



Agenda - Final revised

Capital Metropolitan Transportation Authority

Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, June 23, 2025

12:00 PM

Rosa Parks Boardroom

This meeting will be livestreamed at capmetrotx.legistar.com

Items marked with an * have been revised or added.

I. Call to Order

II. Safety Briefing:

III. Public Comment:

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
4. Austin Transit Partnership Update

VI. Consent Items:

1. Approval of minutes from the May 19, 2025 board meeting.
2. Approval of a resolution appointing Steven Salas to the Access Advisory Committee.
3. Approval of a resolution appointing Jason Rosson to the Public Safety Advisory Committee.

4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract by utilizing the OMNIA Partners cooperative, Contract No. R240201, held by DLT Solutions, for Oracle Products and Services, to provide Oracle Managed Customer Success Services in support of our Oracle Enterprise Resource Planning (ERP) system, for a term of one (1) year, in a total amount not to exceed \$973,000.
5. Approval of a resolution authorizing the President and CEO, or her designee, to finalize, execute, and amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, for purposes of facilitating construction of transit facilities at the Uptown ATX development, and waiving fees for the License Agreements.
6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an amendment to the Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a direct recipient of a portion of CapMetro's FY2025 and FY2026 Federal Section 5339(a) Program funds.
7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

VII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.
2. Approval of a resolution adopting the CapMetro Civil Rights Policy Statement.
- *3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute the purchase of .0239 of one acre (1,039 square feet) of land for a drainage easement from Orangestone TG, LLC in a total not to exceed amount of \$168,318.

VIII. Discussion Items:

1. Initial Review and Discussion of the FY2026 Proposed Budget
2. Disadvantaged Business Enterprise/Small Business Enterprise Updates and DBE Triennial Goal FY24 - FY26

IX. Memo:

Note: Memo for information only. Will not be discussed at meeting.

- *1. Memo: Update to CapMetro's Code of Conduct (June 17, 2025)

IX. Items for Future Discussion:

X. Adjournment

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; Paige Ellis, Vice Chair; Becki Ross, Secretary; Eric Stratton, Matt Harriss, Dianne Bangle, Chito Vela and Zo Qadri.

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.



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2021-189

Agenda Date: 3/28/2022

Customer Satisfaction Advisory Committee (CSAC)

Capital Metropolitan Transportation Authority
Customer Satisfaction Advisory Committee (CSAC)
Wednesday, June 12, 2025
6:00 PM
Virtual Presentation

CapMetro Employees: Brian Alejandro, Peter Breton, Cheyenne Conyer, Kelsey Lammy, Ariel Marlowe, Emmanuel Toutin.

Committee Members: Arlo Brandt, David Foster, Betsy Greenberg, Fangda Lu, Diana Wheeler

Guests: Ruven Brooks, Alex Fairbanks

Meeting called to order at 6:04 PM

Welcome / Introductions / Call to Order
Chair Foster

Approval of the May minutes – Arlo Brandt / 2nd by Diana Wheeler – passes unanimously.

Public Communications

There were no public communications

Initial FY26 Budget
Emmanuel Toutin, Director, Budget and Financial Planning

Participated in Discussion / Q&A:

David Foster, Emmanuel Toutin, Cheyenne Conyers, Betsy Greenberg

Rider Rules Update
Cheyenne Conyer, Chief of Staff

Participated in Discussion / Q&A:

Betsy Greenberg, Cheyenne Conyers, David Foster

Meeting adjourned at 6:52PM



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2021-190

Agenda Date: 3/28/2022

Access Advisory Committee

Capital Metropolitan Transportation Authority

Access Advisory Committee

Wednesday, June 4, 2025

5:30 PM

Virtual Presentation

CapMetro Employees: Peter Breton, Cheyenne Conyer, Linda English, Louise Friedlander, Art Jackson, Martin Kareithi, Kelsey Lammy, Julie Lampkin, Randy Slaughter, Sara Sanford, Emmanuel Toutin, Kris Turner.

Committee Members: Andrew Bernet, Glenda Born, Mike Gorse, Paul Hunt, Ricardo Leon.

Supporting Staff: Emma Fricker.

Guests: Archana Sevak.

Meeting called to order at 5:33PM

Welcome / Introductions / Call to Order

Chair Hunt

Approval of the May minutes – Mike Gorse / 2nd by Glenda Born – passes unanimously.

Public Communications

Mike Gorse, Archana Sevak, Sara Sanford, Martin Kareithi, Kelsey Lammy, Paul Hunt and Julie Lampkin provided public communication.

Rider Rules Update

Cheyenne Conyer, Chief of Staff

Participated in Discussion / Q&A:

Paul Hunt, Mike Gorse, Julie Lampkin, Glenda Born, Martin Kareithi

Initial FY26 Budget

Emmanuel Toutin, Director, Budget and Financial Planning

Participated in Discussion / Q&A:

Paul Hunt, Peter Breton, Art Jackson, Martin Kareithi

Meeting adjourned at 6:57PM



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2022-329

Agenda Date: 1/24/2022

Public Safety Advisory Committee (PSAC)



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2025-1500

Agenda Date: 6/23/2025

Approval of minutes from the May 19, 2025 board meeting.

Minutes

Capital Metropolitan Transportation Authority

Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, May 19, 2025

12:00 PM

Rosa Parks Boardroom

I. Call to Order

12:02 p.m. Meeting Called to Order by Acting Chair Ross.

Present:	Stratton, Ross, Harriss, Vela, Bangle, and Qadri
Absent:	Travillion, and Ellis

II. Safety Briefing:

III. Public Comment:

Zenobia Joseph, Renee Muirhead, Shirley Morris, Cliff Bodenhafer, Stacey Pena Rambeu Kamsu, Garry Simple, Darrell Sorrells, Chet Reece, Zanna Wadi, Lonn Hafferty, Tenil Adams, Earon LaShawn Bible, Barbara Elmore, John Torres, Celia Hardeman, and Carlos Martinez 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
4. Austin Transit Partnership Update

No Austin Transit Partnership report was given this month.

VI. Consent Items:

A motion was made by Board Member Qadri, seconded by Board Member Bangle, to approve the Consent Agenda. The motion carried by the following vote:

Aye:	Stratton, Ross, Harriss, Vela, Bangle, and Qadri
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1. Approval of minutes from the April 14, 2025 Public Hearing and April 21, 2025 Board Meeting.
2. Approval of a resolution appointing Ricardo Leon to the Access Advisory Committee.
3. Approval of a resolution appointing Nelson Lin to the Customer Satisfaction Advisory Committee.
4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with AECOM Technical Services, Baer Engineering and Environmental Consulting, Inc, Freese and Nichols, Inc, LJA Environmental Services, LLC, and Michael Baker International, Inc for Environmental Engineering and Planning Services on a task order basis for a base period of two (2) years with three (3) option periods of 12 months each in an aggregate amount not to exceed \$1,450,000.
5. Approval of a resolution authorizing the President & CEO, or her designee, to utilize the Department of Information Resources (DIR) to contract with CDW Government, LLC to supply various Workstation Technology Equipment for a term of ninety (90) days from notice to proceed, in an amount not to exceed \$542,218.
6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with ATX-VIP Towing for towing services over the course of one year, in a total amount not to exceed \$492,900.
7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Unifirst Corp. for rental and cleaning of maintenance uniforms, with a base term of three years, in a total amount not to exceed \$1,082,045.
8. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with G. Hyatt Construction for construction improvements and modifications to the Red Line train maintenance facility for a total contract amount not to exceed \$2,282,136, which includes a 20% contingency.

VII. Action Items:

1. Approval of a resolution adopting CapMetro's Strategic Plan 2030 and authorizing the President & CEO to implement the Plan.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

2. Approval of a resolution authorizing the President & CEO, or her designee, to apply for the Texas Department of Transportation (TxDOT) Transportation Alternative Set-Aside (TA) Program for a local match commitment of \$1,385,238, or 20% of the total project cost of the CapMetro ADA Transition Plan Bus Stop Improvement Program of \$6,926,190.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Model 1, Inc. for the purchase of seventy-five (75) RAM Pro Master 3500 vans in a total amount not to exceed \$5,963,100.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an Amended and Restated Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") for development of a commuter rail station and related rail infrastructure, for a term ending one year after CapMetro's acceptance of the facilities, in a total amount not to exceed \$49,343,368, with a cost to CapMetro of \$37,343,368.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Trimbuilt Construction, Inc. for construction of the first and second floors (Phase 1A & 2) of 3100 E. 5th Street, plus exterior improvements, for a total amount not to exceed \$16,431,148, which includes a 20% contingency.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an interlocal agreement with the City of Austin for the reimbursement of CapMetro expenses up to \$10,000,000, for a term of five years, for the implementation of the U.S. Environmental Protection Agency Climate Pollution Reduction Grant received by the City of Austin, as part of the regional approach to transportation demand management.

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

Aye: Stratton, Ross, Harriss, Vela, Bangle, and Qadri

VIII. Report:

1. President and CEO Monthly Update - May 2025

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

Section 551.071, for consultation with an attorney regarding pending or contemplated litigation or settlement offers, including: Linda Okpara v. Herzog Transit Services, Inc. et al., Cause No. D-1-GV-21-002338 in the District Court of Travis County.

The board went into Executive Session with a quorum present.

Into Executive Session: 2:12 p.m.

Out of Executive Session: 2:38 p.m.

X. Items for Future Discussion:

XI. Adjournment

2:38 p.m. Meeting Adjourned

ADA Compliance

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

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.

