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

~ Agenda ~

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

Friday, September 29, 2017 12:00 PM Capital Metro Board Room

I. Pledge of Allegiance
II. Safety Briefing
III. Public Comment:
IV. Advisory Committee Update:
   1. Update on the Access Advisory Committee (AAC)
V. Board Committee Updates:
   1. Operations, Planning and Safety Committee
   2. Finance, Audit and Administration Committee; and
   3. CAMPO update
VI. 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.

VII. Action Items:

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

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

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.

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.

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

VIII. Presentations:

1. Connections 2025 Outreach Plan

IX. Reports:

1. Quarterly Finance Report

2. President’s Report

X. Items for Future Discussion:
XI. Adjournment

ADA Compliance

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TITLE: Access Committee Minutes
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, Molly Birrell, Tom Turner, and Glenda Born.

Capital Metro staff members present were Chad Ballentine, Jessica McHarg, Martin Kareithi, Paul Hamilton, Kendall Jackson, and Lawrence Deeter.

Citizen and Committee Communication:

Members of the public present included Cheryl Hunt.

Mrs. Cheryl Hunt

Mrs. Hunt complimented MetroAccess reservations staff who has been working with her regarding her problems with media and phone. She also thanked Mr. Ballentine. Her complaint – which she wished to file online, but the online system did not seem to be working – is that she had a pickup scheduled for the previous Friday where the vehicle did not arrive on time. This occurred at 12:45 p.m. The driver eventually arrived but did not get out of the vehicle. Also, her drivers do not know where the pickup location is at her church: they always go to the adjacent buildings. Mr. Hamilton will follow up regarding a site visit to 3407 Red River.

Mr. Paul Hunt

Mr. Hunt regrets that the customer complaint form does not work online. Nothing happens when you press the “Submit” button, and it does not show which fields have errors if the form does not go through. Mr. Kareithi responded that Capital Metro hired a contractor to fix these issues. He has tested the new version, which is now in IT, and will be online soon. Mr. Kareithi will email the Committee when it is.

MetroAccess Statistics Update
Chad Ballentine, Director of Paratransit, Capital Metro

Mr. Ballentine presented the August MetroAccess statistics to the committee. There was high ridership in August despite the heat. The system saw 57,000 riders in August, and on-time performance beat the metric. Thirty-five percent of trips were subscription-based in August – which is the highest percentage in a few
months. This means trips are generally more reliable since they are not being scheduled last-minute. Ms. Birrell asked if there is a goal for subscription trips. Mr. Ballentine responded that many trips are not the type that could be a subscription, but subscription trips are easier to schedule. Customer complaints are higher than the previous month, but that is sometimes due to August heat. Pickup ridership continues to grow, to 947 in August.

**Pickup Pilot Project Update**  
*Mr. Chad Ballentine, Director of Paratransit, Capital Metro*

Mr. Ballentine shared that the Pickup Pilot will be expanding. The goal is to learn as much as possible in the 12 months that we have the service. Frequency will increase to six days a week (there will not be service on Sunday). It will operate in the same location, but trips will now be allowed to go to the MLK train station in an attempt to address the last mile problem. Service hours will also expand and will last from 7:00 a.m. to 7:00 p.m. This new schedule will begin Oct 1st. Thus far, around 30% of Pickup riders are registered paratransit users. The service will remain free throughout duration of pilot. There are now three vehicles (up from two), and soon there will be six. The goal is to reach a response time of 15 minutes or less.

**Technology Update**  
*Mr. Martin Kareithi, Accessible Transportation Specialist, Capital Metro*

Mr. Kareithi shared that his team has been talking about how to better serve folks that are deaf blind. They have come up with an item that drivers will carry, and pass to deaf blind clients upon pickup. It is a piece of plastic made by the same people who make braille tiles. The driver can hand the client this piece so that it can be certain that it is indeed the MetroAccess service. Martin thanked Mr. Turner for keeping this top of mind. Ms. Hunt wished to speak for the deaf blind community in saying thank you. The next step is to figure out how to train the drivers and the riders.

**New Business**

**Proposed June 2018 Service Changes**  
*Mr. Lawrence Deeter, Transportation Planner, Capital Metro*

Connections 2025 was approved in February after a year of public input – including some from this committee. The team will be seeking approval for June 2018 service changes at the Board Meeting on November 15th. The changes are big, so there will be extra time for outreach. One of the large positive impacts on ADA clients is that many routes will double in frequency. This means waiting only 15 minutes if the wheelchair spots on one bus are full. There will be no changes to MetroRapid, but some other fixed routes will have new numbers and names.

There is a MetroAccess service area impact that would affect about 100 MetroAccess customers. In Southwest Austin, Route 333 will no longer service the Travis County Precinct Office. This will affect 19 MetroAccess clients. Route 393 in Northwest Austin will be streamlined. This will impact 16 MetroAccess clients. Route 243 is changing and will impact 26 MetroAccess clients. Changes to Route 323 will affect 14 MetroAccess clients. Chairman Prentice pointed out that Lawrence said both that MetroAccess clients will not be affected, and that some will be. He mentioned that there are people who have purchased houses near transit. Lawrence thinks that there is a way people will be able to retain their MetroAccess service. It is not possible to permanently grandfather in people who lose service, but they can keep service for 90 days and petition for up to one year. There is an equity issue associated with grandfathering people in, since a new neighbor might have moved in too late to be included in service.

Vice Chair Hunt did not see anything about the change to Route 243 on the June 2018 service change email. He believes that this is the route that keeps him in the service area. If it does keep him in the area, he needs to know if it will change. Each Committee member would like to know if their service will continue.
Mr. Ballentine stated that there are other ways people can continue with the same kind of service, even if it is not from MetroAccess. There will be 12 retired paratransit vehicles given to non-profits, especially those that serve people in the affected areas. Mrs. Hunt responded that many of those services have very limited hours and do not work as effectively as MetroAccess.

Mr. Ballentine will come back to the Committee with an overview addressing people’s concerns.

Action Items

Approval of June and August Meeting Minutes

The June and August minutes were approved unanimously on a motion from Vice Chair Hunt, seconded by the entire Committee and approved unanimously.

Adjournment

The committee adjourned at 7:25 p.m.
Approval of minutes for the August 9, 2017 Board Worksession and August 28, 2017 Board Meeting.
I. Public Comment:

There was no public comment at this session.

II. Presentations

1. President/CEO Candidate Profile and Search Process

Chair Cooper called the meeting to order and announced that today's work session will focus on kicking off the process in our search for a new President/CEO to replace Linda Watson, who is retiring at the end of the year.

Next, Donna Simmons, Vice President, Administration, introduced Gregg Moser, principal with Krauthamer & Associates. Krauthamer & Associates is an executive search firm who prevailed in a procurement for an HR firm. Capital Metro entered into a contract with Krauthamer & Associates in March of this year. Ms. Simmons stated that when we procured those services they included executive positions from the CEO down to vice president and even director-level positions should those services be needed.

Gregg thanked Chair Cooper and Donna for the introduction and stated he is one of four partners with Krauthamer & Associates, a Washington, DC based executive search firm that has been around for 45 years. He commented he has been with the firm for 13 years. Next, he spoke about his background and experience and the Krauthamer & Associates team. He spoke at length about his experience recruiting within and outside of public transit. Gregg has recruited CEO’s for transit/rail agencies in Pittsburgh, New York City, Orlando, Tampa, Denver and Oakland. Lastly, Gregg commented that on average it takes about 120 days to find the right candidate and his role will include gathering input from the board on the type of candidate they want, who will be involved in the process and assisting with the transition.

Discussion continued with Board members sharing their thoughts and ideas on the traits and attributes the candidate must possess. Remarks included:

- Job longevity - someone that has been somewhere long enough to show results
• Someone who is dynamic, can work with the community and work with us to take us to the next level and can do it in a visionary way.
• Job should not be restricted to just anyone with transit experience. It can be someone familiar with innovation, could be a former board member from another city, elected official, someone familiar with overall transit issues.
• The agency’s mission has changed over the last few years and Capital Metro needs a leader to help figure out how to serve residents who have been dispersed from the central core. We need to figure out how to move the mass of our citizenry around.
• Next leader has to be a great spokesperson, someone who is politically astute and can fit well with an organization whose leadership is mostly female.
• Person must be a good fit for Austin. Austin is not the best place to be.

Additional remarks regarding the executive search included:
• New leader will have to help team get to the next level. Team needs to shift - redirect for next set of challenges
• We have had declining ridership and increasing cost and the public is not going to stand for that forever. Next leader faces huge challenges of growing ridership as citizens are pushed to outer edges.
• The search must include public input - COA, CAMPO, CSAC, TxDOT, etc, It was suggested that there be 2 public meetings to gather feedback - and not recommendation on which candidate to select.
• We need to have a clear vision of what we want before engaging public involvement.
• How much community involvement do we do so we don’t leave someone out?
• We don’t have a way of avoiding not leaving someone out.

In addition, the previous process for selecting Ms. Watson was discussed in length, as well as confidentially concerns regarding the candidates.

Lastly, Gregg suggested the following process for the Board’s consideration:
• Get input and buy-in for job description - limit to the next 3-4 weeks
• Finalize job description by mid-September
• Advertise job in mid-September
• Have a point person on the Board for him to check with on a weekly basis
• Use his judgement as to which are the best candidates and bring the board a series of 7-12 resumes of qualified candidates. This will include a diverse slate of candidates for the Board’s consideration.
• Board will identify 5-6 candidates they wish to interview - first round of interviews.
• Narrow candidates down to 2-3
• Discuss what the public involvement will be at that point
In conclusion, Board members agreed to the following:

- Gregg will contact each Board member to gather their input on the job description
- Gregg will provide a candidate profile/job description, timeline and general process in a couple of weeks for the Board’s review
- Job description/candidate profile will post in late August for public comment
- Board will vote on job description/candidate profile at the September Board meeting

III. Items for Future Discussion:

IV. Adjournment

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I. Pledge of Allegiance

II. Safety Briefing

Donna Simmons, Vice President of Administration, provided the safety briefing for the month. She thanked staff, service providers and bus operators for providing safe service to the community.

III. Public Comment and

IV. Public Comment on President/CEO Candidate Profile:

There was no public comment at this meeting.

V. Advisory Committee Updates:

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

Sam Sargent, Community Involvement Team Coordinator, delivered the update for the CSAC. The following items were presented at the August 9th CSAC meeting:

- Proposed FY 2018 Budget Presentation
- Upcoming Connections 2025 based service changes
- June 2018 Service Changes will be presented to the committee next month

2. Update on the Access Advisory Committee (AAC)

Sam Sargent, Community Involvement Team Coordinator, provided the update. The committee met on August 2nd and topics of discussion included:

- Proposed FY2018 Budget Presentation
- Pickup Pilot Project Update
- Future Agenda Items (September - December)

A question regarding committee membership was asked. There is one vacancy on AAC and several resignations on CSAC. We welcome any suggestions and recommendations on how to fill those vacancies.

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

Section 551.072 for real property issues - Real Estate - Lakeline Development and Facilities.

Went into executive session at 12:02 PM
Returned from executive session at 1:38 PM
VII. Board Committee Updates:

1. Operations, Planning and Safety Committee

Beverly Silas, Committee Chair, conveyed the updates for the Operations, Planning & Safety Committee. There were five action items, 4 that are included on today's Action agenda, items 2, 3, 4, and 5. The committee also heard the following discussions and presentations:

- Discussion on the Vice President, Internal Audit Recruitment and Selection Process
- Update on FY2018 Budget
- 3rd Quarter Safety Update
- Route Analysis Presentation
- Facility Programming and Master Plan Presentation
- 3rd Quarter Operations Report

In addition, the Committee heard an overview on the PTC Implementation Services contract but did not vote on it. That item is on today's Action agenda.

2. Finance, Audit and Administration Committee; and

Terry Mitchell, Committee Chair, delivered the update for the Finance, Audit and Administration Committee. The committee had three action items and two are on today's consent agenda:

- ILA Extension with Travis County for employee passes
- President/CEO Employment Agreement Extension

Additionally, the committee heard the following discussions and presentations:

- Discussion on the Vice President, Internal Audit Recruitment and Selection Process
- Facility Programming and Master Plan Presentation
- Internal Audit Customer Service Call Center Audit
- Update on FY2018 Budget
- Monthly Financial Report

3. CAMPO update

Board Member Mitchell, Capital Metro's CAMPO representative, provided an update from this month's CAMPO meeting. The committee met August 14 and heard the following discussions:

- Discussion and approval of CAMPO reappointment of Wade Cooper to the Capital Metro Board
- Discussion and approval of CAMPO Transportation Development Credit Policy
- Project Connect Presentation by Capital Metro
- Presentation of Georgetown Williams Drive Study

VIII. Consent Items

1. Approval of Board Minutes for the July 11, 2017 Worksession and July 31, 2017 Board Meeting.

2. Approval of a resolution authorizing the President/CEO, or her designee, to amend an existing Interlocal Agreement (ILA) with Travis County for employee transit passes to align with Travis County’s fiscal year and extend the term of the Agreement for a period of October 1, 2017 through September 30, 2018, and set the contract amount at $87,000 for the term of the agreement

3. Approval of the execution of an extension and amendment to the President/CEO Employment Agreement extending the term of the agreement to December 31, 2017.

