



Minutes
Capital Metropolitan
Transportation Authority
Board of Directors

2910 East 5th Street
Austin, TX 78702

Monday, November 25, 2024

12:00 PM

Rosa Parks Boardroom

I. Call to Order

12:00 p.m. Meeting Called to Order

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

II. Safety Briefing

III. Public Comment:

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. Consent Items:

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

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

1. Approval of minutes from the October 28, 2024 board meeting.

2. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with Pure Sky Project Solutions LLC to replace the clay tile roofs on 1 building and 3 structures at Plaza Saltillo Station, located at 412 Comal Street, Austin TX 78702, for \$176,000.
3. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with SHI Government Solutions to renew CapMetro licensing of the Microsoft licensed software suite of products, for a period of three (3) years in an amount not to exceed \$2,024,767 which includes a 20% contingency to account for future growth.
4. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract modification with Lytx, Inc. for additional DriveCam Event Recorders and subscription services, over the remaining 2 years of the contract, in a new total amount not to exceed \$801,645.
5. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute contracts with Aegis Group, Inc., Allen, Willford and Seale, CBRE, Inc., JLL Valuation and Advisory Services, National Valuation Group, Inc., and Paul Hornsby & Co., for Real Property Appraisal 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 \$750,000.
6. Approval of a resolution authorizing the President & CEO, or her designee, to finalize a contract for the purchase of Medical Stop Loss Insurance for claims above \$225,000 from Voya Employee Benefits for one (1) year in an amount not to exceed \$857,561.
7. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract with T-KARTOR USA for Wayfinding and Customer Information Services, for a base term of 1 year, with 4 option years in a total amount not to exceed \$549,764.

VII. Action Items:

1. Approval of a resolution authorizing the President & CEO, or her designee, to finalize and execute a contract modification with Unifirst Corporation for maintenance uniforms, towels and laundering/mat cleaning services, which includes a ratification amount of \$65,223, and additional funding of \$134,777 to fund the remaining contract term which ends April 6, 2025, in a new total contract amount not to exceed \$666,838.

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

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

2. Approval of a resolution awarding President & CEO Dottie Watkins adjustment to base pay equal to 5% of her annual salary and a one-time performance achievement bonus equal to 10% of base pay based on her Fiscal Year 2024 annual performance review. The increases are awarded retroactively to October 1, 2024, in accordance with the Employment Agreement.

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

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

VIII. Discussion Items:

1. FY2025 Long Range Financial Plan Update
2. CapMetro Electric Fleet Update
1. President & CEO Monthly Update - November 2024

IX. Report:

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

Board went into Executive Session with a quorum present: 12:57 p.m.

Out of Executive Session: 1:43 p.m.

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

XI. Items for Future Discussion:

XII. Adjournment

1:46 p.m. Meeting Adjourned

ADA Compliance

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

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

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