Board of Directors

Item #: AI-2025-1501

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution appointing Steven Salas to the Access Advisory Committee.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input checked="" type="checkbox"/> 2. Community |
| <input type="checkbox"/> 3. Workforce | <input type="checkbox"/> 4. Organizational Effectiveness |

Strategic Objectives:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> 1.1 Safe & Reliable Service | <input checked="" type="checkbox"/> 1.2 High Quality Customer Experience | <input type="checkbox"/> 1.3 Accessible System |
| <input type="checkbox"/> 2.1 Support Sustainable Regional Growth | <input type="checkbox"/> 2.2 Become a Carbon Neutral Agency | |
| <input checked="" type="checkbox"/> 2.3 Responsive to Community and Customer Needs | | |
| <input type="checkbox"/> 2.4 Regional Leader in Transit Planning | | |
| <input type="checkbox"/> 3.1 Diversity of Staff | <input type="checkbox"/> 3.2 Employer of Choice | <input type="checkbox"/> 3.3 Expand Highly Skilled Workforce |
| <input type="checkbox"/> 4.1 Fiscally Responsible and Transparent | <input type="checkbox"/> 4.2 Culture of Safety | <input type="checkbox"/> 4.3 State of Good Repair |

EXPLANATION OF STRATEGIC ALIGNMENT: The Access Advisory Committee provides valuable insight and recommendations to the Board of Directors to assist in making riding Capital Metro services safe, reliable, and accessible.

BUSINESS CASE: Does not apply.

COMMITTEE RECOMMENDATION: This item will be presented to the full board on June 23, 2025.

EXECUTIVE SUMMARY: Pursuant to Section 451.107, Texas Transportation Code, and the CapMetro Board of Directors Bylaws, the Board of Directors established the Access Advisory Committee as part of a comprehensive community involvement strategy to provide input to the Board of Directors on decisions that affect the Authority.

Based on a recommendation from the CapMetro President & CEO each member of the Board of Directors appoints one member of the committee, with the exception of the Chair who appoints two members. At this time, Board Member Matt Harriss recommends Steven Salas as his appointee to fill a vacant position on the Access Advisory Committee.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Community Engagement

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1501

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro are committed to successful and meaningful public involvement; and

WHEREAS, the Capital Metropolitan Transportation Authority board of directors and CapMetro seek informed consent from the public by providing equitable access to decision making and offering opportunities to provide input from a representative set of the population that reflects the interests of the community when transportation decisions are made; and

WHEREAS, there exists a need to fill a vacant position on the Access Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that Steven Salas is named to the Access Advisory Committee to serve a term concurrent with the term of Board Member Matt Harriss.

**Secretary of the Board
Becki Ross**

Date: _____

Board of Directors

Item #: AI-2025-1509

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution appointing Jason Rosson to the Public Safety Advisory Committee.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> 1. Internal/External Customer Service Excellence | <input checked="" type="checkbox"/> 2. Stakeholder Engagement | |
| <input type="checkbox"/> 3. Financial and Environmental Sustainability | <input type="checkbox"/> 4. Staff Development | <input checked="" type="checkbox"/> 5. Agency Growth Management |

Strategic Objectives:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> 1.1 Safety & Risk | <input checked="" type="checkbox"/> 1.2 Continuous improvement | <input type="checkbox"/> 1.3 Dynamic Change |
| <input type="checkbox"/> 1.4 Culture of Innovation | <input type="checkbox"/> 2.1 Be an Employer of Choice | <input type="checkbox"/> 2.2 Organization Development |
| <input type="checkbox"/> 2.3 Organization Culture | <input type="checkbox"/> 3.1 Resource optimization | <input checked="" type="checkbox"/> 3.2 Safety Culture |
| <input type="checkbox"/> 3.3 Environmental Leadership | <input type="checkbox"/> 4.1 Educate & Call to Action | <input type="checkbox"/> 4.2 Build Partnerships |
| <input type="checkbox"/> 4.3 Value of Transit | <input type="checkbox"/> 4.4 Project Connect | |

EXPLANATION OF STRATEGIC ALIGNMENT: The Public Safety Advisory Committee guides the CapMetro Board and staff regarding CapMetro's comprehensive approach to public safety. The committee also helps advise on policy, procedures, metrics, etc., to ensure alignment with the Agency's mission and goals, and community values.

BUSINESS CASE: The CapMetro Board authorized the creation of the Public Safety Advisory Committee via Board Resolution AI-2021-117, and approved the advisory committee charter via Board Resolution AI-2021-224. Creation of the advisory committee is part of CapMetro's comprehensive public safety program, in alignment with what staff have communicated to the Board, the community and identified stakeholders.

COMMITTEE RECOMMENDATION: This item will be presented to the full board on June 23, 2025.

EXECUTIVE SUMMARY: Pursuant to Section 451.109, Texas Transportation Code, and the Capital Metro Board of Directors Bylaws, the Board of Directors established the Public Safety Advisory Committee as part of a comprehensive community involvement strategy to provide input to the Board of Directors on decisions that affect the Authority.

Based on a recommendation from the Capital Metro President & CEO, each member of the Board of Directors appoints one member of the committee and the CapMetro President & CEO also appoints one member. At this time, President Watkins recommends Peter Rosson as her appointee to fill a vacant position on the Public Safety Advisory Committee.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Community Engagement

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1509

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro are committed to successful and meaningful public involvement; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors approved the creation of the Public Safety Advisory Committee in August 2021, and approved the advisory committee charter in October 2021 in order to provide community input to staff and the Board on all aspects of CapMetro's Public Safety program; and

WHEREAS, there exists a need to fill a vacancy on the Public Safety Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that Peter Rosson is named to the Public Safety Advisory Committee as the appointee of CapMetro President & CEO Dottie Watkins.

Date: _____

**Secretary of the Board
Becki Ross**

Board of Directors

Item #: AI-2025-1494

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract by utilizing the OMNIA Partners cooperative, Contract No. R240201, held by DLT Solutions, for Oracle Products and Services, to provide Oracle Managed Customer Success Services in support of our Oracle Enterprise Resource Planning (ERP) system, for a term of one (1) year, in a total amount not to exceed \$973,000.

FISCAL IMPACT:

Funding for this action is available in the FY2025 Operating Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | |
|---------------------------------------|---|
| <input type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community |
| <input type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

EXPLANATION OF STRATEGIC ALIGNMENT: As part of our strategic commitment to fiscal responsibility and operational transparency, transitioning to Oracle Managed Services for our Oracle Fusion platform ensures clear visibility into service performance, and improves governance over system operations and expenditures. This move supports our long-term objective to optimize IT investments, enhance financial oversight, and deliver reliable, high-quality services that meet the evolving needs of the organization.

BUSINESS CASE: Engaging Oracle Managed Services for Oracle Fusion Applications enables CapMetro to maximize the return on Oracle Fusion investment. This strategic move aligns our support model directly with the software creator, ensuring deeper platform expertise, faster access to updates and innovations, and more seamless integration across the Oracle ecosystem. Oracle's direct oversight enhances accountability, reduces complexity in support escalations, and improves our ability to stay ahead of compliance and security standards. This shift not only strengthens service quality and system resilience but also enables our internal teams to focus more on transformation and less on day-to-day maintenance, delivering higher value to the business with greater efficiency.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval by the Finance, Audit & Administration Committee on June 11th, 2025.

EXECUTIVE SUMMARY: CapMetro has successfully implemented multiple modules across Financial

Management, Human Capital Management, and Payroll within Oracle Fusion. To ensure ongoing business continuity, optimal system performance, and proactive support, CapMetro is planning to transition its application support to Oracle Managed Services. This move aims to leverage Oracle's deep platform expertise, streamline issue resolution, and enhance the long-term value and reliability of the Fusion environment.

DBE/SBE PARTICIPATION: A 0% DBE/SBE goal was assigned to this procurement, which did not include subcontract opportunities and was purchased through a cooperative purchasing agreement.

PROCUREMENT: CapMetro will utilize the OMNIA Partners cooperative, Contract No. R240201, held by DLT Solutions for Oracle Products and Services, to provide Oracle Managed Customer Success Services in support of our Oracle Enterprise Resource Planning (ERP) system.

OMNIA Partners awarded contracts are made available for use by CapMetro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperation Contracts and The Texas Interlocal Cooperation Act. Purchases made using OMNIA Partners contracts satisfy otherwise applicable competitive bidding requirements.

Pricing for Oracle Managed Customer Success Services was determined to be fair & reasonable by the OMNIA Partners organization during its solicitation and award process. The following is DLT Solutions lump sum pricing for one (1) year of Oracle Managed Customer Success Services:

DESCRIPTION	Lump Sum Price
Oracle Managed Customer Success Services	\$973,000.00

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Information Technology

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1494

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors (and/or CapMetro Management) recognize the importance of optimizing IT investments, enhancing financial oversight, and ensuring the long-term value and reliability of the Oracle Fusion environment; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors (and/or CapMetro Management) recognize the need to transition Oracle Fusion application support to Oracle Managed Services to leverage Oracle's deep platform expertise, streamline issue resolution, maximize return on investment, and allow internal teams to focus on strategic initiatives.

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 by utilizing the OMNIA Partners cooperative, Contract No. R240201, held by DLT Solutions, for Oracle Products and Services, to provide Oracle Managed Customer Success Services in support of our Oracle Enterprise Resource Planning (ERP) system, for a term of one (1) year, in a total amount not to exceed \$973,000.

**Secretary of the Board
Becki Ross**

Date: _____

Board of Directors

Item #: AI-2025-1499

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President and CEO, or her designee, to finalize, execute, and amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, for purposes of facilitating construction of transit facilities at the Uptown ATX development, and waiving fees for the License Agreements.

FISCAL IMPACT:

Refer to executive summary for clarification.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | |
|---|--|
| <input checked="" type="checkbox"/> 1. Customer | <input checked="" type="checkbox"/> 2. Community |
| <input type="checkbox"/> 3. Workforce | <input type="checkbox"/> 4. Organizational Effectiveness |

EXPLANATION OF STRATEGIC ALIGNMENT: In 2014, CapMetro executed three license agreements with CS Kinross Lake Parkway, LLC, for the installation of rail, utility, and wastewater utilities CapMetro's rail right-of-way located at the Uptown ATX development. Amending the license agreements will enable CapMetro to fulfill a key component of Project Connect related Redline improvements, specifically a new commuter rail station.