IX. Action Items:
1. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a Design-Build contract with Modern Railway Systems, Inc. for finalizing the design, installation, testing and commissioning of the Positive Train Control System (PTC) and its supporting Fiber Optic Communication System on Capital Metro’s Commuter Rail Corridor in an amount not to exceed $65,675,000.

Melvin Clark, Rail Systems Safety & Regulatory Compliance Officer, presented this item. He stated the Finance and Administration Committee and Operations Committee recently heard a comprehensive presentation on PTC System and had questions regarding ducts and fiber optics. There will be an empty duct under the entire alignment and we’ve allotted 12 extra fibers for future business use. In continuation, Capital Metro’s commuter rail system is regulated by the Federal Railroad Administration (FRA) which, in response to Congress, mandated that all commuter rail systems install a PTC system by December 31, 2018. PTC systems are designed to prevent derailments or train-to-train collisions, and to ensure trains are not guided onto the wrong track due to a switch being left in the wrong position. The approved contract will allow Modern Railway Systems to complete a portion of the work within 15 months, which will make the agency eligible to apply for a two-year extension to the December 2018 PTC deadline to complete the rest of the system.

Board member Cooper had the following questions: What is the cost of this project and the amortization schedule? How does this impact the cost of delivering service?

Staff’s response: We are is in the process of compiling this information.

President Watson added that Capital Metro received a $12.8 million federal grant that will help cover the cost of this project.

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

2. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a modification of the contract with Verizon Wireless telecommunications services for cellular data service in an amount not to exceed $840,346 for the remaining months of the base year through April 1, 2018 and four option years.

Shawn Brown, Project Manager - IT Department, presented this item. This contract modification provides for monthly cellular unlimited data plans required for the routers that will be installed on Capital Metro’s fleet to transmit vehicle information to the Computer Aided-Dispatch/Automated Vehicle Location system (CAD/AVL) and real-time systems such as the mobile app and online trip planner.

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

3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with GTS Technology Solutions in an amount not to exceed $1,470,190 for the implementation of hardware upgrades to Capital Metro’s existing bus fleet and upcoming vehicle purchases.
Shawn Brown, Project Manager - IT Department, presented this item. This is for the purchase of routers required for the upgrade to cellular data transmission. The installation of these routers will consolidate systems for onboard ticket validation and security camera video recording as well as the upcoming transmission of Intelligent Transportation System (ITS) data via cellular service through one router which will greatly improve the maintenance and monitoring of these functions. These routers will also provide the option to expand into future plans for realtime on board validators for fare collection to the entire fleet. This upgrade to cellular will also improve efficiency for dispatching service, field maintenance and supervision, along with security support.

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

4. 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.) for the development and implementation of a cellular-based data feed software upgrade for Capital Metro's Intelligent Transportation Computer-Aided Dispatch/Automated Vehicle Location system (CAD/AVL) in an amount not to exceed $603,696.

Shawn Brown, Project Manager - IT Department, presented this item. The cellular transmission of data will allow the polling rate of vehicles to be reduced to ten seconds. This GPS and passenger count information will be fed directly to customer-facing tools such as the mobile app and DMS as well as internal functions for dispatching, field maintenance and supervision, and security services. The software upgrade will leverage Capital Metro’s investment in the ITS system through 2023 by expanding the tools available which generate data for Capital Metro staff and the public in order to promote safety, improve reliability and convenience for our ridership.

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

5. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract modification with Watco Companies, L.L.C. to allow Watco to expand the freight service area to utilize the track from the Giddings Industrial Lead at MP 27.20 Elgin, TX to MP 0.00 Giddings, TX, under the Contract No. 137737 for Freight Operations and Maintenance services on the Capital Metro Railroad.

Elaine Timbes, Deputy CEO/Chief Operating Officer, presented this item. This is a revenue generating contract. The term of the contract is twenty (20) year base period with six, five year renewal options. Capital Metro's intent in executing this contract modification is to increase the freight revenue by allowing Watco to utilize tracks from Elgin to Giddings. Watco will be 100% responsible for operating and maintaining the track, bridges, culverts, grade crossing and warning systems and all related costs, primarily brush clearing. In addition, Watco agrees to pay all the labor costs associated with building a half mile siding. Capital Metro will receive 16.5% of the gross revenue of the freight service as currently identified in the contract. It is estimated that this contract amendment will generate $111,918,661 in a 20 year partnership with Watco. Lastly, we have strengthen the contract language as requested by the Operations Committee and have transmitted that contract amendment to the Board. We are also half way done with community outreach. We have sent information to elected officials and property owners along that line. We are now reaching out to businesses, schools and area residents.
In conclusion, Board member Jonse thanked staff for addressing the railroad ties issue. She stated all railroad ties have been picked up and the area looks wonderful.

Board member Kitchen also thanked staff for strengthening the contract language to reflect that commuter service will always have priority should there be any changes we would want to make in the future.

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

**X. Discussion:**

1. President/CEO Search and Selection Process

Donna Simmons, Vice President, Administration, provided an update and timeline on the President/CEO search and selection process. She discussed the following:

- Phase 1: CEO Profile Development
- Phase 2: Recruitment of Presentation of Candidates
- Phase 3: Selection of Finalists
- Phase 4: Selection of CEO
- Phase 5: Contract Negotiation and CEO Appointment

Next, she provided key proposed dates:

- September 14: Public Comment for CEO Profile- Gregg Moser to provide a draft of the CEO profile for the Board’s review
- September 29: Public Comment and Board Adoption of Profile
- October - December: Job will be posted, Gregg will start recruiting; initial interviews and Board selection of Finalists
- January: Final Selection and Town Hall with Finalist
- January 29: Final Selection of CEO at Board Meeting

Board member Kitchen asked Donna to speak about the questions that were sent to the stakeholders (for the public’s benefit). The questions are:

1. Name the top three professional qualifications you believe Capital Metro’s new president/CEO should have.
2. What are the three personal characteristics you would like to see in Capital Metro’s new president/CEO?
3. What do you think will be Capital Metro’s greatest challenge in the next five years?

In conclusion, Board member Kitchen suggested that the list of stakeholders be provided to all Board members for input.

**XI. Presentations:**

1. Legislative Update

Eric Bustos, Interim Government Relations Manager, introduced Representative Celia Israel. Representative Israel provided an update on the 85th Regular and Special Session. Highlights included bills that passed:

- TxDOT sunset Bill
• State wide regulations for ride-hailing companies
• State wide ban on texting while driving
• Self Driving Vehicle Regulations

And, bills that failed:
• Legislation that would have allowed Capital Metro operations to own facilities instead of leasing them
• Bill that would allow buses on highway shoulders to bypass heavy traffic congestion
• Legislation to lower the default speed limit on residential streets, which would make it safe to walk/bike to transit connections
• Legislation to continue toll discounts on SH-130 for larger trucks as an incentive to use SH-130 and reduce traffic on I-35

2. Sustainability Report

Rob Borowski, Sustainability Officer, provided this report. The report focused on plans to conserve materials, energy and water at all our facilities. In summary, Board members discussed solar energy and Rob indicated staff will be meeting with the State Energy Conservation Office soon to discuss solar programs, incentives, etc.

XII. Reports:

1. Quarterly Planning/Ridership Report

Todd Hemingson, Vice President of Planning and Development, presented the Ridership Quarterly Report. The report included the following:

• Ridership Quarterly Summary - System ridership up 0.7% Q3 2017 compared to Q3 2016
• Fuel prices up 7.5% from Q3 2016
• Ridership by Mode
• Business Partnerships

2. Quarterly Finance Report

Reinet Marneweck, Chief Financial Officer, presented the Finance Report. The report included the following:

• Revenue - we are below budget - fare revenue (below budget due to elimination of premium fare); Plaza Saltillo lease income budgeted for $1.6M and will not realize in FY 2017 Plaza Saltillo; and Capital Grants are below budget due to delayed spending on Downtown Station and Rail Tiger projects
• Sales Tax Receipts - we estimate that we will be $2.8 million under budget for the full year, expenses are also under budget so we will be able to absorb that.
• Growth Rate Trends
• Operating Expenses are favorable to budget
• Budget Transfers
• Cash, Investments and Reserves
• Budget Variances by Department
• Capital Projects Summary - we are significantly below budget. We estimate $57 million will roll to next year, mostly due to PTC, Tiger Grant improvements and Downtown Station
• CMTA Sales Tax Trend
• Surrounding Cities Sales Tax Growth
• FY2018 Budget Sales Tax Growth Rate Update (FY 2018 sales tax growth rate assumption has been updated from 3.5% to 2.5%) which is a reduction of $5 million dollars

3. President’s Report

Linda Watson, President & CEO, presented the report. The President’s report included the following:
• Round Rock Transit Center and New Service
• Introduction of Darryl Jamail, new Capital Metro Security Director
• MetroAccess Service Metrics Reach New High
• Todd Hemingson Briefs Senate Committee on CMTA Technology Related Initiatives
• Hurricane Harvey Update
• Congratulations to our Board Chair Cooper for being reappointed to the CMTA Board for another 3 years

XIII. Items for Future Discussion:

XIV. Adjournment

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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.
SUBJECT:
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.

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

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Deliver the best possible customer experience
3. Community Value

Strategic Objectives:
1.1 Promote a culture of safety,
1.2 Improve system reliability and convenience,
1.3 Ensure an attractive and accessible transit environment,
1.4 Deliver a customer-friendly experience through our people and systems,
3.4 Support plans and programs designed to build ridership

EXPLANATION OF STRATEGIC ALIGNMENT:
The Dynamic Displays will be used to support distinct capital construction projects: Downtown Station Improvements, MetroRapid Station Expansion 801 & 803, and Westgate Transit Center Park & Ride. The Displays provide customers with real-time arrival, special event, service change and detour information; deliver safety messages; and support plans and programs designed to build ridership and increase market share of transit use.

BUSINESS CASE:
The installation and integration of Dynamic Displays for Downtown Station Improvements, MetroRapid Station Expansion 801 & 803, and Westgate Transit Center Park & Ride will provide critical information to riders at upgraded and new locations, and increase the number of locations where riders can access real-time, special event, service change, detour, and alternate transit use information.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.
EXECUTIVE SUMMARY:
Conduent is the contractor that delivered the OrbCAD Intelligent Transportation System that provides dynamic message signs (DMS) real-time data, geolocation, computer-aided dispatching and expansive reporting tools for Rail, Rapid and Fixed Route. This procurement will provide dynamic message signs (DMS) consistent with those deployed at MetroRail and MetroRapid Stations for the Downtown Station Improvement project (5 double-sided DMS) MetroRapid Additional Stations for 801 & 803 (16 single-sided DMS) and Westgate Transit Center (2 single-sided DMS); as well as color LED video-digital displays (1 double-sided and 1 single-sided VDD) for the Downtown Station Improvements project.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT:
On May 15, 2017, a Notice of Intent to Award Sole Source was published for two weeks on DemandStar as well as in the lobby at 2910 E. 5th Street, Austin TX 78702 and on Capital Metro’s website. This sole source requirement meets the conditions of FAR 130106-1 (b) (2) in that only one responsible source has been identified as reasonably available to perform enhancements and upgrades to the proprietary Conduent Transport Solutions, Inc. (formerly Xerox Transport Solutions, Inc.) that is part of the OrbCAD Intelligent Transportation System that provided dynamic message signs (DMS).

Conduent Transport Solutions, Inc. submitted its proposal on June 27, 2017. A revised and updated proposal was requested and received on August 11, 2017. A cost analysis of the price proposal was performed and the price has been determined fair and reasonable. The base term of the contract would be from Notice to Proceed through 12/31/2019 for the Not-to-Exceed amount of $649,272. There are three (3) 12-month extension options.

RESPONSIBLE DEPARTMENT: Information Technology
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-527)
Dynamic Displays for Multiple Capital Projects

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide real-time departure, special event, service change, detour, safety and alternate transit use information to customers.

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 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.

________________________ 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 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.
SUBJECT:
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.

FISCAL IMPACT:
Funding for this action is available in the FY2017 Capital Budget and FY2018 Capital Improvement Plan.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Deliver the best possible customer experience

Strategic Objectives:
1.1 Promote a culture of safety

EXPLANATION OF STRATEGIC ALIGNMENT:
Installing an active grade crossing warning system at San Marcos Street and the Paseos at Attayac and Medina will enhance the North/South access to the Plaza Saltillo Development. The San Marcos Street signals will provide safe access for vehicular and pedestrian traffic. Attayac and Medina Paseos will provide safe pedestrian crossings.

