that this contract is for concrete and electric conduit work, and that there would be a subsequent contract for the actual electrification. That contract will be phased so that we are pulling electrical service to parking spaces as the buses come online. In the meantime, this yard can be used for any type of vehicle.

Board member Renteria asked whether we are considering solar to help with the charging. Ken responded that we are, and that we have a study underway looking at solar for this entire facility.

RESULT: ADOPTED [7 TO 0]
MOVER: Jeffrey Travillion, Board Member
SECONDER: Sabino Renteria, Board Member
AYES: Mitchell, Cooper, Garza, Kitchen, Renteria, Travillion, Stratton
RECUSED: Jonse

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract with Bytemark, Inc. to provide and install onboard validators, with a 10% contingency, in an amount not to exceed \$3,734,412.

Chief Customer Officer/Chief Operating Officer Dottie Watkins presented this item.

Dottie gave a brief presentation that reviewed the previously agreed-upon Fare Strategy Roadmap. This contract is the next step in getting our onboard hardware ready for an account-based fare collection system. These validators are similar to the ones on the MetroRapid vehicles -- which allow for rear door boarding and speed the boarding process.

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

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute a contract modification with Luminator Mass Transit LLC for ePaper Dynamic Message Signs (DMS) in an amount not-to-exceed \$1,705,270 for a revised total contract award not-to-exceed of \$3,487,603.

This item was pulled from the Consent Item at the request of Board member Stratton. Chief Information Officer Jane Schroter presented this item.

This contract modification will replace out of life-cycle signs that are currently installed at MetroRapid and MetroRail stations and allow for further installations of ePaper and solar signage at high ridership and multiple-route stops in the future. Funding will come through the Capital Improvement Plan process.

Board member Stratton commented that his pulling the item from the Consent Agenda had to do with the large total dollar amount, not a lack of support of this modification.

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

IX. Presentations:

1. Pickup Service Update

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

Chad's presentation gave an overview of the program, including the service's goals, highlights from community engagement meetings and efforts, marketing, and ridership statistics. Ridership numbers are fairly small given the nature of the service but growing. In December Capital Metro will roll out a new zone in Leander and we have begun outreach in that area. We are also working with the Texas

A&M Transportation Institute to develop an evaluation framework and metrics which will help us make decisions about services like Pickup in the future.

Board member Stratton thanked Chad and staff for their work to get the Leander service up and running, and asked how that service will be evaluated given that it will be newer than other zones when the first planned evaluation process is undertaken in 2020.

Board member Travillion asked about outreach and marketing efforts, and how we are making sure that people are aware of the service.

Board member Stratton said that he will be curious how Pickup may supplement or compliment MetroAccess service in the future.

Chair Cooper asked about tracking customer destinations and whether we are also looking at whether they are continuing their trip on transit.

President Clarke commented that in the future this technology and this type of service may help some of the smaller cities and towns that would like transit but might not be well served by a larger bus.

2. Diversity Report

Executive Vice President of Administration Donna Simmons gave the presentation.

Donna's presentation gave an overview of Capital Metro's commitment to diversity and its linkage to the agency Strategic Plan initiatives. She also went through the agency's workforce diversity, vendor diversity, vendor diversity outreach, and cultural diversity programs for employees. She also reviewed the timeline for the roll out of a new diversity and inclusion program, which is expected to be fully implemented by January 2021.

Vice Chair Garza asked if the board could receive a breakout of diversity by pay grade.

Board members asked for a brief summary of what may have changed over time that shifted the agency's focus from a compliance emphasis to more of a cultural one. He also asked if the SBE and DBE statistics could be further broken out in the "non-minority" category.

X. Reports:

1. President's Report

President Clarke presented his monthly report, which this month included a summary of continued ridership gains; a contest for students at L.L. Campbell Elementary to design wraps for our first 2 electric buses; Austin's annual White Cane Day celebration and a KLRU feature on Martin Kareithi; and the upcoming joint work session on Project Connect with the Austin City Council.

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

Section 551.076 for Security Issues -- Physical and Cyber Security Update

Went into session at 2:02 pm

Return from session at 3:11 pm

XII. Items for Future Discussion:

XIII. Adjournment

ADA Compliance

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Capital Metropolitan Transportation Authority
Board of Directors

MEETING DATE: 11/18/2019
(ID # 4512)

Approval of the 2020 Capital Metro Board Meeting Calendar

Approval of a resolution adopting the 2020 Board Meeting Calendar.

**Capital Metropolitan Transportation Authority
Board of Directors**

**MEETING DATE: 11/18/2019
(ID # AI-2019-1136)
2020 Board Meeting Calendar**

SUBJECT:

Approval of a resolution adopting the 2020 Board Meeting Calendar.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

1. High Quality Customer Experience
3. Sustainability

Strategic Objectives:

- 1.3 Net Promoter Score /Customer Satisfaction,4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

Holding regularly scheduled board and committee meetings increases the likelihood of meaningful public input and ensures the timely execution of Agency business.

BUSINESS CASE:

Not applicable.

COMMITTEE RECOMMENDATION:

This agenda item was presented to the full board on November 18, 2019.

EXECUTIVE SUMMARY:

Approval of the Capital Metro 2020 annual Board Meeting Calendar.

Note that due to relocation of the Rosa Parks Capital Metro Boardroom at the 2910 East 5th Street facility, many of the 2020 board and committee meetings will be held on the first floor of the Travis County Building located at 700 Lavaca Street.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Board of Directors



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

STATE OF TEXAS

COUNTY OF TRAVIS

**RESOLUTION (ID # AI-2019-1136)
2020 Board Meeting Calendar**

WHEREAS, Section 451.514 of the Texas Transportation Code requires the Board of Directors to hold at least one regular meeting each month to transact the business of the Authority and to set the place, date and time for each meeting.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors will hold regular monthly meetings and adopts the schedule laid out in the attached document for calendar year 2020.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1136 (4512 : Approval of the 2020 Capital Metro Board Meeting Calendar)

2020	<u>Committee Meetings</u>	<u>Board Meetings</u>
	10 a.m. (FAA) and 12:30 (OPS)	Noon
January	Wednesday 1/15	Monday 1/27
February	Wednesday 2/12	Monday 2/24
March	Wednesday 3/11	Monday 3/30
April	Wednesday 4/15	Monday 4/27
May	Friday 5/15	Friday 5/22
June	Wednesday 6/10	Monday 6/22
July	Wednesday 7/15	Monday 7/27
August	Wednesday 8/12	Monday 8/24
September	Wednesday 9/16	Monday 9/28
October	Wednesday 10/14	Monday 10/26
November	Monday 11/9	Monday 11/23
December	Monday 12/7	Monday 12/14

Note that due to relocation of the Rosa Parks Capital Metro Boardroom at the 2910 East 5th Street facility, many of the 2020 board and committee meetings will be held on the first floor of the Travis County Building located at 700 Lavaca Street.