BUSINESS CASE: Waiving the annual fee associated with each license agreement will enable the construction of the new Broadmoor commuter rail station serving the Domain, Uptown ATX development, and the surrounding area. As consideration for the fee waiver, CS Kinross Lake Parkway will donate land to CapMetro necessary for construction of the new rail station.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval by the Operations, Planning and Safety Committee on June 11, 2025.

EXECUTIVE SUMMARY: In December 2020, CapMetro entered into an agreement (Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development) with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") to develop the commuter rail station located at Brandywine's commercial development known as Uptown ATX. In 2014, CS Kinross Lake Parkway, LLC, executed three utility license agreements with CapMetro, including the payment of an annual license fee totaling \$10,500 plus a 3 percent annual escalation to CapMetro, with a term of 10 years followed by renewals on a year-to-year basis. The amendments would waive the annual fee required by each license agreement. In return, CS Kinross Lake Parkway, LLC, is providing significant land for the new rail station in the form of a Deed

Dedication and Easements that are required to construct the station.

DBE/SBE PARTICIPATION: Does not apply

PROCUREMENT: Does not apply

RESPONSIBLE DEPARTMENT: Strategic Planning and Development

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1499

WHEREAS, the CapMetro Board of Directors and Austin City Council approved the Project Connect System Implementation Plan in 2020, including a new commuter rail station serving the Domain area as part of improvements to the Redline commuter rail line;

WHEREAS, in December 2020, CapMetro entered into an Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development with Broadmoor Austin Associates and BDN Management, Inc. (“Brandywine”) to develop the commuter rail station;

WHEREAS, in May 2025, the CapMetro Board of Directors approved negotiation and execution of an Amendment to the Agreement Regarding Transit Facilities and Related Improvements with Brandywine for the purpose of updating the terms and conditions of the agreement;

WHEREAS, to facilitate the construction of the commuter rail station, CapMetro must first amend three existing License Agreements held by CS Kinross Lake Parkway, LLC, and waive the annual fees associated with the agreements as consideration for CS Kinross Lake Parkway’s dedication of land necessary for construction of the station; and

WHEREAS, the CapMetro Board of Directors recognizes that it is desirable and helpful to the completion of this project to amend the three license agreements held by CS Kinross Lake Parkway, LLC to further the construction of the commuter rail station.

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 three amended license agreements with CS Kinross Lake Parkway, LLC, for the purposes of facilitating construction of transit facilities at the Uptown ATX development.

BE IT FURTHER RESOLVED, that the Board authorizes the waiving of fees associated with these license agreements.

Secretary of the Board
Becki Ross

Date: _____

Board of Directors

Item #: AI-2025-1513

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an amendment to the Memorandum of Understanding with the City of Round Rock authorizing Round Rock to be a direct recipient of a portion of CapMetro's FY2025 and FY2026 Federal Section 5339(a) Program funds.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

- ☐ 1. Customer ☒ 2. Community
☐ 3. Workforce ☐ 4. Organizational Effectiveness

EXPLANATION OF STRATEGIC ALIGNMENT: CapMetro coordinates with non-members cities in the Austin urbanized area to meet transit needs in their communities and build a regional system. These efforts will result in a more robust transit network that can eventually be brought together through regional planning efforts.

BUSINESS CASE: As the Designated Recipient of the grant, CapMetro must concur with the use of federal funds allocated for the Austin urbanized area, which extends beyond the service area. CapMetro's goal is to collaborate with these local communities to meet their transit needs now and in the future. By receiving a formulated portion of 5339(a) funding, the City of Round Rock will be able to seek funding for their bus and bus facility needs.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval by the Finance, Audit and Administration Committee on June 11, 2025.

EXECUTIVE SUMMARY: As the public transit provider of the Austin urbanized area, CapMetro is the Designated Recipient of Federal Section 5307 and 5339(a) Program funds for the urbanized area. Per Federal Transit Administration (FTA) guidelines, Section 5307 funds can be used for transit capital and operating assistance in urbanized areas and transportation planning and Section 5339(a) funds can be used to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities. In the past, CapMetro provided Round Rock with a portion of 5307 funds that were apportioned to the agency by the FTA as part of a pass-through arrangement outlined in an interlocal agreement (ILA). In FY2011, the ILA that authorized this

arrangement was not renewed and Round Rock elected to become a Direct Recipient of FTA funds, coordinating directly with the FTA to submit independent grant applications.

In FY2013, an agreement was signed for FY2013 and FY2014 Section 5307 funds to be directly distributed to Round Rock. This agreement has been renewed on a biennial basis since that time. CapMetro is not required to provide technical support or assistance beyond any that may be required by the FTA when a Designated Recipient authorizes another public entity to be a Direct Recipient.

Round Rock is permitted to apply for a share of CapMetro's FY2025 and FY2026 Section 5307 funds based upon the distribution formula that will be published in the federal register for the FTA FY2025 and FY2026 Section 5307 apportionments. This amendment will allow Round Rock also now to apply for 5339(a) funds.

The distribution of any 5307 and 5339(a) funds to Round Rock will be contingent upon the apportionment and distribution of 5307 and 5339(a) funds to CapMetro. If the FTA does not apportion or distribute 5307 and 5339(a) funds to CapMetro, Round Rock would not be eligible to receive 5307 or 5339(a) funds as a Direct Recipient. If the FTA reduces the amount of Section 5307 or Section 5339(a) Program Funds available to CapMetro as the Designated Recipient, Round Rock's share of funding will be based upon the reduced amount.

These terms are included in the attached MOU between CapMetro and Round Rock. The MOU expires on September 30, 2026 and applies only to Section 5307 and Section 5339(a) funds appropriated in FY2025 and FY2026.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Finance

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1513

WHEREAS, the CapMetro is the Designated Recipient of Section 5307 and Section 5339(a) Program funds apportioned by the Federal Transit Administration for the Austin urbanized area; and

WHEREAS, the City of Round Rock receives a portion of CapMetro's Section 5307 funds in order to support the planning, capital development and operation of transit services for the Round Rock community, including demand response bus service, express bus service and reverse commute bus service; and

WHEREAS, the City of Round Rock has requested a portion of CapMetro's Section 5339(a) funds in order to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities for the Round Rock community.

NOW, THEREFORE, BE IT RESOLVED by the Capital Metropolitan Transportation Authority Board of Directors that the President & CEO, or their designee, is authorized to finalize and execute a Memorandum of Understanding with the City of Round Rock that authorizes Round Rock to continue to be a Direct Recipient of a portion of CapMetro's FY2025 and FY2026 Federal Section 5307 Program funds and now Section 5339(a) Program funds.

Date: _____

**Secretary of the Board
Becki Ross**

**Memorandum of Understanding between the
Capital Metropolitan Transportation Authority and the City of Round Rock
Regarding the Provision of Federal Transit Administration
Section 5307 and Section 5339(a) Program Funds**

This Memorandum of Understanding (“MOU”) regarding the provision of Federal Transit Administration Section 5307 and Section 5339(a) Program Funds is executed by and between the City of Round Rock (“City”) a local government public entity and the Capital Metropolitan Transportation Authority (“CapMetro”), a political subdivision of the State of Texas organized under Chapter 451 of the Texas Transportation Code, each a “Party” and collectively referred to as “the Parties.” Accordingly, the Parties set forth their intent and understandings as follows:

I. PURPOSE

CapMetro is the designated recipient (“Designated Recipient”) of funding under the Urbanized Area Formula Funding program (49 U.S.C. 5307 or Section 5307) and the Bus and Bus Facilities Funding program (49 U.S.C. 5339(a) or Section 5339(a)) apportioned by the Federal Transit Administration (“FTA”) for the Austin urbanized area. This MOU outlines the Parties’ mutual intent and understanding with respect to CapMetro’s authorization of City as a direct recipient of FTA Section 5307 and Section 5339(a) funds. City and CapMetro agree to work cooperatively and in good faith in the manner set forth herein.

II. KEY TERMS

- A.** The Parties will comply with the requirements of the Urbanized Area Formula Funding Program (49 U.S.C. 5307 and 49 U.S.C. 5339(a)).
- B.** Since City is not a member city of the CapMetro transit system, City intends to be a direct recipient (“Direct Recipient”) of a share of the Section 5307 and Section 5339(a) funding apportioned to the Austin urbanized area (“FTA Section 5307 and Section 5339(a) Program Funds”).
- C.** During the term of this MOU, City is authorized to apply for a share of Section 5307 and Section 5339(a) Program Funds apportioned and distributed to CapMetro as Designated Recipient for the Austin urbanized area, based upon the distribution formula established by the FTA for fiscal years 2025 (October 1, 2024 – September 30, 2025) and 2026 (October 1, 2025 – September 30, 2026) (each an “FTA Fiscal Year”).
- D.** The distribution of any amounts payable to City as a Direct Recipient is contingent upon the successful apportionment and distribution of Section 5307 and Section 5339(a) funds to CapMetro as the Designated Recipient for the Austin urbanized area for FTA Fiscal Years 2025 and 2026. If the FTA does not apportion or distribute Section 5307 or Section 5339(a) Program Funds to CapMetro as the Designated Recipient, City will not be eligible to receive Section 5307 or Section 5339(a) Program Funds as a Direct Recipient. If the FTA reduces the amount of Section 5307 or Section 5339(a) Program Funds available to CapMetro as the Designated Recipient, City’s

share of funding will be based upon the reduced amount. CapMetro will not be liable to City for any damages, which are caused or associated with any FTA changes to the amounts apportioned or distributed to the Austin urbanized area under Section 5307 or Section 5339(a).

- E. CapMetro is not obligated to provide any technical assistance or technical support to City beyond the requirements of FTA Circular 9030.1E.
- F. City's designation as a Direct Recipient requires approval by the CapMetro Board of Directors and the Round Rock City Council.

