



Minutes
Capital Metropolitan
Transportation Authority
Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, December 18, 2023

12:30 PM

Rosa Parks Boardroom

I. Call to Order

12:32 p.m. Meeting Called to Order

Present: Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

II. Safety Briefing:

III. Public Comment:

Karen Blizzard, Pedro Hernandez, Zenobia Joseph, David Keyes, and Debra Miller provided public comments.

IV. Advisory Committee Updates:

1. Customer Satisfaction Advisory Committee (CSAC)
2. Access Advisory Committee
3. Public Safety Advisory Committee (PSAC)

V. Board Committee Updates:

1. Operations, Planning and Safety Committee
2. Finance, Audit and Administration Committee
3. CAMPO update

CAMPO did not meet this month, so no report was given.

4. Austin Transit Partnership Update

VI. Consent Items:

A motion was made by Secretary of the Board Pool, seconded by Board Member Stratton, to approve the Consent Agenda. The motion carried by the following vote:

Aye: Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

1. Approval of minutes from the November 20, 2023 board meeting.

A motion was made that this Minutes be adopted. The motion carried by the following vote:
2. Approval of a resolution updating the Charter Statement for the Operations, Planning and Safety Committee.
3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Reeder Distributors, Inc. for a Steam Bay Bus Lift in an amount not to exceed \$211,350.
4. Approval of a resolution authorizing the President & CEO, or her designee, to execute a contract modification with Unifirst Corp. for maintenance related uniform rental and cleaning services over a one-year period, in a total amount not to exceed \$212,047.
5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Zonar System, Inc. to purchase subscription services for Electronic Driver Vehicle Inspection Records Services over a five-year period in a total amount not to exceed \$803,623.
6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with Lytx, Inc. to purchase subscription services for DriveCam Event Recorders over a three-year period in a total amount not to exceed \$552,960.
7. Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to Cap-A-Bus Inc. to purchase services for bus accident repair and painting over a period of six months in a total amount not to exceed \$400,000.
8. Approval of a resolution authorizing the President & CEO, or her designee, to execute an emergency purchase order to JobSite Diesel for services of bus fleet scheduled and ad hoc repair services over a period of six months in a total amount not to exceed \$1,000,000.
9. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an extension of the existing lease with CapMetro's uniform vendor, CFJ Manufacturing, LP (CFJ), for approximately 1,027.5 rentable square feet within CapMetro's administrative offices at 624 N. Pleasant Valley Road, Austin, Texas 78702 for a base period of twelve (12) months, for a total amount of \$33,908 paid to CapMetro.
10. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Convergent Technologies to purchase and install two cameras on each of the 88 new CapMetro Pleasant Valley and Expo Center Rapid stations for a one-year period, in an amount not to exceed \$383,286.

VII. Action Items:

1. Approval of a resolution adopting amendments to CapMetro’s Fare Policy and Fare Structure to provide a no-cost, two-year transit pass for eligible unhoused or housing insecure customers for use on CapMetro local and Rapid bus, Pickup by CapMetro, and CapMetro Access services, approving the related Title VI Fare Equity Analysis, and authorizing the President & CEO, or her designee, to implement the fare change.

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

Aye: Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a temporary Master License Agreement with the City of Austin for the use of certain portions of CapMetro’s Rail right of way and real property located at 2910 E 5th Street, Austin, Texas 78702, for the purpose of constructing, operating, and maintaining the MoKan Trail.

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

Aye: Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a Commercial Contract - Improved Property for the purchase of a 11.46-acre tract of land located at 5315 E. Ben White Blvd., Austin, Texas 78741, together with two (2) one-story buildings measuring 10,090 square foot in size, associated parking areas, all other improvements, and any easements and rights appurtenant thereto, from River City Partners, Ltd. for a new CapMetro Operation and Maintenance facility (Demand Response South Base), in an amount not to exceed \$13,500,000 plus closing costs.

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

Aye: Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Jay-Reese Contractors, Inc. for the construction of the Railroad Pedestrian Crossing at the intersection of East 4th Street and Sabine Street for \$1,291,000 and 15% contingency of \$193,650 for a total not to exceed amount of \$1,484,650.

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

Aye: Travillion, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

Away: Pool

- 5. Approval of a resolution approving the CapMetro Public Transportation Agency Safety Plan (“the Plan”), authorizing the President & CEO, or her designee, to finalize and execute the Plan, and setting a program to provide relevant and useful information to the Board of Directors.

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

Aye: Travillion, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

Away: Pool

Memo: PTASP Overview (December 11, 2023)

- 6. Approval of a resolution appointing 11 candidates to serve as members of the Project Connect Community Advisory Committee, as recommended by the Nominating Committee, to serve either two- or four-year initial terms as determined via lottery.

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

Aye: Travillion, Stratton, Ross, Harriss, Vela, Bangle, and Ellis

Away: Pool

VIII. Report:

- 1. President & CEO Monthly Update - January

IX. Items for Future Discussion:

X. Adjournment

Before adjourning Chair Travillion read into the record the vote information for Action Item #5, which was inaudible due to a microphone issue.

1:48 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 if you need more information.

BOARD OF DIRECTORS: Jeffrey Travillion, Chair; Leslie Pool, Vice Chair; Becki Ross, Secretary; Eric Stratton, Paige Ellis, Matt Harriss, Dianne Bangle and Chito Vela.

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.