I. Pledge of Allegiance

II. Oath of Office

III. Safety Briefing

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. Finance, Audit and Administration Committee; and
   2. CAMPO update

VII. Consent Items
   1. Approval of Board Minutes for the September 14, 2017 Public Hearing and Special Board Meetings and the September 29, 2017 Board Meeting.
   2. Approval of a resolution authorizing the President/CEO, or her designee, to amend an existing Interlocal Agreement (ILA) with the Capital Area Metropolitan Planning Organization for employee transit passes to extend the term of the agreement for a period from December 1, 2017, until November 30, 2018, with a contract amount not to exceed $5,000.

VIII. Action Items:
   1. Approval of a Vice Chair for the Capital Metro Board of Directors.
   2. Approval of the appointment of Jeffrey Travillion to the Operations, Planning and Safety Committee, and __________ as Committee Chairperson.
   3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement (ILA) with Lower Colorado River Authority (LCRA) for radio communication equipment and services for a period of five years in an amount not to exceed $4,093,000.
4. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Allied Universal Security for Unarmed Security Officer Services for a period of three years with two 1-year options for an amount not to exceed $6,861,651.

5. Approval of a resolution authorizing the President/CEO, or her designee, to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Leander through which the City of Leander will contribute at least $75,000 to Capital Metro to construct a trail connecting the Leander MetroRail Station to Mel Mathis Boulevard. Capital Metro will contribute the remaining funding to construct the trail. Upon construction completion, the City of Leander will own, operate, and maintain the trail.

6. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Doucet & Associates, Inc., Halff Associates, Inc., Huitt-Zollars, Inc., MWM DesignGroup and RPS, for Civil Engineering rotational services for one base year and four, one year renewable options in an aggregate amount not to exceed $2,500,000.

7. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Austin Architecture Plus, Carson Design Associates, Jackson & McElhaney Architects, and McKinney York Architects for Architectural and Engineering Rotational Services for one base year and four, one year renewable options in an aggregate amount not to exceed $1,950,000.

8. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with C.D.L. Electric Company, Inc. to equip the Loyola Lane and FM 969 rail crossings to comply with Federal Railroad Administration (FRA) quiet zone regulatory requirements on the East Subdivision for freight operations. The total amount for this project shall not exceed $595,897.

IX. Presentations:
   1. Long Range Financial Plan
   2. Pickup Pilot Project Status Update
   3. Try Transit Q3 Report

X. Reports:
   1. President's Report

XI. Items for Future Discussion:

XII. 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; Juli Word, board secretary; Terry Mitchell, Pio Renteria, Delia Garza, 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.
**Title:** Update on the Customer Satisfaction Advisory Committee (CSAC)
Call to Order:
Chairman David Foster, Customer Satisfaction Advisory Committee

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

Introductions:

Committee members present were Chairman David Foster, Betsy Greenberg, Rich MacKinnon, and B.J. Taylor.

Capital Metro staff members present were Sam Sargent and Caitlin D’Alton.

Citizen Communication:

There were no citizens present for the October meeting.

June 2018 Service Change Proposal
Ms. Caitlin D’Alton, Senior Planner, Capital Metro

Ms. D’Alton provided an overview of the proposed June 2018 Service Changes, which are based on the board-approved Connections 2025 plan. She covered the proposed route changes, as well as increases in frequency and span of service, along with the outreach strategy and timeline.

Chairman Foster pointed out that Ms. D’Alton mentioned the ridership increases on MetroRapid after the fare structure was “flattened” and certain local routes became high frequency. What about local routes without frequency increases? Ms. D’Alton stated that where Capital Metro has invested in frequency, there have been increases in route and corridor ridership.

Ms. Greenberg asked about the ongoing decline in UT Shuttle ridership. Ms. D’Alton stated that ridership on UT Shuttle routes continues to fall due to the closure of Speedway to bus traffic on campus, changes in land use in West Campus, and the increase in fixed route use by UT students.

Chairman Foster asked if Capital Metro staff had received much feedback from the community about moving service off Vargas Road. Ms. D’Alton stated that there had not been feedback on the move, which Mr. Sargent confirmed. She believes that Montopolis Road being one block away and good sidewalk connectivity in the area is the reason.
Mr. MacKinnon suggested that front-of-bus signage should include information on frequency as a way to educate current customers and encourage new ridership.

The committee then discussed grandfathering in MetroAccess clients who would be affected by the proposed June 2018 Service Changes, as they did in a February resolution to the Board of Directors on the Connections 2025 plan. The committee will discuss a new resolution at the November meeting.

Action Items

Approval of Minutes

The August meeting minutes were approved unanimously on a motion from Mr. MacKinnon, seconded by Ms. Greenberg.

Adjournment

The committee adjourned at 7:50 p.m.
TITLE: Update on the Access Advisory Committee
Call to Order:
Chairman Chris Prentice, Access Advisory Committee

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

Introductions:

Committee members present were Chairman Chris Prentice, Vice Chairman Paul Hunt, Estrella Barrera, Glenda Born, and Molly Birrell.

Capital Metro staff members present were Chad Ballentine, Martin Kareithi, Sam Sargent, and Paul Hamilton. Contractor staff included Mike Aaron with RideRight, Gloria Hausely with MV, and Brenda Fernandez.

Members of the public present were Cheryl Hunt and Michael Zitz-Evancih

Citizen and Committee Communication:

Mrs. Cheryl Hunt, MetroAccess Client

Ms. Hunt was concerned that a recent MetroAccess driver wasn’t wearing a yellow vest when he picked her up at her house, which made it difficult for a visually impaired person to identify the driver at night.

Mr. Michael Zitz-Evancih, MetroAccess Client

Mr. Zitz-Evancih complained that he was put on hold when calling to see when his ride would arrive and eventually missed his trip. He recommended that the recording should turn off when the vehicle arrives, especially since he was charged with a no-show. He also had concerns over the June 2018 Service Change proposal that removes Route 240 service from the St. David’s North area.

Ms. Glenda Born, Access Advisory Committee

Ms. Born had an issue with the efficiency of MetroAccess van use, as she and a neighbor were both going to the same location recently but were taken in separate vehicles.
Vice Chairman Paul Hunt, Access Advisory Committee

Mr. Hunt complimented MetroAccess staff on fixing the issue of pickup and drop-off locations at St. Paul’s Lutheran Church.

MetroAccess Statistics Update
Mr. Chad Ballentine, Vice President of Mobility Innovation, Capital Metro

Mr. Ballentine provided the monthly MetroAccess statistics report to the committee. He also stated that Capital Metro had received notice that LeFleur Transportation, the paratransit overflow contractor, would be shutting down by October 27th. RideRight will become the overflow service provider, as MV is working on increasing the amount of service on Pickup.

Mr. Ballentine informed the committee that Pickup service will increase to 6 days a week, including trips to MLK Station. He also provided an update on the outreach being done by his staff related to MetroAccess clients potentially impacted by the proposed June 2018 Service Change.

Georgetown and Round Rock Service Update
Mr. Sam Sargent, Interim Program Manager, Capital Metro

Mr. Sargent provided an update on the Georgetown and Round Rock fixed route services that began on August 21st, including ridership. Ms. Hunt asked how paratransit trips are booked into and out of Round Rock. Mr. Hamilton replied that, from Austin, the trip to Round Rock is booked using MetroAccess. From Round Rock to Austin, trips are booked through Star Shuttle.

2018 Committee Work Plan
Mr. Sam Sargent, Interim Program Manager, Capital Metro

Mr. Sargent asked the committee if there was anything they would like added to the draft 2018 committee work plan. Chairman Prentice asked for monthly updates on service change and implementation of the Connections 2025 plan. Updates on the CEO search will be provided as well.

Action Items

Approval of September Meeting Minutes

The September meeting minutes were approved unanimously on a motion from Ms. Barrera, seconded by Ms. Birrell.

Adjournment

The committee adjourned at 6:50 p.m.
Approval of Board Minutes for the September 14, 2017 Public Hearing and Special Board Meetings and the September 29, 2017 Board Meeting.
I. Public Comment:

David King, citizen, spoke in favor of keeping bus routes 383 and 392. In addition, he asked the Board to consider implementing the following strategies: Increase fares for transit services in the urban core and provide free bus fares for families earning below the living wage. Lastly, he suggested that Capital Metro ask the City of Austin Equity office to review our proposed FY2018 budget and provide feedback.

Jennifer McPhail, Adapt Texas, is unhappy that some bus drivers are not understanding of her disability and rush her to get on the bus. She also spoke about a bus stop at the Met Center that is difficult to board because of an incline. Recently, her friend Sparky, who is also disabled, tried to board at a bus stop that had a similar incline and was unable to do so. The driver did not understand Sparky’s disability and had the police involved. Jennifer would like the new CEO to be someone that has empathy for transit riders with disabilities and implement some cultural changes.

Heiwa Salovitz, Adapt Texas, agrees with increased bus frequency and the proposed MetroRail frequency. He would like the next CEO to know the ADA law and be willing to work with people with disabilities, people of color, and other minorities.

Keith Lofton, Adapt Texas, spoke in favor of route 320. He stated it would be very difficult for him to get to the Adapt office if we cancel this route.

Zenobia Joseph, citizen, is concerned about the changes to routes 383 and 392. She stated this would create a safety hazard at Braker and North Lamar where people would have to cross in 5 lanes of traffic because there is no pedestrian safety crossing. She added that changes to 325, 820, and 37 are causing Capital Metro to lose revenue. Board member Kitchen stated the City would check on the safety at that particular intersection and would get back to Ms. Joseph.

II. Presentations:

1. Proposed January 2018 Service Changes

Roberto Gonzales, Planning Department, presented the Proposed January 2018 Service Changes. We are not proposing any substantive changes at this time due to the upcoming Connections 2025 changes to the network in June 2018. However, we are asking for the Board's consideration for a potential change of service to MetroRail when the new cars are in service. Minor adjustments to schedules may need to be made at that time.
2. Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan

Kevin Conlan, Budget Director, presented the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan. Kevin reviewed the budget calendar, proposed budget highlights, growth in FY2018 services, and the proposed Five-Year capital plan. There were no public speakers.

Board member Garza asked to see the safety and security budget. Kevin will supply that information.

Board member Garza would like to know how drivers report accidents. Dottie Watkins will provide that information at the Operations Committee meeting as part of her monthly Operations Report to the committee.

III. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512)389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Beverly Silas, Vice Chair; Juli Word, Board Secretary; Rita Jonse, Ann Kitchen, Terry Mitchell, Delia Garza and Pio Renteria. 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.
I. Public Comment:

David King, citizen, thanked Ms. Watson for her service. He also thanked the Board for their service and stated he would like the new CEO to possess the following key characteristics: integrity, transparency, and accountability. Additional remarks included: someone who is familiar with Austin and aware of the economic segregation; someone that will listen and be sensitive to the community and will work with the Board to find solutions to the areas that we serve and consequently develop strategies and policies based on public feedback.

Keith Lofton, citizen, thanked Ms. Watson for her service and added that he would like the new CEO to be someone that also understands the disability community. He said he is transit dependent and would like to see more bus routes added and more friendly bus drivers.

Frank Atkins, citizen, communicated that when Ms. Watson was hired she inherited an agency that was in total chaos and the public trust in the agency was almost nonexistent. He thanked Ms. Watson for turning things around and stated he would like the new CEO to take transparency to another level. He feels everything is always blamed on the passenger and he would like to see a culture of people helping people to solve the transportation problems we have in the community. Additional remarks included: add other municipalities to the system. Round Rock service is great, but it needs to improve - it needs to operate later in the day and operate on weekends. Lastly, it was suggested that perhaps we could televise our Board meetings on public access for those unable to attend our noon Board meetings.

David Wittie, Adapt Texas, is very proud of Capital Metro’s wheelchair lift equipped vehicle fleet. He commented that he would like the new CEO to establish a culture of bus drivers who understand the disability community that rides fixed bus routes. He thanked Ms. Watson for her years of service and applauded her contribution in almost having 100% ADA compliance bus stops.
Zenobia Joseph, citizen, had comments regarding a KAZI public announcement as it relates to Connections 2025. She feels the public announcement is misleading and wants it removed. She suggested that the new CEO work in tandem with Travis County Commissioners Court as it pertains to the American with Disabilities Act. She opposes a $55 million project that is under construction because people who rely on transit cannot live in that affordable housing complex because the bus stop is not near enough.

Ms. Witten, citizen, thanked all the bus drivers and urged the Board not to cancel bus route 2. Board member Silas asked Roberto Gonzales, Planning Department, to speak with Ms. Witten about this route.

II. Presentations:

1. President/CEO Search Process
   Donna Simmons, Vice President, Administration, introduced Gregg Moser from Krauthamer and Associates who is assisting Capital Metro in the President/CEO search process. Ms. Simmons communicated that this special Board meeting was scheduled to provide an opportunity for the Board and the public to provide feedback about the draft job profile. She announced Gregg would be leading the discussion on the draft profile that has been provided to the Board, as well as the proposed selection process.