BUSINESS CASE:
The Signalization of San Marcos Street and Attayac and Medina Paseo’s is a requirement of the executed Plaza Saltillo Ground Lease dated May 26, 2017 and the City of Austin’s Plaza Saltillo Regulating plan.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
In May 2017 Capital Metro executed a ground lease for the Plaza Saltillo property. The agreement requires Capital Metro to install signals at San Marcos Street and the Attayac and Medina Paseos. Adding three active grade crossing warning systems to the crossings will provide users of the crossings with an active grade crossing warning system consisting of bells, flashing lights and crossing gate arms.
SBE PARTICIPATION: The SBE goal is 7%. The contractor will meet this goal utilizing the following SBE contractors.

<table>
<thead>
<tr>
<th>SBE</th>
<th>SERVICE/PRODUCT</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hafco Services, Inc.</td>
<td>Supply and Install Concrete Panels</td>
<td>3.86</td>
</tr>
<tr>
<td>Alman Construction Services</td>
<td>Supply and Install Metered Poles</td>
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</tbody>
</table>

PROCUREMENT:
The IFB was publicly advertised in the Austin American-Statesman on July 24th and July 31st, 2017, and was posted on DemandStar on July 21st, 2017. Advance notices were issued to 139 vendors and 436 suppliers were notified through DemandStar with 25 planholders that downloaded documents. A non-mandatory pre-bid conference was conducted on August 1st, 2017. There were 5 Q&As and 1 amendment issued. 6 bids were received by the due date of August 23, 2017, prior to 3:00 p.m.

Middlebury Electric, Inc. was the apparent low bidder; however, they were deemed non-responsible.

Balfour Beatty Infrastructure, Inc. was the second lowest bidder and submitted all the required documents with their bid which 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: Real Estate and Property and Asset Management
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-529)

Signalization of San Marcos Street and Attayac and Medina Paseos for Plaza
Saltillo Development

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and the Capital Metro management team recognize that train speeds and frequencies are higher on the commuter corridor than those on the freight corridors; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management continue to add active grade warning signals consisting of bells, flashing lights and gate arms to each private grade crossing located on the commuter corridor.

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 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 at the Plaza Saltillo Development for an amount not to exceed $920,640.

________________________
Date: ____________________

Secretary of the Board
Juli Word
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.
SUBJECT:
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.

FISCAL IMPACT:
This action reimburses Capital Metro for expenses incurred.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Deliver the best possible customer experience
3. Community

Strategic Objectives:
1.4 Deliver a customer-friendly experience through our people and systems
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

EXPLANATION OF STRATEGIC ALIGNMENT:
Large events provide a unique opportunity to demonstrate the role public transportation can play in supporting a dynamic community. Event service provides an opportunity to provide a customer-friendly experience to people who might not otherwise elect to use public transportation.

BUSINESS CASE:
Capital Metro typically supports event transportation needs only in situations where the quantity of service required cannot feasibly be provided by charter companies. In such cases, Capital Metro recovers all expenses and charges the fully-allocated rate per vehicle hour for bus service.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
Capital Metro has participated in special event service to the Austin City Limits Music Festival (ACL). Capital Metro will enter into a service agreement with Transco Livery Services, Inc. (TLS). The organizers of the ACL festival contract with TLS to manage various parking and transportation needs associated with the event, including event shuttles.
The Federal Transit Administration (FTA) regulations 49 CFR Part 604 limits recipients of federal transit funding from providing charter services. These regulations are in place to prevent federally funded entities from unfairly competing with private/for-profit charter companies for service. Accordingly, the FTA requires that Capital Metro demonstrate that no charter service providers are interested in running a specific event service. This is accomplished by emailing or faxing all charter service providers that have registered with the FTA to give them an opportunity to provide the service. Because of this requirement, Capital Metro typically supports event transportation needs only in situations where the quantity of service required cannot feasibly be provided by charter companies. In such cases, Capital Metro recoups all expenses and charges the fully-allocated rate per vehicle hour for bus service.

The charter service notice for 2017 ACL service was sent to all registered charter service providers on July 21, 2017. No registered providers indicated an interest in providing the service.

Under this agreement, Capital Metro will provide the following services:

Friday, October 6, 2017, up to 50 buses from approximately 7:30 p.m. to 12:30 a.m.
Saturday, October 7, 2017, up to 70 buses from approximately 11:00 a.m. to 12:30 a.m.
Sunday, October 8, 2017, up to 40 buses from approximately 9:30 a.m. to 4:30 p.m.
Friday, October 13, 2017, up to 50 buses from approximately 7:30 p.m. to 12:30 a.m.
Saturday, October 14, 2017, up to 70 buses from approximately 1:30 p.m. to 12:30 a.m.
Sunday, October 15, 2017, up to 40 buses from approximately 9:30 a.m. to 4:30 p.m.

Capital Metro will be paid $114 per vehicle hour for each hour of service provided. This rate is based on the fully allocated cost of bus service in Capital Metro's cost allocation model. This rate covers the cost of the vehicle, operator and limited Capital Metro and contracted service provider operations staff. Any additional items provided by Capital Metro (food, ice, water, light towers, etc.) will be reimbursed by TLS in addition to the per vehicle hour rate for service.

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-2017-533)
Agreement for Austin City Limits Festival Event Service

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to support a dynamic community and promote the use of public transportation; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide event service in support of the Austin City Limits Music Festival.

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 Agreement for Services with Transco Livery Services, Inc. for services to the 2017 Austin City Limits Music Festival in an amount not to exceed $225,000.

________________________
Date: ______________________

Secretary of the Board
Juli Word
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.
SUBJECT:
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.

FISCAL IMPACT:
This action reimburses Capital Metro for expenses incurred.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
3. Community

Strategic Objectives:
1.4 Deliver a customer-friendly experience through our people and systems
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

EXPLANATION OF STRATEGIC ALIGNMENT:
Large events provide a unique opportunity to demonstrate the role public transportation can play in supporting a dynamic community. Event service provides an opportunity to provide a customer-friendly experience to people who might not otherwise elect to use public transportation.

BUSINESS CASE:
Capital Metro typically supports event transportation needs only in situations where the quantity of service required cannot feasibly be provided by charter companies. In such cases, Capital Metro recovers all expenses and charges the fully-allocated rate per vehicle hour for bus service.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
Since the inception of the event, Capital Metro has participated in event service to the Formula One US Grand Prix. Capital Metro will enter into a service agreement with Circuit of the Americas (COTA).
The Federal Transit Administration (FTA) regulations 49 CFR Part 604 limits recipients of federal transit funding from providing charter services. These regulations are in place to prevent federally funded entities from unfairly competing with private/for-profit charter companies for service. Accordingly, the FTA requires that Capital Metro demonstrate that no charter service providers are interested in running a specific event service. This is accomplished by emailing or faxing all charter service providers that have registered with the FTA to give them an opportunity to provide the service. Because of this requirement, Capital Metro typically supports event transportation needs only in situations where the quantity of service required cannot feasibly be provided by charter companies. In such cases, Capital Metro recoups all expenses and charges the fully-allocated rate per vehicle hour for bus service.

The charter service notice for 2017 Formula One US Grand Prix service was sent to all registered charter service providers on July 24, 2017. No registered providers indicated an interest in providing the service.

Under this agreement, Capital Metro will provide the following services:

- **Friday, October 20, 2017,** up to 2 buses from approximately 7:00 a.m. to 7:30 p.m.
- **Saturday, October 21, 2017,** up to 44 buses from approximately 10:00 a.m. to 12:30 a.m.
- **Sunday, October 22, 2017,** up to 44 buses from approximately 7:00 a.m. to 11:30 p.m.

Capital Metro will be paid $114 per vehicle hour for each hour of service provided. This rate is based on the fully allocated cost of bus service in Capital Metro’s cost allocation model. This rate covers the cost of the vehicle, operator and limited Capital Metro and contracted service provider operations staff.

**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-2017-534)
Agreement for Formula One Event Service

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to support a dynamic community and promote the use of public transportation; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide event service in support of the Formula One.

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 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.

________________________
Secretary of the Board
Juli Word

Date: ______________________
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.
SUBJECT:
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.

FISCAL IMPACT:
This action reimburses CMTA for expenses incurred.

STRATEGIC PLAN:
Strategic Goal Alignment:
2. Ridership

Strategic Objectives:
2.2 Lead public transportation and development

EXPLANATION OF STRATEGIC ALIGNMENT:
Capital Metro and CARTS have taken the lead in mobility management for the region by implementing and supporting the region's first Office of Mobility Management.

The vision of the Office of Mobility Management is to assist the region in realizing an integrated system of connected transportation services that improves access and mobility for everyone. To meet this vision, the office provides trip planning in nine counties, leads implementation of the regional Service Expansion Program, and coordinates the Community Van Grant Program, among other projects.

Also, the Office of Mobility Management has successfully lead grant applications that brought funding to the region totaling $11.8 million in FTA Section 5339b and FTA Section 5310 funding.

BUSINESS CASE:
The Office of Mobility Management is funded through a Job Access Reverse Commute (JARC) Grant from the FTA. Capital Metro and CARTS committed to funding the local match for this grant.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
In 2012, Capital Metro and CARTS were approved to receive Job Access Reverse Commute (JARC) funding from FTA for the development of the Office of Mobility Management. The project creates a unique partnership between the agencies that
combined regional coordination planning and trip planning for the nine-county region. The JARC grant specifically provides for the salaries of a Regional Coordination Planner and a Trip Planning specialist, both housed at Capital Metro.

The JARC grant provides $429,000 (80%) in FTA funds and requires a match of $107,250 (20%). Capital Metro and CARTS each committed $53,625 to cover the local match. In April 2013, the agencies entered into an ILA to implement the Office of Mobility Management and to set terms for payment of CARTS local match to Capital Metro. The ILA expires on September 30, 2017; however, the JARC funds have not been fully expended.

This agenda item requests amending the ILA to September 30, 2020 for an amount not to exceed $22,467. Amendment of the ILA will allow CARTS to pay its local share as Capital Metro continues to draw down FTA JARC funds for the Office of Mobility Management.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-559)
ILA with CARTS for the Office of Mobility Management

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide seamless, regionally coordinated and connected transit services; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to work in cooperation with partner agencies to achieve these objectives.

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 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.

________________________
Date: ______________________

Secretary of the Board
Juli Word
ILA with CARTS for the Office of Mobility Management

Operations, Planning and Safety Committee Meeting
September 14, 2017
Background

• A Job Access Reverse Commute (JARC) Grant was approved in 2012 to implement the **Office of Mobility Management**

• The grant provides funding for a Regional Coordination Planner and a Trip Planning Specialist, both housed at Capital Metro

• The Office of Mobility Management is a partnership between Capital Metro and CARTS
What Do We Do?

Trip Planning
- Transportation resource for nine counties
- Regional database of transportation needs
- Helps people get where they need to go

Regional Planning
- Service Expansion Program
- Transit Development Plans
- Lead coordination of services in the region

Acquire Funding
- Bus and Bus Facilities Grant ($11.2 million)
- Section 5310 Funding ($671,770)

Implement New Projects
- Community Van Grant Program
- Round Rock and Georgetown Fixed-Route Service
ILA with CARTS

- In 2013, Capital Metro and CARTS entered into an ILA to begin implementation of the Office of Mobility Management.

- The ILA expires on September 30, 2017; however, JARC funds have not been fully expended.

- Request to amend the ILA to September 30, 2020 for an amount not to exceed $22,467.

- Amending the ILA will allow CARTS to pay its local share as Capital Metro continues to draw down FTA JARC funds.
# Budget

## Office of Mobility Management

<table>
<thead>
<tr>
<th></th>
<th>FTA JARC (80%)</th>
<th>Local Match (20%)</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Capital Metro</td>
<td>CARTS</td>
<td>Total</td>
</tr>
<tr>
<td>Funds Approved</td>
<td>$ 429,000</td>
<td>$ 53,625</td>
<td>$ 53,625</td>
<td>$ 536,250</td>
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<tr>
<td>Funds Expended</td>
<td>$ 249,261</td>
<td>$ 31,158</td>
<td>$ 31,158</td>
<td>$ 311,577</td>
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<tr>
<td>Funds Remaining</td>
<td>$ 179,739</td>
<td>$ 22,467</td>
<td>$ 22,467</td>
<td>$ 224,673</td>
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ILA with CARTS for the Office of Mobility Management

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

FISCAL IMPACT:
This action reimburses Capital Metro for expenses incurred.

STRATEGIC PLAN:
Strategic Goal Alignment:
2. Ridership

Strategic Objectives:
2.3 Pursue service expansion opportunities

EXPLANATION OF STRATEGIC ALIGNMENT:
This ILA will provide for transit services in the City of Georgetown made possible by sharing FTA Section 5307 funding. The transit services were recommended as part of the Georgetown Transit Development Plan, which is required through the Capital Metro Service Expansion Policy.

