



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

2910 East 5th Street  
Austin, TX 78702

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**Monday, October 28, 2024**

**12:00 PM**

**Rosa Parks Boardroom**

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**I. Call to Order**

12:04 p.m. Meeting Called to Order

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

**II. Safety Briefing:**

**III. Recognition:**

1. Alfred Webb, Sr.

**IV. Public Comment:**

Deb Miller, Cliff Bodenhafer, and Zenobia Joseph provided public comments. Sherri Taylor also provided public comments later in the meeting after Action Item #11.

**V. Advisory Committee Updates:**

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

**VI. Board Committee Updates:**

1. Operations, Planning and Safety Committee

There was no meeting in October so no report was given.

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

There was no meeting in October so no report was given.

**VII. Consent Items:**

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

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

1. Approval of minutes from the September 11, 2024 public hearing and September 23, 2024 board meeting.
2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute an Interlocal Agreement with the University of Texas at Austin, for participation in the University’s IC2 Institute Readiness Training Program (RTP) for an amount not to exceed \$120,000 for a term of two years beginning November 1, 2024, thru October 31, 2025 (“Initial Term”), with a one-year option term.

**VIII. Action Items:**

1. Approval of a resolution adopting the 2025 CapMetro Board Meeting Calendar.

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

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

2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract, including a lease agreement, with Bright Horizons Family Solutions, LLC for the operation of the Childcare and Learning Center for one base year and four one-year options for a total contract amount of \$230,000.

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

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

3. Approval of a resolution authorizing the President & CEO, or her designee to finalize and execute an Interlocal Agreement (ILA) with the State of Texas through its government entity, Texas State Library and Archives Commission, for digital document scanning and future document storage services starting November 1, 2024 with a termination date of August 31, 2026 in an amount not to exceed \$3,500.

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, Pool, Stratton, Ross, Harriss, Vela, and Bangle

**Away:** Ellis

4. Approval of a resolution adopting the FY2025 Annual Internal Audit Plan.

This item was moved up in the agenda and taken up prior to Action Item #3.

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

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

5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a Settlement Agreement in Lieu of Condemnation with the City of Pflugerville to grant the City one Temporary Construction Easement across up to 1.208 acres of the 25.00 acres of land owned by CapMetro located at 10805 Cameron Road, in exchange for compensation to CapMetro in the amount of \$67,521.

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

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

6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with Bowman Consulting Group, LLC, Doucet & Associates, Inc., McGray & McGray Land Surveyors, Inc., and Surveying and Mapping, LLC, for Real Property Surveying services on a task order basis for a base period of three (3) years with two (2) option periods for 12 months each in an aggregate amount not to exceed \$2,955,000.

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

**Aye:** Travillion, Pool, Stratton, Ross, Harriss, Vela, Bangle, and 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 the design and construction of a Redline double-track and multimodal improvements project along East 5th Street through which CapMetro will contribute \$14,184,000, while the City contribution will not exceed \$5,000,000.

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

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

8. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute the granting of an electric utility easement to the City of Austin on CapMetro-owned property located at 2401 East Slaughter Lane, Austin, Texas 78747, for the purpose of placing, constructing, reconstructing, installing, operating, repairing, maintaining, inspecting, replacing, upgrading or removing electric distribution and electric telecommunications lines and systems to serve the battery electric bus charging infrastructure as set forth in the easement, which, after final construction, shall be limited to an area extending five feet on all sides of the actual installed location of the facilities/improvements.

Items #8 through #11 were presented together and taken as a single motion/vote.

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

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

- 9. Approval of a resolution authorizing the President & CEO, or her designee, to grant a Storm Sewer Drainage Easement and a Water/Wastewater Easement to the City of Austin for the Goodnight Ranch Park and Ride Construction Project.

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

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

- 10. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a signage easement agreement with Austin Goodnight Ranch, L.P., adjacent to CapMetro-owned property located at 2401 East Slaughter Lane, Austin, Texas, 78747, for the purpose of the installation, construction, maintenance, operation, replacement, repair and upgrade of traffic control signs.

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

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

- 11. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute the granting of a joint access easement agreement with Austin Goodnight Ranch, L.P., on CapMetro-owned property located at 2401 East Slaughter Lane, Austin, Texas, 78747, for the purpose of the construction, operation, maintenance, replacement, repair, upgrade, and use of a paved access drive, related curb cuts, access points from such drive onto adjoining rights-of-way, landscaping, curbs, gutters, drainage channels, drainage conveyance structures, and all other access-related improvements to be constructed within the access easement area.

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

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

**IX. Report:**

- 1. President & CEO Monthly Update - October 2024

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

Into Executive Session with a quorum present: 1:57 p.m.

Out of Executive Session: 2:26 p.m.

Section 551.074 for Personnel Matters related to President & CEO annual performance evaluation

**XI. Items for Future Discussion:**

**XII. Adjournment**

2:26 p.m. Meeting Adjourned

**ADA Compliance**

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

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

*The Board of Directors may go into closed session under the Texas Open Meetings Act. In accordance with Texas Government Code, Section 551.071, consultation with attorney for any legal issues, under Section 551.072 for real property issues; under Section 551.074 for personnel matters, or under Section 551.076, for deliberation regarding the deployment or implementation of security personnel or devices; arising regarding any item listed on this agenda.*