B. CapMetro's Responsibility:

- A. CapMetro will remain the Designated Recipient of Section 5307 and Section 5339(a) Program Funds apportioned by the FTA for the Austin urbanized area;
- B. CapMetro authorizes City to be a Direct Recipient of a share of the Section 5307 and Section 5339(a) Program Funds apportioned to the Austin urbanized area based on the distribution formula established by the FTA for FTA Fiscal Years 2025 and 2026; and
- C. CapMetro authorizes this designation once to include all grant applications for FTA Section 5307 and Section 5339(a) Program Funds submitted by City to FTA during the term of this MOU.

C. Round Rock Responsibility:

- A. City will remain an eligible FTA grantee for the provision of transit services and construction of transit facilities throughout the term of this MOU;
- B. As a Direct Recipient, City will use FTA Section 5307 and Section 5339(a) Program Funds to support the planning, capital development, and operation of transit services for the Round Rock community in accordance with the terms of this MOU;
- C. City shall comply with all provisions of FTA Circular 9030.1E, Urbanized Area Formula Program: Program Guidance and Application Instructions, Chapter II, Section 8, Applicants Other than Designated Recipients, including but not limited to providing its local share of matching, as amended; and
- D. City shall comply with all applicable requirements set forth in state or federal law, regulations, policies, and administrative practices, as amended.

III. TERM OF MOU

This MOU will be executed and effective as of the date of the last Party to sign (the "Execution Date") and expire on the last day of the FTA Fiscal Year 2026. The Parties may mutually agree, in writing, to extend the term of this MOU. This MOU may be terminated or modified by thirty (30) days advanced written notice by either Party. In the event that either Party shall be in default of its material obligations under this Agreement and shall fail to remedy such default within thirty (30) days after receipt of written notice thereof,

this MOU may be terminated at the option of the Party, not in default upon expiration of the thirty (30) day period.

IV. INCORPORATION OF DOCUMENTS

This MOU incorporates by reference the following attachments:

- A.** Attachment A, resolution of the CapMetro Board of Directors approving this MOU.
- B.** Attachment B, Resolution of the Round Rock City Council approving this MOU.

V. MISCELLANEOUS

- A.** This MOU constitutes the entire agreement between CapMetro and City. No other terms and conditions are applicable, unless amended and agreed to in writing by both Parties.
- B.** By execution of this MOU, neither Party waives or relinquishes any sovereign immunity rights available to it by law except as otherwise stipulated by applicable laws.

VI. SIGNATORY

This MOU is hereby accepted and agreed to by the following individuals or officers who are duly authorized to bind the Parties as set forth above:

Capital Metropolitan Transportation Authority

By: _____
Dottie Watkins
President & CEO
Date: _____

City of Round Rock

By: _____
Name: _____
Title: _____
Date: _____

Approved as to form:

CMTA Legal Department

Attachment A
CapMetro Board of Directors Resolution No.

Attachment B
Round Rock City Council Resolution No.

Board of Directors

Item #: AI-2025-1517

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

FISCAL IMPACT:

Funding for this action is available in the FY2025 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | |
|--|---|
| <input type="checkbox"/> 1. Customer | <input type="checkbox"/> 2. Community |
| <input checked="" type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

EXPLANATION OF STRATEGIC ALIGNMENT: The strategic alignment for procuring new vehicles directly supports CapMetro's overarching goals by addressing the aging fleet and reliability issues that hinder service quality. Investing in these new assets enhances the reliability and accessibility of our public facilities and ensure a clean and safe environment for our customers.

BUSINESS CASE: This procurement strategically aligns with our core mission by enhancing customer service and safety across our public facilities.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval at the Operations, Planning and Safety Committee meeting on June 11, 2025.

EXECUTIVE SUMMARY: CapMetro's investment in new vehicles is vital because it directly addresses how an aging fleet affects service quality and passenger satisfaction. This investment immediately boosts the reliability, accessibility, safety, and cleanliness of our transit facilities, fundamentally strengthening our mission to provide excellent customer service.

DBE/SBE PARTICIPATION: A 0% SBE goal was assigned to this procurement, which did not include subcontract opportunities.

PROCUREMENT: The contract will utilize The Interlocal Purchasing System (TIPS) cooperative contract #240901 held by Silsbee Ford Inc., for Transportation Vehicles.

TIPS awarded contracts are made available for use by Capital Metro via Title 7, Intergovernmental Relations Chapter 791, Interlocal Cooperations Contract and The Texas Interlocal Cooperation Act.

Purchases made using TIPS contracts satisfy otherwise applicable competitive bidding requirements. Pricing for the Ford F-450 Flatbed Facility Maintenance Trucks was determined to be fair & reasonable by the TIPS organization during its solicitation and award process. The following is Silsbee Ford's TIPS pricing for (3) Ford F-450 Flatbed Facility Maintenance Trucks:

Description	Quantity	Each Price	Extend Total Price
Ford F-450 Flatbed Facility Maintenance Trucks	3	\$124,056.37	\$372,169.11

The contract is a fixed price contract.

RESPONSIBLE DEPARTMENT: Capital Construction, Engineering & Design (CCED)

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1517

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and CapMetro Management endeavor to provide reliable vehicles for our operations; and

WHEREAS, it is best practice to provide strategic investment directly tackles current operational challenges and ensure reliability and accessibility of our public facilities

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 Silsbee Ford for the purchase of three (3) Ford F-450 flatbed trucks in an amount not to exceed \$372,170.

**Secretary of the Board
Becki Ross**

Date: _____



Flatbed Truck Procurement

June 11, 2025

Ford F-450 Flatbed Trucks

- Procurement to purchase three (3) Ford F450 facility maintenance trucks to replace end of life equipment.
- For use by CapMetro Public Facilities team to service Bus stops and Train Stations.
- The existing facility maintenance trucks are beyond its useful life.
- Delivery timeframe - Approximately 1 year lead time from notice to proceed (NTP).



Board of Directors

Item #: AI-2025-1473

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.

FISCAL IMPACT:

Funding for this action is available in the FY2025 Capital and Operating Budgets.

STRATEGIC PLAN:

Strategic Goal Alignment:

- ☒ 1. Customer
- ☒ 2. Community
- ☒ 3. Workforce
- ☒ 4. Organizational Effectiveness

EXPLANATION OF STRATEGIC ALIGNMENT: Demand Response operations currently occupy three separate locations, two of which are leased. The leased facilities are located at 817 West Howard Lane and 4811 E. 7th Street. To more efficiently serve Demand Response customers, the agency is proposing to consolidate its north operations at 817 W. Howard Lane until the new North Base Demand Response facility is built. This 817 W. Howard Lane lease amendment includes expanding and improving the parking areas and improving the building interiors to consolidate staff and operations at this location.

BUSINESS CASE: The 817 W. Howard Lane Demand Response facility serves as the North Austin operating location for CapMetro Access (Paratransit) & Pickup (Micro transit) services. The additional parking areas and office space remodeling included in this lease amendment would allow for the consolidation of the Demand Response fleet operations to more efficiently serve the north service area and eliminate the rent currently paid for the second leased area. This expanded facility would support the MetroAccess fleet, CapMetro staff, service provider staff, operators, vehicle maintenance, fueling and related support infrastructure. This would eliminate the \$70,981 monthly rent that is currently paid for the 4811 E. 7th St. leased facility. The funding for this amendment is included in the FY 2025 operating and capital budgets.

COMMITTEE RECOMMENDATION: This item was presented to the Operations, Planning and Safety Committee on June 11, 2025, and recommended for approval.

EXECUTIVE SUMMARY: CapMetro is proposing a lease amendment to the existing lease for 817 W. Howard Lane, which is the north operations location for agency Demand Response services. This lease amendment will allow the agency to consolidate two separate lease facility operations into one to improve service performance and improve efficiency. The lease amendment includes additional parking areas and related improvements, along with building interior remodeling to consolidate staff and vehicles at this location. This expanded facility would support the MetroAccess fleet, CapMetro staff, service provider staff, operators, vehicle maintenance, fueling and related support infrastructure.

The capital improvement cost for the building remodeling and parking lot improvements totals \$1,913,680 plus \$280,068 contingency (\$2,193,748). The monthly lease for the additional parking areas totals \$781,500 for the base lease period (2025-2027) and \$1,032,000 for the option period (2028-2030) if necessary. The total addition to the existing lease for the capital improvements plus the additional lease cost for the base period plus the option period totals \$4,007,249.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Real Estate Department

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1473

WHEREAS, the Capital Metropolitan Transportation Authority (“CapMetro”) Board of Directors and CapMetro management recognize the need to provide for the safety of all customers and staff and comply with city, state and federal code requirements; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors and Capital Metro management recognize the need to provide reliable operations facility that better support the needs of its Demand Response operations.

WHEREAS, the agency strives to increase operational efficiency by consolidating Demand Response north operations into a single leased facility.

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 commercial lease amendment with Omega Media Properties, LP, a Texas limited partnership for the addition of parking area and remodeling of office building spaces at 817 W. Howard Lane, Austin, Travis County, TX 78728 concurrent with the original lease base period of three (3) years, with three (3), 1-year renewal options, for an increase of \$4,007,249, resulting in a new total not to exceed amount of \$8,367,406.

Date: _____

**Secretary of the Board
Becki Ross**



817 W. Howard Lane Demand Response Facility Lease Amendment

June 11, 2025

CapMetro Board Action

Location: 817 W. Howard Lane



Building Improvements: \$1,605,060
 Parking Improvements: \$ 588,689
 \$2,193,749 (includes 15% conting.)

Addit. Parking Lease: \$ 781,500 (2025-2027 base period)
\$1,032,000 (2028-2030 option period)
 \$1,813,500

Lease Amend. Increase: \$4,007,249

Lease Savings (4811 E. 7th Street): \$2.4 M (base period)
 + \$2.5 M (option period)

CapMetro

2

CapMetro

Thank you!