   Gregg briefly discussed the categories in the draft job profile. Discussion ensued regarding comments he heard from community members, staff members, and the board regarding desired Attributes and Characteristics of the new CEO.

   Gregg added that it was unanimously stated form everybody that President Watson has done an unbelievable job getting Capital Metro where it is today and now is an opportunity to take it to the next level. Lastly, Gregg mentioned he will add today’s public comments to the draft job profile.

   Next, Board members offered comments and remarks regarding the draft job profile.

   In closing, Gregg walked the Board through the timeline and stated he will be presenting a revised job profile for the Board’s at the September 29 Board meeting. We will also accept public feedback at that time.

   Chair Cooper asked to see the revised job profile and a redline version prior to the September 29 Board meeting.
III. Items for Future Discussion:

IV. 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; Beverly Silas, Vice Chair; Juli Word, Board Secretary; Rita Jonse, Ann Kitchen, Terry Mitchell, Delia Garza and Pio Renteria. 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.
I. Safety Briefing

Donna Simmons, Executive Vice President of Administration, presented her monthly safety briefing.

II. Public Comment:

Min Liu, citizen, stated she received a letter from Capital Metro indicating that under the proposed Connections 2025 changes she will no longer be in the MetroAccess service area and will lose service. Ms. Liu is paralyzed from the neck down and solely depends on MetroAccess to get to work and to her doctor appointments. She said fixed routes are not suitable for her condition and pleaded with the Board to reconsider making changes that will impact her ability to receive MetroAccess service. Ms. Liu is a professor at UT. Board member Cooper thanked Ms. Liu for expressing her concerns and stated we are not making immediate changes to services at this time and are working to mitigate situations such as hers.

Board Member Kitchen expressed that she feels there are communication problems between Capital Metro and the public regarding MetroAccess services. She conveyed that when the Board passed the concept plan for Connections 2025, board members voted to keep MetroAccess in place as it currently is. She emphasized that MetroAccess services would not be cut until and unless the Board had a conversation about it and they considered all of the alternatives. She asked staff to correct any communications that we are sending out to the contrary. She apologized to Ms. Liu for the letter she received stating she would be losing MetroAccess services and asked Ms. Watson to speak about this.

Board member Garza acknowledged Board member Kitchen’s remarks and added while we may not be able to provide door to door service going forward, we should at least provide service to existing customers that have depended on MetroAccess service.

Board member Renteria spoke next and said his office has been receiving calls from the public and the Rebekah Baines Johnson Center saying they were notified they will be losing bus service. He reassured the public nothing has changed. The Board has made no decisions related to the proposed June 2018 Service Changes at this time.

Ms. Watson addressed the public and said the Board is correct of their intent. She cited the Board made it clear at the February Board meeting that MetroAccess will not be cut or eliminated for anybody. A final decision regarding service changes is planned for the November Board meeting. At that point the Board will be making many decisions and one of them is to keep people who fall outside the MetroAccess service area to stay in. Staff will be contacting all of the people who recently received a letter that indicated services would be or could be cut to communicate the board’s intent and actuality. In closing, Ms. Watson told Ms. Liu that at this point we are not making any changes to her service.

Yolanda Williams, bus operator, requested that Capital Metro’s Call Center provide correct information to the public regarding rules and regulations pertaining to service animals on the bus. According to Ms. Williams, the Call Center is telling people that service animals can go anywhere on the bus and this contradicts the rule that service animals need to be tucked away. The miscommunication is causing problems between bus operators and service animal owners.
Jennifer Campbell, representing the students at UT Steve Hicks School of Social Work, is against the closure of bus stops 4134 and 1181 which are on San Jacinto between 21st Street and MLK. She said students ride the bus to attend classes and field placements. Clients and professors expect the students to be on time and these bus stops closures will jeopardize that. She mentioned a three-way stop at San Jacinto and 20th Street that could be an alternative to permanently closing bus stops 4134 and 1181. Ms. Watson suggested that she speak to Roberto Gonzales, Planning department, to see what can be done.

Frank Atkins, citizen, had remarks about the proposed changes to route 350 and route 20. Current proposal limits the bus from going down Riverside to the MET Center Business Park. Several employees (30-40) take the bus to go to work every day. The proposed change has route 20 turning on Ben White to go to the airport and the proposed stop will be at the Waffle House. Getting people to work will not be a problem. However, going home will cause a huge safety hazard as people would have to cross Ben White to get back on the bus to go home. A safer alternative would be to have route 20 go through the Met Center. Otherwise, if the proposed change goes into effect it will go against the Vision Zero goal. He asked the Board to reconsider these changes. Lastly, other remarks included routes 801 and 803. Since the change in service has increased to 10 mins during peak times of the day, buses are getting backed up instead of arriving every 10 minutes. For example, at Barton Springs stop going north there were three 803s back to back. This caused passengers to wait for 30 minutes for a bus that is advertised to arrive in 10 minutes. It was suggested that dispatchers utilize the GPS system a lot better and communicate to drivers when they are getting too close so the next bus can hold off.

Board member Kitchen wanted to know how we are capturing today’s public comments. President Watson responded that several staff members are taking notes for follow up. We will write up the notes and provide them to the board, along with additional detail on the changes and the impact based on comments received.

Board member Garza mentioned her office is already getting calls about the proposed changes in her district. She feels the bus stop signs indicating proposed route changes should also show the next bus stops. While she appreciates the maps in the brochure showing the proposed changes, they do not show where the next stop will be. She believes a more strategic communications plan should be developed to provide more information to the public.

Roberto Gonzales, Planning Department, explained that we have approximately 2,600 bus stops in the system. Due to the complexity of how people travel, it would be overwhelmingly difficult to assess how everyone will be using the system and then be very site specific to a bus stop. As a result, we encourage the public to call us, email, or visit our website for detailed information regarding a specific route.

Jackie Nirenberg, Community Involvement, mentioned we’ve also deployed a street team to board buses and hand out the June 2018 Proposed Changes brochure and answer questions from the public. So far, we’ve engaged 1,600 people in person - we’ve reviewed the brochure with them, answered questions, and informed them of upcoming public meetings. Board member Kitchen wanted to know if the street team are subject experts on the proposed changes. Jackie replied they are not experts. They are a trained temporary team, but they’re not trained to a level that staff members are. If the street team is unable to answer a specific route question, they refer the passenger to a staff member who can assist them. Board member Kitchen suggested additional training for the street team so they know the route they’re on. If we do this again closer to implementation, we will provide the additional training.

Brent Payne, President, Amalgamated Transit Union, expressed his disagreement with the proposed service changes. He stated the bus operators are the front line employees who hear the complaints from people who are losing service. He suggested if the public does not agree with the changes, we should listen and not make those changes. He pointed out we should make it easier for people to express their opinions and not have have public meetings at locations where there is no bus service, for example at the YMCA on 183/51st street. Lastly, he communicated that the paratransit operators who drive the Pick Up on Demand vehicles are concerned that passengers are not required to wear seatbelts.

David King, citizen, applauded the diverse representation on the board. He complimented board member Renteria for his efforts on the Tenant Relocation Ordinance and board member Kitchen for spearheading the Small Area Plans and land use. He strongly believes low income families are being displaced and pushed out of the core of Austin. He suggested Capital Metro be more involved in the corridor plans to be able to provide affordable service to transit-dependent residents who have been pushed out of Central...
Austin

Darrell Sorrells, fixed route bus operator with 15 years on the job, does not endorse changes to routes 228, 323, 970 and 982. He stated changes to these routes will mean cutting service to the veterans he picks up at the VA Center on Metropolis; Goodwill employees and customers; Post Office employees and customers; Probation office employees and clients; UPS workers; the working poor and the disabled. He emphasized route 323 is always full in the morning and said he is advocating for these routes on behalf of the passengers who are unable to attend these meetings. He stressed drivers are the front line people who hear all the complaints and feels the brochure does not adequately addressed people’s concerns.

Board member Kitchen wanted to know if we surveyed the bus operators at this meeting to gather information about the routes.

Lawrence Deeter, Planning Department, answered that the survey was conducted electronic and in paper form. The consultant met with the bus operators in the Ready Room to gather their input. We took lots of notes and used this input in planning some of the changes.

Zenobia Joseph, citizen, wants to know the procedure for board member removal. She feels board member’s Silas African American comments at the last board worksession on the CEO recruitment, were discriminatory and wants her removed. Ms. Joseph also had remarks regarding changes to routes 340, 324, 337, 383 and 392. At the same time, she stated route 21/22 is not walkable. In addition, she feels the street team and brochures are ineffective in communicating proposed changes. She commented the information on the brochure is different from what is being told to riders. Board member Wade directed her to speak to Kerri Butcher, Chief Counsel regarding Capital Metro’s bylaws.

Ken Bishop, citizen, asked the board to keep route #17 & #2. He depends on these two routes for doctors' appointments and to get to the pharmacy. He wears an ankle brace and walking is limited.

Jean Crawford, MetroAccess and fixed route customer, said we need to address problems with Pickup service and Star Shuttle. Specifically at Techridge when paratransit drivers are not able to leave until Star Shuttle arrives to pick up riders. Also she noted some drivers are passing up disabled people.

III. Advisory Committee Update:

1. Update on the Access Advisory Committee (AAC)

Kendall Jackson, Community Involvement, delivered the update for the AAC. The following items were presented at the September 6th AAC meeting:

- Update on MetroAccess Statistics
- Update on Pickup on Demand pilot project
- Technology Update
- June 2018 Proposed Service Changes Update
- Approved June and August committee meetings

IV. Board Committee Updates:

1. Operations, Planning and Safety Committee

Beverly Silas, Chair of the Operations, Planning and Safety Committee presented the report. There were 11 items on the action agenda. The committee voted to place seven items on today’s consent agenda - those items are 2, 3, 4, 5, 6, 7, 8. Items 1, 3, and 4 on today’s action agenda were approved by the committee and recommended for approval by the full Board of Directors. The committee also heard the following presentations:

- Project Connect Update
2. Finance, Audit and Administration Committee; and

There was no report this month with Chair Mitchell out of town.

3. CAMPO update

There was no report this month with Board member Mitchell out of town.

V. Consent Items

1. Approval of minutes for the August 9, 2017 Board Worksession and August 28, 2017 Board Meeting.

2. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Conduent Transport Solutions, Inc. (formerly Xerox Transportation Solutions, Inc.) to install and integrate into its current Intelligent Transportation System both outdoor monochrome (amber) dynamic message signs and color LED video/digital displays, along with spare parts for each type in an amount not to exceed $649,272.

3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Balfour Beatty Infrastructure, Inc. to furnish and install three grade crossing warning systems with bells, flashing lights and gate arms at San Marcos Street and the Attayac and Medina Paseos for an amount not to exceed $920,640.

4. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Agreement for Services with Transco Livery Services, Inc. for services to the 2017 Austin City Limits (ACL) Music Festival in an amount not to exceed $225,000.

5. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Agreement for Services with Circuit of the Americas. for services to the 2017 Formula One US Grand Prix in an amount not to exceed $160,000.

6. Approval of a resolution authorizing the President/CEO, or her designee, to amend the ILA with CARTS for the Office of Mobility Management to extend the expiration date until September 30, 2020 in an amount not to exceed $22,467.

7. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement with the City of Georgetown for operation of transit service for an amount not to exceed $265,383 in FTA Section 5307 funds and $557,439 in local funds from Georgetown.

8. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement with the City of Leander for Capital Metro to upgrade the Metro Drive and San Gabriel Parkway Grade Crossings and their warning systems to meet Federal Railroad Administration (FRA) Quiet Zone requirements for an amount not to exceed $1,000,000.

VI. Action Items:
1. Approval of a resolution authorizing the President/CEO, or her designee, to implement the January 2018 Service Changes.

Roberto Gonzalez, Manager of Short Term Planning, presented this item. The most significant change entails an expansion of service on MetroRail in accordance with the recently adopted Connections 2025 Service Plan. Additional capacity on weekdays will be provided during am/pm peak periods. Additionally, minor schedule modifications will be made to services as a result of public received during the course of outreach.

Board member Kitchen asked for clarification regarding the "disparate impact - Title VI" statement on the Resolution. She would like to see the equity analysis of these service changes before the November board meeting. Lastly, she asked that we start publishing the board agenda backup materials for the public's information.

Board member Garza voiced that she is concerned with the findings of the required equity analysis.

RESULT: ADOPTED [5 TO 0]
MOVER: Juli Word, Secretary
SECONDER: Ann Kitchen, Board Member
AYES: Silas, Word, Cooper, Kitchen, Renteria
ABSTAIN: Garza
ABSENT: Mitchell, Jonse

2. Approval of the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan.

Kevin Conlan, Budget Director, presented the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan. The Board heard the following:

- Proposed budget is structurally sound and balanced
- 2.5% sales tax growth
- Budget will meet all operating reserve requirements
- FY2018 budget is $1.7 million less than FY2017 budget
- Service expansion costs for next year will mostly be funded by lower diesel cost
- Growth in FY2018 services
- Proposed budget: $418.8 million
- FY2019 Proposed Budget Highlights
- $152 million will go toward capital projects including the expansion of the MetroRail's Downtown Station and a brand new park-and-ride facility beneath Hwy 71 near South Lamar Boulevard.