BUSINESS CASE:
As the FTA Designated Recipient for transit funding for the Austin Urbanized Area, Capital Metro is responsible for allocating FTA Section 5307 funds within the urbanized area. The 2010 Census designated Georgetown as part of the Austin Urbanized Area and the city desires to use Section 5307 funds to support transit service.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
Through the Capital Metro Service Expansion Policy, the City of Georgetown uses FTA funds to pay for a portion of transit service operated in the city. To use FTA funds, the city completed and adopted a Transit Development Plan (TDP) in 2016 in compliance with the Capital Metro Service Expansion Policy. The TDP recommended that Georgetown transition from demand response service to fixed route service. On August 21, 2017, the city transitioned to fixed route and paratransit service. The service is operated by CARTS through the CARTS and Capital Metro Regional Mobility Agreement.
This ILA outlines the terms for provision of fixed route service and for distribution of federal funds to Georgetown. The term of the agreement is for one year and allocates $265,383 in FTA funds to Georgetown. The city is responsible for matching the FTA funds up to an amount of $557,439. The total project cost is $822,822. Georgetown City Council will consider approval of this ILA on September 12, 2017.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Planning and Development
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-456)
ILA with the City of Georgetown for Transit Service

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be a regional leader and grow the service and customer base for transit; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to partner with local jurisdictions seeking transit services along with other transit providers in the region.

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 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.

________________________
Date: _____________________

Secretary of the Board
Juli Word
ILA with the City of Georgetown for Transit Service

Operations, Planning and Safety Committee Meeting
September 14, 2017
Background

• Georgetown is in the UZA, but outside the Capital Metro Service Area

• The City participates in the Service Expansion Program and uses FTA Section 5307 funds for service

• In 2016, Georgetown adopted a Transit Development Plan (TDP) that recommends implementation of fixed route service

• Fixed Route Service was implemented on August 21, 2017 and is operated by CARTS
Transit Service

- The system includes four routes
- Operates Monday to Saturday
- The Georgetown Library is the hub of the system
- Connections to Round Rock and Austin via CARTS Interurban Route
## Budget

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Estimated Annual Hours</th>
<th>CARTS Hourly Operating Rate</th>
<th>Total Estimated Cost of Service</th>
<th>FTA Funding Section 5307</th>
<th>Local Funding Georgetown</th>
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<tbody>
<tr>
<td>FY18</td>
<td>10,686</td>
<td>$77.00</td>
<td>$822,822</td>
<td>$265,383</td>
<td>$557,439</td>
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</table>
ILA with the City of Georgetown for Transit Service

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.
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.
SUBJECT:
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.

FISCAL IMPACT:
Funding for this action is available in the proposed FY2018 Capital Budget and Capital Improvement Plan (CIP). Fifty percent (50%) of this project will be funded by the City of Leander.

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

Strategic Objectives:
1.1 Promote a culture of safety,
1.2 Improve system reliability and convenience,
1.3 Ensure an attractive and accessible transit environment,
1.4 Deliver a customer-friendly experience through our people and systems,
2.2 Lead public transportation development,
3.2 Build Strong Community Partnerships that further Capital Metro’s mission and vision.

EXPLANATION OF STRATEGIC ALIGNMENT:
This project will upgrade the Metro Drive and San Gabriel Parkway Grade Crossings and their warning systems to meet Federal Railway Administration Quiet Zone requirements by adding exit gates and motion sensor based train detection equipment. The project will also add sidewalks, curbs and gutters within the Capital Metro Railroad right-of-way which will connect with the sidewalks, curbs and gutters constructed by the City of Leander to the border of the Capital Metro right-of-way so that they meet the FRA requirements for the City of Leander to apply to the FRA for a quiet zone at these two grade crossings. Once the quiet zone is established, Capital Metro trains will be able to operate through the grade crossing without sounding their horns except as necessary.

BUSINESS CASE:
This ILA with the City of Leander, TX will result in the establishment of a quiet zone at the San Gabriel and Metro Drive grade crossings and a pedestrian sidewalk across the
tracks at these locations with a 50% cost share with the City of Leander.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by Operations, Planning & Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
In anticipation of residential development near the Capital Metro Railroad, the City of Leander, TX requested that Capital Metro establish locomotive horn quiet zones at the Metro Drive and San Gabriel grade crossings. In order to fulfill this request, Capital Metro must upgrade the Metro Drive and San Gabriel Grade Crossings so that they meet the FRA requirements by adding exit gates and constant warning train detection equipment to these crossings. The City of Leander has also requested that Capital Metro, as part of this project, install sidewalks, curbs, culverts and gutters on Capital Metro property to connect with the sidewalk, curbs, culverts and gutters installed by the City of Leander up to the Capital Metro Property Line on a 50% cost share agreement. for modifying the grade crossing so they meet the quiet zone requirements. The City of Leander has agreed to reimburse Capital Metro for all cost pertaining to the project for an amount not to exceed $500,000.

The Leander City Council approved this agreement on July 20, 2017 at its Regular Meeting.

DBE/SBE PARTICIPATION: Does not apply

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

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-569)
Interlocal Agreement with the City of Leander

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to be responsive to requests made by individuals, groups, or municipalities to install or modify at grade railroad crossing warning systems located on the Capital Metro rail line; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the safety critical nature of the grade crossing warning systems and the need for Capital Metro management to govern access to the these safety critical systems; and

WHEREAS, the City of Leander desires to establish a Quiet Zone at the Metro Drive and San Gabriel Grade Crossings on the Capital Metro Railroad by contracting with Capital Metro to design, procure, install, test and place in service the modifications to the crossings needed to establish the quiet zones; and

WHEREAS, the City of Leander desires to enter into an agreement with Capital Metro to reimburse Capital Metro 50% of the cost to design, procure, install, test and place in service the modifications needed at the Metro Drive and San Gabriel Grade Crossings to establish a quiet zone at these crossings.

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 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.

________________________
Secretary of the Board
Juli Word

Date: ______________________

Attachment: Resolution-AI-2017-569 (3936 : Interlocal Agreement with the City of Leander for Rail Crossings)
Approval of a resolution authorizing the President/CEO, or her designee, to implement the January 2018 Service Changes.
SUBJECT:
Approval of a resolution authorizing the President/CEO, or her designee, to implement the January 2018 Service Changes.

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

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Deliver the best possible customer experience

Strategic Objectives:
1.2 Improve system reliability and convenience
1.3 Ensure an attractive and accessible transit environment

EXPLANATION OF STRATEGIC ALIGNMENT:
Service Changes are in accordance with Capital Metro’s Service Standards and the recently adopted Connections 2025 Service Plan. These changes are designed to meet Goals 1-4 in Capital Metro’s Strategic Plan: 1). Deliver the best possible customer experience, 2). Demonstrate Regional Leadership, 3). Demonstrate the value of public transportation in a dynamic community, and 4). Continue to improve organizational practices and develop staff.

BUSINESS CASE:
These changes are intended to improve the overall customer experience. The foremost change entails an expansion of service on MetroRail in accordance with the recently adopted Connections 2025 Service Plan which calls for improved frequency on select core services. Finally, minor schedule modifications will be made to select services in order to improve on-time performance.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
Staff presented these proposed changes to the board prior to the September 14th Public Hearing and based on feedback from the public input process is recommending the following for final approval at the March board meeting.

- MetroRail – As part of the first phased implementation of Connections 2025, additional capacity on Weekdays will be provided during AM/PM peak periods.
• Minor Schedule Adjustments - In an effort to continue improving overall system performance, select routes will receive minor adjustments to their schedules. Minor modifications will be made to services in order to improve on-time performance and are the result of public and staff feedback received during the course of outreach. Final changes are listed in final public documents.

These changes are intended to improve the overall customer experience and are in accordance with the FY 2018 budget. These changes will have no impact on Metro Access services.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply

RESPONSIBLE DEPARTMENT: Planning and Development
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-410)
2018 January Service Changes

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide cost-effective fixed-route transit services that respond to and build ridership demand while minimizing impacts on current riders; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to consider citizen comments and staff recommendations received during several public meetings and at the September 14, 2017 Public Hearing; and

WHEREAS, an equity analysis of these Service Changes, as required under the Federal Transit Administration’s (FTA) Title VI review, found that there may be a disparate impact (minority) or disproportionate burden (low-income) on affected populations.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President/CEO, or her designee, is authorized to implement January 2018 Service Changes described in the attached document beginning Sunday, January 7, 2018.

____________________________________________
Secretary of the Board
Juli Word

Date: __________________________
Approval of the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan.
SUBJECT:
Approval of the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan.

FISCAL IMPACT:
Adoption of the proposed Fiscal Year (FY) 2018 budget will provide an appropriation of $418,832,632 in FY2018 for operating and capital expenses that is supported by projected revenue and other funding sources.

STRATEGIC PLAN:
Strategic Goal Alignment:
5. Finance

STRATEGIC OBJECTIVE:
5.1 Continue improvement of the financial systems of the agency

EXPLANATION OF STRATEGIC ALIGNMENT:
The proposed FY2018 budget includes funding to maintain Capital Metro’s current services while also adding new services to improve the frequency on high demand bus routes and building infrastructure needed to support the region’s growth. The five-year capital improvement plan identifies planned projects that support achievement of Capital Metro’s strategic goals, ensures regulatory compliance and maintains assets in a state of good repair.

BUSINESS CASE:
Capital Metro has prepared a structurally balanced budget that provides the funding needed to continue delivering high quality and efficient transportation services.

COMMITTEE RECOMMENDATION:
The information contained in this agenda item was presented to the Board of Directors in several forums. On July 11, 2017, the proposed budget was presented to a Board of Directors work session. The proposed budget was presented to the Board of Directors at its meeting on July 31, 2017. An update on the budget was presented to the Finance, Audit and Administration Committee and Operations, Planning and Safety Committee on August 14, 2017, that included an update on community involvement activities. An additional update was presented to the Board of Directors on August 28, 2017. This agenda item was presented and is recommended for approval by the Finance, Audit and Administration Committee on September 14, 2017.
EXECUTIVE SUMMARY:
The proposed FY2018 budget is structurally sound and balanced. Ongoing revenue is sufficient to fund operations and will also help provide funding for needed capital investments, including replacement of transit assets nearing the end or at the end of life cycles.

Capital Metro proposes to spend $250 million for operating expenses, $4.9 million for scheduled loan principal payments and $12.4 million for commitments under interlocal agreements with local government entities for mobility programs.

Funding has been included in the operating budget for increased frequency and additional hours on MetroRapid Routes 801 and 803 beginning in August 2017, as well as funding beginning in June 2018 to start implementing recommendations from the Connections 2025 service plan. The budget includes funding for additional MetroExpress service after the new MoPac managed lanes are placed into service, which is assumed to occur in late calendar year 2017. The cost for MetroRail service expansion with additional vehicles is also included in the budget. Furthermore, the proposed budget responds to increased demand from customers for MetroAccess and MetroRideShare services with additional funding for these modes of service.

Capital Metro prepared a five-year Capital Improvement Plan (CIP) for capital projects that supports its strategic goals. The CIP is updated annually and addresses replacement or “state of good repair”, regulatory compliance and expansionary requirements for public transportation service in Central Texas. Capital Metro plans to invest $151.5 million in capital projects during FY2018.

Significant projects and acquisitions in the proposed FY2018 Capital Budget, including “state of good repair”, regulatory compliance and new investments, are highlighted as follows:

- Continuing replacement of vehicles, equipment and other assets as part of our on-going and federally required state of good repair program
- Beginning construction on the new 190-space Westgate Park & Ride facility to serve South Austin riders with MetroRapid and Local bus routes
- Finalizing design plans for construction of a new, larger downtown rail station
- Adding improvements to our rail infrastructure to double the capacity and frequency of MetroRail service
- Implementing positive train control, a safety initiative mandated by the Federal Railroad Administration
- Adding new MetroRapid stations, new bus stops and bus stop amenities
The proposed budget reflects the prudent use of a portion of accumulated fund balance to provide funding for capital investments needed to maintain Capital Metro’s transit assets in a state of good repair or to support enhanced services. The proposed, structurally balanced FY2018 budget totals $418.8 million, and is comprised of the following funding and expense categories:

**Budget Summary**

<table>
<thead>
<tr>
<th>Funding</th>
<th>FY2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td>$234,052,425</td>
</tr>
<tr>
<td>Passenger Revenue</td>
<td>25,210,000</td>
</tr>
<tr>
<td>Freight Railroad Revenue</td>
<td>4,082,240</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>3,032,000</td>
</tr>
<tr>
<td>Operating Contributions and Grants</td>
<td>30,558,563</td>
</tr>
<tr>
<td>Capital Grants - Federal</td>
<td>9,000,000</td>
</tr>
<tr>
<td>Capital Grants - State</td>
<td>26,679,253</td>
</tr>
<tr>
<td>Other Capital Contributions</td>
<td>2,800,950</td>
</tr>
<tr>
<td>Capital Funding Carried Forward from FY2017</td>
<td>57,500,902</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>25,916,299</td>
</tr>
<tr>
<td><strong>Total Funding</strong></td>
<td><strong>$418,832,632</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th>FY2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenses</td>
<td>$249,989,532</td>
</tr>
<tr>
<td>Loan Payments</td>
<td>4,937,311</td>
</tr>
<tr>
<td>Interlocal Agreements</td>
<td>12,402,876</td>
</tr>
<tr>
<td>Capital Project Expense</td>
<td>151,502,913</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$418,832,632</strong></td>
</tr>
</tbody>
</table>

The proposed budget reflects fund balance projections of $76.1 million by the end of FY2018 as outlined in the table that follows. Of this amount, Capital Metro will set aside $41.7 million in reserves for two months of operating expenses, which meets the level set forth by the Texas Legislature, $1.1 million for a self-insurance reserve, $9.7 million remaining grant funds from Texas Department of Transportation for downtown station construction and rail car acquisition, $12.6 million for city of Austin mobility programs and $11 million for the budget stabilization reserve.
Senate Bill 650 requires Capital Metro to prepare a five-year capital improvement plan, which is included in Appendix A of the budget document. This section provides additional information about each project, including project descriptions, funding sources, project benefits and strategic objectives. The plan is updated annually and addresses replacement and expansion requirements for the delivery of public transportation services. The proposed FY2018 capital budget and capital improvement plan is outlined in the table that follows, summarized by project type and followed by projected funding.