Modification to Travis County ILA for Transit Passes

Approval of a resolution authorizing the President & CEO, or his designee, to modify an Interlocal Agreement (ILA) with Travis County for employee transit passes to increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000.

**Capital Metropolitan Transportation Authority
Board of Directors**

MEETING DATE: 11/18/2019

(ID # AI-2019-1132)

Travis County ILA for Transit Passes Mod. 2

SUBJECT:

Approval of a resolution authorizing the President & CEO, or his designee, to modify an Interlocal Agreement (ILA) with Travis County for employee transit passes to increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000.

FISCAL IMPACT:

This action is revenue-generating.

STRATEGIC PLAN:

Strategic Goal Alignment:

4. Valued Community Partner

Strategic Objectives:

4.4 Organizational Partner Satisfaction

EXPLANATION OF STRATEGIC ALIGNMENT:

Modification of the ILA with Travis County will maintain a strong partnership that supports Capital Metro's mission and vision. The ILA modification has the potential to increase ridership on Capital Metro services and increase revenue.

BUSINESS CASE:

The ILA has helped establish a strong partnership with Travis County that supports Capital Metro's strategic objectives. The first of three, one-year options to extend the ILA was exercised by Capital Metro's Board of Directors in August 2019. The ILA has been well utilized by Travis County employees, and, due to employee ridership growth of 11.75% over the last fiscal year, Travis County has requested the modification to increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000. The proposed modification has the potential to further increase the usage of our services by Travis County employees.

COMMITTEE RECOMMENDATION:

This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on November 6, 2019.

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 Travis County's continued joint effort to promote sustainability through transportation alternatives, this agreement is a modification of an Interlocal Agreement (ILA) with Travis County for employee transit passes that will increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000.

Attachment: Resolution-AI-2019-1132 (4502 : Modification to Travis County ILA for Transit Passes)



DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Finance



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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1132)

Travis County ILA for Transit Passes Mod. 2

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 modify an Interlocal Agreement (ILA) with Travis County for employee transit passes to increase the agreement's not-to-exceed amount from \$87,000 to \$110,000, an increase of \$23,000.

**Secretary of the Board
Eric Stratton**

Date: _____

Attachment: Resolution-AI-2019-1132 (4502 : Modification to Travis County ILA for Transit Passes)

MODIFICATION OF CONTRACT: 4400004074, Interlocal Agreement for Employee Transit Services

ISSUED BY: Travis County Purchasing Office P.O. Box 1748 Austin, Texas 78767 Contact: Jean Liburd Tel. No: (512) 854-4850		ISSUED TO: Capital Metropolitan Transportation Authority Attn: Greg Buford 2910 E. 5th Street Austin, Texas 78702	
MODIFICATION NO.: 2		EXECUTED DATE OF ORIGINAL CONTRACT: September 26, 2018	
ORIGINAL CONTRACT TERM: October 1, 2018 to September 30, 2019		MODIFIED CONTRACT TERM END DATE: September 30, 2020	
ORIGINAL CONTRACT AMOUNT: \$87,000.00 NTE	MOD. 2 AMOUNT: \$23,000.00	CUMULATIVE CONTRACT AMOUNT: \$197,000.00 NTE	
Note to Vendor: <input checked="" type="checkbox"/> Complete and execute (<i>sign</i>) your portion of the signature block section as tagged below. <input type="checkbox"/> DO NOT execute. Retain for your records.		Court Approval Required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

DESCRIPTION OF CHANGES: Except as provided in this Modification 2, all terms, conditions and provisions of the document referenced above, as previously modified, remain unchanged and in full force and effect.

1. Pursuant to Article III Term and Termination, 1. Term, effective October 1, 2019, the above Interlocal Agreement is hereby modified as follows:
 - A. Article IV. Compensation and Payment, 1. Contract Amount, the Not To Exceed amount is increased from \$87,000.00 to \$110,000.00, an increase of \$23,000.00.

LEGAL BUSINESS NAME: **Capital Metropolitan Transportation Authority**

BY: _____
SIGNATURE

BY: _____
PRINT NAME

TITLE: _____
ITS DULY AUTHORIZED AGENT

DATE: _____

TRAVIS COUNTY, TEXAS

BY: _____
BONNIE S. FLOYD, MBA, CPPO, CPPB, TRAVIS COUNTY PURCHASING AGENT

DATE: _____

TRAVIS COUNTY, TEXAS

BY: _____
SARAH ECKHARDT, TRAVIS COUNTY JUDGE

DATE: _____

ORIGINAL

**INTERLOCAL AGREEMENT
BETWEEN
TRAVIS COUNTY AND
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
FOR EMPLOYEE TRANSIT SERVICES**

This Interlocal Agreement ("Agreement") is entered into by and between Travis County, Texas ("Travis County"), a political subdivision of the State of Texas, and Capital Metropolitan Transportation Authority ("Capital Metro"), a transportation authority and political subdivision organized under Chapter 451 of the Texas Transportation Code. Capital Metro and Travis County are referred to in this Agreement collectively referred the "Parties" and individually as a "Party".

I. Recitals

1. The Parties recognize the importance of a regional mobility system and desire to encourage employees of Travis County to access public transportation.
2. This Agreement is effective upon execution by both Parties and is effective until the funding for this Agreement is depleted or is otherwise terminated in accordance with this Agreement.
3. This Agreement is authorized and governed by the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code.
4. The Parties now desire to enter into a mutually beneficially agreement that meets the transportation mobility needs of both Parties.

In consideration of mutual covenants and agreements contained herein, the Parties agree to the terms and conditions below as evidenced by the signatures of their respective authorized representatives.