Board members had the following questions/comments:

Board member Garza: In regards to Connections 2025, is there contingency available if the board decides not to cut some routes?
Staff: There is contingency. Contingency is not specifically dedicated towards service, but we increased the operating contingency from $1 million to $3 million dollars since we're being ultra conservative in our spending.

Additional remarks from Board member Garza included: Not happy with the proposed Connections 2025 plan as it is right now; we need to think about that contingency; consultant told us these would be hard decisions, but these folks have been our customers for a long time and it feels like we're abandoning those folks to try to get new people. Maybe we need to increase the contingency.

Board member Kitchen feels a five-year rollout to install shelters and benches at stops that meet the boarding criteria is too long. She asked how much it would cost to complete bus stop amenities by
2020 or 2019 and suggested shortening the timeline to place the $1.3 million worth of amenities for riders. She asked that we leave this as a placeholder for further discussion in the context of Connections 2025.

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

3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with RailWorks Track Systems, Inc. for the construction of siding tracks in the vicinity of the Lakeline, Howard, and Crestview stations, track realignment at the WYE (Austin Junction), signals and super-elevation of selected curves for $21,239,168 plus $2,123,917 (10%) contingency for a total not to exceed amount of $23,363,085.

Roger Lewis, Project manager, presented this item. This project will make it possible to increase the frequency of commuter rail service by providing additional locations where trains can pass. These improvements will also increase the safety and reliability of the commuter rail and freight rail operations.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Beverly Silas, Vice Chair
SECONDER: Sabino Renteria, Board Member
AYES: Silas, Word, Cooper, Garza, Kitchen, Renteria
ABSENT: Mitchell, Jonse

4. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract modification to the Herzog Transit Services Employee In Charge (EIC) contract to support the Positive Train Control System (PTC) Implementation project in an amount not to exceed $1,283,370.

Dottie Watkins, Vice President of Operations, presented this item. The Employees-in-Charge (EICs) are FRA qualified roadway workers designated and authorized to allow, restrict or prevent the movement of trains past a specific section of track, thereby providing on-track safety protection for personnel working on or near specific sections of track. The EIC’s sole function and purpose at the work site is to protect the roadway workers while they are performing their duties.

RESULT: ADOPTED [5 TO 0]
MOVER: Ann Kitchen, Board Member
SECONDER: Delia Garza, Board Member
AYES: Silas, Cooper, Garza, Kitchen, Renteria
ABSENT: Mitchell, Jonse
AWAY: Word

5. Approval of a resolution adopting the job profile for use in the recruitment and selection process for the President/CEO of Capital Metro.

Donna Simmons, Executive Vice President, Administration, presented this item. Ms. Simmons briefly reviewed the items in the board members packets related to this discussion. Discussion ensued regarding the critical issues facing Capital Metro and how we want to make sure a new CEO is capable of addressing these issues, which are:

- Transportation
- Equity
Lastly, proposed key dates in the President/CEO search were discussed.

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

VII. Presentations:

1. Connections 2025 Outreach Plan

Lawrence Deeter, Planning Department and Jackie Nirenberg, Community Involvement, gave this presentation. The Board heard extensive discussion on the benefits of the proposed changes and Connections 2025 Community Involvement outreach. Discussion ensued with Board members providing comments on the community involvement outreach.

VIII. Reports:

1. President's Report

Linda Watson, President and CEO presented the report. President Watson's report included the following:

- Hurricane Harvey Response
- Wellness Center Awards
- Financial Reporting Award

IX. Items for Future Discussion:

X. Adjournment

ADA Compliance

Reasonable modifications and equal access to communications are provided upon request. Please call (512)389-7458 or email gina.estrada@capmetro.org if you need more information.

BOARD OF DIRECTORS: Wade Cooper, Chair; Beverly Silas, Vice Chair; Juli Word, Board Secretary; Terry Mitchell, Pio Renteria, Delia Garza, 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.
Approval of a resolution authorizing the President/CEO, or her designee, to amend an existing Interlocal Agreement (ILA) with the Capital Area Metropolitan Planning Organization for employee transit passes to extend the term of the agreement for a period from December 1, 2017, until November 30, 2018, with a contract amount not to exceed $5,000.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to amend an existing Interlocal Agreement (ILA) with the Capital Area Metropolitan Planning Organization for employee transit passes to extend the term of the agreement for a period from December 1, 2017, until November 30, 2018, with a contract amount not to exceed $5,000.

FISCAL IMPACT:
This ILA is revenue-generating.

STRATEGIC PLAN:
3. Community

STRATEGIC OBJECTIVE:
3.2 Build Strong Community Partnerships that further Capital Metro’s mission and vision.

EXPLANATION OF STRATEGIC ALIGNMENT:
The ILA extension will maintain a strong partnership with Capital Area Metropolitan Planning Organization that supports Capital Metro’s mission and vision.

BUSINESS CASE:
The ILA has helped establish a strong partnership with Capital Area Metropolitan Planning Organization that supports Capital Metro’s strategic objectives. The proposed extension will maintain this relationship.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on October 13, 2017.

EXECUTIVE SUMMARY:
As part of Capital Metro’s and CAMPO’s continued joint effort to promote sustainability through transportation alternatives this ILA extension will provide funding relative to the demand for services that CAMPO will experience. The contract maximum of $5,000 will ensure sufficient funds to meet demand for the 12-month period of December 1, 2017 through November 30, 2018.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Bus and Paratransit Services
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-592)
CAMPO ILA Extension

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to demonstrate the value of public transportation in a dynamic community; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to develop new ridership markets and actively engage the communities we serve.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to amend an existing interlocal agreement (ILA) with Capital Area Metropolitan Planning Organization for employee transit passes to extend the term of the agreement for a period of December 1, 2017, until November 30, 2018, and a contract amount not to exceed $5,000.

_______________________________
Date: _______________________

Secretary of the Board
Juli Word
Approval of a Vice Chair for the Capital Metro Board of Directors.
SUBJECT:
Approval of a Vice Chair for the Capital Metro Board of Directors.

FISCAL IMPACT:
This action has no fiscal impact.

STRATEGIC PLAN:
Strategic Goal Alignment:
3. Community

Strategic Objectives:
3.3 Create service strategies that utilize community and stakeholder feedback

EXPLANATION OF STRATEGIC ALIGNMENT:
Does not apply.

BUSINESS CASE:
Does not apply.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
Capital Metropolitan Transportation Authority Board of Directors Bylaws require the members of the Board shall fill any vacancy in an office of the Board by election to serve until the expiration of the current officer’s term. The office of Vice Chair is currently vacant.

The primary duties of the Vice Chair are to preside at all meetings and perform all duties in the absence of the Chair. In addition, the Capital Metro Code of Conduct provides that the Vice Chair serves as the Ethics Officer for the Board of Directors.

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-2017-607)
Election of Capital Metro Board Officers

WHEREAS, the Bylaws of the Capital Metropolitan Transportation Authority require that the members of the Board shall fill any vacancy in an office of the Board by election to serve until the expiration of the current officer’s term.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby elects ______________ as Vice Chair to serve as officer of the Capital Metro Board of Directors for the remainder of the 2017 Calendar Year.

________________________
Date: ____________________
Secretary of the Board
Juli Word
Approval of the appointment of Jeffrey Travillion to the Operations, Planning and Safety Committee, and __________ as Committee Chairperson.
SUBJECT:
Approval of the appointment of Jeffrey Travillion to the Operations, Planning and Safety Committee, and ___________ as Committee Chairperson.

FISCAL IMPACT:
This action has no fiscal impact.

STRATEGIC PLAN:
Strategic Goal Alignment:
3. Community

Strategic Objectives:
3.2 Build Strong Community Partnerships that further Capital Metro’s mission and vision.

EXPLANATION OF STRATEGIC ALIGNMENT:
Does not apply.

BUSINESS CASE:
Does not apply.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
In accordance with the Capital Metropolitan Transportation Authority Board of Directors Bylaws the Board desires to formalize the appointment of a member and Chairperson for the Operations, Planning and Safety Committee subject to the concurrence of the members of the board.

DBE/SBE PARTICIPATION:  Does not apply

PROCUREMENT:  Does not apply.

RESPONSIBLE DEPARTMENT:  Bus and Paratransit Services
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-609)
Appointment of Board Committee Chair and Member

WHEREAS, the Board of Directors desires to formalize the appointment of a Chair and member to the Operations, Planning and Safety Committee in accordance with the Board Bylaws; and

WHEREAS, The Chair of the Board recommends __________ as Chair and Jeffrey Travillion to serve as a member of the Operations, Planning and Safety Committee of the Capital Metro Board of Directors for the remainder of the 2017 Calendar Year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby approves __________ as Chair and Jeffrey Travillion to serve as a member of the Operations, Planning and Safety Committee of the Capital Metro Board of Directors for the remainder of the 2017 Calendar Year.

________________________                Date: ______________________
Secretary of the Board
Juli Word
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement (ILA) with Lower Colorado River Authority (LCRA) for radio communication equipment and services for a period of five years in an amount not to exceed $4,093,000.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an Interlocal Agreement (ILA) with Lower Colorado River Authority (LCRA) for radio communication equipment and services for a period of five years in an amount not to exceed $4,093,000.

FISCAL IMPACT:
Funding for this action is available in the FY2018 Operating Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
5. Finance

Strategic Objectives:
1.1 Promote a culture of safety
5.3 Continue commitment to State of Good Repair (SOGR) and transit asset management

EXPLANATION OF STRATEGIC ALIGNMENT:
Safe and reliable transit service requires a stable communications network. The Lower Colorado River Authority (LCRA) radio network fulfills this need for Capital Metro. The ongoing maintenance of the system to a state of good repair is also covered by this agreement.

BUSINESS CASE:
Capital Metro's buses, trains, paratransit vehicles and support vehicles require secure, dependable two-way radio communications to ensure a safe and efficient operation. Periodic equipment replacement to maintain a state of good repair is included in this agreement.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
Since 2002, LCRA has provided Capital Metro with two-way radio communication infrastructure for all buses, trains, vans, cars, trucks, and personnel. LCRA provides airtime, equipment, and services. Equipment includes in-vehicle and handheld radios, dispatch consoles, broadcast towers, and microwave antennas. Services include installation and ongoing maintenance of equipment.
DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Bus and Paratransit Services
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-543)
Radio Communication Equipment and Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to maintain all assets in a state of good repair; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need for a secure and dependable radio network to support transit operations.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to finalize and execute an Interlocal Agreement with Lower Colorado River Authority (LCRA) for radio communication equipment and services for a period of five years in an amount not to exceed $4,093,000.

________________________
Secretary of the Board
Juli Word

Date: ______________________
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Allied Universal Security for Unarmed Security Officer Services for a period of three years with two 1-year options for an amount not to exceed $6,861,651.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Allied Universal Security for Unarmed Security Officer Services for a period of three years with two 1-year options for an amount not to exceed $6,861,651.

FISCAL IMPACT:
Funding for this action is available in the FY2018 Operating Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer

Strategic Objectives:
1.1 Promote a culture of safety,
1.4 Deliver a customer-friendly experience through our people and systems.

EXPLANATION OF STRATEGIC ALIGNMENT:
The presence of security officers instills a level of confidence for the public that their experience with Capital Metro will be positive and safe.

BUSINESS CASE:
The presence of unarmed security officers at the agency’s facilities is essential for the safety and security of the public and agency personnel.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
Since 1995, Capital Metro has employed contract security services to enhance the safety of employees and visitors and provide asset protection at Capital Metro facilities. The visibility of security personnel is essential in preventing and reducing incidents of crime and fraud. Recent events around the world have demonstrated that transportation agencies must be even more vigilant and attentive to security threats internally and in public facilities.

The unarmed security officers employed under this contract perform a variety of security duties including access control, patrolling throughout our facilities, and monitoring of passive/active electronic systems 24 hours a day, 365 days a year. The complexity of these systems required due diligence in the procurement process to select a company that offers the best mix of professionalism and value for the public's funds.
Two security facets of major importance to the agency are our security monitoring systems and personnel. The recommended contractor provides excellence in both.

The recommended contractor will monitor an all-digital system which observes and records all operationally sensitive areas. This provides a 24X7 “real-time” electronic management response to situations requiring immediate response such as missed patrol areas or major incidents (photos can be electronically attached) occurring at any of our monitored properties.

The recommended contractor also provides an enhanced level of electronic and "one on one" training important to the assimilation of the security officers into the Capital Metro culture.