<table>
<thead>
<tr>
<th>Capital Project Type</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus and Paratransit</td>
<td>15,121,000</td>
<td>17,314,000</td>
<td>22,516,000</td>
<td>3,821,000</td>
<td>19,307,000</td>
<td>78,079,000</td>
</tr>
<tr>
<td>Commuter Rail</td>
<td>54,804,900</td>
<td>38,242,000</td>
<td>4,350,000</td>
<td>4,950,000</td>
<td>1,379,700</td>
<td>103,726,600</td>
</tr>
<tr>
<td>Facilities</td>
<td>51,826,638</td>
<td>32,790,587</td>
<td>12,454,307</td>
<td>3,736,579</td>
<td>48,500,000</td>
<td>107,666,390</td>
</tr>
<tr>
<td>Freight Railroad</td>
<td>3,895,000</td>
<td>300,000</td>
<td>1,250,000</td>
<td>250,000</td>
<td>250,000</td>
<td>5,945,000</td>
</tr>
<tr>
<td>Information Technology</td>
<td>10,476,043</td>
<td>8,375,000</td>
<td>4,100,000</td>
<td>3,736,579</td>
<td>4,850,000</td>
<td>31,537,622</td>
</tr>
<tr>
<td>Other</td>
<td>5,707,332</td>
<td>-</td>
<td>302,000</td>
<td>142,000</td>
<td>43,500</td>
<td>6,194,832</td>
</tr>
<tr>
<td>Property and Asset Mgmt</td>
<td>2,472,000</td>
<td>1,630,610</td>
<td>1,012,400</td>
<td>1,083,919</td>
<td>473,000</td>
<td>6,671,929</td>
</tr>
<tr>
<td>Real Estate</td>
<td>2,000,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,000,000</td>
</tr>
<tr>
<td>Strategic Planning</td>
<td>5,200,000</td>
<td>7,200,000</td>
<td>9,600,000</td>
<td>7,869,000</td>
<td>3,600,000</td>
<td>33,469,000</td>
</tr>
<tr>
<td><strong>Total Capital Projects</strong></td>
<td><strong>151,502,913</strong></td>
<td><strong>105,852,197</strong></td>
<td><strong>55,584,707</strong></td>
<td><strong>26,198,544</strong></td>
<td><strong>36,152,012</strong></td>
<td><strong>375,290,373</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Funding Sources</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants/Contributions</td>
<td>38,480,203</td>
<td>25,925,532</td>
<td>13,062,500</td>
<td>11,081,500</td>
<td>3,492,200</td>
<td>92,041,935</td>
</tr>
<tr>
<td>Local Funding</td>
<td>113,022,710</td>
<td>79,926,665</td>
<td>42,522,207</td>
<td>15,117,044</td>
<td>32,659,812</td>
<td>283,248,438</td>
</tr>
<tr>
<td><strong>Total Funding Sources</strong></td>
<td><strong>151,502,913</strong></td>
<td><strong>105,852,197</strong></td>
<td><strong>55,584,707</strong></td>
<td><strong>26,198,544</strong></td>
<td><strong>36,152,012</strong></td>
<td><strong>375,290,373</strong></td>
</tr>
</tbody>
</table>
Over recent months, Capital Metro provided information regarding the budget process and the proposed FY2018 budget in a variety of formats for the public and sought feedback using online engagement tools, as well as traditional methods like public meetings. These outreach efforts include the following:

Presentations to Board of Directors and its Committees
July 11, 2017, Board of Directors work session
July 31, 2017, Board of Directors
August 14, 2017, Finance, Audit and Administration Committee
August 14, 2017, Operations, Planning and Safety Committee

Board and Committee Meetings at Board Room, 2910 East 5th Street, Austin, TX 78702
Served by routes 17, 300

Presentation to ACCESS Advisory Committee
August 2, 2017, 5:30 - 7:00 PM
Board Room, 2910 East 5th Street, Austin, TX 78702
Served by routes 17, 300

Presentation to Customer Satisfaction Advisory Committee
August 9, 2017, 6:00 - 8:00 PM
Capital Metro Transit Store, 209 West 9th Street, Austin, TX 78701
Served by downtown routes

Proposed FY2018 Budget Document Available and Posted Online
August 4, 2017

Public Open Houses
Information made available to the public included proposed January 2018 service changes and the proposed FY2018 budget and five-year capital improvement plan.

September 11, 2017, 5:00 PM – 6:00 PM
Old Quarry Branch Library
Served by routes 320, 661, 681

September 12, 2017, 5:00 PM – 6:00 PM
Pleasant Hill Branch Library
Served by routes 1, 201, 333, 801

Online Meetings
September 12, 2017, 12:00 PM
September 13, 2017, 5:00 PM
Public Hearing on Proposed FY2018 Budget
September 14, 2017, 12:00 PM
Board Room, 2910 East 5th Street, Austin, TX 78702
Served by routes 17, 300

Board of Directors Considers Adoption of Budget Proposal
September 29, 2017, 12:00 PM – 3:00 PM
Board Room, 2910 East 5th Street, Austin, TX 78702
Served by routes 17, 300

DBE/SBE PARTICIPATION: Does not apply

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

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-554)
Approval of the Fiscal Year 2018 Operating and Capital Budget and Five-Year Capital Improvement Plan

WHEREAS, pursuant to Section 451.102 of Chapter 451 of the Texas Transportation Code, the budget for Fiscal Year 2018 was made available to the public on August 4, 2017, and a budget public hearing was held on September 14, 2017; and

WHEREAS, pursuant to Section 451.132(c), the Board of Directors has reevaluated the five-year capital improvement plan.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the Fiscal Year 2018 budget in the amount of $418,832,632 is adopted.

BE IT FURTHER RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the five-year Capital Improvement Plan for capital projects is amended.

BE IT FURTHER RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors hereby requires the President/CEO to report at least quarterly on the operating expenses and capital project expenses of each major department in a financial report.

________________________              ______________________
Secretary of the Board                Date:
Juli Word
Adoption of the Proposed Fiscal Year 2018 Budget
September 29, 2017
## Budget Development Calendar

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mar 9</td>
<td>Budget kick-off meeting with departments</td>
</tr>
<tr>
<td>April 28</td>
<td>Budget requests received from departments</td>
</tr>
<tr>
<td>May 12</td>
<td>Board Committee reviews proposed budget calendar</td>
</tr>
<tr>
<td>June 14</td>
<td>Initial review/discussion at joint Board Committee meeting</td>
</tr>
<tr>
<td></td>
<td>– Major operating budget assumptions</td>
</tr>
<tr>
<td></td>
<td>– Service priorities and funding</td>
</tr>
<tr>
<td></td>
<td>– Capital improvement program update</td>
</tr>
<tr>
<td>July 11</td>
<td>Budget proposal presented to Board at work session</td>
</tr>
<tr>
<td>July 19</td>
<td>Budget proposal presented to Finance, Audit and Administration Committee (Cancelled)</td>
</tr>
<tr>
<td>July 31</td>
<td>Budget proposal presented to Board of Directors</td>
</tr>
<tr>
<td>Month</td>
<td>Event</td>
</tr>
<tr>
<td>---------</td>
<td>-----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>August</td>
<td>Board’s advisory committees review and public meetings</td>
</tr>
<tr>
<td></td>
<td>- August 2 – Access Advisory Committee</td>
</tr>
<tr>
<td></td>
<td>- August 4 – Proposed budget document is published online</td>
</tr>
<tr>
<td></td>
<td>- August 9 – Customer Satisfaction Committee</td>
</tr>
<tr>
<td></td>
<td>- August 14 – Report public feedback to Board Committees</td>
</tr>
<tr>
<td>September</td>
<td>Public meetings across Capital Metro’s service area</td>
</tr>
<tr>
<td></td>
<td>- September Meetings: Open Houses with Community Involvement</td>
</tr>
<tr>
<td></td>
<td>- Webinars</td>
</tr>
<tr>
<td>September</td>
<td>Report public feedback to Board Committees</td>
</tr>
<tr>
<td></td>
<td>Board conducts public hearing on September 14</td>
</tr>
<tr>
<td></td>
<td>- Notice of public hearing published 14 days before hearing</td>
</tr>
<tr>
<td>September</td>
<td>Board considers adoption of Proposed Budget and</td>
</tr>
<tr>
<td></td>
<td>Five-Year Capital Improvement Plan on September 29</td>
</tr>
</tbody>
</table>
FY 2018 Proposed Budget Highlights

- Proposed budget is structurally sound and balanced
  - Ongoing revenue is sufficient to fund operations, service debt and to provide funds for capital needs
  - Proposed budget continues to reflect significant capital investment

- Sales Tax growth trend is slowing down to more moderate growth
  - Fiscal Year 2018 budgeted growth of 2.5%

- Meets operating reserve requirements

- Overall decrease in expense spending of $1.7 million from FY 2017 Budget to FY 2018 Budget

- Lower Diesel costs offset service expansion costs
## Growth in FY 2018 Services

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Planned Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>MetroRapid 801 and 803</td>
<td>August 2017</td>
</tr>
<tr>
<td>Weekday: 10-minute frequency during most of day</td>
<td></td>
</tr>
<tr>
<td>Weekends: 15-minute frequency during most of day</td>
<td></td>
</tr>
<tr>
<td>Extended hours: Thursday through Sunday</td>
<td></td>
</tr>
<tr>
<td>(15 new buses)</td>
<td></td>
</tr>
<tr>
<td>MoPac Express System – Modification to existing System (980s)</td>
<td>Fall 2017</td>
</tr>
<tr>
<td>and inclusion of new 980 Howard Express in preparation of new MoPac Express lanes</td>
<td></td>
</tr>
<tr>
<td>(6 new buses)</td>
<td></td>
</tr>
<tr>
<td>MetroRail “7-Car” – Service expansion for additional vehicles</td>
<td>January 2018</td>
</tr>
<tr>
<td>(4 new train cars)</td>
<td></td>
</tr>
<tr>
<td>Connections 2025 – A series of route and schedule adjustments</td>
<td>June 2018</td>
</tr>
<tr>
<td>More frequent service and other enhancements</td>
<td></td>
</tr>
<tr>
<td>RideShare</td>
<td>Ongoing during 2018</td>
</tr>
<tr>
<td>(Projected growth of 20 van pools over the year)</td>
<td>267 van pools by end of year</td>
</tr>
<tr>
<td>MetroAccess (Paratransit)</td>
<td>Ongoing during 2018</td>
</tr>
<tr>
<td>(Projected 3% ridership growth)</td>
<td>Growth in demand continues</td>
</tr>
</tbody>
</table>
FY 2018 Proposed Budget

- Majority of budget pays for transit services delivered by contractors and capital improvements
- Spending depends on hours of service and contractor rates
- Includes funding for mobility programs, majority for City of Austin

Proposed Budget by Spending Category

- Capital Improvements, $151.5m, 36%
- Purchased Transportation, $158.7m, 38%
- Personnel, $42.2m, 10%
- Services, $22.0m, 5%
- Other, $14.6m, 4%
- Fuel, $12.4m, 3%
- ILAs, $12.4m, 3%
- Debt Payments, $4.9m, 1%

$418.8 Million
FY 2018 Proposed Budget Highlights

- Westgate Park & Ride – Beginning construction on new facility
- Connections 2025 – More frequent, reliable and connected transit system
- MetroRail – Increasing capacity and frequency with added improvements
- MetroRapid – Increasing frequency and extending hours on both routes
- Downtown Station – Finalizing design plans for construction
- MetroExpress – Bringing service to MoPac’s managed lanes
- Plaza Saltillo Station – Continuing construction on the transit-supportive development
- State of Good Repair Program – Continuing replacement of vehicles, equipment and other assets as part of our on-going program
- Bus Priority Treatments in City Right of Way – Continuing coordination with the City of Austin
- Positive Train Control – Federal safety mandate
## Proposed 5-Year Capital Plan

### Project Category

<table>
<thead>
<tr>
<th>Project Category</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Total</th>
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<tr>
<td>Bus and Paratransit</td>
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<td><strong>Total Capital Projects</strong></td>
<td><strong>$151.5</strong></td>
<td><strong>$105.9</strong></td>
<td><strong>$55.6</strong></td>
<td><strong>$26.2</strong></td>
<td><strong>$36.2</strong></td>
<td><strong>$375.3</strong></td>
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### Funding

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<tr>
<th>Funding</th>
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<th>2020</th>
<th>2021</th>
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<td>Grants/Contributions</td>
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<td><strong>Total Capital Projects</strong></td>
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<td><strong>$36.2</strong></td>
<td><strong>$375.3</strong></td>
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### Project Type

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<thead>
<tr>
<th>Project Type</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
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<tr>
<td>Enhancement</td>
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<tr>
<td><strong>Total Capital Projects</strong></td>
<td><strong>$151.5</strong></td>
<td><strong>$105.9</strong></td>
<td><strong>$55.6</strong></td>
<td><strong>$26.2</strong></td>
<td><strong>$36.2</strong></td>
<td><strong>$375.3</strong></td>
</tr>
</tbody>
</table>

- 2018 includes projects & funding carryforward from 2017 of $57.5 million
Questions/Discussion
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.
SUBJECT:
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.