II. Scope

1. **Transit Services.** The purpose of this Agreement is to provide access to Capital Metro's paratransit services ("MetroAccess Services"), bus, and rail services (collectively, "Services") to Travis County employees who possess a valid and current Travis County employee photo identification and are eligible to use the Services ("Eligible County Employees").
2. **MetroAccess.** Capital Metro will provide paratransit services to Eligible County Employees who have been certified for MetroAccess Service via Capital Metro's certification process. MetroAccess-certified Eligible County Employees must follow Capital Metro's certification and reservations processes in order to make use of Capital Metro's paratransit services. Travis County will provide Capital Metro a list of MetroAccess-certified Eligible County Employees at least ten (10) business days before the beginning of a new service month. Capital Metro will then issue Travis County a MetroAccess monthly pass for each of these Eligible County Employees at least five (5) business days before the beginning of that new service month. Travis County will be responsible for distribution of these monthly passes to its MetroAccess-certified Eligible County Employees. Each MetroAccess-certified Eligible County Employee must display a valid MetroAccess monthly pass to the MetroAccess operator prior to boarding a MetroAccess vehicle. In this Agreement, "service month" means a calendar month during which a MetroAccess-certified Eligible County Employee desires to receive paratransit services from Capital Metro.

Attachment: Travis County ILA for Transit Passes - Signed (1) (1) (4502 : Modification to Travis County ILA for Transit Passes)

3. **Bus and Rail Services.** Capital Metro agrees to provide bus and rail services to any Eligible County Employee, at no charge to the Eligible County Employee, provided each such employee presents a valid Capital Metro pass and Travis County Employee photo identification upon boarding the Capital Metro vehicle.
4. **Coordination.** Capital Metro and Travis County understand the need for coordination and prior approval of the respective governing bodies regarding services, activities, and initiatives; including services, activities and initiatives that involve additional funds. The Parties agree to work together in good faith to coordinate any approvals necessary to obtain services, activities and initiatives that further the goals of this Agreement.
 - (a) Capital Metro and Travis County staff will outline the various roles and responsibilities needed to promote and increase Travis County employee ridership.
 - (b) Travis County will promote transit use to its employees with the assistance of the Capital Metro Communications and Marketing staff. The number of passes Travis County will require will be determined no later than six (6) weeks before the desired delivery date. Capital Metro will deliver the annual transit passes to the Travis County Human Resources Management Department. Travis County will be responsible for distributing the passes to Eligible County Employees.
5. **Holidays.** The following holidays are observed by Capital Metro and may alter the level of services:

Holiday	Date Observed
New Year's Day	January 1
Martin Luther King, Jr.'s Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving	Friday after Thanksgiving
Christmas Eve	December 24
Christmas Day	December 25

6. **Monitoring and Reporting.**

- (a) **Ridership Reports.** Capital Metro will provide ridership reports to Travis County by day 10 of each month. Ridership reports will include the number of unique Travis County employee riders, the number of rides taken for each level/tier of service/per day and for the total month, the total dollar amount per level/tier of service, and the total dollar amount due.
- (b) **MetroAccess (Paratransit) Reconciliation.** From the listing of MetroAccess monthly passes issued to Travis County for its MetroAccess-certified employees, Capital Metro will monitor, compile, and analyze Eligible County Employees' use of MetroAccess services and provide a monthly ridership report to Travis County. Capital Metro and Travis County will review the ridership services and eligibility for MetroAccess Services each month to reconcile the services. Capital Metro will submit invoices to Travis County for these services based upon the reconciliation.

- (c) **Bus and Rail Reconciliation.** Capital Metro will use the magnetic cards at the bus and rail fare boxes to monitor, compile and analyze bus and rail ridership data. Capital Metro and Travis County will review ridership services and employees' eligibility each month to reconcile the services. Capital Metro will submit invoices to Travis County for these services based upon the reconciliation.

III. Term and Termination

1. **Term.** The initial term of this Agreement shall commence on October 1, 2018 and end on September 30, 2019 (the "Initial Term"). After the Initial Term, this Agreement may be renewed for three (3) additional 12-month optional renewals. All optional renewals and extensions are subject to the review and approval of the Capital Metro Board of Directors and the Travis County Commissioners Court. Any changes to the price per ride or payment terms will be negotiated in good faith between the Parties at least ninety (90) calendar days prior to the expiration of the then-current term.
2. **Termination.** Either Party may exercise the right to terminate this Agreement, in whole or part, without cause, upon sixty (60) calendar days prior written notice. Upon receipt of the termination notice Capital Metro will cease all work on the 60th day ("Early Termination") following the date of the termination notice. Travis County will pay Capital Metro for all Services performed and obligations incurred prior to the Early Termination.

IV. Compensation and Payment

1. **Contract Amount.** For the Initial Term and each renewal term (unless the Parties have negotiated different prices or payment terms for that renewal term), Travis County will pay to Capital Metro an amount not to exceed **\$87,000** for that term for Eligible County Employees' use of the Services, at the rates and costs set forth in Table 1 and Paragraphs 1.1 and 1.2 below. Capital Metro will invoice Travis County on a monthly basis for the Services.
 - 1.1 During the term of this Agreement, Travis County will pay Capital Metro for bus and rail services on a per ride basis, at the rates set forth in Table 1 or the then-current, per-ride rates for each class of service. Travis County will pay Capital Metro for MetroAccess Services for MetroAccess-certified Eligible County Employees at the monthly rate set forth in Table 1.

Table 1. Prices for services from October 1, 2018 through September 30, 2019 and for each renewal term unless the Parties negotiate different prices or payment terms for that renewal term.

Service	Promotional Fare Price
Local	\$0.88 per ride
Commuter	\$2.45 per ride
MetroAccess (Paratransit)	\$46.50 month

- 1.2 Travis County will pay for the production costs of the transit passes. In addition, if the production costs of the transit passes increase during the term of this Agreement, Travis County agrees to reimburse Capital Metro for the actual additional production costs charged to Capital Metro.

2. **Invoices.** Based upon reconciled ridership services and employee eligibility, Capital Metro will submit an itemized invoice and ridership data reports to Travis County on a monthly basis. Invoices and ridership data may be mailed or sent electronically to:

Syndia Crosbie
 Travis County Transportation and Natural Resources Department
 P.O. Box 1748
 Austin, Texas 78767
Syndia.Crosbie@traviscountytexas.gov

3. **Prompt Pay.** Travis County will pay all invoices on a monthly basis in accordance with Texas Prompt Payment Act, Chapter 2251, and Texas Government Code.
4. **Non-appropriations.** This Agreement is dependent upon the availability of Travis County funding. Travis County's payment obligations are payable only from funds appropriated and available for the Agreement. Travis County will provide Capital Metro written notice if it fails to appropriate the funds to pay the amounts due under this Agreement. Travis County will also notify Capital Metro as soon as practicable if there is a reduction of the appropriated funds necessary for Travis County to perform under this Agreement, or there are insufficient funds available for Travis County to pay its obligations under this Agreement.