The evaluation committee comprised of agency personnel from multiple departments and disciplines concluded the recommended contractor would provide excellent security service for Capital Metro at a reasonable price. Considering all factors, the recommendations represent the committee's judgment that Allied Universal Security provides the best value for Capital Metro.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT:
On June 9, 2017, a Request for Proposals was issued and formally advertised. By the closing date of July 18, 2017, twelve (12) proposals were received. The evaluation team used the following factors in the evaluation of proposals:

1. Methodology and quality of the work plan proposed to meet project objectives.
2. The qualifications of the Project Team members.
3. The offerors demonstrated, relevant work experience and capabilities of the firm as a whole and of the proposed project personnel on projects of a similar size, scope, complexity and nature.

The proposal from Allied Universal Security was determined to be the best value to the Authority, price and other factors considered. Price was deemed to be fair and reasonable based on price analysis. The contract is an indefinite-quantity, indefinite-delivery contract. The term of the Contract is a three-year base with two renewable options of 1-year each, for pricing offered as follows. Service anticipated to commence by December 27, 2017.

<table>
<thead>
<tr>
<th>Total Pricing Base (Years 1-3)</th>
<th>$4,004,818</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Pricing Options (Years 4-5)</td>
<td>$2,856,833</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
<td>$6,861,651</td>
</tr>
</tbody>
</table>

RESPONSIBLE DEPARTMENT: Security Department
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-510)
Unarmed Security Officer Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to ensure the safety and security of agency personnel and the public; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to maintain on-site security officer services in order to ensure the safety and security of agency personnel and the public.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to finalize and execute a contract with Allied Universal Security for Unarmed Security Officer Services for a period of three years with two 1-year options for an amount not to exceed $6,861,651.

________________________________________
Date: __________________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President/CEO, or her designee, to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Leander through which the City of Leander will contribute at least $75,000 to Capital Metro to construct a trail connecting the Leander MetroRail Station to Mel Mathis Boulevard. Capital Metro will contribute the remaining funding to construct the trail. Upon construction completion, the City of Leander will own, operate, and maintain the trail.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Leander through which the City of Leander will contribute at least $75,000 to Capital Metro to construct a trail connecting the Leander MetroRail Station to Mel Mathis Boulevard. Capital Metro will contribute the remaining funding to construct the trail. Upon construction completion, the City of Leander will own, operate, and maintain the trail.

FISCAL IMPACT:
The funding for items identified in the Interlocal Agreement are included in the FY2018 Operating Budget.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer,
2. Ridership,
3. Community

Strategic Objectives:
1.3 Ensure an attractive and accessible transit environment,
1.4 Deliver a customer-friendly experience through our people and systems,
2.1 Foster a new regional vision,
2.3 Pursue service expansion opportunities,
3.1 Educate and inform stakeholders and the community about Capital Metro’s vision and mission and the value public transit brings to a community,
3.3 Create service strategies that utilize community and stakeholder feedback.

EXPLANATION OF STRATEGIC ALIGNMENT:
This Interlocal Agreement will allow Capital Metro to design and build the Leander Trail. The Leander Trail provides a direct connection from the Leander MetroRail Station to the adjacent Austin Community College San Gabriel Campus (currently under construction) and other major residential, commercial, and institutional land uses in the area.

As a regional transit leader, this project encourages and promotes transit-oriented development. It also strengthens community relationships and taps into new ridership markets by improving and facilitating pedestrian and bicycle access to the MetroRail Station.

BUSINESS CASE:
An Interlocal Agreement between the City of Leander and Capital Metro is required to
design and construct the trail; to clarify cost-sharing; and to assign ownership and maintenance responsibility to the City of Leander.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
In September 2018, the Austin Community College San Gabriel Campus is slated to open on Mel Mathis Boulevard. Located less than a 1/4 mile from the train station, Mel Mathis Boulevard sits on the other side of the North Fork Branch of Brushy Creek. The Leander Trail project will include a bridge and associated lighting for safety and security of pedestrians and bicyclists using the trail to access ACC and other adjacent land uses.

This agreement authorizes:
1. Capital Metro to design and construct a pedestrian and bicycle trail between Capital Metro’s Leander MetroRail Station and Mel Mathis Boulevard on a dedicated easement and on property owned by the City of Leander.
2. A cost share agreement based upon the proportion of the trail located on City of Leander parkland and City-owned easement. The City of Leander will pay at least $75,000.
3. The City of Leander to own, operate, and maintain the trail upon construction completion.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS
STATE OF TEXAS
COUNTY OF TRAVIS
RESOLUTION (ID # AI-2017-562)
Approval of Interlocal Agreement with the City of Leander

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to design and construct a pedestrian and bicycle trail connecting the Leander MetroRail Station to Mel Mathis Boulevard; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management understand that the City of Leander will reimburse Capital Metro for the proportionate share of the construction of the project on their parkland for at least $75,000 and will own, operate, and maintain the trail upon completion of construction; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to execute an Interlocal Agreement with the City of Leander for this purpose.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to negotiate, finalize and execute an Interlocal Agreement (ILA) with the City of Leander through which the City of Leander will contribute at least $75,000 to Capital Metro to construct a trail connecting the Leander MetroRail Station to Mel Mathis Boulevard. Capital Metro will contribute the remaining funding to construct the trail. Upon construction completion, the City of Leander will own, operate, and maintain the trail.

________________________
Date: ____________________

Secretary of the Board
Juli Word
Leander Trail
Interlocal Agreement with the City of Leander

Leander Station
Adjacent Commercial And Retail

Austin Community College
San Gabriel Campus
Open Summer 2018

City to fund construction on City Parkland

Capital Metro to fund construction on City-Owned Easement

The Standard Apartments

Leander Trail Project
The Leander Trail connects Leander Station to Austin Community College (and other destinations).

Interlocal Agreement with City of Leander accomplishes 3 things:

1. Allows CapMetro to design and construct trail on a City-owned easement and on City of Leander Parkland,
2. Defines the cost share for construction of the trail, and
3. States City of Leander will own, operate, and maintain trail at project completion.
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Doucet & Associates, Inc., Halff Associates, Inc., Huit-Zollars, Inc., MWM DesignGroup and RPS, for Civil Engineering rotational services for one base year and four, one year renewable options in an aggregate amount not to exceed $2,500,000.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Doucet & Associates, Inc., Halff Associates, Inc., Huitt-Zollars, Inc., MWM DesignGroup and RPS, for Civil Engineering rotational services for one base year and four, one year renewable options in an aggregate amount not to exceed $2,500,000.

FISCAL IMPACT:
Funding for this action is available in the FY2018 Capital Budget and in the five-year Capital Improvement Plan.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer

Strategic Objectives:
1.3 Ensure an attractive and accessible transit environment,
1.4 Deliver a customer-friendly experience through our people and systems

EXPLANATION OF STRATEGIC ALIGNMENT:
Civil Engineering Services are integral in the design and improvement of transportation and operational facilities to provide a positive customer experience.

BUSINESS CASE:
Capital Metro utilizes Civil Engineering rotational contracts for transportation and facility infrastructure projects that the agency undertakes in support of its mission, goals and objectives. These firms provide the agency with the expertise required in order to design and construct facilities that ensure the health, safety and welfare of our customers and the general public.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
Capital Metro utilizes Civil Engineering and related professional services through rotational task order contracts to design and build the projects identified in the five-year capital improvement plan (CIP) and approved each fiscal year. These contracts have one base year and four, one year renewable options. Funding for these services is included in the budget for each of the projects included in the five-year CIP.

DBE/SBE PARTICIPATION: The DBE goal is 9%. The contractors will exceed the goal utilizing the following DBE subcontractors.
CONTRACTOR/SUBCONTRACTOR (SERVICE/PRODUCT) DBE RESPONSIVE

1. **Doucet & Associates, Inc.**  
   **DBE Responsive 24%**  
   Architecture Plus (Architecture) 3%  
   MWM Design Group (Landscape Architecture) 3%  
   Frank Lam & Associates (Landscape Architecture and Architecture) 3%  
   Jose I Guerra, Inc. ( MEP Engineering) 3%  
   Alliance Transportation Group (Transit/Rail Engineering and Design) 3%  
   The Rios Group, Inc. (Subsurface Utility Engineering) 3%  
   Cox McClain Environmental, Inc. (Environmental Consulting) 3%  
   Coleman & Associates 3%

2. **Halff Associates, Inc.**  
   **DBE Responsive 17%**  
   MWM Design Group (Architecture Service and Construction Admin.) 10%  
   HVJ Associates, Inc. (Pavement Design and Traffic Control) 2%  
   HVJ South Central Texas – M&J, Inc. (Geotechnical Engineering) 3%  
   Altura Solutions (TAS Compliance) 2%

3. **Huitt-Zollars, Inc.**  
   **DBE Responsive 12%**  
   DAVCAR Engineering Services (Civil Engineering Services) 10%  
   McGray & McGray Land Surveyors, Inc. (Surveying Services) 2%

4. **MWM Design Group**  
   **DBE Responsive 70-100%**  
   Prime contractor is a DBE firm 70 - 100%  
   HVJ South Central Texas – M&J, Inc. (Geotechnical Engineering) <5%  
   Baer Engineering and Environmental, Inc. (Environmental Engineering) <2%  
   Altura Solutions (Accessibility Services) <5%

5. **RPS**  
   **DBE Responsive 12%**  
   MWM Design Group (Civil Engineering and Landscape Architecture) 5%  
   Asakura Robinson (Planning) 1%  
   KAI (Architecture) 3%  
   Altura Solutions (TDLR Compliance) 1%  
   Leap Structures (Structural) 1%  
   Harris Miller (Track Noise/Vibration) 1%

PROCUREMENT: On June 20, 2017 a request for Statements of Qualifications was issued and formally advertised. By the closing date of July 24, 2017, seven (7) submittals were received. Submittals were rated based on the following factors:

1. Past performance and experience on projects of a similar size, scope, complexity and nature (both Firm and assigned key personnel);
(2) Work plan, methodology and approach for this project;

(3) Selection of subcontractors and team structure that will best meet the needs of the project;

(4) Ability and plan to meet project timelines; commitment to the project; and

(5) Communication plan to keep the Authority project manager informed, and to resolve project issues.

The submittals from Doucet, Halff, Huitt-Zollars, MWM and RPS were rated highest, all factors considered. Capital Metro will negotiate and finalize pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contracts are indefinite delivery, task order contracts. The term is 1 base year and 4 option years for $2,500,000 for all five (5) contracts.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-548)
Civil Engineering Rotational Contracts

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to pursue the improvement of transportation and operational infrastructure; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to utilize Civil Engineering and related professional services to provide safe, accessible and efficient infrastructure that responds to the need of the customer.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to finalize and execute contracts with Doucet & Associates, Inc., Halff Associates, Inc., Huitt-Zollars, Inc., MWM DesignGroup and RPS, for Civil Engineering rotational services for a one year base and four one year renewable terms in an aggregate amount not to exceed $2,500,000.

________________________
Date: _____________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Austin Architecture Plus, Carson Design Associates, Jackson & McElhaney Architects, and McKinney York Architects for Architectural and Engineering Rotational Services for one base year and four, one year renewable options in an aggregate amount not to exceed $1,950,000.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute contracts with Austin Architecture Plus, Carson Design Associates, Jackson & McElhaney Architects, and McKinney York Architects for Architectural and Engineering Rotational Services for one base year and four, one year renewable options in an aggregate amount not to exceed $1,950,000.

FISCAL IMPACT:
Funding for this action is available in the FY2018 Capital Budget and in the five year Capital Improvement Plan.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer

Strategic Objectives:
1.3 Ensure an attractive and accessible transit environment
1.4 Deliver a customer-friendly experience through our people and systems

EXPLANATION OF STRATEGIC ALIGNMENT:
Architecture and Engineering Services are integral in the design and improvement of transportation and operational facilities to provide a positive customer experience.

BUSINESS CASE:
Capital Metro utilizes Architectural and Engineering rotational contracts for transportation and facility infrastructure projects that the agency undertakes in support of its mission, goals and objectives. These firms provide the agency with the expertise required in order to design and construct facilities that ensure the health, safety and welfare of our customers and the general public.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
Capital Metro utilizes Architecture and Engineering and related professional services through rotational task order contracts to design and build the projects identified in the five-year capital improvement plan (CIP) and approved each fiscal year. These contracts have one base year and four, one year renewable options. Funding for these services is included in the budget for each of the projects included in the five-year CIP.
DBE/SBE PARTICIPATION: The DBE goal is 8%. The contractors will exceed the goal utilizing the following DBE subcontractors.