Board of Directors

Item #: AI-2025-1510

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution adopting the CapMetro Civil Rights Policy Statement.

FISCAL IMPACT:

This action has no fiscal impact.

STRATEGIC PLAN:

Strategic Goal Alignment:

- | | |
|--|---|
| <input checked="" type="checkbox"/> 1. Customer | <input checked="" type="checkbox"/> 2. Community |
| <input checked="" type="checkbox"/> 3. Workforce | <input checked="" type="checkbox"/> 4. Organizational Effectiveness |

EXPLANATION OF STRATEGIC ALIGNMENT: The Board's Civil Rights Policy Statement aligns with all goals in the CapMetro Strategic Plan because compliance with civil rights laws, regulations and principles affects our customers, the community, and our workforce and contributes to organizational effectiveness.

BUSINESS CASE: The Policy Statement replaces the Diversity, Equity and Inclusion Policy statement adopted by the board of directors on July 19, 2021. The proposed policy statement is in alignment with U.S. Department of Transportation guidance to transit agencies as a condition of receiving federal funding. The policy statement affirms and clarifies the CapMetro Board's commitment to adherence to civil rights laws and regulations including Title VI of the Civil Rights Act of 1964, as amended, Title VII of the Civil Rights Act, as amended, the Americans with Disabilities Act, as amended, the Rehabilitation Act of 1973, as amended, Code of Federal Register 49, Part 26 (Participation of Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs) and related guidance from the U.S. Department of Transportation.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval by the Finance, Audit and Administration Committee on June 11, 2025.

EXECUTIVE SUMMARY: By adopting a Civil Rights Policy Statement, the Capital Metro Board of Directors reaffirms the mission of the Capital Metro Transportation Authority (CapMetro) to empower, enhance and serve the region and its communities through delivery of high-quality public transportation services. The Policy Statement also acknowledges the role that transportation systems and infrastructure play in supporting civil rights, through adherence to the provisions of the Civil Rights Act of 1964, as amended and to provisions

of Federal Transit Administration guidance on Title VI, Equal Employment Opportunity, Americans with Disabilities Act (ADA) and Disadvantaged Business Enterprise (DBE) programs.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Administration

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1510

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors recognizes the requirements of the U.S. Department of Transportation to follow civil rights laws as a condition of receipt of federal transit funding; and

WHEREAS, the Capital Metropolitan Transportation Authority Board of Directors is committed to following provisions of the Civil Rights Act of 1964, as amended, the American's with Disabilities Act Of 1990, Section 504 of the Rehabilitation Act of 1973, as amended, Code of Federal Register 49, Part 26 (Participation of Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs) and related guidance from the U.S. Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the Capital Metropolitan Transportation Authority Board of Directors approves the attached Civil Rights Policy Statement to replace the Diversity, Equity and Inclusion Policy Statement.

Date: _____

**Secretary of the Board
Becki Ross**

CapMetro Board of Directors Policy Statement Commitment to Civil Rights

The CapMetro Board of Directors reaffirms the mission of the Capital Metropolitan Transportation Authority (CapMetro) to empower, enhance and serve the region and its communities through delivery of high-quality public transportation services. CapMetro provides transit as an essential public service, that connects workers to economic opportunity and provides access to healthcare, education, and essential services.

The policy statement affirms and clarifies the CapMetro Board's commitment to adherence to civil rights laws and regulations including Title VI of the Civil Rights Act of 1964, as amended, Title VII of the Civil Rights Act, as amended, the Americans with Disabilities Act, as amended, the Rehabilitation Act of 1973, as amended, Code of Federal Register 49, Part 26 (Participation of Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs) and related guidance from the U.S. Department of Transportation.

We acknowledge the role that transportation systems and infrastructure play in supporting civil rights. In the delivery of our programs, projects, and services, we commit to the following:

- We pledge to ensure that our transit services, including fares and service planning, do not discriminate based on race, color or national origin and income level, in accordance with Title VI of the Civil Rights Act of 1964.
- Recognizing that the CapMetro service area is a complex region, with varying views and perspectives, CapMetro strives to create educational and engaging community dialogues to provide fair access for underserved communities in accordance with applicable law. We commit to furthering this work by providing opportunities for all members of the public to engage with and be heard in Board decisions.
- We will seek to include opportunities for small businesses to do business with CapMetro. CapMetro engages the community to develop disadvantaged businesses in line with the Disadvantaged Business Enterprise (DBE) and Small Business Enterprise (SBE) programs, as amended, and provide opportunities for small-business owners to attain upward economic mobility through business with CapMetro. We will meet the federal and local requirements for our DBE and SBE programs in accordance with applicable law. The Board commits to being mindful of the value these opportunities can provide for small businesses.
- Concerning CapMetro employment opportunities, we support the President and CEO's Equal Employment Opportunity Policy which notes, "[CapMetro] strives to have a workforce that reflects the community we serve and commits to non-discrimination based on any protected class."
- We are dedicated to ensuring full compliance with the Americans with Disabilities Act (ADA) across all of our programs, services, activities, and benefits and affirm that no qualified individual with a disability shall be excluded from participation in, denied the benefits of, or subjected to discrimination under any program, service, or activity provided by CapMetro, solely on the basis of their disability.

Board of Directors

Item #: AI-2025-1498

Agenda Date: 6/23/2025

SUBJECT:

Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute the purchase of .0239 of one acre (1,039 square feet) of land for a drainage easement from Orangestone TG, LLC in a total not to exceed amount of \$168,318.

FISCAL IMPACT:

Funding for this action is available in the FY2025 Capital Budget.

STRATEGIC PLAN:

Strategic Goal Alignment:

- ☒ 1. Customer
- ☒ 2. Community
- ☐ 3. Workforce
- ☐ 4. Organizational Effectiveness

EXPLANATION OF STRATEGIC ALIGNMENT: The purchase of the drainage easement land will enable CapMetro to fulfill a key component of Project Connect related Redline improvements, specifically a new commuter rail station.

BUSINESS CASE: The purchase of the Drainage Easement land will enable the construction of the new Broadmoor commuter rail station serving the Domain, Uptown ATX development, and the surrounding area.

COMMITTEE RECOMMENDATION: The item was presented and recommended for approval by the Operations, Planning and Safety Committee on June 11, 2025.

EXECUTIVE SUMMARY: In December 2020, CapMetro entered into an agreement (Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development) with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") to develop the commuter rail station located at Brandywine's commercial development called Uptown ATX. Since that time, CapMetro and Brandywine have worked together to develop plans and apply for a City of Austin Site Development permit. The purchase of land for a drainage easement from Orangestone TG, LLC, in the amount of \$168,318 is required to properly to obtain a construction permit from the City of Austin for the conveyance of water away from CapMetro's rail right-of-way to facilitate construction of the transit facilities.

DBE/SBE PARTICIPATION: Does not apply.

PROCUREMENT: Does not apply.

RESPONSIBLE DEPARTMENT: Strategic Planning and Development

**RESOLUTION
OF THE
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS**

**STATE OF TEXAS
COUNTY OF TRAVIS**

AI-2025-1498

WHEREAS, the CapMetro Board of Directors and Austin City Council approved the Project Connect System Implementation Plan in 2020, including a new commuter rail station serving the Domain area as part of improvements to the Redline commuter rail line;

WHEREAS, in December 2020, CapMetro entered into an Agreement Regarding Transit Facilities and Related Improvements at the Uptown ATX Development with Broadmoor Austin Associates and BDN Management, Inc. ("Brandywine") to develop the commuter rail station;

WHEREAS, in May 2025, the CapMetro Board of Directors approved negotiation and execution of an Amendment to the Agreement Regarding Transit Facilities and Related Improvements with Brandywine for the purpose of updating the terms and conditions of the agreement;

WHEREAS, to facilitate the construction of the commuter rail station, CapMetro must first purchase a drainage easement owned by Orangestone TG, LLC ("Orangestone") and located at 11301 Burnet Road, Austin, Texas 78758; and

WHEREAS, the CapMetro Board of Directors recognizes that it is desirable and helpful to the completion of this project to purchase the Orangestone easement to further the construction of the commuter rail station.

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 Orangestone TG, LLC for .0239 of one acre (1,039 square feet) of land for a drainage easement, in a total amount not to exceed \$168,318.

Date: _____

**Secretary of the Board
Becki Ross**



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2025-1496

Agenda Date: 6/23/2025


Initial Review and Discussion of the FY2026 Proposed Budget



FY2026 Budget Development Update

Board of Directors 6/23/2025

FY2026 Budget Development Calendar

- Feb 6 Operating and Capital Budget kick-off meeting with departments
- Apr 23 Capital and Operating Budget requests received from departments
- May 7 Board Committees review proposed budget calendar
- Jun 4 Initial review with Access Advisory Committee
- Jun 11 Initial review with Customer Satisfaction Advisory Committee
-  Jun 23 Board of Directors initial review and discussion
- Jun 27 Initial review with Public Safety Advisory Committee
- Jul 16 Budget proposal presented to Board Committees