FISCAL IMPACT:
This project is funded in part by the TIGER V grant awarded to Capital Metro by the U.S. Department of Transportation. Funding for this action is available in the FY2017 and proposed FY 2018 Capital Budgets.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Customer
2. Ridership

Strategic Objectives:
1.2 Improve system reliability and convenience
2.3 Pursue service expansion opportunities

EXPLANATION OF STRATEGIC ALIGNMENT:
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.

BUSINESS CASE:
These proposed improvements are funded in part by a TIGER V grant from the U.S. Department of Transportation for rail infrastructure that will support increased frequency and capacity of the commuter rail service.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
This TIGER V rail infrastructure project includes the construction of train passing tracks located in the vicinity of the Lakeline, Howard, and Crestview stations, realignment of the track at the WYE (Austin Junction), creation of super-elevation sections on selected curves and related signal work. This project will improve the commuter rail frequency.
and speed of operation while maintaining the safe operation of the system.

DBE PARTICIPATION: The contractor will exceed the goal utilizing the following DBE contractors. The DBE goal is 11%.

<table>
<thead>
<tr>
<th>DBE Subcontractors</th>
<th>Service/Product</th>
<th>DBE Responsive</th>
</tr>
</thead>
<tbody>
<tr>
<td>TCR Rail Systems, LLC</td>
<td>Furnish Wayside signs</td>
<td>0.63%</td>
</tr>
<tr>
<td>Alpha &amp; Omega Industries, LLC</td>
<td>Furnish and Install Electrical Services</td>
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</tr>
<tr>
<td>Accurate Pavement Striping, LLC</td>
<td>Pavement Striping &amp; Track Crossing Signs</td>
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<tr>
<td>All Points Inspection Services, Inc.</td>
<td>Video Inspection of Pipe Line</td>
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<tr>
<td>Alpha Paving Industries, LLC</td>
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<tr>
<td>Alpha Ready Mix, LLC</td>
<td>Supply Concrete/Ready Mix Materials</td>
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<td>Avery’s Lawn Care &amp; Landscaping, LLC</td>
<td>Supply and Install Seeding, Erosion Control, Tree Protection</td>
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</tr>
<tr>
<td>MG Limon Corp</td>
<td>Hauling Materials</td>
<td>0.23%</td>
</tr>
<tr>
<td>Maldonado-Burkett Intelligent Trans. Sys., LLC</td>
<td>Survey/Control Points</td>
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<tr>
<td>Speedy Paving</td>
<td>Supply and Install ADA Pavers</td>
<td>0.02%</td>
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<tr>
<td>Woolery Custom Fence Co.</td>
<td>Supply and Install Handrail &amp; Metal Fence</td>
<td>0.64%</td>
</tr>
<tr>
<td>Hafco Services, Inc.</td>
<td>Supply/Install Track Materials</td>
<td>7.01%</td>
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</tbody>
</table>

PROCUREMENT: On March 23, 2017 a Request for Proposals was issued and formally advertised. By the closing date of June 29, 2017, 2 proposals were received. Proposals were rated based on the following factors:

1. Firm/Team Experience and History, 40%
2. Management Approach to the Work, 35%
3. Knowledge/Experience of Key Individuals, 25%
The proposal from Modern Railway Systems / Stacy & Witbeck was ranked higher technically, however, after negotiations the price remained unacceptable. The proposal from RailWorks Track Systems, Inc. was then ranked highest, all factors considered. The contract is a fixed price contract. The term is 425 calendar days from the Notice to Proceed, for $21,239,168 plus $2,123,917 (10%) contingency for a total not to exceed amount of $23,363,085.

RESPONSIBLE DEPARTMENT: Capital Projects
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS
STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-454)
Tiger V Sidings and Signals

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management endeavor to provide safe and reliable commuter rail service that best responds to the demands of the Capital Metro service area; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to complete the TIGER V funded rail infrastructure improvements to increase the frequency and capacity of the commuter rail system.

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 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.

__________________________
Date: ______________________
Secretary of the Board
Juli Word
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.
SUBJECT:
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.

FISCAL IMPACT:
Funding for this project is available in the FY2017 Capital Budget and the proposed FY2018 and FY2019 Capital Improvement Plan.

STRATEGIC PLAN:
Strategic Goal Alignment:
1. Deliver the best possible customer experience.

Strategic Objectives:
1.2 Improve system reliability and convenience.

EXPLANATION OF STRATEGIC ALIGNMENT:
This action will allow Capital Metro to provide Employees-in-Charge to support the locally funded PTC project

BUSINESS CASE:
Employees-In-Charge are required to enable Capital Metro to comply with the Federal Railroad Administration (FRA) mandated Roadway Worker Protection to Modern Railway Systems as they install the fiber optic and PTC system on the Central Corridor. This sole source contract contains federal clauses which will allow Capital Metro to charge the EIC labor costs to the FRA grant funded portions of the project.

COMMITTEE RECOMMENDATION:
This agenda item was presented and is recommended for approval by the Operations, Planning and Safety Committee on September 14, 2017.

EXECUTIVE SUMMARY:
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. Herzog Transit Services is the contractor responsible for rail commuter operations and maintenance in
the Central Corridor of Capital Metro’s rail line between Leander and Downtown and is required to provide dedicated EICs.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: On November 30, 2016, a Notice of Intent to Award Sole Source was published for two weeks on DemandStar, as well as in the lobby at 2910 E. 5th Street, Austin, TX 78702, and on Capital Metro’s website. This sole source requirement meets the conditions of FAR 13.106-1(b)(2); only one responsible source, Herzog Transit Services Inc., has been identified to be reasonably available to perform services.

Herzog Transit Services, Inc. is the contractor responsible for rail commuter operations & maintenance in the Central Corridor of Capital Metro’s rail line and provides dedicated and qualified EICs.

Herzog Transit Services, Inc. submitted its price proposal on 08/29/2017. A cost analysis of the price proposal was performed and the price has been determined fair and reasonable.

The period of performance is twenty-seven (27) months. There is one twelve (12) month extension option.

Base year term $1,013,004
Option One, Year 2 of contract $270,364
Total: $1,283,370

RESPONSIBLE DEPARTMENT: Rail Safety and Compliance
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-)
Contract Modification to the Herzog Employee-in-Charge contract #302569, to support the PTC Project

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro Managements recognizes the need for up to eight (8) Employees-In-Charge (EICs) to support the PTC Implementation project on the Central Corridor; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize that Herzog Transit Services, rail service contractor is responsible for the safety of the trains operating and personnel working on the Central Corridor; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize that Herzog Transit Services utilizes Employees-In-Charge to fulfill this safety requirement.

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 modification with Herzog Transit Services to support the Positive Train Control System (PTC) Implementation project in an amount not to exceed $1,283,370.

________________________
Date: ____________________

Secretary of the Board
Juli Word
Approval of a resolution adopting the job profile for use in the recruitment and selection process for the President/CEO of Capital Metro.
SUBJECT:
Approval of a resolution adopting the job profile for use in the recruitment and selection process for the President/CEO of Capital Metro.

FISCAL IMPACT:
This action has no fiscal impact.

STRATEGIC PLAN:
Strategic Goal Alignment:
All goals in the Strategic Plan

Strategic Objectives:
All Objectives in the Strategic Plan

EXPLANATION OF STRATEGIC ALIGNMENT:
The President/CEO of Capital Metro is charged with ensuring that all goals and objectives in the Strategic Plan are accomplished. A comprehensive job profile will define the qualifications necessary for candidates to implement strategies to position Capital Metro to achieve its vision of transforming the daily lives of Central Texans by providing a robust, sustainable transportation network.

BUSINESS CASE:
A comprehensive job profile will attract candidates for the President/CEO who are qualified to lead Capital Metro toward the accomplishment of the Vision, Mission, Goals and objectives outlined in the Strategic Plan.

COMMITTEE RECOMMENDATION:
This agenda item was presented to the full board at the September 29, 2017 meeting.

EXECUTIVE SUMMARY:
The Capital Metro Board of Directors has begun the selection and recruitment process for the next President/CEO. A key step in the process is approval of a comprehensive job profile that that outlines specific skills sets and qualifications for President/CEO candidates. The candidate profile was created with input from all board members, key stakeholders, the community and employees.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Human Resources
RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS

STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION (ID # AI-2017-566)
Approval of President/CEO Job Profile

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors recognize the importance of recruiting a President/CEO candidate that will meet the needs of the community, key stakeholders and the Capital Metro employees; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors have provided feedback on the President/CEO job profile and has considered input from key stakeholders, the community and employees.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors adopts the Job Profile for use in the recruitment and selection process for the President/CEO of Capital Metro.

__________________________
Date: ______________________

Secretary of the Board
Juli Word
Capital Metro Transportation Authority
Austin, Texas
President/Chief Executive Officer
Draft Position Profile

SERVICE AREA AND REGION

The Capital Metropolitan Transportation Authority (Capital Metro) is the regional public transportation leader for Central Texas. Capital Metro was created in 1985 in accordance with Chapter 451 of the Texas Transportation Code. It was established by a voter referendum on January 19, 1985, to provide mass transportation service to the greater Austin metropolitan area. The agency is funded in part by a one percent (1%) sales tax levied by its service area members.

The Central Texas region is one of the fastest growing areas in the country, and mobility and traffic congestion remain top concerns. According to the Capital Area Metropolitan Planning Organization (CAMPO) 2040 Regional Transportation Plan, total population in the six-county Central Texas region is projected to increase from 1.7 million in 2010 to more than 4.1 million in 2040. The number of area jobs is also projected to increase from 775,000 to 2.3 million by 2040.

The Capital Metro service area extends across approximately 535 square miles and includes more than 1.2 million residents. The service area includes the cities of Austin, Jonestown, Lago Vista, Leander, Manor, Point Venture, San Leanna and portions of Travis County and Williamson County. Capital Metro has been working with five cities outside of Capital Metro’s service area who desire transit services but have reached the state sales tax cap and are unable to join the authority. These cities are: Round Rock, Georgetown, Buda, Pflugerville and Hutto. Capital Metro is partnering with these cities to provide transit service through interlocal agreements where the cities reimburse Capital Metro directly for the cost of service to their communities.

CAPITAL METRO STRUCTURE, SERVICES AND PLANS

In 2011, Texas Senate Bill 650 required Capital Metro to use a competitive bidding process to contract out for any transit services not provided directly by Capital Metro employees by September 1, 2012. The Capital Metro board elected to provide the service through private contractors, and in April 2012 contracts were approved with two private providers to operate fixed route bus and paratransit service. This ended Capital Metro’s relationship with StarTran, the in-house, non-competitively bid service provider. Commuter rail service has been operated by a private provider since its inception in March 2010.

Today, 100% of all transit services continue to be operated by private contractors. The equipment and facilities are owned or leased by Capital Metro and operated by contractors. As part of this arrangement, Capital Metro’s approximately 325 direct employees are responsible for the following functions: purchased transportation contract oversight; strategic planning; short- and long-range planning; service planning; capital planning; finance, budget, grants and accounting; internal audit; government relations; legal; procurement; human resources; risk management; safety and security; property and asset management; real estate, transit-oriented development; facility planning;
marketing, communications, customer service, community engagement; and technology. The Capital Metro team is a diverse, high performing and motivated group. There are approximately 1,325 contract employees who work directly for the service providers.

Through private service providers, Capital Metro operates fixed-route bus service, modified bus rapid transit, commuter rail service, paratransit service and vanpools with a fleet of 373 MetroBuses, 55 MetroRapid vehicles, 10 diesel electric commuter trains, 231 vanpools and 171 paratransit vehicles. Annual ridership is approximately 30.5 million. Capital Metro also owns a 154-mile freight rail line and receives revenue from the freight carrier that uses the line.

The FY18 operating budget is approximately $262 million and the FY18 capital budget is approximately $157 million. Capital Metro is governed by an eight-member board of directors. Three board members are appointed by the Capital Area Metropolitan Planning Organization (CAMPO), with one appointee required to have a finance background, one a business background and one is required to be an elected official. Travis and Williamson counties have one appointee each; the small cities have one appointee; and the city of Austin has two appointees with one required to be an elected official.