V. General Terms and Conditions

1. Right to Audit.

1.1 Travis County agrees to allow authorized Capital Metro representatives access to all records related to this Agreement. In addition, Travis County agrees to only distribute transit passes and MetroAccess tickets to Eligible County Employees. Travis County will take adequate measures to prevent the transference of passes and tickets to individuals who are not Eligible County Employees.

1.2 Capital Metro agrees to allow authorized representatives of Travis County or other authorized representatives of Travis County, access to, and the right to audit, examine, or reproduce, any Capital Metro records related to the performance of this Agreement. Capital Metro agrees to refund to Travis County any overpayments disclosed by a Travis County audit.

2. **Taxpayer Identification.** Capital Metro shall provide Travis County with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification, that is completed in compliance with the Internal Code and its rules and regulations before any funds are payable.
3. **"Business Day."** In this Agreement, "business day" means any weekday that is not a holiday designated by the Travis County Commissioners Court.
4. **Entire Agreement.** This Agreement contains the complete and entire Agreement between the Parties respecting the matters addressed herein, and supersedes all prior negotiations, agreements, representations, and understanding, if any, between the Parties regarding Capital Metro's provision of transit services to Eligible County Employees. This Agreement may not be modified, discharged, or changed in any respect whatsoever except by written instrument duly executed by an authorized representative of the Parties. No official, representative, agent, or employee of Travis County, Texas has any authority to modify this Agreement, except pursuant to such express authority as may be granted by the

Commissioners Court of Travis County, Texas. The recitals set forth above and the attached exhibits are incorporated herein.

5. **Texas Public Information Act.** It will be the responsibility of each Party to comply with the provisions of Chapter 552, Texas Government Code, (Texas Public Information Act) and the Attorney General Opinions issued under that statute. Neither Party is authorized to receive requests or take any other action under the Texas Public Information Act on behalf of the other Party. Responses to requests for confidential information shall be handled in accordance with the provisions of the Texas Public Information Act. The provisions of this paragraph survive the termination or expiration of this Agreement.
6. **Fiscal Records.** The Parties will maintain and retain supporting fiscal documents adequate to ensure that claims for Agreement funds are in accordance with applicable state of Texas requirements. These supporting fiscal documents will be maintained and retained for a period of three (3) years from the later of: (a) termination of this Agreement, (b) submission of the final invoices, or (c) until resolution of all billing questions.
7. **Applicable Law.** This Agreement will be governed by and construed in accordance with the laws and constitution of the State of Texas.
8. **Venue.** Venue for any action arising under this Agreement will be in Travis County, Texas.
9. **Successors and Assigns.** This Agreement may not be assigned, in whole or in part, by either Party without the prior written consent of the other party. Any attempt to assign this Agreement, without the consent of the non-assigning Party, will be void. This Agreement will be binding upon and inure to the benefit of the Parties and their successors and assigns (if any).
10. **Independent Contractor.** This Agreement will not be construed as creating an employer-employee relationship, a partnership, or a joint venture between the Parties.
11. **Disputes.** The Parties will make every possible attempt to resolve, in an amicable manner, all disputes between the parties concerning the interpretation of this Agreement. Travis County will submit written notice of any claim of breach of contract under this Agreement to the Capital Metro Board of Directors, who will examine Travis County's claim and any counterclaim and negotiate with Travis County in an effort to resolve the claim. In the event this negotiation is unsuccessful, then the parties will take the dispute to mediation.
12. **INDEMNIFICATION. THE PARTIES AGREE THAT EACH GOVERNMENTAL ENTITY IS RESPONSIBLE FOR ITS OWN PROPORTIONATE SHARE OF ANY LIABILITY FOR THE NEGLIGENT ACTS OR OMISSIONS OF ITS EMPLOYEES, AGENTS, CONTRACTORS, OR SUBCONTRACTORS ARISING OUT OF, CONNECTED WITH, OR AS A CONSEQUENCE OF ITS PERFORMANCE UNDER THIS AGREEMENT. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES (INCLUDING BUT NOT LIMITED TO LOSS OF BUSINESS, REVENUE, PROFITS, OR OTHER ECONOMIC ADVANTAGE), HOWEVER IT ARISES, WHETHER IN AN ACTION OF CONTRACT, NEGLIGENCE, TORT, OR OTHER ACTION, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF ADVISED OF THE POSSIBILITY THEREOF.**
13. **Force Majeure.** Except as otherwise provided, neither Party is liable to the other for any delay in, or failure of performance, of a requirement contained in this Agreement caused by force majeure. The existence of such causes of delay or failure shall extend the period of performance until after the causes of delay or failure have been removed, provided the non-performing party exercises all reasonable due diligence to perform. Force majeure is defined

as acts of God, war, strike, fires, explosions, or other causes that are beyond the control of either Party and that by exercise or due foresight, such Party could not reasonably have been expected to avoid, and which, by the exercise of all reasonable due diligence, such party is unable to overcome. Each Party must inform the other in writing with proof of receipt within three (3) business days of the existence of such force majeure.

- 14. Severance.** Should any one or more provisions of this Agreement be deemed invalid, illegal, or unenforceable for any reason, such invalidity, illegality or unenforceability shall not affect any other provision held to be void, voidable, or for any reason whatsoever of no force and effect, such provision will be construed as severable from the remainder of this Agreement and will not affect the validity of all other provisions of this Agreement, which will remain of full force and effect.
- 15. Headings.** The headings contained in this Agreement are for reference purposes only and do not in any way affect the meaning or interpretation of this Agreement.
- 16. Notices.** Any notice required or permitted to be delivered under this Agreement will be deemed delivered when deposited in the United States mail, postage prepaid, certified mail, return receipt requested, addressed to Travis County or Capital Metro, at the addresses set forth below. Notice given in any other manner will be deemed effective only if and when received by the Party to be notified. Either Party may change its address for notice by written notice to the other Party.

