I. Pledge of Allegiance

II. Safety Briefing

Donna Simmons, Vice President of Administration, gave the monthly safety briefing. Her safety message focused on carbon monoxide safety and the importance of smoke detectors.

III. Public Comment:

Michael Zitz-Evanich, citizen, would like cab vouchers to reflect the client’s contact information so the client can be notified when their ride has arrived. He would also like suspension letters to state the reason why the client was suspended and for how long. He also stated that it would be very helpful if call notifications were timely.

Carlos Leon, citizen, spoke against the new fare inspection policy and the current marketing ads. He is against the *Pain in the Bus* courtesy campaign.

Anthony Walker, citizen and Bus Operator, spoke strongly against MetroRail. He told the Board to “stop thinking inside the box” and suggested the Board should focus on developing relationships with bus operators, mechanics, and the public.

Dave Dobbs, Executive Director, Texas Association for Public Transportation, talked about the different rail studies Austin has done since 1984. He feels we should build and connect existing rail and is in favor of a rail proposal.

Bo Delp, Program Director, Workers Defense Project, spoke about the importance of incorporating better builder standards in regards to Plaza Saltillo. He spoke about workers compensation, overtime and OSHA 10. He wants Endeavor to provide constructions workers with those benefits.

Preston Tyree, representative, Bike Austin, recognized Jolinda Marshall and the Bike Transit Advisory team. He presented the agency with a gold level recognition award from the League of American Bicyclists for our support of bicycling with our employees, customers and the community.

IV. Advisory Committee Updates:

1. Update on the Customer Satisfaction Advisory Committee (CSAC); and
   
   CSAC coordinator was out of the office today so this update was postponed.

2. Access January 2016 Minutes
   
   Committee coordinator was out of the office today so this update was postponed.
V.  Executive Session of Chapter 551 of the Texas Government Code:

Went into session at 1:04 p.m.
Returned at 2:19 p.m.

Section 551.072 for real property issues - Real Estate - Downtown Rail Property and property acquisition.

VI.  Board Committee Updates:

1. Operations, Planning and Safety Committee

Beverly Silas, Chair of the Operations, Planning and Safety Committee presented the report. The committee discussed four action items: items number 4, 5, 6, and 7. All were approved by the committee and voted to be placed on the Consent agenda for today. Action item #5 was also discussed and voted to be placed on today’s Action agenda. Presentations to the committee this month included:

- Tiger V update
- Monthly Operations Report

In addition, the committee received a memo for the Ridership Summary for November 2015.

2. CAMPO update

Board member Mitchell, Capital Metro’s CAMPO representative, reported discussion at the meeting included an increase in the budget for 183 improvements. An update regarding the recent CAMPO Board retreat will be provided at a later date.

VII.  Consent Items

1. Approval of minutes for the December 14, 2015 Board Meeting.

2. Approval of a resolution appointing Jason Ahuja to the Customer Satisfaction Advisory Committee.

3. Approval of a resolution reappointing Board Member Beverly Silas to the Board of Directors of the Lone Star Rail District for a two year term.

4. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Stadler Bussnang AG, the manufacturer of Capital Metro’s GTW rail vehicles, to perform software updates and hardware improvements for an amount not to exceed $418,000.

5. Approval of a resolution authorizing the President/CEO, or her designee, to amend the supplement to the interlocal agreement (ILA) with Capital Area Rural Transportation Services (CARTS) for the provision of Route 271 to adjust the cost sharing ratio, retroactive to June 7, 2015, resulting in a total not-to-exceed cost for this supplement of $1,239,974.

6. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Xerox Transportation Solutions, Inc. in an amount not to exceed $2,791,062 for the implementation of hardware and software upgrades to Capital Metro’s existing ITS OrbCAD/AVL system and equipment to be included in upcoming vehicle purchases.
7. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with AECOM for the development of the Central Corridor Comprehensive Transit Analysis Study in an amount not to exceed $3,000,000.

This item was pulled off the consent agenda at the request of Board member Kitchen. The Board would like an update on this item.

Javier Arguello, Director Long Range Planning, presented this item. (Board member Silas recused herself prior to Javier’s presentation). Discussion ensued with Javier stating the procurement process for this contract started in August 18, 2015. Three submittals were received and evaluated in October. AECOM Technical Services was rated the highest by the evaluation committee. This is a fixed price contract for a 30 month period. The study will involve:

- Comprehensive improvement plan for existing high-capacity transit investments.
- Future high-capacity transit investments.
- Financial and implementation plan, and funding resources.
- Public involvement plan

The primary goal of the study is to develop pragmatic transit solutions for multi-modal transit system to improve travel into & within Downtown Austin.

Board Member Jonse asked how long this study will take and the answer was 30 months. Board Member Kitchen asked when the public involvement plan will be presented to the Board. After further discussion it was established staff will provide monthly public involvement updates to the Board and will provide the Public Involvement Plan to the Board when it is finalized. Board Member Kitchen motioned/Jonse seconded. Motion carries: 7-0.