<table>
<thead>
<tr>
<th>CONTRACTORS</th>
<th>(SERVICE/PRODUCT)</th>
<th>DBE RESPONSIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>Austin Architecture Plus</strong></td>
<td></td>
<td><strong>DBE Responsive 61%</strong></td>
</tr>
<tr>
<td>Prime contractor is a DBE firm</td>
<td></td>
<td>50%</td>
</tr>
<tr>
<td>PE Structural Consultants (Structural Engineering)</td>
<td></td>
<td>5%</td>
</tr>
<tr>
<td>Coleman &amp; Associates (Landscape Architecture)</td>
<td></td>
<td>2%</td>
</tr>
<tr>
<td>Sunland Group, Inc. (Cost Estimating)</td>
<td></td>
<td>2%</td>
</tr>
<tr>
<td>MWM Design Group (Permitting)</td>
<td></td>
<td>2%</td>
</tr>
<tr>
<td>2. <strong>Carson Design Associates</strong></td>
<td></td>
<td><strong>DBE Responsive 15%</strong></td>
</tr>
<tr>
<td>Urban Design Group PC (Civil Design)</td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td>Coleman &amp; Associates (Landscape Design)</td>
<td></td>
<td>5%</td>
</tr>
<tr>
<td>3. <strong>Jackson &amp; McElhaney Architects, Inc.</strong></td>
<td></td>
<td><strong>DBE Responsive 33%</strong></td>
</tr>
<tr>
<td>Jose I Guerra, Inc. (MEP Engineering and Design Services)</td>
<td></td>
<td>10%</td>
</tr>
<tr>
<td>Urban Design Group PC (Landscape Architecture)</td>
<td></td>
<td>8%</td>
</tr>
<tr>
<td>Pharis Design, Inc. (Landscape Architecture and Architecture)</td>
<td></td>
<td>4%</td>
</tr>
<tr>
<td>Seventh Spectrum Studios, LLC (Interior Design Professional Services)</td>
<td></td>
<td>8%</td>
</tr>
<tr>
<td>McCann Adams Studio (Urban Design &amp; Site Planning)</td>
<td></td>
<td>2%</td>
</tr>
<tr>
<td>Sunland Group, Inc. (Cost Estimating)</td>
<td></td>
<td>1%</td>
</tr>
<tr>
<td>4. <strong>McKinney York Architects</strong></td>
<td></td>
<td><strong>DBE Responsive 9%</strong></td>
</tr>
<tr>
<td>Aptus Engineering, LLC (MEP Engineering Services)</td>
<td></td>
<td>4%</td>
</tr>
<tr>
<td>Garcia Design, Inc. (Landscape Architecture Services)</td>
<td></td>
<td>1%</td>
</tr>
<tr>
<td>Structures PE, LLP (Structural Engineering Services)</td>
<td></td>
<td>3%</td>
</tr>
<tr>
<td>Halford Busby (Cost Estimating)</td>
<td></td>
<td>1%</td>
</tr>
</tbody>
</table>

PROCUREMENT: On June 27, 2017, a request for Statement of Qualifications was issued and formally advertised. By the closing date of July 28, 2017, eight (8) submittals were received. Submittals were rated according to the following factors:

1. The offerors demonstrated, relevant work experience and capabilities of the firm as a whole and of the proposed project personnel on projects of a similar size, scope, complexity and nature;

2. Methodology and quality of the work plan proposed to meet project objectives;

3. Selection of subcontractors and team structure that will best meet the needs of the project;
(4) Ability and plan to meet project timelines; commitment to the project and a communication plan to keep the Authority’s Project Manager informed, resolution of project issues;

The submittals from Austin Architecture Plus, Carson Design Associates, Jackson & McElhaney Architects, and McKinney York Architects were rated the highest, all factors considered. Capital Metro will negotiate and finalize pricing based on cost and market evaluation of the hourly rates, overhead and profit for similar services. The contracts are indefinite delivery, task order contracts. The term is one (1) base year with four (4) options years. The total aggregate amount for the five years of the contact is not-to-exceed $1,950,000 for all eight (8) contracts.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-511)
General Architecture & Engineering (A&E) Services

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to pursue the improvement of transportation and operational infrastructure; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to utilize Architecture and Engineering and related professional services to provide safe, accessible and efficient infrastructure that responds to the need of the customer.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to finalize and execute contracts with Architecture Plus, Carson Design Associates, Jackson & McElhaney Architects, and McKinney York Architects for Architecture and Engineering rotational services for a one year base and four one year renewable terms in an aggregate amount not to exceed $1,950,000.

________________________
Date: ____________________

Secretary of the Board
Juli Word
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with C.D.L. Electric Company, Inc. to equip the Loyola Lane and FM 969 rail crossings to comply with Federal Railroad Administration (FRA) quiet zone regulatory requirements on the East Subdivision for freight operations. The total amount for this project shall not exceed $595,897.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with C.D.L. Electric Company, Inc. to equip the Loyola Lane and FM 969 rail crossings to comply with Federal Railroad Administration (FRA) quiet zone regulatory requirements on the East Subdivision for freight operations. The total amount for this project shall not exceed $595,897.

FISCAL IMPACT:
Funding for this action is available in the FY2018 Capital Budget.

STRATEGIC GOAL ALIGNMENT:
1. Customer

STRATEGIC OBJECTIVE:
1.1 Improve system reliability and convenience

EXPLANATION OF STRATEGIC ALIGNMENT:
This action will allow Capital Metro to improve rail freight operation and safety at the Loyola Lane and FM969 locations, removing the requirement for freight trains to sound their horns.

BUSINESS CASE:
This project is to upgrade the Loyola Lane and FM969 crossings with constant warning, quad gates, and/or medians or channelizers. These modifications to the crossing configuration will allow this crossing to meet the FRA’s regulatory requirements for a quiet zone.

COMMITTEE RECOMMENDATION:
This agenda item will be presented to the full board.

EXECUTIVE SUMMARY:
A quiet zone is a FRA approved section of track where trains are not required to sound horns at crossings. These crossings qualify under the FRA final rule (49 CFR Part 222), “The Use of Locomotive Horns at Highway-Rail Grade Crossings,” on using locomotive horns at highway-rail grade crossings. This rule is intended to maintain public safety, while responding to concerns of communities that have sought relief from unwanted train horn noise. Areas that may qualify for quiet zones are those in which the placement of traffic warning devices have been approved as providing enough safety protection so that sounding of a locomotive horn is unnecessary.
DBE PARTICIPATION: The contractor will meet this goal utilizing the following DBE contractor. The goal is 6%.

<table>
<thead>
<tr>
<th>DBE</th>
<th>SERVICE/PRODUCT</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>RFB Construction Company, Inc.</td>
<td>Dirt and Site Contractor</td>
<td>6.0</td>
</tr>
</tbody>
</table>

PROCUREMENT:
The IFB was publicly advertised in the Austin American-Statesman on May 29, 2017 and June 5, 2017, and was posted on DemandStar on May 26, 2017. Advance notices were issued to 34 vendors, and 422 suppliers were notified through DemandStar, with 26 planholders that downloaded documents from DemandStar. A non-mandatory pre-bid conference was conducted on June 7, 2017. There were three (3) Q&As and four (4) amendments issued. Four (4) bids were received by the due date of August 24, 2017, prior to 3:00 p.m. C.D.L. Electric Company, Inc., was the apparent low bidder.

C.D.L. Electric Company, Inc. submitted all the required documents with its bid. Their bid was received prior to the established date and time for the receipt of bids. Customer references were checked and revealed a positive performance record. A financial analysis was conducted revealing no financial concerns reflecting that the firm has the adequate financial resources and capacity to conduct the work. Additionally, they are not debarred on the Federal or State Debarred vendors lists.

RESPONSIBLE DEPARTMENT: Rail Operations
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-575)

East Subdivision Quiet Zone Loyola Lane and FM969

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to establish quiet zones at Loyola Lane and FM 969 crossings on the East Subdivision; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro Management continue to add quiet zones based on FRA regulatory requirements.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to finalize and execute a contract with C.D.L. Electric Company, Inc., to equip Loyola Lane and FM 969 crossings to comply with FRA quiet zone regulatory requirements on the East Subdivision for freight operations for an amount not to exceed $595,897.

________________________
Date: ____________________

Secretary of the Board
Juli Word
East Subdivision Quiet Zone
Loyola Lane and FM969

Operations, Planning and Safety Committee
October 13, 2017
FM969 and Loyola Lane Crossings

- **Presently**: 500 units
- **Future**: 850 home units in total

**Agave Subdivision**
- Presently - 500 units Homes.
- Future - 850 home units in total
FM969 CROSSING
LOYOLA LANE CROSSING
FM969 CROSSING QUIET ZONE NEW EXIT GATES AND CROSSING CONTROL CASE

- Install New Exit Gate
- Replace Crossing Control Case
- Install New Exit Gate

capmetro.org | Optional secondary text
TITLE: Long Range Financial Plan

Staff will present the ten year financial plan for Capital Metro, that forecasts the Agency's financial resources and projected expenditures based on planned levels of service and the strategic goals of the Agency.
Long Range Financial Plan Overview

The Long Range Financial Plan (the LRFP) is a 10-year plan for the Capital Metropolitan Transportation Authority that forecasts the Authority’s financial resources and projected expenditures based on planned levels of service and the strategic goals of Capital Metro.

The LRFP focuses primarily on the forecast of future revenue and the operating and capital expenditures of the agency. The LRFP analyzes future expenditure trends with emphasis on the agency’s negotiated purchased-transportation contracts, administrative wages and benefits, outside services, state of good repair needs and capital priorities. Capital Metro’s Strategic Plan identifies the vision, mission and goals for the next six years. The LRFP was developed using the adopted strategic goals as guidelines, including:

- Deliver the best possible customer experience that meets customer needs and results in satisfied customers.
- Increase ridership through being the trusted partner in regional and policy planning and the leader in public transit.
- Demonstrate the value of public transportation in a dynamic community.
- Recruit, acquire, retain, develop, motivate and reward a high-performing and top quality work force.
- Exhibit good stewardship of public funds.

The Long Range Financial Plan includes assumptions about service levels, cost increases from our purchased transportation contractors, vendors, fuel pricing and revenue generated by sales tax and our other revenue sources. During the next 10 years, Capital Metro will undergo numerous changes, both in what services are offered and in the manner they are provided. There will be changes and upgrades in technology, many of which cannot be fully envisioned today.

Based on assumed growth in sales tax revenues, expected cost of Capital Metro’s service and other expenditures, the LRFP reflects the following key findings:

- Sales tax revenue is projected to continue to grow modestly reflecting less-rapid growth in the overall Austin area economy and the continued trend of population and retail growth moving outside the Capital Metro service area.
- With revenue growth slowing, the agency should proceed with caution before committing to future spending. Funding is available for implementing the first phase of our Connections 2025 service plan in June 2018, which will add $10 million in additional service costs each year when fully implemented. The agency should maintain that service
level until surpluses are sustainable on a recurring basis and can fund new ongoing operational costs.

- Service provider contracts, which represent the greatest component of operating expenses, are expected to increase but need to be renewed with inflation-related escalation.
- Administrative personnel and benefit costs will need to be contained. Wage and benefit growth, as well as additional employee hiring, should be tied to revenue growth.
- The agency has accumulated funding for capital projects in recent years that funds the Fiscal Year 2018 Capital Budget of $151 million. Once these projects are completed and the funds are spent, future capital spending will need to be funded by ongoing annual cash flow. The majority of available capital spending will address the ongoing state of good repair of our assets at an estimated $36 million per year required from 2019 to 2027. Most facilities are at maximum capacity and only the replacement of the paratransit facility is included in the current LRFP.

**Long Range Financial Plan Scenarios**

The agency has developed a 10-year flexible financial modeling tool, which can model various financial and service-level scenarios and allows Capital Metro to:

- Build a fiscally sound agency through long-term financial planning.
- Expand awareness of options, potential barriers and opportunities.
- Improve long-term financial sustainability as required through the Strategic Plan.
- Balance competing demands for new and enhanced service, capital funding decisions, staffing and financial reserves.
- Establish a baseline projection for revenue, expenditures and fund balances.
- Take a proactive approach by assessing financial implications of current and proposed strategic decisions and priorities.

Any major budget decision impacting the agency’s budget can be modeled with the 10-year modeling tool, showing the financial impact on the proposed budget and the 10-year forecast. The Long Range Financial Plan is comprised of a baseline 10-year projection of revenue and expenditures used to evaluate Capital Metro’s future financial condition and capacity to fund existing and future commitments. The growth assumptions in the scenarios are based primarily on historical growth, projected inflation and existing contractual obligations. A Baseline scenario is a starting point, or basis to compare against other alternatives or scenarios. Three additional scenarios were modeled: an Aggressive scenario, a Recession scenario and the Proposed LRFP.

1. **Baseline Scenario**

The Baseline scenario for the next 10 years is built using current conditions and commitments and shows modest growth in sales tax revenue, which is consistent with recent trends, and no fare revenue increases during the 10-year period. Additional levels of service are included for implementing phase one of the proposed Connections 2025 service plan for Fiscal Years 2018 and 2019, but no additional service hours are included beyond 2019. Moderate increases are included for purchased transportation contractor rates, fuel costs and administrative employee
wages and benefits. This plan is achievable in the short term but unsustainable in the long term due to unfunded capital needs and net cash flow erosion, caused by operating expenses growing at a higher rate than revenue.