16.1 Designation of Key Personnel for Notice

Travis County: Adele Noel
Travis County
Transportation and Natural Resources Department
P.O. Box 1748
Austin, Texas 78767

David Escamilla (or his successor)
Travis County Attorney
P.O. Box 1748
Austin, Texas 78767

AND TO: Bonnie S. Floyd, MBA, CPPO, CPPB (or her successor)
Travis County Purchasing Agent
P.O. Box 1748
Austin, Texas 78767

Capital Metro: Kerri L. Butcher, Chief Counsel
Capital Metropolitan Authority
2910 E. 5th Street
Austin, Texas 78702

17. **Government Entities.** The Parties to this Agreement are governmental entities within the State of Texas, and nothing in this Agreement waives or relinquishes the right of the Parties to claim any exemptions, privileges and immunities as may be provided by law.
18. **Certifications.** The Undersigned Parties do hereby certify that: (a) the services specified above are necessary and essential and are properly within the statutory functions and programs of the affected governmental entities; (b) the proposed arrangements serve the interest of efficient and economical administration of Capital Metro and Travis County; (c) the services contracted for are not required by Section 21 of Article 16 of the Constitution of Texas to be supplied under Agreement given to the lowest responsible bidder nor is this Agreement prohibited by Texas Government Code, Section 771.003(b); and (d) this Agreement neither requires nor permits either Party to exceed its duties and responsibilities or the limitations of its appropriated funds.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their undersigned, duly authorized representatives to be effective as of the date of the last Party to sign.

**Capital Metropolitan
Transportation Authority**

By: _____

Randy Clarke

President/CEO

Date: _____

9/11/18

Approved as to form:

By: _____

CMTA Legal

Travis County, Texas

By: _____

Sarah Eckhardt

Travis County Judge

Date: _____

SEP 26 2018

Approved as to form:

By: _____

Assistant Travis County Attorney

Capital Metro Red Line Parkway Plan

Approval of a resolution directing the President & CEO, or his designee, to create a Red Line Parkway Plan for Trails, Parks, Public Space, and Trail-Oriented Development along the Capital Metro Red Line, including a strategy for the development, management, and operation of this plan and implementation schedule.

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

STATE OF TEXAS

COUNTY OF TRAVIS

RESOLUTION (ID # AI-2019-1152)

Red Line Parkway Plan

WHEREAS, the Capital Metro Red Line corridor is a defining urban and geographic feature providing the only opportunity for a continuous urban trail and linear park from Downtown Austin to the northern city limits and beyond to Cedar Park and Leander, and provides a unique opportunity for significantly improving pedestrian and bicycle access to and increasing ridership of the existing MetroRail service and other Capital Metro routes; and

WHEREAS, efforts to improve and enhance the Red Line Trail and its environs have occurred over the past twenty years but have been challenged by the lack of a multi-jurisdictional plan with a holistic corridor vision; and

WHEREAS, the Capital Metro Rail-with-Trail Feasibility Study, completed by Capital Metro in 2007, began formal detailed planning for creating pedestrian and bicycle trails along most of the 32-mile Red Line corridor with a timeline for full implementation by 2019; and

WHEREAS, the Capital Metro TOD (Transit Oriented Development) Priority Tool recommends completion of pedestrian and bicycle trail connections to multiple MetroRail Stations, and its Tool 4.1.1 specifies that bicycle connectivity via paths increases TOD readiness; and

WHEREAS, Capital Metro Connections 2025 includes Service Evaluation to recommend that Transit Centers, including MetroRail Stations, be Enhanced Facilities that are connected with pedestrian and bike paths; and

WHEREAS, Capital Metro Connections 2025 specifies the Service Design Principle to Complement Emerging Mobility Initiatives by integrating the transit network with bicycle and pedestrian infrastructure that will improve existing access and extend access beyond the current transit network, and to accomplish this via a concerted effort to coordinate transit, bicycle, and pedestrian plans, which will increase transit ridership; and

WHEREAS, the Austin Strategic Mobility Plan, adopted by council April 11, 2019, has

Attachment: Resolution-AI-2019-1152 (4516 : Capital Metro Red Line Parkway Plan)



its goal for 2039 that half of journey-to-work trips will be made by a means other than driving alone, including 4% pedestrian, 5% bicycle, and 16% transit; and

WHEREAS, the Austin Urban Trails Plan, adopted by council in 2014, includes the Red Line Trail from the Butler Trail on Lady Bird Lake to Howard Station as a Tier I trail and the remaining Austin portions of the Red Line Trail as Tier II trails, and these form part of an over 400-mile planned urban trail network in greater Austin; and

WHEREAS, ten Austin Neighborhood and Regulating Plans, adopted between 1999 and 2008, recommend completion of the Red Line Trail and addition of adjacent parkland in their respective areas; and

WHEREAS, there are over 200,000 residents and 250,000 jobs within one mile of the 32-mile Red Line corridor, plus substantial projected growth; and

WHEREAS, there has been over one billion dollars' worth of public and private projects built in the Red Line corridor during the last decade and there will be substantial public and private investments made there in the next decade; and

WHEREAS, there is limited public or private funding currently identified to develop a trail and linear park plan that includes a continuous trail and park for the entire corridor or for implementation of such a plan; and

WHEREAS, cities throughout the country have revitalized and created urban greenways, trails and parks on present and future rail corridors through active partnerships with private conservancy groups including the Atlanta BeltLine Partnership, Midtown Greenway Coalition in Minneapolis, The Emerald Necklace Conservancy in Boston, and local groups for greenways without parallel rail corridors including Shoal Creek Conservancy, Waterloo Greenway, The Trail Foundation, and Hill Country Conservancy; and

WHEREAS, the Red Line Parkway Initiative, established by citizens in the Capital Metro service area who are dedicated to expanding, enhancing, and activating the Red Line Trail, improving connections to nature, parkland, and public space, and increasing everyday walking, bicycling, and transit, has incorporated to, as a private partner, help create a trails, parks, public space, and trail-oriented development plan for all of the Red Line corridor and help in the development, operation, and management of this plan;

NOW, THEREFORE, BE IT RESOLVED that the Capital Metro Board of Directors directs the President & CEO, or his designee, to create a Red Line Parkway Plan for Trails, Parks, Public Space, and Trail-Oriented Development along the Capital Metro Red Line, including a strategy for the development, management, and operation of this plan and implementation schedule.