VIII. Action Items:

1. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute an agreement for the purchase of approximately 30 acres of land located at the northwest corner of the intersection of Heritage Grove Road and the Capital Metro rail line in the City of Leander, Williamson County Texas for the construction of an expanded rail operations and maintenance facility in an amount not to exceed four million three hundred thousand dollars ($4,300,000).

Vice President of Property and Asset Management Shania Davis for the purchase of land in Leander for a new Rail Operations and Maintenance facility. Board member Mitchell motioned/Stafford seconded. Motion carries: 7-0.

RESULT: ADOPTED [7 TO 0]
MOVER: Terry Mitchell, Board Member
SECONDER: Ann Stafford, Secretary
AYES: Silas, Stafford, Mitchell, Word, Cooper, Kitchen, Jonse
AWAY: Garza

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 extend the term of the Agreement for a period of 1-year from October 1, 2015 to September 30, 2016 and set the contract amount at $81,390 for FY2016.

Greg Buford, Marketing Coordinator, presented this item. He provided a brief overview of MetroWorks - an Employee Transportation Benefits Program that helps business and government design benefits packages that include public transit.
Zenobia Joseph, citizen, gave public comment questioned why the ILA increased from the inception amount of $30k to $81k. Staff member, Cynthia Lucas, Marketing Manager, responded that the amount is set by Travis County on an annual basis. Capital Metro does not set the amount - the amount is projected by Travis County.

Stafford moved/Word seconded. Motion carries: 8-0.

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

3. Approval of a resolution authorizing the President/CEO, or her designee, to finalize and execute a contract with Huitt-Zollars, Inc. for $2,585,726 for Engineering Consulting Services for TIGER V railroad improvements for a not to exceed amount of $2,844,299 of which $258,573 is for contingency.

Ken Cartwright, Vice President of Capital Projects, presented this item. This federal grant project includes funding for engineering services for railroad improvements including side tracking, super elevation and signals. The goal of this project is to improve the safety, speed, capacity and frequency of service.

Board member Garza motioned/Jonse seconded. Motion carries: 8-0.

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

4. Resolution of Support for the City of Austin's Smart City Challenge Grant Application

Christy Willhite, Government Relations and Compliance Manager presented the resolution to support the City of Austin's Smart City Challenge Grant Application. She stated the Smart City Challenge will fund up to $40 million in funding to one mid-sized city that puts forward conceptual ideas to improve lives by making transportation safer, easier, and more reliable. She mentioned that five finalists will be announced at SXSW.

Board member Silas motioned/Stafford seconded. Motion carries: 7-0.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Beverly Silas, Vice Chair
SECONDER: Ann Stafford, Secretary
AYES: Silas, Stafford, Word, Cooper, Garza, Kitchen, Jonse
ABSENT: Mitchell

5. Approval of a resolution authorizing the President/CEO, or her designee, to post proper notice under Texas Penal Code Sections 30.06 and 30.07 relating to the prohibition of handguns during posted meetings of the Capital Metro Board of Directors, including Board Committee meetings, effective February 1, 2016.

Donna Simmons, Vice President of Administration presented this item. In order to post proper notice indicating handguns are prohibited in posted meetings such as Board meetings and committee meetings the required language provided to the Board must be approved and posted prior to each
Board member Silas moved/Jonse seconded. Motion carries: 8-0.

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


Board member Jonse moved that we re-nominate the current Board officers, with Wade Cooper remaining as Chair, Beverly Silas as Vice-Chair, and Ann Stafford as Secretary. Silas seconded. Motion carries: 8-0.

Board member Silas proposed that we establish guidelines for Board officers. Guidelines to include how long they can serve on a committee and a list of any entities they represent. Chief Counsel Butcher suggested we amend the Board bylaws to include these guidelines. Staff will put forward this and several other possible changes to the board bylaws and let the board review them at a future board worksession.

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

IX. Presentations:

1. Origin and Destination Study Survey

Jennifer Govea, Services Analysis Manager, Planning Department, presented this item. She discussed the purpose of the Origin and Destination Study Survey and presented the findings with regards to demographics and origins and destinations of Capital Metro customers. The presentation covered key findings of 2015 bus service compared to the 2010 Survey. Overall, the study indicated the results are consistent with initiatives Capital Metro is already working on to improve service.

X. Reports:

1. President/CEO Updates

President Watson presented her report, which included the following updates:

- Stuff the Bus Event: Our goal was to collect 40,000 meals. We exceeded this goal and collected 47,900 meals, which is more than the first three years of this program combined.
- Tiger 7 Grant Application Update - Our application was not selected for an award this time. A brief explanation of how competitive the awards are was provided.
- Staff Recognition:
  - Melissa Ayala from our Communications Team has been elected as the new President of the Young Hispanic Professional Association of Austin.
  - Jordan Golembski, one of our graphic artists made the shortlist in the design selection of the Poster for Tomorrow Contest with his entry “The Cost of Healthcare”.
  - Lastly, President Watson congratulated Board member Silas for been named to the American Public Transportation Association’s National Awards Committee (APTA).

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, chairperson; Beverly Silas, vice chair; Ann Stafford, board secretary; Juli Word, Delia Garza, Terry Mitchell, Ann Kitchen, and Rita Jonse. 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.