

**APPROVED FY2014
OPERATING AND CAPITAL BUDGET
AND
5 YEAR CAPITAL IMPROVEMENT PLAN**





METRO

Approved FY2014
Operating and Capital
Budget and Five Year
Capital Improvement Plan

October 1, 2013 - September 30, 2014



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Comments regarding any of the information contained in this document may be addressed to:

Executive Vice President, Finance and Administration
Capital Metropolitan Transportation Authority
2910 E. 5th Street
Austin, TX 78702



To the Citizens of the Capital Metro Service Area:

On behalf of the Capital Metro Board of Directors, I am pleased to submit Capital Metro's budget for Fiscal Year 2014 (Oct. 1, 2013 - Sept. 30, 2014). The agency's strategic goals were used as the basis for the development of the budget, which combines balancing fiscal responsibility with investing in the quality of our infrastructure.

Because of financial discipline and tough decisions made throughout fiscal year 2013, Capital Metro will be able to deliver on its commitment of providing a high quality and efficient transportation system that positively affects Central Texas. Also, as a result of sound economic decisions and proper financial planning, for the first time in several years Capital Metro will be expanding service with the launch of MetroRapid, providing an additional transit choice for Central Texas.

MetroRapid is a new type of service that brings together a set of unique features to result in faster, more convenient service for the community. MetroRapid will travel two of Central Texas' busiest travel corridors: North Lamar/South Congress (Route 801, opening early 2014) and Burnet/South Lamar (Route 803, opening late summer 2014). Some of the features of this new service include limited stops; boarding from all doors; unique and upgraded stops with real-time arrival information; sleek and modern vehicles equipped with signal priority technology to keep traffic lights green when the vehicle is running behind schedule; and, transit priority lanes through downtown. MetroRapid will provide service to major destinations such as downtown Austin, the state capitol complex and the University of Texas campus from both the north and south

In FY 2014, Capital Metro proposes to spend \$207.4 million on operating expenses plus \$4.5 million for long-term commitments and \$12.5 million for interlocal agreements. The agency also plans to invest \$59.4 million in capital projects benefiting the region, which includes implementation of the new MetroRapid service. Capital Metro is projecting an increase in sales tax revenue and most other revenues. Capital Metro has once again adopted a balanced budget that maintains comparable bus and rail service, for a total of \$283.8 million. The adopted budget includes a five-year capital improvement plan, which has been estimated at \$157.3 million through 2018. And, we are on our way to meeting the operating reserve requirements set forth by the Texas Legislature.

Additionally, the board approved a fare restructuring that creates a more streamlined and equitable system. In early 2013, an outside expert evaluated the agency's current fare structure and made recommendations on how to implement a new system. The recommendations implemented include a phased-in approach over the next two years that restructures Capital Metro's contracts with large employers and retail outlets that sell passes, eliminates MetroRail's complicated zoned-fare structure, and increases pass prices and (down the line) the base fare.

Capital Metro is planning for a healthy future with an updated long-range financial plan and a five-year capital improvement plan. Throughout FY 2014, we will continue to strengthen the agency's financial health and improve our business processes, and our focus will remain steady on the key goals we've set: providing a great customer experience, demonstrating transit's value to the community, and serving as a regional leader for quality transportation choices.

All of us at Capital Metro are looking forward to implementing these new and innovative ways to serve the community in the year ahead. As always, we encourage you to let us know how we're doing.

Sincerely,

Linda S. Watson
President/CEO
Signature on file



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

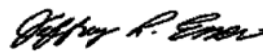
PRESENTED TO

**Capital Metropolitan Transportation Authority
Texas**

For the Fiscal Year Beginning

October 1, 2012

President



Executive Director

This award is valid for the period of one year, and represents the FY 2013 Budget.



Organization of the Budget Document

This document is the annual budget for Capital Metropolitan Transportation Authority (Capital Metro) proposed for the period October 1, 2013 - September 30, 2014. A budget is a formal plan of action, expressed in monetary terms, for a specified period of time. This document details Capital Metro’s plan for Fiscal Year (FY) 2014.

Major sections of the budget document

Capital Metro’s budget document is divided into five sections: Introduction, Financial Policies, Financial & Budget Summary, Department Operating Budgets and Appendices. Each section contains information related to the budget process or the approved budget. An index is included for ease of reference.

