

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

~ Minutes ~

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

Friday, September 28, 2018
12:00 PM

12:13 PM Meeting Called to Order
3:18 PM Meeting Adjourned

I. Pledge of Allegiance

II. Safety Briefing

Vice President of Risk Management and Safety Gardner Tabon gave the monthly report. Gardner reviewed boardroom emergency procedures and highlighted Rail Safety Week, which is September 23 - 29.

III. Recognition

Three recognitions took place:

1. Transportation Security Administration Assistant Federal Security Director Chuck Honore was on hand to present the TSA's "Gold Standard" Award to Capital Metro for its strong transit security program and commitment to passenger security.
2. Capital Metro recognized Bryson McCall Smith for his longtime advocacy on behalf of riders with disabilities in Austin.
3. Charles "Nook" Turner recognized Capital Metro for our sponsorship of the "Jump On It" summer concert series, which aims to encourage young people in Austin to have a positive impact on their community. He also showed a video promoting the program.

IV. Public Comment:

Ruby Tyrone, citizen, spoke about the difficulties she has had recently since the Route 300 was removed from the stop and Rogge Lane and Springdale Road. She has also encountered a number of rude bus operators. Board member Travillion expressed sympathy for the issues that Ms. Tyrone has experienced and said we are working on solutions to some of these problems. President Clarke also asked that Dottie Watkins speak with Ms. Tyrone to see if something can be done about the operator behavior.

Mike Burnett, citizen, brought up issues that he believes are problematic and inconsistent with the award of Capital Metro's Architectural and Engineering contract.

Gus Pena, citizen, pointed out that service to the temporary Municipal Court location is going to need to increase when that facility opens. He also believes that the Capital Metro budget is not very transparent and the allocation of resources may be hurting people.

(later in meeting) Lucious Davis, citizen, spoke on the difficulties he is continuing to encounter while riding fixed route buses. He uses a wheelchair and operators sometimes refuse to put the ramp down for him. This has happened six times and he is tired of it. President Clarke asked Chad Ballentine to meet with Mr. Davis and get details on these incidents.

(later in meeting) Zenobia Joseph, citizen, spoke on her Title VI complaint to the FTA. She reiterated that Capital Metro is supposed to re-analyze minority routes after the Cap Remap changes. She believes the

Cap Remap changes were racist -- as an example only 60 minute routes go into the northeast neighborhoods that are predominately African-American. The only change under a new bus customer service enhancement plan has been to the Route 350, because residents at the Crestview Station complained. You have not used that plan to address any of our concerns.

V. Advisory Committee Updates:

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

Deputy Chief of Staff Sam Sargent presented the report.

The committee met on September 12th and heard presentations on the Title VI process and the Proposed January 2019 service changes. The also received an update from the IT department on the upcoming rollout of a new version of the Capital Metro app.

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

Deputy Chief of Staff Sam Sargent presented the report.

The committee met on September 5th and recognized the anniversary of the Americans with Disabilities Act. The committee heard a presentation from Martin Kareithi on the importance of accessibility for our fixed-route services, as well as a presentation from the IT department on the new features of the Capital Metro app.

VI. Board Committee Updates:

1. Operations, Planning and Safety Committee

Chair Jonse presented the report.

The committee met on September 17th. A number of items were recommended for today's Consent Agenda, and the committee hear a presentation on MetroRapid service timeliness.

2. CAMPO update

Board member Mitchell reported that CAMPO did not meet this month.

VII. Consent Items

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

1. Minutes from the August 6, 2018 Worksession and August 27, 2018 Board Meeting.

2. Approval of a resolution authorizing the President & CEO, or his designee, to amend the Interlocal Agreement with the City of Round Rock for operation of transit service and to increase the fees for service by \$188,905 for a total reimbursement not to exceed \$4,858,242.

3. Approval of a resolution authorizing the President & CEO, or his 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 \$816,759 in local funds from the City of Georgetown.

4. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an addendum to the Master Regional Mobility Agreement with Capital Area Rural Transportation Services (CARTS) for the provision of rural transit services to the City of Georgetown for a period of one year in an amount not to exceed \$1,082,142.

5. Approval of a resolution authorizing the President & CEO, or his designee, to finalize and execute an Agreement for Services with Circuit of the Americas for services to the 2018 Formula One U.S. Grand Prix in an amount not to exceed \$170,000.

6. Approval of a resolution giving consent to TxDOT to allow Round Rock to utilize those sections of the MKT right-of-way as shown on Exhibit "A", attached hereto, to facilitate the extension of Arterial A (Kenney Fort Boulevard) from its current terminus to SH 45.

7. Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with DAMAN for implementation of an Enterprise Data Warehouse and key performance indicator dashboards in an amount not to exceed \$245,000.

VIII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or his designee, to execute a contract with EAN Holdings, LLC for vanpool services for a three-year base period with two one-year option periods for a total amount not to exceed \$26,407,710 which includes a 5% contingency.

Vice President of Bus Operations Dottie Watkins presented this item.

Dottie gave a brief presentation with an overview of Capital Metro's vanpool program, called MetroRideShare. Enterprise/EAN Holdings is our current provider of vanpool services, and is the largest provider of these services in the country. The costs of this contract are increasing slightly, and we expect to pass the additional costs on to the program participants.