Secretary of the Board
Eric Stratton

Date: _____

Capital Metropolitan Transportation Authority MEETING DATE: 11/18/2019

Board of Directors

(ID # 4513)

**Contracted Bus Operations and
Maintenance Update**

TITLE: Contracted Bus Operations and Maintenance Update

Contracted Bus Operations and Maintenance Contract Transition

1

**METRO**

Agenda

- Background
- People
- Facilities and Equipment
- Next Steps



Background

- New contract – Awarded to MV Transportation -- August 2019
 - Combines operation of both garages under one contract
 - Combination of garages expected to improve customer experience while leveraging economies of scale
 - Combination of garages provides more flexibility and opportunity for employees
 - Contract is aggressively focused on ensuring the best possible experience for our customers through data-driven continuous improvement processes.

Mobilization Activities - People

- Hiring and Training Incumbent Staff
 - Incumbent non-MV staff have completed applications
 - Application + Drug Test + Proof of DOT Physical + MV Runs Background Check
 - Incumbent training and pre-employment drug testing
 - Underway for Bus Operators
 - Late November/December for Maintenance and Administrative employees
- Communications with staff
 - Open houses, application suite, safety meetings, weekly mailbox stuffers
- New employee hiring and training continues at MV North Ops
- Labor Negotiations ongoing
 - Operator mark up scheduled to begin Nov 17th

Mobilization Activities – Facilities and Equipment

- Vehicle Inspections Underway
- Facility Inspections Underway
- Non-revenue vehicles provided by MV
 - Approximately 60 new vehicles
- Computer Equipment provided by MV
- Transfer of ownership of vehicle parts



Next Steps

- Operating plans and procedures approvals
- Contract Close Out Activities
 - Both existing contracts need to close out
 - Vehicle condition (financial reconciliation)
 - Facility and Equipment (inventory and condition)
 - National Transit Database Reports
 - Final payments to DBEs confirmed
- New contract effective January 5, 2020




METRO
Thank You!

Capital Metropolitan Transportation Authority **MEETING DATE: 11/18/2019**
Board of Directors **(ID # 4514)**
Route Performance Dashboard Update

TITLE: Route Performance Dashboard Update

Capital Metro Route Performance Dashboard



Customers (Ridership)



Safety Report



Reliability Report



Finance Report



Route Performance



Strategic Score Card

Background

- Dashboards continue to provide organizational transparency
- Dashboards process began June 2018
- Dashboards to date
 - Safety
 - Reliability
 - Financial
 - Ridership
- Commitment to the Board of Directors
 - Route performance dashboard
 - Strategic Plan Performance dashboard

Route Performance

Fiscal Year 2019

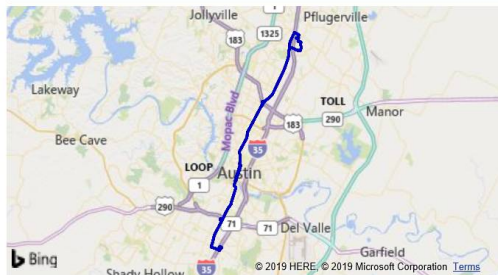
July 2019

ROUTE FREQUENCY

Service Day	Day	Evening	Peak	Schedule
Weekday	30	30	30	Link
Saturday	30	30	—	Link
Sunday	30	30	—	Link

Follow the link above to view this route's complete schedule and map.

METROBUS



Select a Route

001-North Lamar/South Congress

Select a Service Day

Weekday

Select a Time Period

July 2019

North Lamar/South Congress

Weekday Data

<p>Riders per Hour</p> <p>22</p>	<p>Vehicle Hours</p> <p>147</p>
<p>Average Riders</p> <p>3,283</p>	

Monthly Data

<p>On Time Performance</p> <p>82.86 %</p>	<p>Total Ridership</p> <p>95,125</p>
<p>Vehicle Collision Rate</p> <p>0.00 per 100K miles</p>	<p>Passenger Injury Rate</p> <p>0.00 per 100K riders</p>
<p>Total Monthly Route Cost</p> <p>\$539,689</p>	

The Route Performance Dashboard will display functionality for Organizational KPI's for:

- Ridership
- Financials
- Reliability
- Safety

From the data warehouse feeding the existing performance dashboards displaying to the public

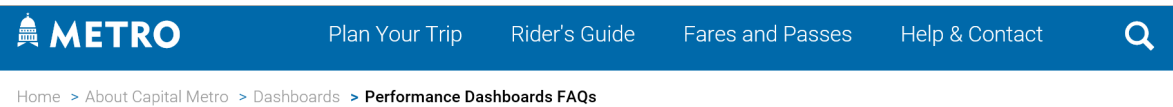
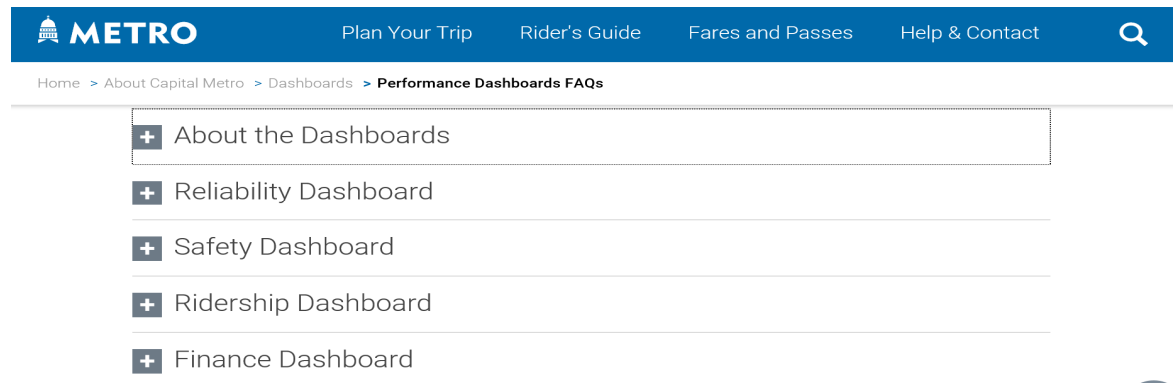
Dashboards

<https://capmetro.org/routeperformance/>



Data FAQs

- FAQs have been added to all dashboards to answer possible data set questions

Communication and Outreach

Opportunities for Input

- Presentation to the Senior Management Team
- Sent link to transit stakeholders for input
- Presentation to Access November 6, 2019
- Presentation to CSAC November 13, 2019
- Board Presentation November 18, 2019



Next Steps

Item	Start	End
Soft Launch website & Monitor	9/25/2019	9/30/2019
Go-Live*	10/23/2019	ongoing

*Go-Live indicates when the dashboard was available-we will continue to receive feedback from different stakeholders to incorporate potential changes



METRO

THANK YOU!

