

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

~ Minutes ~

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

Friday, September 29, 2017
12:00 PM

12:14 PM Meeting Called To Order
2:59 PM Meeting Adjourned

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 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 address 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, 323, 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

- Monthly Operations Report
 - 2017 Financial Key Performance Indicators Report
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 MetroRails 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

- Rapid Growth, Housing and Affordability
- Funding

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.