The agency recently completed a five-year service plan update (Connections 2025) and is in phase two of developing a high capacity transit plan (Project Connect). More details on the agency and plans may be obtained by visiting the Capital Metro website at CapMetro.org.

SCOPE AND RESPONSIBILITIES

The next CEO will need to serve as an engaging, capable, energetic and supportive manager to Capital Metro’s employees while also securing key external relationships in order to develop, build and obtain diverse public and stakeholder support so that transit is well positioned to address the fast pace of growth in the region. This will require the ability and presence to engage the community at all levels, articulate Capital Metro’s vision, earn respect and forge partnerships in areas such as new and existing public and private infrastructure, development, land use and public policy. Ensuring transit is an integral part of local land use and transportation plans such as the Austin Metropolitan Area Transportation Plan and the ongoing revision of the city of Austin’s Land Development Code (CodeNEXT) is critical.

Additionally, it is imperative to Capital Metro’s success that the next CEO continue to ensure that Capital Metro not only maintains its existing funding, but identifies, seeks and secures new and creative funding sources to ensure the agency’s viability.

The President/Chief Executive Officer is responsible for shaping and leading the Authority’s strategic long-term vision as well as overseeing contractors who provide the daily operations of Capital Metro’s bus and commuter rail service, special services including paratransit and ridesharing. The President/CEO will work closely with the disability community to implement solutions that meet their unique mobility needs, including commitment to 100 percent accessible public transit services.

The new President/CEO will have strong business and financial management skills to ensure cost-effective operation and growth. This individual will have outstanding abilities to interact with the board, employees, the community, stakeholders and elected officials.

The board of directors and staff are dedicated to working together to ensure the continued success of Capital Metro as it strives to provide the highest quality of service possible with an emphasis on identifying and implementing solutions to address traffic congestion, ridership, exceptional customer service and system safety. The ideal candidate will have demonstrated background, skills and abilities as grouped in the following areas:
GENERAL MANAGEMENT

Leadership

- A visionary who is forward thinking and willing to take calculated risks without preconceived opinions.
- Have demonstrated success managing and providing executive-level guidance to a highly educated, experienced and technical workforce, thereby empowering management to implement and execute their departmental business plans in alignment with the strategic plan.
- Have extensive experience planning and implementing new projects, programs and initiatives to build a more effective, sustainable and sound organization.
- Successfully execute and manage service contracts while also building and fostering a strong and positive working relationship with the Agency’s transit service providers and their employees.
- Have the ability to think outside the box and recognize that transit is transforming rapidly, emerging technology has transformed mobility, and that transit needs to embrace these changes and adopt alternatives to remain relevant.
- Provide strategic vision for developing innovative programs to address transportation needs in less dense areas where traditional transit services are not effective.
- Have the ability to push the agency to become more technologically advanced and lead the continued development and implementation of the technology strategic plan.
- Have the ability to direct the agency to develop and maintain an effective marketing plan to support the planning process, promote and increase ridership and maintain Capital Metro’s image.
- Have the ability to build a brand and negotiate on behalf of the organization.

Finance and Accountability

- Be experienced in ensuring effective cost-control measures and key performance metrics are in place at all levels of the organization.
- Be experienced in developing and implementing metrics used to evaluate individual and company performance, budgets, cost effectiveness and return on investments to improve operational performance and financial management.
- Experience leading an organization through difficult choices that balance community needs and desires with financial sustainability.
- Strong business and financial management skills to ensure cost-effective operation and growth, maintain long range financial plans and identify opportunities for new revenue.
- Have a demonstrated track record of success during varying economic and business cycles.
- Have the ability to responsibly manage agency assets in order to optimize the utilization of grant allocations, farebox revenue and sales tax revenue.
- Maintain and update the long-range financial plan and high capacity transit plan to ensure that programs, projects and budgets are financially sustainable for the long term.
- Have experience creating additional or new sustainable revenue streams including public-private partnerships, grants and innovative financing for business operations and planned growth.
- Have a proven record of successfully implementing complex capital projects to include scope, schedule and budget.
• Financially efficient executive capable of rolling up their sleeves and identifying alternative cost savings approaches of delivering transit without compromising safety or customer service.

Customer Focus

• Sensitivity and keen understanding that many of Capital Metro’s customers rely on the Agency to provide excellent, reliable and affordable service because it is their only means of transportation.
• Maintain, promote and advance Capital Metro’s commitment to providing 100% accessible public transit services to the great Austin community.
• Ensure implementation of the service plan update recommendations with a major focus on increasing ridership.

INTERNAL RELATIONSHIPS

• Be a proactive leader who encourages, mentors and motivates employees and teams to think critically, strategically and creatively while developing solutions to problems.
• Provide leadership to ensure successful succession and employee development plans across all functions of the agency.
• Empower senior management and employees to lead their departments and function effectively and efficiently.
• Manage the human resources to assure responsiveness to the public while maintaining high productivity for the taxpayers.
• Ensure the maintenance of healthy employee working relationships.
• Maintain competitive employee total rewards program and work to creatively implement programs that recruit and retain valuable employees.
• Be an effective leader who is approachable and open-minded, and who encourages employees and teams to challenge ideas in order to develop the most effective solutions.
• Possess strong management and team building skills and excellent problem solving and conflict resolution skills.

EXTERNAL RELATIONSHIPS

• Be experienced in working effectively and persuasively with elected officials; local, state and federal agencies; the business community; public constituencies; the press; community leaders; local advocates; and other stakeholders.
• Have the ability to proactively work in a variety of community settings to maintain Capital Metro’s credibility and enhance its public image.
• Be comfortable with maintaining a high public profile to develop solid relationships; educating various constituencies on Capital Metro’s value, successes and progress; and raising the profile of the agency.
• Maintain ongoing effective communication with governmental agencies and elected officials (local, state and federal) to assure maximum cooperation and to achieve the best possible transportation system for the region.
• Ability to bring community leaders together to discuss transit challenges across the community and build consensus to address these challenges through a regional transportation solution.
BOARD INTERACTION

- Develop a strong working relationship with the eight-member board of directors, including effective two-way communication and transparency on all issues.
- Assist the board in its policy-making duties; furnish information to include options and potential consequences; enable the board and its committees to make informed decisions.
- Implement board policy via actionable management plans and provide direction to senior management that will enable the effective execution of these plans.
- Assist and advise the board in its short- and long-term planning responsibilities.

THE CANDIDATE SHOULD POSSESS THE ATTRIBUTES AS GROUPED IN THE FOLLOWING AREAS:

PERSONAL ATTRIBUTES AND INTERPERSONAL SKILLS

- Highly professional, mature, honest, fair, transparent, trusting and personable individual with high energy level and integrity.
- An executive who values inclusion and equity.
- An accessible, charismatic and approachable CEO.
- Excellent interpersonal communication, presentation and writing skills
- Professional and executive presence to stand on behalf of the organization as the leader and champion of the agency and transit in general.
- Results-oriented individual with a dedication to accuracy, quality, cost effectiveness and on-time delivery and an appropriate sense of urgency.
- Intelligent, persuasive, and creative manager who has the ability to solve problems and provide realistic solutions.
- A financially savvy leader who is able to ensure the long-term sustainability of the organization through the support of the long-range plan and identification of alternative means of funding.
- An executive who is willing and capable of listening and understanding the organization and the community when making strategic changes.
- Strategic leader, open-minded communicator and critical thinker who looks at challenges as opportunities for innovation.
- Executive with exceptional professional judgment who can take appropriate risks and leverage resources to lead the agency through its next phase of growth.
- Individual with a proven ability to effectively build alliances, communicate with, listen to, interact and work with the board, senior management, business partners, elected officials, the community, stakeholders, regulatory agencies and customers.
- Capable of holding themselves, their team and all staff accountable for any decisions made or actions taken.
- Verifiable track record of identifying, negotiating and solving complex and challenging issues.
- Demonstrated ability to unify boards, teams, communities and people to address complex issues.
EXPERIENCE REQUIRED:

The successful candidate will have a minimum of 10 years’ executive management experience with a major transit agency or another public or private entity of comparable nature, complexity and size to Capital Metro. Experience leading or serving in an executive level position at a public transit agency (bus, rail, paratransit or multi-modal) is highly desirable. A bachelor’s degree in transportation, transportation management, engineering, business management or equivalent is required. An equivalent combination of education and experience consistent with the required qualifications will also be considered.

For additional information or to submit a resume, please contact Gregg A. Moser at gmoser@krauthamerinc.com.
Critical Issues Facing Capital Metro Board Meeting September 29, 2017

Krauthamer & Associates, Inc.
Transportation

Key Issues Identified

• Transportation systems must expand to keep pace with growth in the city.

• Scheduling and routes continually need to be assessed and revised to meet demands, ensure access to public transit, and provide efficient services.

• Ensure that the disability community has affordable, safe, accessible and reliable mobility options.

• Increased population growth will require greater demand for multimodal transportation options.

• Technological advances and alternative mobility solutions will require Capital Metro to partner with other regional service providers and private businesses and think of creative mobility solutions for the customer.

Related Requirements in the CEO Profile

✓ Experience implementing innovative transit solutions in a growing region that embrace new technologies and private/public partnerships.

✓ Commitment to meaningful community and stakeholder engagement in key decisions that impact transit planning and delivery.

✓ Experience working with the disability community to implement solutions that meet their unique mobility needs, including commitment to 100 percent accessible public transit services.
Equity

**Key Issues Identified**

- Everybody in the Austin region should be afforded mobility alternatives.
- Everybody in the Austin region should have equal access to educational and economic resources and opportunities.
- Quality of life should be ensured for everyone in Austin.

**Related Requirements in the CEO Profile**

- Commitment to understand and consider the needs of customers who rely on public transit as their only means of transportation when recommending transit system changes.
- Experience leading an organization through difficult choices that balance community needs and desires with financial sustainability.
Rapid Growth, Housing and Affordability

**Key Issues Identified**

- The city of Austin and the region are rapidly growing and expanding.
- Housing prices are increasing dramatically and affordable housing is becoming harder to identify.
- Transit dependent users are moving further outside of downtown.
- Housing around the greater Austin area is both condensed and sprawling.
- Some areas outside the service area with affordable housing do not currently partner with Capital Metro to provide transit across the region.
- Several outlying communities are unable to join Capital Metro due to their sales tax cap limits.

**Related Requirements in the CEO Profile**

- The ability and presence to engage the community at all levels, articulate Capital Metro’s vision, earn respect and forge partnerships in areas such as new and existing public and private infrastructure, development, land use and public policy.
- Articulate a vision for transit and sell this vision to the community in order to garner support for new funding sources and implementation of a high capacity system plan.
Funding

Key Issues Identified

- Affordability of private vehicles is increasing as cost of insurance and fuel increase.
- Cost of Metro Access Services is increasing and straining Capital Metro’s budgets.
- Underutilized and inefficient routes are critical to providing service options for customers, but are not economically efficient.
- Continued service and the expansion of service will require additional funding sources through increased public engagement and communication strategies.
- Additional modes of transportation including rail will require additional financial resources.
- Ongoing maintenance, state of good repair and the 5-year capital improvement program will require additional revenue sources.

Related Requirements in the CEO Profile

- Capable of identifying alternative cost savings approaches to delivering transit without compromising safety or customer service.
- Experience leading an organization through difficult choices that balance community needs and desires with financial sustainability.
- Strong business and financial management skills to ensure cost-effective operation and growth, maintain long range financial plans and identify opportunities for new revenue.
- Experience developing and implementing communications strategies that result in critical long-term transit investment.
TITLE: Connections 2025 Outreach Plan
Public Outreach Briefing - Proposed June 2018 Service Changes
September 29, 2017
How did we get here? Where are we going?