Board member Mitchell asked about the program fare recovery rate and growth. Chair Cooper commented that he believes this is one of our most successful programs at taking single-passenger cars off the road.

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

2. Approval of the Fiscal Year 2019 Operating and Capital Budget and Five-Year Capital Improvement Plan.

Chief Financial Officer Reineta Marneweck presented this item.

Today's action is the end of a nine-month budget process. This budget will set aside \$9.6 million in a new fund for capital expansion, and for expected local funding of Project Connect. We have also funded all of the service hour enhancements that were implemented in 2018.

Reinet thanked the board and staff that worked so hard in putting the budget together, in particular Budget Director Kevin Conlan.

Board member Kitchen asked about funding available to make adjustments or changes to Cap Remap. Reinet said that was anticipated, and that there was \$500,000 available for these types of adjustments. President Clarke explained that this was not a lot of money given the scale of bus operations.

Board member Travillion expressed thanks and said he was pleased that we are having conversations about equity issues with our routes, and that questions brought to the board and CEO are being authentically addressed.

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

3. Approval of a resolution authorizing free fares on all Capital Metro services on certain special event days.

Chief Financial Officer Reinet Marneweck presented this item.

This item would formally adopt a practice of offering free fares that has been going on for a number of years.

Board member Travillion asked about consideration of free fares during early voting days. Reinet replied that our costs for providing free service would be between \$40,000 and \$60,000 per day. Board member Kitchen commented that this could be a baseline, and that we could put more thought into possible other days at a later date. Board member Travillion agreed.

Cinde Weatherby from the Austin Area League of Women's Voters spoke on recent voter-registration efforts and to thank the board for this item, and other partnering with non-profit organizations.

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

IX. Presentations:

1. Positive Train Control Update

Deputy CEO Elaine Timbes presented this item.

Elaine gave a short presentation the gave an overview of the PTC Federal Mandate and our efforts to meet the December 31st deadline. Capital Metro's revenue demonstration phase will be to implement PTC between Lakeline and Leander stations, and following that we will begin a two-year project to implement and test on the entire line. Elaine reviewed progress and status of each of the PTC project areas. She also reviewed some of the challenges faced and gave an overview of project funding. She thanked team members for their hard work and outstanding work with the Federal Railroad Administration.

2. Cap Remap Overview and Next Steps

Executive Vice President of Planning and Development Todd Hemingson presented this item.

Todd gave an overview of the Cap Remap process and some of the reasons for the changes. He also presented some of the early results of the changes and their effect on ridership. While we don't yet have numbers for the fall, summer ridership was trending upward, reversing recent year-on-year declines. An early challenge has been that on some routes we are seeing problems with overcrowding. Todd also presented early results of some recent initiatives including enhanced MetroExpress service, the Student Fare Program, and the Family Saturday and Late Night MetroRail Programs. We continue to engage both customers and operators for their feedback.

Todd also reviewed some of the upcoming milestones and next steps for Cap Remap, including future growth of the Mobility Innovation Zones for first/last mile connections. He thanked his team for their careful consideration of the plan and outreach efforts.

Board member Mitchell asked about how we compare with other systems that have been through this type of change, and what the effects of dedicated transit lanes could be on ridership.

3. Real Estate & Facilities Overview

Vice President of Property and Asset Management Shanea Davis presented this item.

Shanea reviewed each of the facilities and parcels of property that Capital Metro owns and leases in the area. She also discussed possible future needs for property that are outside our current holdings. She also presented more specific plans for the North Lamar Transit Center, including an improved pedestrian crossing for Lamar, and Plaza Saltillo. She previewed the opening of the new Westgate Transit Center.

Shanea then presented some considerations and background on providing public restrooms at our park & rides.

Board member Renteria asked to be kept informed on usage and fees for non-profits who want to use the Plaza Saltillo space.

Board member Kitchen requested that the board be updated on the bus stops and transit centers where improvements were being made. She also asked about a timetable for the North Lamar Transit Center improvements. President Clarke added that any improvements would need to integrate with future Project Connect initiatives, and that much work would need to be done with TxDOT, who own the right of way in this area.

Board member Kitchen suggested that we do further study on park & rides, including turning them into more complete mobility hubs. That may inform what we do with restrooms. She would love to see further background information on practices at other agencies.

Chair Cooper asked about whether there was any type of common inventory of public agency-owned land, to encourage collaboration. President Clarke commented that there has been some movement in this direction, in particular with regard to Project Connect.

X. Reports:

1. President & CEO Report

President Clarke presented his monthly report.

He discussed the Austin Chamber Mobility Summit, which is Monday, October 1st. There will also be a Community Conversation on Project Connect at the Ruiz Library on Wednesday, October 3rd. He also highlighted three new buses -- including two that are electric -- parked outside. He thanked the board for their time with our strategic plan consultants and reminded them of two upcoming board work sessions.

XI. Items for Future Discussion:

XII. Adjournment

ADA Compliance

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

BOARD OF DIRECTORS: *Wade Cooper, chair; Delia Garza, vice chair; Juli Word, board secretary; Terry Mitchell, Pio Renteria, Jeffrey Travillion, Rita Jonse and Ann Kitchen. Board Liaison: Gina Estrada (512)389-7458, email gina.estrada@capmetro.org if you need more information.*

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