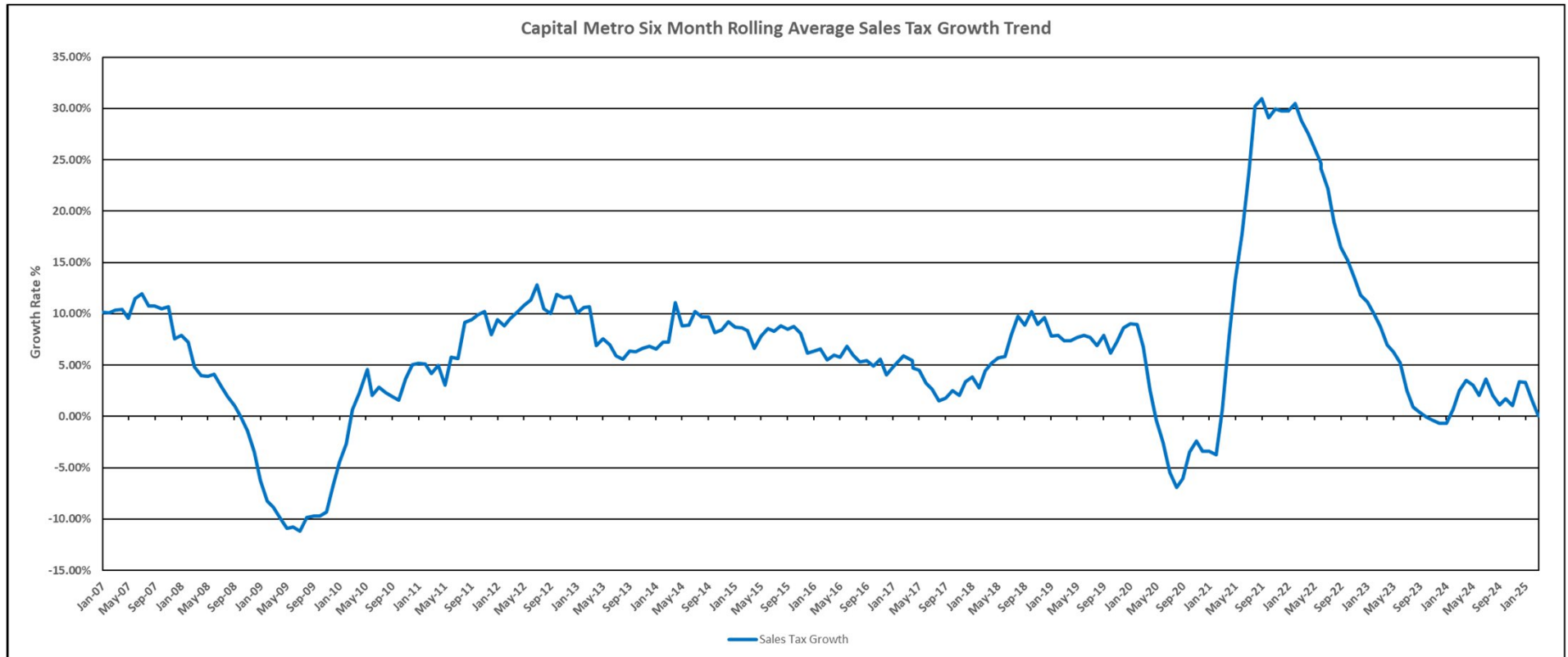
FY2026 Budget Community Engagement

- Aug 6 Presentation to Access Advisory Committee
- Aug 13 Update Board Committees
- Aug 13 Presentation to Customer Satisfaction Advisory Committee
- Aug 22 Presentation to Public Safety Advisory Committee
- Aug 22 Proposed budget document is published online
- Aug 25-29 Budget public outreach and webinar
- Sep 10 Update Board Committees
- Sep 10 Public hearing on proposed budget and capital improvement plan
- Sep 22 Board of Directors considers budget proposal for adoption

Discussion Outline

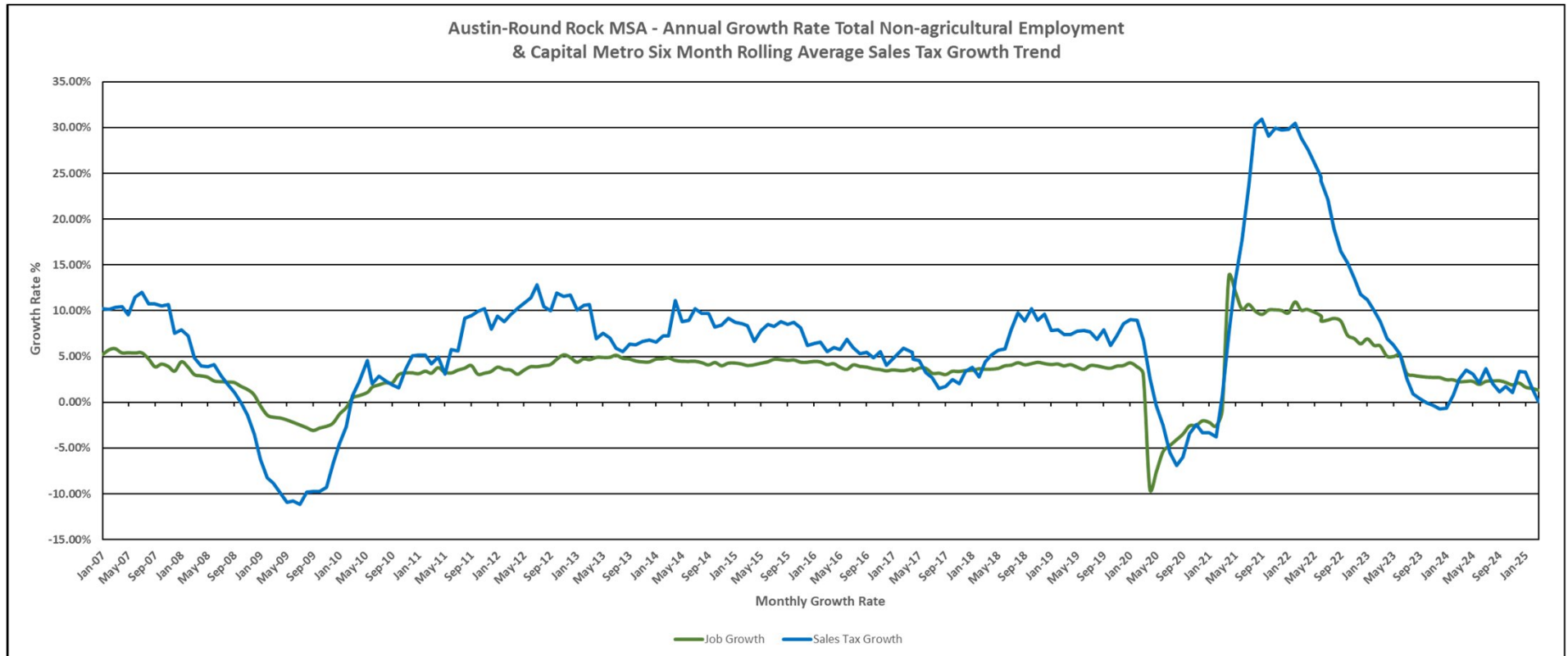
- Key FY2026 budget assumptions
- Major operating budget assumptions
 - Revenue and cost drivers
- Service priorities and funding
- Capital Improvement Plan update
- Long-Range Financial Model used to balance operating and capital budget requests against estimated available funds over 5-year period and long-term outlook

Sales Tax Growth



Projected sales tax growth for Fiscal Years 2025 and 2026 to be determined based on upcoming sales tax receipts. Year-to-date March 2025 sales taxes decreased by 0.03% compared to the last fiscal period.

Job Growth



Austin-Round Rock MSA employment has increased for 4 consecutive years through March 2025.

Operating Revenue

- Fare Revenue
 - Fare revenue to be developed with updated ridership projections
- Federal Grants
 - Approximately \$48 million annually in Section 5307 funds
- Freight Railroad Revenue
 - Mainline revenue on target with the FY2025 Budget of \$5.4 million

Operating Expenses

- Service levels based on August Service Plan changes
- Due to hedging program, fuel prices remain stable over the next fiscal year
 - Diesel estimate of \$2.30 per gallon, inclusive of tax and net of hedging activities
- Average annualized pay increase for employees
 - Performance-based program that represents an average cost across the agency
- Strategic plan initiatives considered in the budget preparation



Capital Budget Highlights

- Demand response operations and maintenance facility
- Broadmoor Rail Station
- CapMetro Rapid Park & Rides
- Bus stop enhancements and improvements
- New CapMetro Administration Building build-out

CapMetro

Thank you!



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2025-1511

Agenda Date: 6/23/2025

Disadvantaged Business Enterprise/Small Business Enterprise Updates and DBE Triennial Goal FY24 - FY26



DBE/SBE Program Updates

CapMetro Board Meeting
6/23/2025

Topics

- DBE/SBE Program Overview
- DBE/SBE Goals Attainment
- DBE Triennial Goal FY26 - FY28

DBE/SBE Program Overview

Disadvantaged Business Enterprise (DBE)	Small Business Enterprise (SBE)
<ul style="list-style-type: none"> • Ensure nondiscrimination in the award and administration of CapMetro contracts • Create a level playing field on which DBEs/SBEs can compete fairly for contracts • Assist the development of firms that can compete successfully in the marketplace 	
<ul style="list-style-type: none"> • Administered in accordance with Title 49 C.F.R. Part 26 & USDOT guidance. • For-profit small business • At least 51% owned by one or more socially and economically disadvantaged individuals who must control the business decisions and manage day-to-day operations • Qualifying owners are U.S. Citizens or Permanent Residents • Meets the Small Business Administration's size standard and does not exceed \$23.98 million in gross annual receipts (5-year average) • TUCP Members that Certify DBEs <ul style="list-style-type: none"> ○ City of Austin ○ City of Houston ○ Corpus Christi Regional Transportation Authority ○ North Central Texas Regional Certification Agency ○ South Central Regional Certification Agency ○ Texas Department of Transportation 	<ul style="list-style-type: none"> • Administered in accordance with Texas Transportation Code, Title 6, Subtitle K, Chapter 451, Subchapter A, Subchapter F, Section 451.251 – 451.253 • CapMetro accepts certifications under its SBE Program that meets the Small Business Administration's size standards that include: <ul style="list-style-type: none"> ○ Small Business Enterprise (SBE), ○ Disadvantaged Business Enterprise (DBE), ○ Historically Underutilized Business (HUB), ○ Minority Business Enterprise (MBE), and ○ Women Business Enterprise (WMBE).

