Minutes

Capital Metropolitan Transportation Authority

Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, August 25, 2025 | **12:00 PM** | **Rosa Parks Boardroom**

I. Call to Order

12:00 p.m. Meeting Called to Order

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

II. Safety Briefing:

III. Public Comment:

Cliff Bodenhafer, Carlos Leon, Barbara Elmore, Robert Allen and Deb Miller provided public comments.

IV. Advisory Committee Updates:

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

V. Board Committee Updates:

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

VI. Action Items:

1. Approval of minutes from the July 28, 2025 board meeting.

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

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

Away: Stratton, and Ellis

2. Approval of a resolution appointing Kevin Conlan, Interim Executive Vice President & Chief Financial Officer, to the CapMetro Investment Committee as an investment officer, with the authorization to withdraw, invest, reinvest, and accept payment with interest, consistent with the investment policy.

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

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

   Away: Stratton, and Ellis

3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Carahsoft Technology Corporation for ServiceNow software licensing subscription, with a base term of one (1) year and two (2) option years, in a total amount not to exceed $894,594.

   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: Travillion, Ross, Harriss, Bangle, and Vela

   Away: Stratton, and Ellis

4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with the Texas Department of Information Resources (DIR), to renew Salesforce Marketing and Data Cloud Licensing for a term of one (1) year, in a total amount not to exceed $344,236.

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

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

   Away: Ellis

5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Hartford Life and Accident Insurance Company for basic life and AD&D insurance, long-term and short-term disability insurance; and FMLA administration paid by CapMetro, and voluntary life, long term disability buy-up, accident, and critical illness paid by employees in an amount not to exceed $3,363,839, including a 12% contingency.

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

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

   Away: Ellis

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 CapMetro to design a pedestrian and bicycle crossing located at the intersection of Solaris Street and the Red Line, in a total amount not to exceed $671,000 in reimbursement to CapMetro.

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

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

   Away: Ellis

7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an interlocal agreement with the City of Austin for implementation of the City's Transit Signal Priority Program.

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

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

   Away: Ellis

8. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a first amendment to an Encroachment Agreement with the City of Austin for the relocation of the Red Line Downtown Station right-of-way and improvements for the Austin Convention Center expansion project, generally located within Fourth Street between Trinity Street and Interstate Highway 35, Austin, Travis County, TX 78701.

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

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

   Away: Ellis

9. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a Soil Transfer Agreement with Waste Management of Texas, Inc., to allow CapMetro to transfer soil excavated from its property located at 10805 Cameron Road, Austin, Texas 78754, and deposit the soils, at no charge, at Waste Management's landfill facility located at 9900 Giles Lane, Austin, Texas 78754.

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

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

   Away: Ellis

10. Approval of a resolution authorizing the President & CEO, or her designee, to amend the CapMetro Procurement Acquisition Policy to raise the small purchasing threshold from $50,000 to $100,000 to align with state law, and make other minor clarifications.

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

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

    Away: Ellis

    Memo: Revision to CapMetro Acquisition Policy - Increase in Small Purchasing Threshold (August 15, 2025)

11. Approval of the Transit-Oriented Development Implementation Policy, with no associated financial obligations.

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

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

    Memo: Transit-Oriented Development (TOD) Next Steps for FY25-FY26 (August 5, 2025)

VII. Discussion Items:

1. Update on CapMetro Fare Programs and HMIS Pass Program

   Memo: CapMetro Fare System and HMIS Pass, August 2025 Update (August 21, 2025)

2. Q3 Fiscal Year 2025 Performance Update

   Memo: Q3 Fiscal Year 2025 Performance Update (August 18, 2025)

VIII. Report:

1. President and CEO Monthly Update - August 2025

IX. Items for Future Discussion:

X. Adjournment

2:10 p.m. Meeting Adjourned

ADA Compliance

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

BOARD OF DIRECTORS: Jeffrey Travillion, Chair; 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.