### Baseline Scenario

<table>
<thead>
<tr>
<th>Dollars in Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fiscal Year</strong></td>
</tr>
<tr>
<td>---------------------</td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Beginning Balance</strong></td>
</tr>
<tr>
<td><strong>Revenues (excl Capital Grant Rev)</strong></td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
</tr>
<tr>
<td><strong>Intercity Agreements</strong></td>
</tr>
<tr>
<td><strong>Loan Principal Payments</strong></td>
</tr>
<tr>
<td><strong>Cash Flow Available for CIP</strong></td>
</tr>
<tr>
<td><strong>Capital Projects</strong></td>
</tr>
<tr>
<td><strong>Capital Grant Rev</strong></td>
</tr>
<tr>
<td><strong>Capital - self funded</strong></td>
</tr>
<tr>
<td><strong>Annual Cash Flow</strong></td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Ending Balance</strong></td>
</tr>
<tr>
<td><strong>Commitments &amp; Reserve Requirements</strong></td>
</tr>
<tr>
<td><strong>Surplus Cash/(Shortage)</strong></td>
</tr>
</tbody>
</table>

### Aggressive Scenario

The Aggressive scenario for the next 10 years is built using current conditions and commitments but shows improved revenue growth in order to demonstrate the funding that would be available under improved economic conditions. Sales tax revenue is modeled to increase to 4 percent annual growth beginning in Fiscal Year 2019, along with 6 percent fare revenue increases every 3 years beginning in Fiscal Year 2020. Additional levels of service are included for implementing phase one of the Connections 2025 service plan for Fiscal Years 2018 and 2019, but no additional service hours are included beyond 2019. Moderate increases are included for purchased transportation contractor rates, fuel costs and administrative employee wages and benefits. This scenario provides a potential to fund an additional $60 million over 5 years or $121 million over 10 years for service expansion and capital infrastructure improvements.

<table>
<thead>
<tr>
<th>Dollars in Thousands</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fiscal Year</strong></td>
</tr>
<tr>
<td>-------------------</td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Beginning Balance</strong></td>
</tr>
<tr>
<td><strong>Revenues (excl Capital Grant Rev)</strong></td>
</tr>
<tr>
<td><strong>Operating Expenses</strong></td>
</tr>
<tr>
<td><strong>Intercity Agreements</strong></td>
</tr>
<tr>
<td><strong>Loan Principal Payments</strong></td>
</tr>
<tr>
<td><strong>Cash Flow Available for CIP</strong></td>
</tr>
<tr>
<td><strong>Capital Projects</strong></td>
</tr>
<tr>
<td><strong>Capital Grant Rev</strong></td>
</tr>
<tr>
<td><strong>Capital - self funded</strong></td>
</tr>
<tr>
<td><strong>Annual Cash Flow</strong></td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Ending Balance</strong></td>
</tr>
<tr>
<td><strong>Commitments &amp; Reserve Requirements</strong></td>
</tr>
<tr>
<td><strong>Surplus Cash/(Shortage)</strong></td>
</tr>
</tbody>
</table>
3. Recession Scenario

The Recession scenario demonstrates how the agency could potentially fare in a recession. The assumptions are consistent with current conditions and commitments but show a mild recessionary period of three years in Fiscal Years 2019 to 2021. Sales tax revenue is projected to decline by 4 percent in Fiscal Year 2019 and then gradually rise before leveling off in Fiscal Year 2025 to 2 percent growth. No fare revenue increases are planned during the 10-year period for this scenario. Additional levels of service are included for implementing phase one of the Connections 2025 service plan for Fiscal Years 2018 and 2019, but no additional service hours are included beyond 2019. Costs were further reduced for purchased transportation contractor rates, capital expenditures, benefit costs, as well as short-term hiring and wage freezes for administrative employees. This scenario shows that Capital Metro has built enough reserve funds to cover a short-term recessionary event but would need to defer capital expenditures or borrow additional funds in years 6 to 10.

4. The Proposed Plan

The Proposed plan is a scenario that demonstrates that the budget can be balanced over the next 10 years for financial sustainability by aligning cost growth with revenue growth. The scenario is based on current conditions and commitments and shows 2.1 percent annual growth in sales tax revenue beginning in Fiscal Year 2019. In the event that sales tax growth is below that, periodic fare increases should be considered to keep pace with inflation. Additional levels of service are included for implementing phase one of the Connections 2025 service plan for Fiscal Years 2018 and 2019, but no additional service hours are included beyond 2019. Moderate increases of 2 percent are included for purchased transportation contractor rates and fuel costs. Additional containment of administrative employee headcount, wages and benefits is built into the scenario until sales tax growth escalates. While the agency will generate sufficient cash flow, due to significant capital needs in Fiscal Years 2025 to 2027, it is estimated that $42 million will be financed by debt. This scenario correlates operating and capital expenditures to sales tax growth and provides the ability to increase spending after higher sustained sales tax growth is obtained.
Proposed Plan

Long Range Financial Plan Risks

The purpose of the Long Range Financial Plan is to provide a forecast of the Authority’s financial resources and projected expenditures based on planned levels of service and the strategic goals of Capital Metro. While the LRFP uses the most current estimates and data available, there are inherent risks to long-term projections. Some of the more significant risks to the plan include:

- Decline in sales tax growth
- Changes to federal grant funding programs
- Significant recession event during the next 10 years
- Unforeseen regulatory or capital needs
- Future contracted rates with service providers
- Pension plan growth rates
- Unforeseen technological changes

Long Range Financial Plan Unfunded Capital Projects

The proposed Long Range Financial Plan reflects significant capital spending in the intermediate term, funded by accumulated funds from previous years. Future capital spending would need to be funded by ongoing annual cash flow, debt or an increase in funding from federal or other external sources. The LRFP includes replacement cycles and maintenance of existing assets and infrastructure. With the correlation of capital expenditures to sales tax growth, many capital initiatives will remain unfunded. The list of unfunded projects for the next 10 years totals $202 million and includes:

<table>
<thead>
<tr>
<th>Budget Dollars in Millions</th>
<th>FY2018</th>
<th>FY2019</th>
<th>FY2020</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
<th>FY2024</th>
<th>FY2025</th>
<th>FY2026</th>
<th>FY2027</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash &amp; Investments Beginning Balance</td>
<td>196</td>
<td>112</td>
<td>68</td>
<td>62</td>
<td>87</td>
<td>96</td>
<td>79</td>
<td>84</td>
<td>78</td>
<td>78</td>
</tr>
<tr>
<td>Revenues (exc Capital Grant Rev)</td>
<td>297</td>
<td>302</td>
<td>309</td>
<td>314</td>
<td>320</td>
<td>326</td>
<td>331</td>
<td>337</td>
<td>343</td>
<td>349</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>(250)</td>
<td>(259)</td>
<td>(265)</td>
<td>(273)</td>
<td>(280)</td>
<td>(287)</td>
<td>(295)</td>
<td>(302)</td>
<td>(310)</td>
<td>(317)</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>(12)</td>
<td>(5)</td>
<td>(9)</td>
<td>(2)</td>
<td>(1)</td>
<td>(1)</td>
<td>(1)</td>
<td>(1)</td>
<td>(1)</td>
<td>(1)</td>
</tr>
<tr>
<td>Loan Principal Payments</td>
<td>(5)</td>
<td>(3)</td>
<td>(2)</td>
<td>(2)</td>
<td>(2)</td>
<td>0</td>
<td>0</td>
<td>(2)</td>
<td>(2)</td>
<td>(4)</td>
</tr>
<tr>
<td>Cash Flow Available for CIP</td>
<td>30</td>
<td>35</td>
<td>32</td>
<td>37</td>
<td>37</td>
<td>36</td>
<td>32</td>
<td>30</td>
<td>27</td>
<td></td>
</tr>
<tr>
<td>Capital Projects</td>
<td>(152)</td>
<td>(106)</td>
<td>(56)</td>
<td>(26)</td>
<td>(26)</td>
<td>(64)</td>
<td>(40)</td>
<td>(71)</td>
<td>(40)</td>
<td>(52)</td>
</tr>
<tr>
<td>Capital Grant Rev</td>
<td>38</td>
<td>26</td>
<td>17</td>
<td>14</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>Capital - self funded</td>
<td>(113)</td>
<td>(79)</td>
<td>(39)</td>
<td>(13)</td>
<td>(27)</td>
<td>(54)</td>
<td>(31)</td>
<td>(61)</td>
<td>(30)</td>
<td>(43)</td>
</tr>
<tr>
<td>Annual Cash Flow</td>
<td>(83)</td>
<td>(44)</td>
<td>(6)</td>
<td>25</td>
<td>10</td>
<td>(17)</td>
<td>5</td>
<td>(29)</td>
<td>0</td>
<td>(16)</td>
</tr>
<tr>
<td>Loan Proceeds</td>
<td>23</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
<td>19</td>
</tr>
<tr>
<td>Cash &amp; Investments Ending Balance</td>
<td>112</td>
<td>68</td>
<td>62</td>
<td>87</td>
<td>96</td>
<td>79</td>
<td>84</td>
<td>78</td>
<td>81</td>
<td></td>
</tr>
<tr>
<td>Commitments &amp; Reserve Requirements</td>
<td>112</td>
<td>68</td>
<td>64</td>
<td>67</td>
<td>71</td>
<td>73</td>
<td>75</td>
<td>77</td>
<td>79</td>
<td></td>
</tr>
<tr>
<td>Surplus Cash/(Shortage)</td>
<td>0</td>
<td>1</td>
<td>(2)</td>
<td>20</td>
<td>25</td>
<td>6</td>
<td>9</td>
<td>1</td>
<td>(1)</td>
<td>(0)</td>
</tr>
</tbody>
</table>
Conclusions and Recommendations

During this time of revenue uncertainty, the agency needs to proceed with caution and maintain current spending levels until surpluses are sustainable on a recurring basis and can fund new ongoing operational costs. One-time, accumulated funding is available for current capital projects and, once these projects are completed, future capital spending will need to be funded by operating cash flow. Future spending needs to be aligned with future revenue growth and the agency needs to maintain at least $36 million in net cash flow in order to maintain assets in a state of good repair.

<table>
<thead>
<tr>
<th>Project</th>
<th>$ in Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leander Rail Facility</td>
<td>$84.4</td>
</tr>
<tr>
<td>MetroRapid Stations (801/803 Expansion &amp; 804/820 New)</td>
<td>18.8</td>
</tr>
<tr>
<td>Rapid Buses</td>
<td>17.7</td>
</tr>
<tr>
<td>Mobility Hub Regional - Community</td>
<td>9.0</td>
</tr>
<tr>
<td>Mobility Hub Regional - Hancock Center</td>
<td>5.0</td>
</tr>
<tr>
<td>Mobility Hub - Riverside</td>
<td>5.0</td>
</tr>
<tr>
<td>Downtown Circulator</td>
<td>1.3</td>
</tr>
<tr>
<td>Administration Facility</td>
<td>57.5</td>
</tr>
<tr>
<td><strong>Total Enhancements</strong></td>
<td><strong>198.7</strong></td>
</tr>
<tr>
<td>Rail Steel Tie Replacements</td>
<td>3.7</td>
</tr>
<tr>
<td><strong>Total State of Good Repair</strong></td>
<td><strong>3.7</strong></td>
</tr>
<tr>
<td><strong>Total Unfunded Projects</strong></td>
<td><strong>$202.4</strong></td>
</tr>
</tbody>
</table>
Long Range Financial Plan

Fiscal Years 2018 to 2027
October 23, 2017
Benefits of a Long Range Plan Model

- Builds a fiscally sound agency
- Awareness of options, barriers and opportunities
- Improves long-term financial sustainability
- Balance competing demands
- Financial implications of decisions and priorities
### Revenues

**2018 Operating Revenue**

- **Sales Tax**: $234.1m, 79%
- **Federal Grants**: $30.6m, 10%
- **Fares**: $25.2m, 9%
- **Freight Railroad**: $4.1m, 1%
- **Other**: $3.0m, 1%

**2018 Operating Revenue**

- **Total Revenue**: $296.9 Million
- **Federal Grants**, $30.6m, 10%
- **Fares**, $25.2m, 9%
- **Freight Railroad**, $4.1m, 1%
- **Other**, $3.0m, 1%

#### Key Points:

- **Sales Tax growth** – each 1% growth = **$2.3M**
  - Sales Tax equals 79% of our revenue
  - Grants and Fare Revenue are not expected to grow in the short term
- **If Sales Tax grows by 2.5%** → **Total Revenue grows by 2%**
  - Total Operating and Capital Expense growth constrained to 2%
Sales Tax History

Historical Trend (in millions)

- Receipts
- % Increase/Decrease


Receipts:
- 2004: $114.5
- 2005: $122.1
- 2006: $135.9
- 2007: $150.3
- 2008: $164.2
- 2009: $139.9
- 2010: $141.5
- 2011: $161.2
- 2012: $165.2
- 2013: $199.0
- 2014: $210.4
- 2015: $221.3
- 2016: $229.0
- 2017 Forecast: $234.1
- 2018 Budget: $234.1