Developed | Approved | Proposed Service Changes Developed | Public Engagement | Public Hearing | Board Vote | June Service Changes


Attachment: June 2018 SC - CI BOD Briefing (3929: Connections 2025 Outreach Plan)
Connections 2025 Implementation

- **January 2017**
  - Elimination of Premium Fare level
  - Lowered the cost of taking MetroRapid & MetroFlyer routes
  - 30% MetroRapid ridership increase

- **August 2017**
  - MetroRapid frequency & span of service increase
  - 10 minute frequency on weekdays / 15 minute frequency on weekends

- **November 2017**
  - Northwest express bus network redesign

- **June 2018 - Pending board approval**
  - Implement frequent network
  - Increase from 6 to 14 frequent routes (15 minute service, 7 days a week)
  - More than half routes proposed to change - 38 of 82 routes unchanged
Significant Proposed Changes

- Increasing frequent service network from 6 to 17 routes
- More than half of Capital Metro routes proposed to change
- Asking customer to think beyond individual routes
- Replace 15 routes with other service
Benefits of the Proposed Changes

More Frequent

- 14 High-Frequency Routes
- Departures at least every 15 minutes
- 7 days a week
Benefits of the Proposed Changes

**More Frequent**
- 14 High-Frequency Routes
- Departures at least every 15 minutes
- 7 days a week

**More Reliable**
- More direct routing
- Eliminates route deviations within neighborhoods
- Easier to understand system
Benefits of the Proposed Changes

**More Frequent**
- 14 High-Frequency Routes
- Departures at least every 15 minutes
- 7 days a week

**More Reliable**
- More direct routing
- Eliminates route deviations within neighborhoods
- Easier to understand system

**Better Connected**
- Routes designed to work as a system
- Decreased waiting time for your next bus
- Riders able to transfer with more confidence
Connections 2025 Community Involvement Recap

Extensive outreach performed between January 2016 and March 2017

- Over 5,000 survey responses
- Over 4,000 engaged in person
- 140 meetings across service area
Community Involvement Goals

- Achieve informed consent of community stakeholders and CMTA customers
- Get informed consent of public officials
- Facilitation of meaningful feedback opportunities
- Implementation of the board approved Connections 2025 plan
Outreach Meetings

- Public Meetings & Webinars
- Capital Metro Advisory Committees
  - Access
  - CSAC
- City Boards & Commissions
- Neighborhood Associations
- Health and Human Service Agencies
  - Criss Cole, DARS, School for the Blind, others
- Business and advocacy organizations
Grassroots Outreach - Street Team

“Street Team” to supplement staff outreach at key stops

- Bilingual, deployed in pairs
- 2 weeks of peak hour outreach

19 targeted locations
Grassroots Outreach - General Public

 Existing community events

• Back to School events
• Hot Sauce Festival
• Austin Energy Resource Fair
• *El Grito*
• National Night Out
Targeted Outreach - Schools & Services

Active engagement with staff and stakeholders

• UT, AISD, RRISD, Eanes ISD
• VA Medical Center
• Transit Empowerment Fund clients
• Foundation Communities, HACA
Targeted Outreach - CMTA Operators

Presentations to bus operators:

- Aug. 30 to Sept. 9: nine meetings with MV, RATP DEV (formerly McDonald) and CARTS
- Four at North Ops, five at 2910
Communications & Engagement

Paid media - print, online, and radio

- Community Impact, Statesman, Chronicle, Oak Hill Gazette, The Villager, Ahora Si, La Voz
- KUT drive time radio ads
- Spanish, Chinese, and Vietnamese publications

Media appearances

- KAZI, COOP, KLBJ, local television
Service Change Brochure

- English/Spanish
- 46 page, double-fold
- Regional and individual route maps
- Contact information for CMTA staff
- 15,000 ordered
At-stop signage

- Two types:
  - Service may be changed - 1,000 signs
  - Service may be eliminated - 375 signs

- About 45% of stops have signs
Questions?
TITLE: Quarterly Finance Report
Financial Report – Fiscal Year 2017
Year to Date July 31, 2017

September 14, 2017
Major Highlights

Revenue

• Sales tax remittances received YTD July 2017 are 3.22% higher than YTD July 2016
• Plaza Saltillo lease income budgeted for $1.6M and will not realize in FY 2017
• Capital Grants are below budget due to delayed spending on Downtown Station and Rail Tiger projects

Operating Expenses

• $182.0 million expended to date, or 73.3% of full year budget
• Favorable variances in salaries, wages & benefits due to vacancies ~$1M favorable to budget
• Delayed timing of professional services
• Lower diesel cost per gallon and usage ~ $6.3M favorable to budget

Capital Projects

• Capital project spending is below budget with 57.7% of budget expended or committed
• FY 2017 Capital spending forecast of $101M; Below budget by $57.5M
  – FY 2017 delayed spending for Positive Train Control, TIGER Grant Project, Downtown Station Improvements, Westgate Transit Center Park & Ride and Private Crossing Signalization
## Revenue Through Jul 31, 2017

<table>
<thead>
<tr>
<th>Category</th>
<th>FY17 Jul YTD Actual</th>
<th>FY17 Full Year Budget</th>
<th>% of Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ridership</td>
<td>24,923,976</td>
<td>30,565,742</td>
<td>81.5%</td>
<td></td>
</tr>
<tr>
<td>Sales Tax</td>
<td>$192.1</td>
<td>$231.1</td>
<td>83.1%</td>
<td>Oct - May actual receipts; Jun and Jul accrued</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Free ride days during 2 elections and New Year; Elimination of Premium fare not budgeted</td>
</tr>
<tr>
<td>Passenger Fares</td>
<td>14.2</td>
<td>18.4</td>
<td>76.8%</td>
<td></td>
</tr>
<tr>
<td>Third Party Fares</td>
<td>6.1</td>
<td>6.6</td>
<td>92.3%</td>
<td></td>
</tr>
<tr>
<td>Freight Railroad Revenue</td>
<td>3.8</td>
<td>4.3</td>
<td>87.2%</td>
<td>Plaza Saltillo lease income of $1.6M budgeted and will not realize in FY17</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>3.3</td>
<td>4.7</td>
<td>69.0%</td>
<td>Variance due to timing; Grant is typically fully drawn by July</td>
</tr>
<tr>
<td>Operating Contributions and Grants</td>
<td>30.2</td>
<td>30.0</td>
<td>100.8%</td>
<td>Projected $11.0M variance due to delayed projects: Downtown Station and Rail TIGER projects</td>
</tr>
<tr>
<td>Capital Contributions and Grants</td>
<td>18.4</td>
<td>41.4</td>
<td>44.4%</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$268.0</td>
<td>$336.6</td>
<td>79.6%</td>
<td></td>
</tr>
</tbody>
</table>

Fare Revenue per Passenger $ 0.81 $ 0.82
Actual Sales Tax Receipts

<table>
<thead>
<tr>
<th>Month</th>
<th>FY 2015</th>
<th>FY 2016</th>
<th>FY 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oct.</td>
<td>16.4</td>
<td>17.1</td>
<td>17.8</td>
</tr>
<tr>
<td>Nov.</td>
<td>16.0</td>
<td>16.9</td>
<td>18.5</td>
</tr>
<tr>
<td>Dec.</td>
<td>21.7</td>
<td>22.6</td>
<td>22.8</td>
</tr>
<tr>
<td>Jan.</td>
<td>15.0</td>
<td>16.2</td>
<td>17.4</td>
</tr>
<tr>
<td>Feb.</td>
<td>14.8</td>
<td>16.1</td>
<td>18.1</td>
</tr>
<tr>
<td>Mar.</td>
<td>19.9</td>
<td>20.2</td>
<td>20.1</td>
</tr>
<tr>
<td>Apr.</td>
<td>16.7</td>
<td>17.9</td>
<td>17.8</td>
</tr>
<tr>
<td>May</td>
<td>16.8</td>
<td>17.6</td>
<td>17.1</td>
</tr>
<tr>
<td>Jun.</td>
<td>22.2</td>
<td>20.1</td>
<td>20.7</td>
</tr>
<tr>
<td>Jul.</td>
<td>17.2</td>
<td>17.9</td>
<td>17.7</td>
</tr>
<tr>
<td>Aug.</td>
<td>16.8</td>
<td>17.0</td>
<td>19.4</td>
</tr>
<tr>
<td>Sep.</td>
<td>19.4</td>
<td>19.4</td>
<td>19.4</td>
</tr>
</tbody>
</table>

Total: $210.4M $221.3M $190.1M
Growth Rate Trends

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* Cap Metro  ** Austin Round Rock Metropolitan Statistical Area

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Packet Pg. 127
### Operating Expenses

**Through Jul 31, 2017**

<table>
<thead>
<tr>
<th>$' Million Category</th>
<th>FY17 Jul YTD Actual</th>
<th>FY17 Full Year Budget</th>
<th>% of Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Hours</td>
<td>1,480,932</td>
<td>1,947,446</td>
<td>76.0%</td>
<td></td>
</tr>
<tr>
<td>Revenue Miles</td>
<td>20,441,092</td>
<td>26,083,768</td>
<td>78.4%</td>
<td></td>
</tr>
<tr>
<td>Salaries and Benefits</td>
<td>$31.4</td>
<td>$39.3</td>
<td>79.8%</td>
<td>Favorable variance of $1 million due to vacancies not budgeted</td>
</tr>
<tr>
<td>Professional Services</td>
<td>13.5</td>
<td>21.6</td>
<td>62.3%</td>
<td>Multiple contracts with delayed spending</td>
</tr>
<tr>
<td>Materials and Supplies</td>
<td>0.6</td>
<td>1.7</td>
<td>37.1%</td>
<td>$4M favorable due to lower than budgeted diesel cost; $2.3M favorable usage variance to budget</td>
</tr>
<tr>
<td>Fuel and Fluids</td>
<td>9.4</td>
<td>20.4</td>
<td>45.9%</td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>2.1</td>
<td>3.1</td>
<td>69.4%</td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>0.5</td>
<td>0.9</td>
<td>51.7%</td>
<td></td>
</tr>
<tr>
<td>Taxes</td>
<td>0.9</td>
<td>0.0</td>
<td>0.0%</td>
<td>$2.2M favorable for Rail DMU overhaul shift to FY18 and 2-person crew cancellation; $800K favorable due to lower MetroExpress hours</td>
</tr>
<tr>
<td>Purchased Transportation</td>
<td>120.4</td>
<td>154.0</td>
<td>78.2%</td>
<td></td>
</tr>
<tr>
<td>Lease/Rentals</td>
<td>1.3</td>
<td>2.3</td>
<td>55.2%</td>
<td></td>
</tr>
<tr>
<td>Other Expenses</td>
<td>2.0</td>
<td>4.9</td>
<td>41.3%</td>
<td>Delayed timing of advertising expense and $800K contingency</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$182.0</strong></td>
<td><strong>$248.2</strong></td>
<td>73.3%</td>
<td></td>
</tr>
</tbody>
</table>

**Cost per Revenue Hour**  
$122.89  
$127.45
Cash, Investments and Reserves

Cash & Investments

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$71.7M</td>
</tr>
<tr>
<td>Investments</td>
<td>$126.7M</td>
</tr>
<tr>
<td>Total</td>
<td>$198.4M</td>
</tr>
</tbody>
</table>

Note:
- Additional funding was allocated to the statutory operating and budget stabilization reserves based on the Board approved funding formula. The statutory operating reserve equals two months of FY 2016 operating expenses. Contributions to the budget stabilization reserve began in February 2016 and $7 million was reserved in FY 2016, with an additional contribution of $3 million budgeted for FY 2017 in quarterly installments of $750,000.

- Funds for future capital investment will be required to help address extensive 2017-2018 capital needs. The capital budget for 2017 is $158 million, with $69 million funded by FY 2017 Income and $89 million from reserves. Due to project delays it is projected that $58 million of the FY 2017 capital budget will carry forward to FY 2018. These capital improvements are needed to get caught up with the state of good repair of the community’s transit infrastructure and to be in compliance with Federal regulations.
# Capital Projects Summary

Through Jul 31, 2017

<table>
<thead>
<tr>
<th>$'000 Project Category</th>
<th>Expended</th>
<th>Outstanding Commitments</th>
<th>Budget</th>
<th>Expended &amp; Committed as % of Budget</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commuter Rail</td>
<td>$19,105</td>
<td>$16,580</td>
<td>$63,550</td>
<td>56.2%</td>
<td>Payment on 4 New Trains, Tiger Grant Project and Rail Replacement. Delayed projects: PTC &amp; TIGER</td>
</tr>
<tr>
<td>Vehicles</td>
<td>39,697</td>
<td>419</td>
<td>57,055</td>
<td>70.3%</td>
<td>Bus Replacements, 6 Commuter Buses, 15 Rapid Buses and 19 Paratransit Vans</td>
</tr>
<tr>
<td>Information Technology</td>
<td>2,999</td>
<td>755</td>
<td>8,287</td>
<td>45.3%</td>
<td>Intelligent Transportation Systems Project. Delayed projects: Fare collection systems &amp; Data center</td>
</tr>
<tr>
<td>Real Estate</td>
<td>36</td>
<td>11</td>
<td>344</td>
<td>13.5%</td>
<td>Lakeline Parking, Downtown Station and Bus Stops</td>
</tr>
<tr>
<td>Facilities</td>
<td>5,504</td>
<td>4,760</td>
<td>20,645</td>
<td>49.7%</td>
<td>Delayed projects: DT Station &amp; Westgate P&amp;R.</td>
</tr>
<tr>
<td>Freight Railroad</td>
<td>178</td>
<td>97</td>
<td>3,680</td>
<td>7.5%</td>
<td></td>
</tr>
<tr>
<td>Property and Asset Mgmt</td>
<td>588</td>
<td>785</td>
<td>2,583</td>
<td>53.2%</td>
<td></td>
</tr>
<tr>
<td>Contingency</td>
<td>-</td>
<td>-</td>
<td>1,500</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Security</td>
<td>14</td>
<td>8</td>
<td>897</td>
<td>2.4%</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$68,122</strong></td>
<td><strong>$23,415</strong></td>
<td><strong>$158,541</strong></td>
<td><strong>57.7%</strong></td>
<td></td>
</tr>
</tbody>
</table>

Outstanding commitments are for the purchase orders that have been issued.
Questions/Discussion