Introduction..... 6

This section provides an overview of Capital Metro’s mission, history, infrastructure, service area, descriptions of each type of service and long range strategic goals. A listing of positions by department and a company organizational chart is also included. The business planning and budgeting processes as well as various assumptions used in developing the budget are discussed in this section.

Financial Policies..... 46

Grouped in this section are various policies that guide the decisions of Capital Metro.

Financial & Budget Summary..... 56

This section of the budget document includes a summary of the annual budget, financial highlights, and detailed information including service levels for each type of service Capital Metro provides. This section also includes financial statements and explains factors affecting revenues, expenses and the capital budget.

Department Operating Budgets..... 74

The operating budget is presented as a whole and by individual departmental overviews. Each departmental section contains a definition of that department’s functions and responsibilities as well as a table of anticipated expenses.

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Appendix B – Long Range Financial Plan B -1



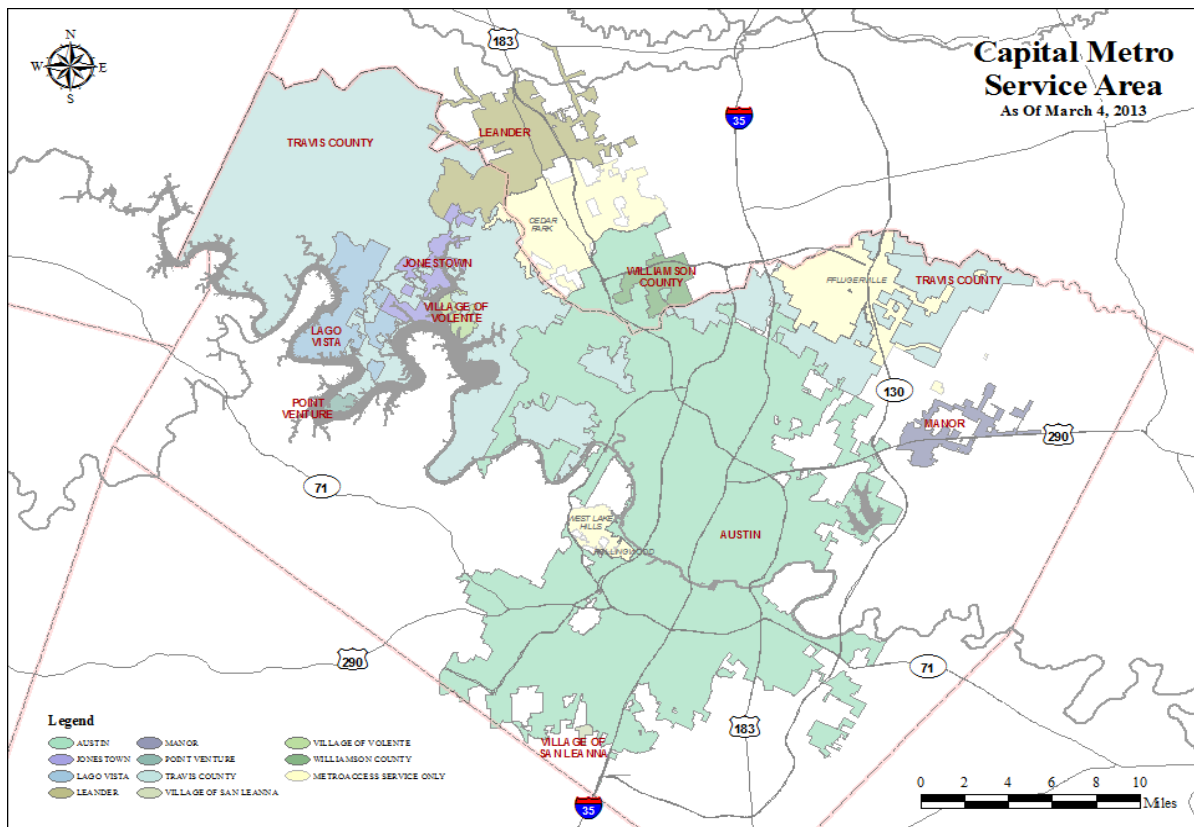
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History

Capital Metropolitan Transportation Authority is the regional public transportation leader for Central Texas. Capital Metro was created in 1985 in accordance with Chapter 451 of the Texas Transportation Code. Capital Metro was established by a voter referendum on January 19, 1985, to provide mass transportation service to the greater Austin metropolitan area. Operations commenced on July 1, 1985. Capital Metro is funded in part by a one percent (1%) sales tax. Capital Metro voluntarily reduced the sales tax to three-quarters of one percent (0.75%) sales tax in the early 1990s. This amount remained in effect until Oct. 1, 1995, when it was increased to a one percent (1%) sales tax.