Percentage Increase/Decrease:
- 2004: 0%
- 2005: 15%
- 2006: 15%
- 2007: 20%
- 2008: 20%
- 2009: 30%
- 2010: 30%
- 2011: 30%
- 2012: 30%
- 2013: 20%
- 2014: 0%
- 2015: -5%
- 2016: -5%
- 2017 Forecast: -5%
- 2018 Budget: -5%
Recent Sales Tax Trends

- **Current Period Receipts**
- **Adjustments**
- **Current Period % Incr/Decr**
- **Linear (Current Period % Incr/Decr)**

**6 Month Annual Growth**
- **5.2%**
- **3.9%**
- **2.0%**
Operating Expenses

2018 Operating Expenses
$262.4 Million

Major expense categories:

- Purchased transportation
  - Hours x Contractor Rate + Fixed Fee
    - MV rates contracted through 2024
    - RATP rates contracted through 2019

- Wages
  - FTE x Rate (Increases)

- Benefits
  - Health and Pension increases

- Services
  - Control spend

Purchased Transportation, $158.7m, 60%
Personnel, $42.2m, 16%
Services, $22.0m, 8%
Other, $14.6m, 6%
Fuel, $12.4m, 5%
ILAs, $12.4m, 5%
Capital – Proposed Plan

FY2018 has accumulated funding available for Capital
- Included in FY2018 Capital Budget $152M
- Future Capital requires funding from Income

State of Good Repair average $36M per year
Major Capital Projects – 10 Years

- Bus replacements
  - Transit Buses $80M
  - Commuter buses $25M
  - Rapid buses $32M

- Paratransit vehicle replacements $16.8M

- New South Paratransit Facility $54M

- Positive Train Control $65M

- Bridge replacements $21.5M
LRFP Model Scenarios

Baseline FY2018 Budget & 5 Year CIP

- Aggressive
- Recession
- Proposed LRFP
Baseline - FY2018 Budget & 5 Year CIP

- Current conditions & commitments
- Sales tax growth based on recent trends
- June 2018 Service changes carried through FY2019
- No additional service hours beyond June 2018 service change
- FY2018 Budget and 5yr CIP included
- Contracted rates

<table>
<thead>
<tr>
<th>Assumptions</th>
<th>Year 1-5 FY18-22</th>
<th>Year 6-10 FY23-27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fares</td>
<td>No Increases</td>
<td></td>
</tr>
<tr>
<td>Sales Tax growth</td>
<td>2.5% and 2%</td>
<td>2%</td>
</tr>
<tr>
<td>Operating Grants</td>
<td>No Increases</td>
<td></td>
</tr>
<tr>
<td>Expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service hours</td>
<td>FY18 C2025</td>
<td>No Changes</td>
</tr>
<tr>
<td>Contractor rates</td>
<td>Per Contract then 3%</td>
<td>3% growth in Hours &amp; Rates</td>
</tr>
<tr>
<td>MetroAccess</td>
<td>3% growth in Hours &amp; Rates</td>
<td>2%</td>
</tr>
<tr>
<td>Fuel rates</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>FTE growth</td>
<td>1%</td>
<td></td>
</tr>
<tr>
<td>Wage growth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Benefits</td>
<td>3%</td>
<td></td>
</tr>
<tr>
<td>Other expenses</td>
<td>5%</td>
<td>2%</td>
</tr>
<tr>
<td>Benefits</td>
<td>5%</td>
<td></td>
</tr>
<tr>
<td>Other expenses</td>
<td>2%</td>
<td></td>
</tr>
</tbody>
</table>
Baseline FY2018 Budget & CIP

Total Revenues and Total Expenses

Fiscal Year

- Expenses
- Capital projects (Net of Grant Revenue)
- Revenues (excl Capital Grants)

 Millions

$0 $50 $100 $150 $200 $250 $300 $350 $400 $450 $500

## Baseline Scenario - Financials

**Achievable in short term with no further cost growth**  
**Unsustainable in long term – Unfunded SOGR & Net Cash Flow erosion**

<table>
<thead>
<tr>
<th></th>
<th>Budget</th>
<th>Intermediate-Term Forecast</th>
<th>Long-Term Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY2018</td>
<td>FY2019</td>
<td>FY2020</td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Beginning Balance</strong></td>
<td>196</td>
<td>112</td>
<td>67</td>
</tr>
<tr>
<td><strong>Revenues (excl Capital Grant Rev)</strong></td>
<td>297</td>
<td>301</td>
<td>308</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>(250)</td>
<td>(259)</td>
<td>(268)</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>(12)</td>
<td>(5)</td>
<td>(9)</td>
</tr>
<tr>
<td>Loan Principal Payments</td>
<td>(5)</td>
<td>(3)</td>
<td>(2)</td>
</tr>
<tr>
<td><strong>Cash Flow available for CIP</strong></td>
<td>30</td>
<td>34</td>
<td>29</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>(152)</td>
<td>(106)</td>
<td>(56)</td>
</tr>
<tr>
<td>Capital Grant Rev</td>
<td>38</td>
<td>26</td>
<td>17</td>
</tr>
<tr>
<td>Capital - self funded</td>
<td>(113)</td>
<td>(79)</td>
<td>(39)</td>
</tr>
<tr>
<td><strong>Annual Cash Flow</strong></td>
<td>(83)</td>
<td>(45)</td>
<td>(9)</td>
</tr>
<tr>
<td><strong>Cash &amp; Investments Ending Balance</strong></td>
<td>112</td>
<td>67</td>
<td>58</td>
</tr>
<tr>
<td>Commitments &amp; Reserve Requirements</td>
<td>112</td>
<td>68</td>
<td>64</td>
</tr>
<tr>
<td><strong>Surplus Cash/(Shortage)</strong></td>
<td>0</td>
<td>(1)</td>
<td>(6)</td>
</tr>
</tbody>
</table>

---

Attachment: LRFP Board of Director Presentation - Oct 2017 (3960 : Long Range Financial Plan)
## Aggressive Scenario

- Improved Revenue growth
- 6% Fare increase starting FY20
- Sales Tax growth 4% from FY19 and forward

### Assumptions

<table>
<thead>
<tr>
<th>Assumptions</th>
<th>Year 1-5 FY18-22</th>
<th>Year 6-10 FY23-27</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fares</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sales Tax growth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Grants</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Service hours</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contractor rates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MetroAccess</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fuel rates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FTE growth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wage growth</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Benefits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other expenses</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6% every 3 years</td>
<td></td>
</tr>
<tr>
<td></td>
<td>FY18 2.5% - FY19 Fwd 4%</td>
<td></td>
</tr>
<tr>
<td></td>
<td>No Increases</td>
<td></td>
</tr>
<tr>
<td>FY18 C2025</td>
<td>No Changes</td>
<td></td>
</tr>
<tr>
<td>Per Contract then 3%</td>
<td>3% growth in Hours &amp; Rates</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2%</td>
<td>1%</td>
</tr>
<tr>
<td></td>
<td>3%</td>
<td>5%</td>
</tr>
<tr>
<td></td>
<td>5%</td>
<td>2%</td>
</tr>
</tbody>
</table>

---

*Attachment: LRFP Board of Director Presentation - Oct 2017 (3960 Long Range Financial Plan)*
Aggressive Scenario

Total Revenues and Total Expenses

- Expenses
- Capital projects (Net of Grant Revenue)
- Revenues (excl Capital Grants)

Fiscal Year: 2014 to 2027

 Millions

$0

$100

$200

$300

$400

$500

$600

$700
Aggressive Scenario - Financials

### Increased Revenues can potentially fund $60M over 5 years or $121M over 10 years for service expansion and/or infrastructure

<table>
<thead>
<tr>
<th>Dollars in Thousands</th>
<th>Budget</th>
<th>Intermediate-Term Forecast</th>
<th>Long-Term Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY2018</td>
<td>FY2019</td>
<td>FY2020</td>
</tr>
<tr>
<td>Cash &amp; Investments Beginning Balance</td>
<td>196</td>
<td>112</td>
<td>72</td>
</tr>
<tr>
<td>Revenues (excl Capital Grant Rev)</td>
<td>297</td>
<td>306</td>
<td>319</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>(250)</td>
<td>(259)</td>
<td>(268)</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>(12)</td>
<td>(5)</td>
<td>(9)</td>
</tr>
<tr>
<td>Loan Principal Payments</td>
<td>(5)</td>
<td>(3)</td>
<td>(2)</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>(152)</td>
<td>(106)</td>
<td>(56)</td>
</tr>
<tr>
<td>Capital Grant Rev</td>
<td>38</td>
<td>26</td>
<td>17</td>
</tr>
<tr>
<td>Capital - self funded</td>
<td>(113)</td>
<td>(79)</td>
<td>(39)</td>
</tr>
<tr>
<td>Cash Flow available for CIP</td>
<td>30</td>
<td>39</td>
<td>40</td>
</tr>
<tr>
<td>Annual Cash Flow</td>
<td>(83)</td>
<td>(40)</td>
<td>1</td>
</tr>
<tr>
<td>Cash &amp; Investments Ending Balance</td>
<td>112</td>
<td>72</td>
<td>73</td>
</tr>
<tr>
<td>Commitments &amp; Reserves</td>
<td>112</td>
<td>68</td>
<td>64</td>
</tr>
<tr>
<td>Surplus Cash/(Shortage)</td>
<td>0</td>
<td>4</td>
<td>9</td>
</tr>
</tbody>
</table>
Recession Scenario

- Mild recession of 4% sales tax decline (2009 was -9.3%)
- New Service Contracts with 2% escalation
- Stop hiring and wage increases during 3 years recessionary period
- Contain Healthcare growth
- Cut CIP by $37M in FY19

<table>
<thead>
<tr>
<th>Assumptions</th>
<th>Year 1-5 FY18-22</th>
<th>Year 6-10 FY23-27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fares</td>
<td>2.5</td>
<td>No Increases</td>
</tr>
<tr>
<td>Sales Tax growth</td>
<td>-4</td>
<td></td>
</tr>
<tr>
<td>Operating Grants</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>Expenses</td>
<td>FY18 C2025</td>
<td>No Changes</td>
</tr>
<tr>
<td>Service hours</td>
<td>Per Contract or 2%</td>
<td></td>
</tr>
<tr>
<td>Contractor rates</td>
<td>3% growth in Hours &amp; Rates</td>
<td>2%</td>
</tr>
<tr>
<td>MetroAccess</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Fuel rates</td>
<td>FY18 1% and zero forward</td>
<td>2%</td>
</tr>
<tr>
<td>FTE growth</td>
<td>FY18 3% ; zero ; 2%</td>
<td></td>
</tr>
<tr>
<td>Wage growth</td>
<td>5%</td>
<td>3%</td>
</tr>
<tr>
<td>Benefits</td>
<td>2%</td>
<td>2%</td>
</tr>
<tr>
<td>Other expenses</td>
<td>2%</td>
<td>2%</td>
</tr>
</tbody>
</table>
Recession Scenario

Total Revenues and Total Expenses

- Expenses
- Capital projects (Net of Grant Revenue)
- Revenues (excl Capital Grants)
Recession Scenario

<table>
<thead>
<tr>
<th>Dollars in Millions</th>
<th>Intermediate-Term Forecast</th>
<th>Long-Term Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY2018</td>
<td>FY2019</td>
</tr>
<tr>
<td>Cash &amp; Investments Beginning Balance</td>
<td>196</td>
<td>112</td>
</tr>
<tr>
<td>Revenues (excl Capital Grant Rev)</td>
<td>297</td>
<td>287</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>(250)</td>
<td>(258)</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>(12)</td>
<td>(5)</td>
</tr>
<tr>
<td>Loan Principal Payments</td>
<td>(5)</td>
<td>(3)</td>
</tr>
<tr>
<td>Cash Flow available for CIP</td>
<td>90</td>
<td>22</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>(152)</td>
<td>(106)</td>
</tr>
<tr>
<td>Capital Grant Rev</td>
<td>38</td>
<td>26</td>
</tr>
<tr>
<td>Capital - self funded</td>
<td>(113)</td>
<td>(79)</td>
</tr>
<tr>
<td>Annual Cash Flow</td>
<td>(83)</td>
<td>(58)</td>
</tr>
<tr>
<td>Cash &amp; Investments Ending Balance</td>
<td>112</td>
<td>54</td>
</tr>
<tr>
<td>Commitments &amp; Reserve Requirements</td>
<td>112</td>
<td>67</td>
</tr>
<tr>
<td>Surplus Cash/(Shortage)</td>
<td>0</td>
<td>(13)</td>
</tr>
</tbody>
</table>

Reserves can cover short term shortfall
Defer capital projects or borrow funds years 6-10
Proposed Plan

- Balance Revenue & Cost growth
- Sustainable Long Term
- Conservative Sales Tax growth
- New Service Contracts with 2% escalation
- Borrow $42M or reduce Capital spend by $33M in FY25-27