Capital Metropolitan Transportation Authority MEETING DATE: 11/18/2019

Board of Directors

(ID # 4515)

**Project Connect and Community
Engagement Update**

TITLE: Project Connect and Community Engagement Update

Capital Metropolitan Transportation Authority Board Update

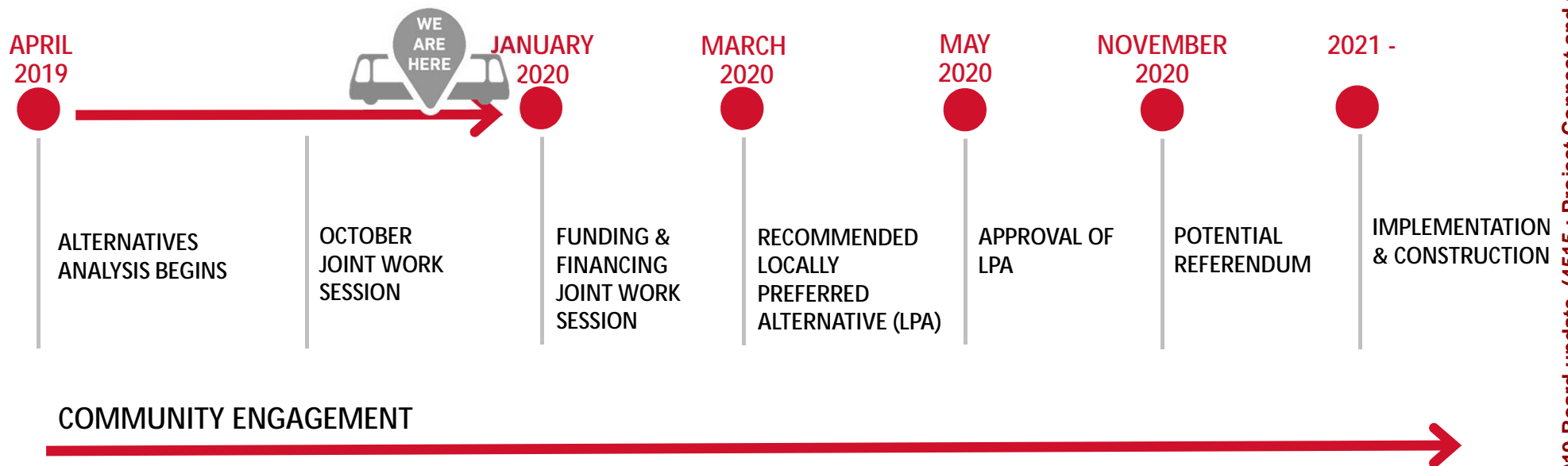
NOVEMBER 2019



Agenda

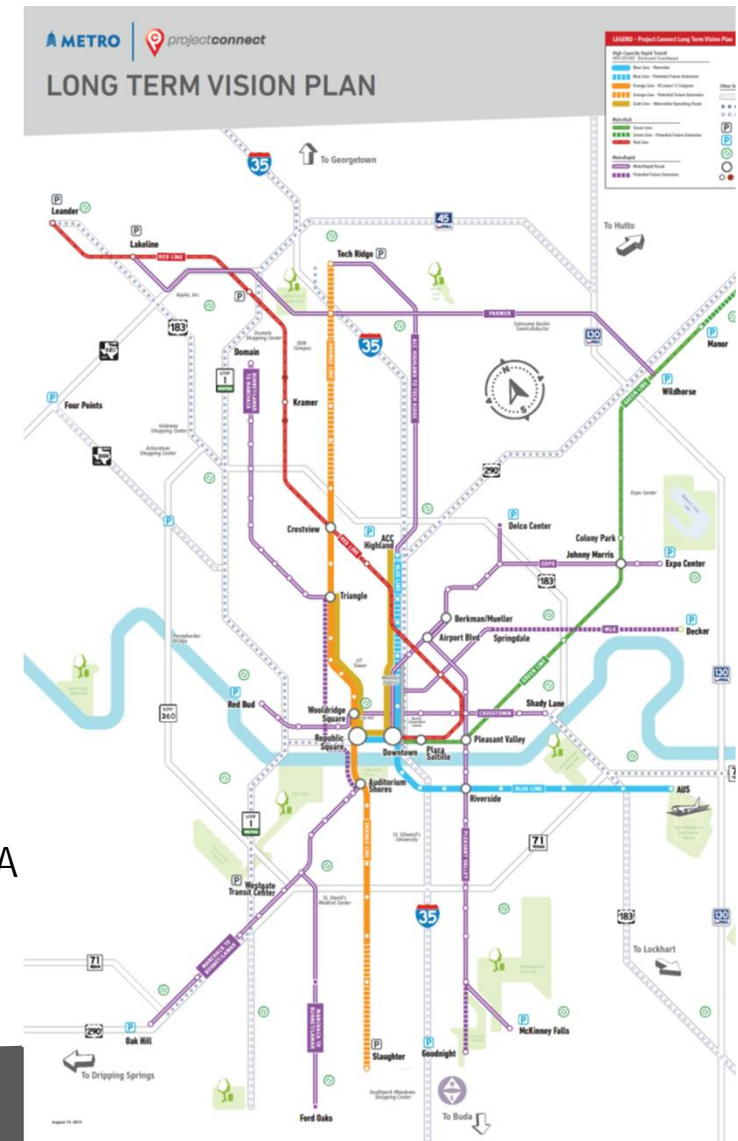
- Project Connect Schedule
- Orange and Blue Line Update
- MetroRapid Update
- Green Line Update
- Stakeholder Outreach

Where We're Going



Orange and Blue Line Update

- Held community meetings to obtain input on information presented at the October 30 joint work session
- Consolidating comments from community meetings to inform the evaluation of locally preferred alternative selection
- Coordinating with the Technical Advisory Committee including COA staff.

