

**Minutes**  
**Capital Metropolitan**  
**Transportation Authority**  
**Board of Directors**

2910 East 5th Street  
Austin, TX 78702

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**Monday, January 30, 2023**

**12:00 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:17 p.m. Meeting Called to Order

**Present:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and  
Harriss

**II. Public Comment:**

Amy Belding, Marie Thorne, Robert Allen, Susan Pantell, Sheri Taylor and Darrell Sorrells gave public comment this month.

**III. Recognitions:**

1. Board Members Sabino Renteria and Ann Kitchen

Chair Travillion recognized departing Board Members Kitchen and Renteria for their service on the board and dedication to our community.

**IV. Advisory Committee Updates:**

1. Customer Satisfaction Advisory Committee (CSAC)
2. Access Advisory Committee

**V. Board Committee Updates:**

1. Finance, Audit and Administration Committee
2. CAMPO update
3. Austin Transit Partnership Update

**VI. Action Items:**

1. Approval of minutes from the December 16, 2022 board meeting.

A motion was made by Vice Chair Kitchen, seconded by Board Member Ross, that this Minutes be adopted. The motion failed by the following vote:

- Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss
2. Approval of a resolution by the Board of Directors offering Dorothy Watkins the position of General Manager and President & Chief Executive Officer of the Capital Metropolitan Transportation Authority under the terms and conditions reflected in the attached Employment Agreement. Upon acceptance of this offer by Dorothy Watkins, the Board Chairperson is hereby authorized to execute the Agreement.

A motion was made by Vice Chair Kitchen, seconded by Secretary of the Board Pool, that this Resolution be adopted. The motion carried by the following vote:

- Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss
3. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute contract modifications with Dell Marketing, LP for a Planview Project Portfolio Management (PPM) system for the delivery of additional integrations with the Oracle financial system and for a managed services increase of \$200,000 and a contingency of \$300,000 for a new not to exceed total of \$1,341,196.

A motion was made by Secretary of the Board Pool, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

- Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss
4. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute an Interlocal Agreement (ILA) amendment between Capital Metropolitan Transportation Authority (Capital Metro) and the City of Austin for the construction of bus stops and its related infrastructure for six (6) years for a total amount not to exceed \$3,000,000 per year.

A motion was made by Board Member Cooper, seconded by Board Member Stratton, that this Resolution be adopted. The motion carried by the following vote:

- Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss
5. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Tolar Manufacturing Inc. for the fabrication and delivery of trash receptacles for a one (1) year base order for a total not to exceed amount of \$319,900.

A motion was made by Secretary of the Board Pool, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

- Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss

6. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Southside Wrecker Inc. for towing services for one (1) base year with one (1) option year, in an amount not to exceed \$1,440,020.

A motion was made by Board Member Ross, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss

7. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with Elk Electric, Inc. to provide electrical services for repair, maintenance, and upgrade of electrical systems for all Capital Metro public, administrative, and operational properties and buildings for a base period of two (2) years and four (4) option year periods with a not-to-exceed amount of \$1,955,675.

A motion was made by Vice Chair Kitchen, seconded by Board Member Cooper, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss

8. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a contract with W.W. Grainger for bus and building parts and small tools and equipment for a base term of one (1) year with two (2) option years, in a total amount not to exceed \$2,330,100.

A motion was made by Board Member Harriss, seconded by Vice Chair Kitchen, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Pool, Cooper, Stratton, Ross, Renteria, and Harriss

9. Approval of a resolution recommending adoption of amendments to the Articles of Incorporation of the Austin Transit Partnership to add two additional Directors to the board and to make changes to the selection process to increase nominating process transparency for board members.

A motion was made by Vice Chair Kitchen, seconded by Board Member Stratton, that this Resolution be adopted as amended. The motion carried by the following vote:

**Aye:** Travillion, Kitchen, Pool, Stratton, Renteria, and Harriss

**Nay:** Cooper, and Ross

- 10. Approval of a resolution authorizing the Interim President & CEO, or their designee, to finalize and execute a Purchase and Sale Contract for the purchase of 7,749 square feet of office space, being the 1st floor unit (Master Unit 1) of 1705 Guadalupe Street, Austin, TX 78701, together with any appurtenant rights and the Unit’s share of the building’s general and limited common elements, from Seamless Guadalupe, LLC, for the CapMetro Transit Store and Community Engagement, in an amount not to exceed \$4,649,400 plus closing costs.

This item was taken up after Executive Session.

A motion was made by Secretary of the Board Pool, seconded by Board Member Ross, that this Resolution be adopted. The motion carried by the following vote:

**Aye:** Travillion, Pool, Cooper, Stratton, Ross, Renteria, and Harriss

**Away:** Kitchen

**VII. Discussion Items:**

- 1. FY2023 Long Range Financial Plan Update

Due to time constraints this item was deferred until a later date.

- 2. Equitable Transit-Oriented Development (ETOD) Presentation

Due to time constraints this item was deferred until a later date.

**VIII. Report:**

- 1. President & CEO Monthly Update

Due to time constraints no report was given this month.

**IX. Executive Session of Chapter 551 of the Texas Government Code:**

Section 551.072 for Deliberation regarding Real Estate matters related to the purchase of additional office space.

Into Executive Session: 2:56 p.m.

Out of Executive Session: 3:22 p.m.

**X. Items for Future Discussion:**

**XI. Adjournment**

3:28 p.m. Meeting Adjourned

**ADA Compliance**

*Reasonable modifications and equal access to communications are provided upon request. Please call (512) 369-6040 or email [ed.easton@capmetro.org](mailto:ed.easton@capmetro.org) if you need more information.*

*BOARD OF DIRECTORS: Jeffrey Travillion, Chair; Ann Kitchen, Vice Chair; Leslie Pool, Secretary; Becki Ross; Eric Stratton, Wade Cooper, Pio Renteria and Matt Harriss.*

*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.*