Contractor/ Vendor Diversity Goal Attainment

Disadvantaged Business Enterprise (DBE)

Small Business Enterprise (SBE)

FY 2023(Annual)			
Goal	DBE Attainment	Total Dollars Award	Total DBE Commitment
22.5%	14.9%	\$45,821,068	\$6,838,209

FY 2024 (Annual)			
Goal	DBE Attainment	Total Dollars Awarded	Total DBE Commitment
22.5%	23.6%	\$44,355,020	\$10,466,560

FY 2025(Semi-Annual)			
Goal	DBE Attainment	Total Dollars Award	Total DBE Commitment
22.5%	1.8%	\$254,821,405	\$4,601,582

FY 2023 (Annual)			
Goal	SBE Attainment	Total Dollars Awarded	Total SBE Commitment
22.5%	14.5%	\$31,477,675	\$4,578,542

FY 2024 (Annual)			
Goal	SBE Attainment	Total Dollars Awarded	Total SBE Commitment
22.5%	7.9%	\$55,488,665	\$4,380,552

FY 2025 (Semi-Annual)			
Goal	SBE Attainment	Total Dollars Awarded	Total SBE Commitment
22.5%	2.7%	\$89,211,713	\$2,440,182



The DBE/SBE attainment (%) for FY25 is due to the Demand Response Pickup & Metro Access Services (Over \$200M).

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Contractor/Vendor Diversity: FY22-FY25 Payments to DBE/SBE Contractors

Fiscal Year	FY22	FY23	FY24	(Semi-Annual) FY25
	\$26,353,760	\$22,444,581	\$15,482,315	\$8,588,126

FY25 Data October 1, 2024 – March 31, 2025

**Capital Metropolitan Transportation Agency
Disadvantaged Business Enterprise Triennial Goal for
Federal Transit Administration Funded Contracts**

Federal Fiscal Years 2026-2028

DBE Triennial Goal Overview

- Objectives and regulatory requirements of the DBE Program
- CapMetro's proposed DBE triennial goal for its FTA funded contracts
 - Step One base figure of DBE availability
 - Consideration of Step Two adjustment
 - Estimation of DBE participation to be achieved through race-neutral and race-conscious measures
- Answer questions and solicit written comments
- DBE Triennial Goal Due to FTA by August 1st

Public Consultation Requirement

- 49 C.F.R. §26.45(g)(1) requires direct, interactive public consultation about the recipient's proposed DBE Program Triennial Goal for FTA funded contracts
- Information solicited
 - Availability of disadvantaged and non-disadvantaged businesses
 - Any ongoing effects of discrimination in CapMetro's contracting environment
 - Efforts to level playing field for participation of DBEs

DBE Program Requirements

- DBE Program's primary objectives
 - Ensure non-discrimination on FTA assisted contracts
 - Create a level playing field for socially and economically disadvantaged firms to compete for FTA assisted contracts
- CapMetro's responsibilities
 - Establish a triennial goal for FTA assisted contracts and submit it for review and approval to the FTA
 - Follow two-step goal-setting process
 - Develop an overall goal that reflects the level of participation it would expect absent discrimination in the relevant market area

Cap Metro's Proposed Overall Goal

- Proposed overall goal is 25.5% for FFYs 2026-2028
 - 10.5% to be achieved through race-neutral (“RN”) and 15.0% through race-conscious (“RC”) measures
 - RC measures are focused specifically on assisting only DBEs
 - RN measures can be used to assist all small businesses, not just DBEs
 - “Race” includes gender

Public Participation: Review & Comment

- Published Notice
 - The proposed overall goal and methodology are available at <https://www.capmetro.org/dbe/triennial>
 - Public comment period extends to June 10, 2025
Please email comments to DBE@capmetro.org
- CapMetro will provide a summary to FTA of any comments received, and a summary of any changes made, based upon those comments

CapMetro

Thank you!



Capital Metropolitan Transportation Authority

2910 East 5th Street
Austin, TX 78702

Board of Directors

Item #: AI-2025-1535

Agenda Date: 6/23/2025

Memo: Update to CapMetro's Code of Conduct (June 17, 2025)

To: CapMetro Board of Directors
From: Cheyenne Conyer, Chief of Staff
Date: June 17, 2025
Subject: Update to CapMetro's Code of Conduct

The purpose of this memo is to update the Board of Directors on revisions to CapMetro's Code of Conduct, the rules applicable to people riding CapMetro service or visiting a CapMetro facility.

To support our need for addressing real and perceived issues of public safety on our system, a need to clarify and update the CapMetro Code of Conduct was identified as a strategic priority for Fiscal Year 2025. The Code of Conduct is intended to outline expectations for CapMetro passengers and visitors to ensure a safe and reliable transit system, in line with the CapMetro Mission.

Over time, the Code of Conduct has become a mosaic of additions, some of which apply to specific service, some of which are universal, and some of which are guidelines more than requirements, resulting in an awkward assortment of conditions that are hard to understand or apply. We want the rules to be succinct enough that a team member or customer can quickly reference them. Therefore, the review focused on seeking internal alignment about the rules and clarifying and simplifying language.

This effort included review from several internal CapMetro team members and leadership from the Amalgamated Transit Union Local 1091, and a review of peer agencies and best practices. The Code update was highlighted as part of CapMetro Advisory Committee meetings in June 2025.

Code of Conduct Structure

The first element of the revision includes changing the structure of the Code of Conduct to include two parts – *Prohibited Activities* and *Common Courtesies*.

Prohibited Activities are behaviors or activities that are not allowed on any CapMetro service or at CapMetro facilities, under any circumstances. Engaging in any of the Prohibited Activities may result in a penalty against the person involved, up to, and including, a temporary or indefinite suspension from CapMetro services.

Common Courtesies are those behaviors or activities that are considerate towards your fellow passengers and CapMetro personnel but that are not rules that *require* following. If someone fails to adhere to common courtesy, it will not result in punitive action.

This structure also removes any service-related guidelines and redirects those to mode-specific service guidelines. For example, the current rules include guidelines for use of lifts and ramps, and stop-request buttons and pull-cords, which are only available and relevant on certain vehicles and service. These elements will be more appropriately captured in user guidelines for each type of service.

Code of Conduct Provisions

Most changes to the Code are changes in phrasing for clarity or succinctness, and clarification about whether an item is a requirement or a suggestion. Most of the items in the new Code were also in the previous version.

There are some areas that are new provisions of the Code, including:

- Explicitly prohibiting illegal conduct and threatening, aggressive or violent behavior onboard CapMetro service or at our facilities.
- Clarification that comfort- and emotional-support animals are prohibited onboard CapMetro services (pets are already prohibited). Service Animals trained to perform a specific task for the owner are allowed, in accordance with the Americans with Disabilities Act regulations and Federal Transit Administration Guidelines. The Code also makes clear that animals that pose a threat to health or safety of the system will be removed from the service.
- Clarification that CapMetro customers must disembark at the end of the line. This is already in practice but was not a written part of the Code.
- Acknowledging that Code of Conduct violations may result in punitive action, up to and including a suspension from CapMetro service and prosecution of crimes.

Other changes for succinctness include removing specific descriptions of violations and keeping language broad. For example, the current Code includes many scattered references to personal hygiene and cleanliness. In the new Code, this has been simplified to two bullets as prohibited activities:

- Boarding without clothing covering both the upper and lower body, or in clothing visibly soiled with bodily fluids or excrement.
- Boarding with uncovered wounds or visible infestations.

Next Steps

The Code of Conduct goes into effect on July 1, 2025 and we will spend the month of July training all frontline Operations and Public Safety and Security team members. While developing the Code, and in light of the new Transit Police Department beginning operations, CapMetro staff are also taking the opportunity to develop a Code of Conduct Response Matrix. This communications tool is especially critical to our frontline team members, so they have guidance about what their role is in reporting violations, and what they can expect in terms of a response from CapMetro public safety and operations personnel. It's important to note that we do not expect operators and conductors to be enforcers; their role is communicating the rules and requesting support from appropriate enforcement team members in response to rule violations.

Customers should anticipate a phased implementation of the new Code of Conduct throughout July as frontline team members complete their training.

In the coming months, CapMetro will update Code of Conduct-related information on the website, on vehicles and at facilities. Additional communication strategies will be deployed later this summer and fall, complemented by an enforcement initiative to remind customers that we expect people to follow the rules. As we lean into the rules, we do anticipate there will be service disruptions while we stop

service to respond to violations. Given the focus on public safety and service reliability as a priority of CapMetro, we believe this is the right course of action, and will be enhancing communications in support.

Finally, the CapMetro Code of Conduct is now a formal administrative policy, approved by the Chief Operating Officer. The Code of Conduct will be reviewed annually to determine what changes may be necessary based on best practice, legal requirements, and CapMetro's practical application of the Code.

Should Board Members have any questions, they should contact Ed.Easton@capmetro.org.

Attachments:

- Code of Conduct
- Existing Code of Conduct

Welcome to CapMetro!

Help CapMetro maintain a safe and enjoyable transit experience for all riders and the community by reading and following CapMetro's Rider Rules while onboard CapMetro services or at CapMetro facilities. Your cooperation is essential to ensure the safety, comfort, and reliability of our services for all.

All customers and visitors to CapMetro facilities are required to follow local, state, and federal laws while using CapMetro facilities and services, in addition to adhering to these rules. **Illegal or prohibited conduct will not be tolerated, and may result in a suspension from CapMetro services and/or criminal penalties.**

If you see something, say something. If you see prohibited conduct, report it to any CapMetro operator, conductor or uniformed personnel or by calling the CapMetro Go Line (512) 474-1200. Once an issue is reported, CapMetro will respond as appropriate with available resources.

Prohibited Activities

The following actions are *not allowed* on any CapMetro service or at CapMetro facilities, under any circumstances.