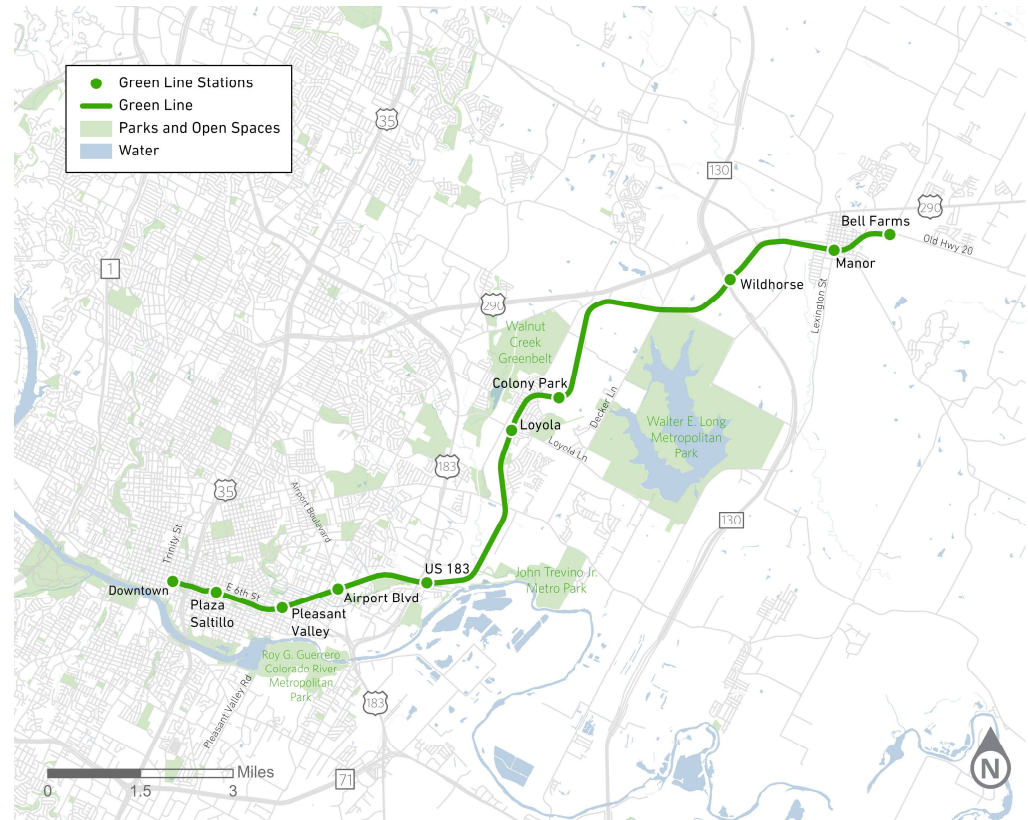


MetroRapid Update

- Completed proposed MetroRapid corridor evaluations
- Public Meetings continued throughout the month of November to obtain comments
- Coordinating potential pilot locations with the City

Green Line Update

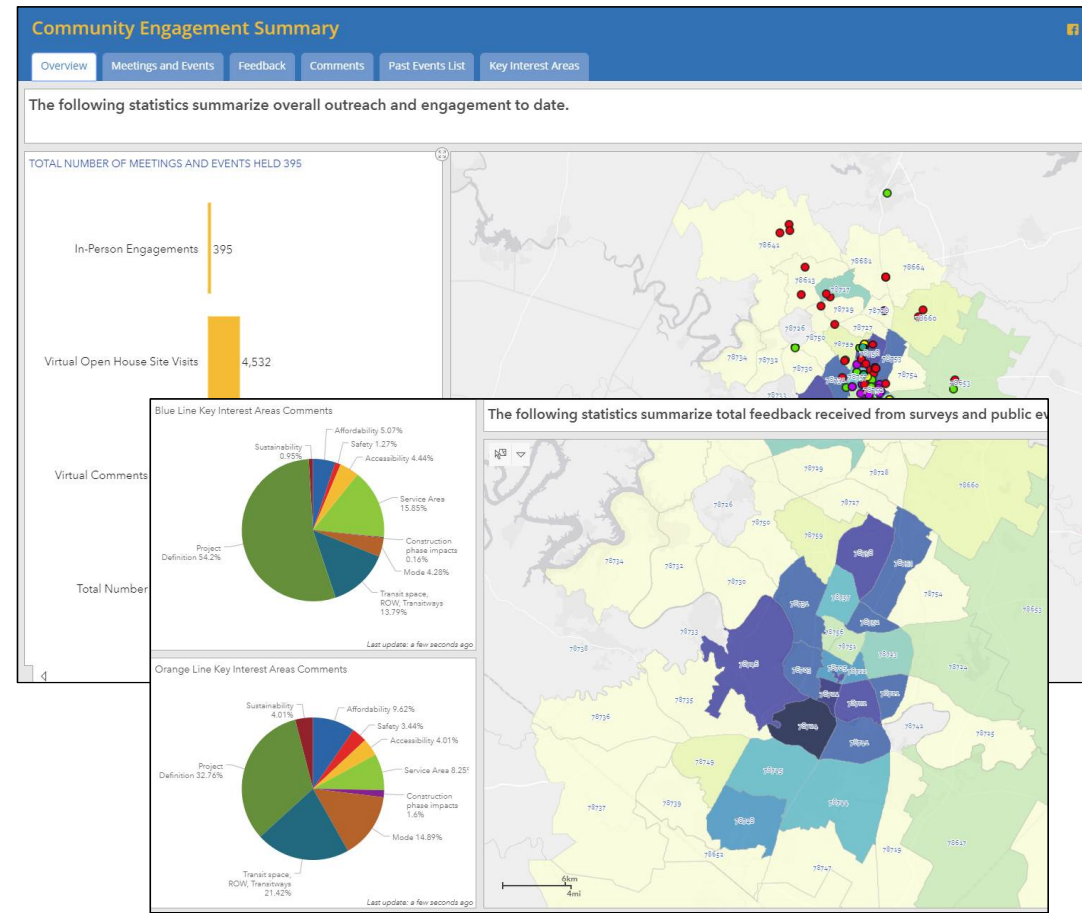
- Continued review of Station area Development Potential
- Consolidating comments for community meetings
- Virtual Open House Open until January 10th



Engagement Metrics Latest Updates

Over **21,000** Engaged to date

- Over 8,000 engaged since August
- 115 engagement activities August-October
- Over 1,500 comments received



Looking Ahead

- MetroRapid Open House events have continued
- MetroRapid Virtual Open House through December 6
- Orange & Blue Lines virtual open house through December 6
- Continued event activations
- Continued group presentations and stakeholder briefings





Questions? Thank you!