<table>
<thead>
<tr>
<th>Assumptions</th>
<th>Year 1-5 FY18-22</th>
<th>Year 6-10 FY23-27</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fares</td>
<td>No Increases</td>
<td></td>
</tr>
<tr>
<td>Sales Tax growth</td>
<td>2.5% and 2.1%</td>
<td>2.1%</td>
</tr>
<tr>
<td>Operating Grants</td>
<td>No Increases</td>
<td></td>
</tr>
<tr>
<td><strong>Expenses</strong></td>
<td>FY18 C2025</td>
<td>No Changes</td>
</tr>
<tr>
<td>Service hours</td>
<td>No Changes</td>
<td></td>
</tr>
<tr>
<td>Contractor rates</td>
<td>Per Contract then 2%</td>
<td></td>
</tr>
<tr>
<td>MetroAccess</td>
<td>3% growth in Hours &amp; 2% in Rates</td>
<td></td>
</tr>
<tr>
<td>Fuel rates</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>FTE growth</td>
<td>Zero</td>
<td></td>
</tr>
<tr>
<td>Wage growth</td>
<td>2%</td>
<td></td>
</tr>
<tr>
<td>Benefits</td>
<td>5%</td>
<td>3%</td>
</tr>
<tr>
<td>Other expenses</td>
<td>2%</td>
<td></td>
</tr>
</tbody>
</table>
Proposed Plan

Total Revenues and Total Expenses

- **Expenses**
- **Capital projects (Net of Grant Revenue)**
- **Revenues (excl Capital Grants)**

Fiscal Year:
- 2014
- 2015
- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022
- 2023
- 2024
- 2025
- 2026
- 2027
- 2028
- 2029
- 2030
- 2031
- 2032
- 2033
- 2034
- 2035
- 2036
- 2037

 Millions:
- $0
- $50
- $100
- $150
- $200
- $250
- $300
- $350
- $400
- $450
- $500
## Proposed Plan - Financials

### Budget vs. Intermediate-Term Forecast vs. Long-Term Forecast

<table>
<thead>
<tr>
<th>Dollars in Millions</th>
<th>Budget</th>
<th>Intermediate-Term Forecast</th>
<th>Long-Term Forecast</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FY2018</td>
<td>FY2019</td>
<td>FY2020</td>
</tr>
<tr>
<td>Cash &amp; Investments Beginning Balance</td>
<td>196</td>
<td>112</td>
<td>68</td>
</tr>
<tr>
<td>Revenues (excl Capital Grant Rev)</td>
<td>297</td>
<td>302</td>
<td>309</td>
</tr>
<tr>
<td>Operating Expenses</td>
<td>(250)</td>
<td>(259)</td>
<td>(265)</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>(12)</td>
<td>(5)</td>
<td>(9)</td>
</tr>
<tr>
<td>Loan Principal Payments</td>
<td>(5)</td>
<td>(3)</td>
<td>(2)</td>
</tr>
<tr>
<td>Cash Flow available for CIP</td>
<td>30</td>
<td>35</td>
<td>32</td>
</tr>
<tr>
<td>Capital Projects</td>
<td>(152)</td>
<td>(106)</td>
<td>(56)</td>
</tr>
<tr>
<td>Capital Grant Rev</td>
<td>38</td>
<td>26</td>
<td>17</td>
</tr>
<tr>
<td>Capital - self funded</td>
<td>(113)</td>
<td>(79)</td>
<td>(39)</td>
</tr>
<tr>
<td>Annual Cash Flow</td>
<td>(83)</td>
<td>(44)</td>
<td>(6)</td>
</tr>
<tr>
<td>Loan Proceeds</td>
<td>23</td>
<td>19</td>
<td></td>
</tr>
<tr>
<td>Cash &amp; Investments Ending Balance</td>
<td>112</td>
<td>68</td>
<td>62</td>
</tr>
<tr>
<td>Commitments &amp; Reserve Requirements</td>
<td>112</td>
<td>68</td>
<td>64</td>
</tr>
<tr>
<td>Surplus Cash/(Shortage)</td>
<td>0</td>
<td>1</td>
<td>(2)</td>
</tr>
</tbody>
</table>

### Aligning Spending

- Align spending with sales tax growth
- Ramp up after higher sustained sales tax growth
## Unfunded Projects Next 10 Years

<table>
<thead>
<tr>
<th>Project</th>
<th>$ in Millions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leander Rail Facility</td>
<td>$ 84.4</td>
</tr>
<tr>
<td>MetroRapid Stations (801/803 Expansion &amp; 804/820 New)</td>
<td>18.8</td>
</tr>
<tr>
<td>Rapid Buses</td>
<td>17.7</td>
</tr>
<tr>
<td>Mobility Hub Regional - Community</td>
<td>9.0</td>
</tr>
<tr>
<td>Mobility Hub Regional - Hancock Center</td>
<td>5.0</td>
</tr>
<tr>
<td>Mobility Hub - Riverside</td>
<td>5.0</td>
</tr>
<tr>
<td>Downtown Circulator</td>
<td>1.3</td>
</tr>
<tr>
<td>Administration Facility</td>
<td>57.5</td>
</tr>
<tr>
<td><strong>Total Enhancements</strong></td>
<td><strong>198.7</strong></td>
</tr>
<tr>
<td>Rail Steel Tie Replacements</td>
<td>3.7</td>
</tr>
<tr>
<td><strong>Total State of Good Repair</strong></td>
<td><strong>3.7</strong></td>
</tr>
<tr>
<td><strong>Total Unfunded Projects</strong></td>
<td><strong>$ 202.4</strong></td>
</tr>
</tbody>
</table>

Packet Pg. 95
Attachment: LRFP Board of Director Presentation - Oct 2017 (3960 : Long Range Financial Plan)
Risks to LRFP

• Decline in sales tax growth
• Changes to Federal grant funding programs
• Significant recession
• Unforeseen regulatory or capital needs
• Future contracted rates with service providers
• Pension plan growth rates
• Unforeseen technological changes
Conclusions & Recommendations

1. Revenue uncertainty
2. Align costs with revenue growth
3. Capital vs. Operating costs
4. One time, accumulated funding available for projects
5. Maintain >$35 million in annual cash flow
Questions/Discussion
TITLE: Pickup Pilot Project Status Update

Staff will give an update on the Pickup pilot project. This mobility-on-demand service is open to the public and to ride the service customers just need to download the Pickup app from their smartphone's app marketplace. The service is currently operating with limited hours on Tuesday, Thursday and Saturday only.
Mobility on Demand

Pilot Projects Update

Friday May 12, 2017

Operations, Planning and Safety Committee – Capital Metro Board of Directors
Responsive to Customer Demand
Mobility on Demand

Transit-inclusive Multimodal Services

Agile - Responsive - Accessible - Seamless
Why Mobility on Demand?

- Fixed Route and Paratransit alone aren’t designed to fill 100% of the need for everyone.
- Integrate with new and existing transportation services to offer customers real comprehensive solutions to meet a majority of their needs.
- Create paratransit alternatives that are far less expensive and provide greater customer flexibility.
- Alternatives are not new to Capital Metro
  
  Dial-A-Ride services
  Taxi Vouchers on Request
  Vehicle Exchange Program
  Access-A-Ride Taxi smartcard
Upper East Side Flex Pilot Project

Ending May 2017

Attachment: Placeholder - BOD Presentation - Pickup - Pilot Project
Upper East Side Flex Pilot – Development

- Diverse demographics
- High MetroAccess concentrations
- Many of retail destinations
- Grocery – Walmart – Luby’s
- 55+ housing
- Bus Connections
Upper East Side Flex Pilot – Lessons Learned

8 Month Study Period:
Oct 2016 – May 2017

<table>
<thead>
<tr>
<th>Goals</th>
<th>Actuals</th>
<th>Other Inputs Evaluated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flex each Hour: 4</td>
<td>Flex each Hour: 0.28</td>
<td>Boarding Location Clusters</td>
</tr>
<tr>
<td>Passengers/Hour: 4</td>
<td>Passengers/Hour: 2.38</td>
<td>MetroAccess vs Public Users</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Complaints/Compliments</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Passenger miles traveled</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Boarding Clusters</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hourly Cost – PAX/Vehicle</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Ridership</td>
</tr>
</tbody>
</table>

* No advertising for the service
* 2 Hour advance notice required to flex
Now What?

LESSONS LEARNED

(Next Project)
Pickup by Capital Metro
Launching June 6th

Capital Metro is bringing ride hailing to public transportation.
Pickup by Capital Metro
Launching June 6th

- Mueller to Norwood Park Area
- Tuesday/Thursday/Saturday 9:00 AM – 6:00 PM
- Open to the Public
- 100% ADA-Accessible
- Free fare during Pilot
- 15-minute or better response
- On-App Reservations or by Phone

Pickup by Capital Metro Launching June 6th
Pickup by Capital Metro
Launching June 6th

Partnership with Via Transportation, Inc.
Pickup by Capital Metro
Launching June 6th

Download The App
Set Your Pickup
Enjoy Your Ride!
Pickup by Capital Metro
Launching June 6th

• Launch Date: Tuesday June 6, 2017
• Duration of 6 to 12 months
• Significant Outreach and Marketing

METRICS:
• Ridership
• Passengers per Hour
• Cost per Passenger, Mile, Hour, etc.
• Response Time (Request to Pickup)
• App Downloads
• Reservation Calls
• Ambulatory versus Lift-required Boardings
• Customer feedback

• GOAL: Proof of Concept for future services
Questions?

Chad Ballentine
chad.Ballentine@capmetro.org

For more information on Pickup:
www.capmetro.org/pickup
**TITLE:** Try Transit Q3 Report

Staff give the Try Transit Q3 Report.
Helping more people explore Austin using transit

Third Quarter Report

Lonny Stern | Lonny.Stern@capmetro.org | 512.389.7509
PROGRAM OFFERINGS

Outreach by the Numbers

- Presentations: 1,039
- Tabling: 2,095
- RFID Enrollment: 121
- Transit Adventures: 910
- Other: 119

Outreach Methods
#TRYTRANSIT

Targeted Communities

- Major Employers
- Mid-rise Condos
- Neighborhoods
- Seniors
- Higher Education

Many Communities
SNAPSHOT: UT-Austin

- Freshman orientation
- #GoHornsGo marketing
- First Year Interest Groups (FIGs)
- LBJ School of Public Affairs

4 Q3 Focus: Higher Education
SNAPSHOT: Austin Community College

Need to get between ACC campuses? CapMetro can help!

Ride CapMetro between campuses and save money while gaining study time. Plan your trip at capmetro.org/planner

- Focus on the Green Pass
- Round Rock service
- Welcome Week
- Riverbat Bash

Q3 Focus: Higher Education
SNAPSHOT: St. Edward’s

- Focus on MetroWorks
- Living Learning Communities
- Transit Adventures

Q3 Focus: Higher Education
SNAPSHOT: Seniors

• Roll & Stroll
• AARP Day
• Coordination with Senior Centers
• Reduced Fare ID enrollment

Ongoing Partnerships
SNAPSHOT: Round Rock

- Grand Opening
- Station Outreach
- ACC Round Rock
- Monthly RFID enrollment
- Sharing Rider Feedback
SMART TRIPS AUSTIN

Explore your options!
GOALS FOR SMART TRIPS AUSTIN

Manage Congestion by encouraging residents to explore the city in new ways

Reduce by 5 – 10%

X single occupant vehicle trips

Increase by 5 – 10%

• trying transit
• walking
• riding a bike
• carpooling

10 Reaching goals
Program Overview
PREVIOUS COMMUNITY SERVED

- 12,600 households
- 5% participation rate
- Neighborhoods:
  - Allendale (partial)
  - Brentwood (partial)
  - Hancock (partial)
  - Hyde Park
  - Northfield
  - Ridgelea
  - Ridgetop
  - Rosedale

May – August 2016
NEW COMMUNITY SERVED

- 12,348 households
- Neighborhoods:
  - Zilker
  - Bouldin
  - Travis Heights

Oct 2, 2017 – Jan 31, 2018
Sign up today! www.smarttripsaustin.org

Building community
HOW SMART TRIPS AUSTIN WORKS

- 12,000+ households receive mailer
- 45,000+ people see social media push
- 600 – 1,200 households sign up
Pre & Post Surveys

• Snapshot of mode use
• Confidence with modes
• Access to options
• Demographics
• Toolkit requests

Sign up today!
www.smarttripsaustin.org
Toolkits delivered to participants

- **Options Team** delivers by bike, bus or carpool to deliver Smart Trips totes
- **Toolkits include:** stroll & bus maps, safety brochures, transit schedules, bike lights, water bottles, sports bottles
- **Motivational interviewing** to increase active participation
Follow-up engagement

- Three (3) Outreach Ambassadors
- Web & Social media
- E-Newsletters
- Mobile App training
- Social Rides, Walks & Transit Adventures
HOW SMART TRIPS AUSTIN WORKS

Supporting “The Big Jump”

- Austin 1 of 10 leading bike cities selected
- 2X growth in bicycle ridership by 2020
- Provide bicycle travel education and encouragement
- Encourage people to try safer, more comfortable better biking routes
- www.austintexas.gov/bigjump
Q3 in Review