- Threatening, aggressive or violent behavior towards CapMetro personnel or other people.
- Failing to pay the required fare. Riders must have valid fares and present it upon request by CapMetro personnel.
- Boarding with large items, including but not limited to shopping carts. Luggage and personal belongings are permitted but must always be under the control of the owner and may not block aisles.
- Disruptive behavior or noise, including profanity, insults, horseplay, arguing, performing personal hygiene tasks, or playing loud or amplified audio or video.
- Interfering with the operation of a vehicle, including sitting or standing in prohibited areas on the vehicles. Passengers should not speak with the driver while the vehicle is in motion.
- Boarding with a pet that is not a service animal (pets, emotional support or comfort animals are not allowed). Service animals must be under the full control of their handler at all times and cannot board CapMetro services in carts, strollers, etc., or occupy seats onboard the vehicle. Service animals that threaten the health or safety of CapMetro team members or customers will be removed from the system.
- Consuming food or beverages without spill-proof containers onboard CapMetro services. Alcoholic beverages must remain sealed and cannot be consumed on vehicles or at transit stops.

- Boarding without clothing covering both the upper and lower body, or in clothing visibly soiled with bodily fluids or excrement.
- Boarding with uncovered wounds or visible infestations.
- Using tobacco products, electronic cigarettes, vaping onboard CapMetro services or at CapMetro facilities.
- Panhandling, soliciting, or engaging in commercial activities.
- Boarding with items that may threaten the safety of the owner or others, such as gasoline, flammable liquids, hazardous materials, etc. These items are also not permitted at CapMetro facilities.
- Trespassing or loitering on CapMetro property for a non-transit purpose. Trespassing on or along rail right of way is strictly prohibited, including walking, standing, or placing objects on or near the tracks.
- Non-destination riding. All passengers must exit the vehicle or train at the end of the route and may not reboard to continue riding on the same vehicle.

For the safety of themselves and others, customers and visitors should follow instruction from operators, conductors or uniformed CapMetro personnel while onboard CapMetro services or at CapMetro facilities.

Common Courtesy

To ensure a pleasant experience for everyone, CapMetro encourages riders to show consideration toward others while onboard. Please be mindful of the following:

- For your own safety, CapMetro strongly discourages sleeping onboard CapMetro services, especially while vehicles are in motion.
- Remain seated while the vehicle is in motion when possible. If standing, hold on to safety poles or handles.
- Allow onboard passengers to exit before boarding and, if possible, exit using the rear door. This helps keep vehicles on schedule.
- Kindly offer your seat to older people, people with disabilities, and people carrying young children.
- Use headphones with all audio devices to avoid disturbing others and limit use of speakerphone while on calls or playing video.

(Common Courtesy continued)

- Keep personal belongings in your lap, at your feet, or in designated storage areas. Refrain from placing feet or large items on seats and keep the aisles clear. Passengers are responsible for securing personal belongings and maintaining control.
- CapMetro is not responsible for items lost, stolen, or damaged on its properties.

Each CapMetro service has guidelines specific to the service to ensure a safe and enjoyable experience. Passengers are encouraged to familiarize themselves with and follow these guidelines, in addition to following the rules and courtesies above.

Rules of Conduct and Safety

All passengers play an important role in helping CapMetro maintain safe and comfortable services for our community. CapMetro's Code of Conduct extends across all vehicle types as well as our stops and transit hubs. Before you ride, please read these rules and expectations.

Safety and Courtesy

- If you see something, say something. Report emergencies or suspicious activity to any bus operator, uniformed personnel or call 911. When riding CapMetro Rail, use the intercom to reach the train engineer. You can also report non-emergency suspicious activity by calling our GO Line at 512-474-1200.
- Buses and trains are allowed to pick up or drop off customers only at official CapMetro bus stops, stations or designated areas. The only exception to this rule is when a customer requests [a courtesy stop](#) between regular bus stops after 9 p.m.
- Have your pass or cash ready when boarding, and keep your fare handy in case requested by a fare inspector. Customers without a valid fare will be asked to de-board and may result in a fine.
- Always use traffic lights and crosswalks, and obey all warning signals and railroad crossing gates.
- When boarding and exiting, watch your step and do not cross in front of the vehicle.
- Please let customers exit the bus before boarding. And, please exit through the rear door when possible - it speeds up the boarding process and allows our vehicles to better keep to their schedules.
- Customers may not board the vehicle once it pulls away from the curb. Never approach a moving vehicle or attempt to knock on its doors or windows to capture the driver's attention.
- Lifts and ramps may be used at any time the vehicle is stopped. Remain alert when boarding or exiting and allow the operator to fully deploy the lift or ramp before entering.
- Priority seating at the front of vehicles is reserved for customers with disabilities and senior citizens. Customers in wheelchairs have priority. Operators may ask you to relocate to another seat. Please accommodate them, even if it means you must stand for your trip.
- If a rider boards a full bus while carrying a child, kindly offer them your seat.
- Don't interfere with the operation of a vehicle, including by talking to the operator while the vehicle is in motion.
- Standing while riding is permitted except on CapMetro Access vehicles. Look for a pole or a strap to hold for safety. Stand behind the safety line while vehicles are in motion.
- Do not yell out your stop request to the bus operator. When you're about a block away, use the "stop requested" cord or button.
- Customers are allowed one seat and should avoid taking up more space than allowed. Don't lay down or put your feet on the seat.

- Falling asleep while riding is unsafe. Customers who are asleep are at risk of being injured from unexpected vehicle movements or braking, as well as theft and injury.
- Keep hold of your belongings on your lap, at your feet or in overhead storage spaces. Items may not block aisles, obstruct seats or be left unattended.
- Disruptive behavior is not allowed, including: loud conversation, profanity, insults, threats, horseplay, fighting, inconsiderate cell phone use or playing musical instruments.
- Headphones are required when using all audio and visual devices.
- Heads, hands and all other objects must remain inside the vehicle while it is in motion.
- Panhandling and soliciting are not allowed.
- Shirt, pants/shorts/skirt and shoes are required.
- Spitting, urinating, defecating or exposing one's body parts are not allowed.
- Boarding with uncovered health-related open sores and wounds; visible bodily fluids on clothing; or a visible infestation of bedbugs, fleas or lice is not allowed.
- Please don't perform tasks of basic hygiene, like clipping nails or flossing teeth while on board our vehicles
- Please be considerate of customers with chemical sensitivities by limiting use of colognes and perfumes.
- Children younger than 10 must be accompanied by a rider who is 12 years or older.

Rail Track Safety

- CapMetro has a zero-tolerance policy for trespassing within the railroad right-of-way. Failure to comply with this policy could result in criminal prosecution.
 - Never stop on the tracks.
 - Photos on tracks can be deadly. Don't risk your life for a selfie.
 - Cross tracks only at designated crossings and never cross tracks when the gates are down or lowering.
- Be alert and watchful. If you are standing on or near the tracks, you may not see, hear or feel the vibration of an approaching train. Rail trains are faster and quieter than freight trains and not required to blow horns in designated quiet zones.
- Stand behind the safety line on the platform while waiting for the train.
- Hold your child's hand while waiting on the platform.
- Hold on while standing on board the train.
- Do not try to beat the train to a crossing when driving. Stop at least 15 feet from rail crossings.

Bikes, Strollers, Scooters and Pets

- Most buses feature exterior bike racks located at the front of the vehicle. Exceptions include some Express vehicles, which have storage compartments on the side of the vehicle, and electric buses with compartments at the back of the bus. Only folded bicycles are permitted onboard buses. However, bikes are allowed on Rail, and must either be stored in the onboard bike rack or maintained in a standing position by the owner.
- Fold your recreational scooters before boarding the bus or train.
- Children may remain in strollers while on board the bus in the priority seating areas if a parent or guardian maintains control of the stroller. If the priority seating areas are not available, children must be removed from the stroller and the stroller must be collapsed. **Riders in wheelchairs or mobility devices have priority for that seating.**
- Roller skates, skateboards and other small wheeled recreational devices may not be used while on board vehicles.
- Service animals assisting a rider with a disability and service animals in training are allowed on board our vehicles, but they may not occupy a seat or block the aisle.
- Pets, emotional support and comfort animals are not allowed on CapMetro vehicles.

Food, Beverages and Other Consumption

- Beverages are allowed in spill-proof containers, screw top bottles, or cups with lids. Otherwise, please don't eat or drink on board CapMetro vehicles.
- Smoking tobacco products, including electronic cigarettes or vaporizers, and chewing tobacco are not allowed on vehicles. Expelling the residue of any tobacco product, including chewing tobacco, is also not allowed on vehicles.
- Consumption of alcoholic beverages on board and at stops is not allowed. Alcohol must be in its original and sealed container for transport.

Vehicles with 15 Seats or Fewer

- The operator must secure your mobility device, such as a wheelchair or scooter, for you.
- No standing while vehicle is in motion.
- Lap seat belts must be worn, if provided.
- Hospital beds, stretchers, Hoyer lifts, large shopping carts and other devices posing a safety risk are not allowed on board vehicles.
- Bikes are not allowed on vehicles with 15 seats or fewer.

Property and Facilities

- Trespassing and loitering at stops, or on CapMetro property and vehicles, is not allowed.

- Vandalism is not allowed, including writing on, removing, marking or defacing CapMetro properties, vehicles and stop amenities.
- Please do not use CapMetro facilities or properties for non-transportation purposes.
- Illegal possession, use, distribution or sale of any controlled substance is not allowed.
- Illegal weapons, explosives, wet cell batteries, flammable/combustible material (gasoline, kerosene or propane) and other hazardous items are not allowed.
- CapMetro is not responsible for lost, stolen or damaged items. Remember to take personal items with you.
- CapMetro staff, including vehicle operators, are not allowed to accept tips or gifts. You may show appreciation with a thank you or by submitting a compliment through the GO Line (512-474-1200).

Tobacco-Free Policy

We do not allow tobacco use on board, in boarding areas or within 15 feet of a bus or train. When we see violations, we remind customers of the tobacco-free policy and ask for their cooperation. If a customer refuses to cooperate, a field supervisor will ask violators to move to another area or stop using the tobacco product.