Service Area Member Cities and Communities

Nine areas initially voted to participate in the Authority, including the cities of Austin, West Lake Hills, Rollingwood, San Leanna, Cedar Park, Leander, Lago Vista, Pflugerville, and the Anderson Mill area of Williamson County. Since that time, Precinct Two of Travis County and the suburban cities of Jonestown and Manor have voted to join the service area. Residents of West Lake Hills, Rollingwood, Cedar Park, and Pflugerville voted to withdraw from the Capital Metro service area. During FY 2004, service area member jurisdictions Volente and Point Venture went from being unincorporated to incorporated. Service area communities participate in the one percent (1%) sales tax for funding support and participation with Capital Metro. The Capital Metro service area extends across approximately 522 square miles and includes nearly one million residents. The following map illustrates the Capital Metro service area.





Community Information & Capital Metro Involvement

Capital Metro is invested in the Central Texas community. The Authority has adopted a Community Involvement Policy to guide its efforts to meaningfully engage the community in agency decisions. Capital Metro also works with two board-appointed citizen advisory committees that provide recommendations and feedback on planning, operations and services: the Customer Satisfaction Advisory Committee (CSAC) and the Access Advisory Committee (AAC).

Capital Metro partners with many non-profit groups serving our community. For several years Capital Metro has supported the annual homeless census coordinated by the Ending Chronic Homeless Organization by providing transit passes as program incentives. The agency provides discounts to non-profit groups wanting to make use of transit advertising. Each month Capital Metro staff works with CARITAS to acclimate recently-arrived refugees to the transit system, and the agency has partnered with the Austin Poetry Society to bring poetry inside buses as part of a pilot project called Art in Motion.

Through its Discount Pass Program, the Authority provides transit passes at a discount for social service agencies to distribute as needed to their clients. The Authority has augmented this effort through investment in the Basic Transportation Needs Fund to ensure low-income, transit dependent populations have access to transportation.

Capital Metro supports emergency response operations within the service area when requested, by sending buses to be used as temporary shelters during floods, fires and other emergencies. In addition, when temperatures fall below 32 degrees, Capital Metro sends “cold weather buses” as a haven for the homeless, transporting them to local emergency shelters for the night in cooperation with the City of Austin Office of Emergency Management.

Project Connect

The Central Texas region is one of the fastest growing areas in the country, and mobility and traffic congestion remain top concerns. According to the CAMPO 2035 Regional Transportation Plan, total population in the five-county Central Texas region is projected to almost double from 2010 to 2035, growing from 1.7 million to more than 3.2 million. Job growth is also projected to nearly double from 885,803 to 1,642,800 by 2035. In 2035, the region can expect 1,000 new cars per week on area roadways.

Capital Metro, the City of Austin, Capital Area Metropolitan Planning Organization (CAMPO) and Lone Star Rail have formed a partnership called Project Connect to improve mobility throughout the region. The Project Connect partners have developed a vision of regional high-capacity transit that will connect the growing communities within Central Texas. Learn more at connectcentraltexas.com.

Benefits of Public Transportation

Saves Money

Riding transit is an affordable option. According to the American Public Transportation Association’s June Transit Saving Report, a two-person household can save, on the average, almost \$10,000 a year by downsizing to one car and using public transportation instead. Capital Metro has some of the lowest fares in the nation.

Protects the Environment and Improves Air Quality

Switching to riding public transportation is one of the most effective actions individuals can take to reduce their carbon footprint. Car transportation alone accounts for nearly half of the carbon footprint of a typical American family with two cars—by far the largest source of household emissions and, as such, the largest target for potential reductions. The average passenger car in the U.S. produces just under one pound of carbon dioxide per mile traveled. If just one driver per household switched to taking public transportation for a daily commute of 10 miles each way, it would save 4,627 pounds of carbon dioxide per household per year—a significant reduction in the annual carbon footprint of a typical American household.

Improves our Health

Riding Capital Metro is also a healthy choice. Studies have shown that regular transit riders tend to be healthier because of the exercise they get walking to and from bus stops, train stations and their homes or offices. Compared to car travel, traveling by bus carries 23 times less risk of fatal injury and five times less risk of non-fatal injury. Additionally, those who drive less frequently also tend to have lower levels of stress. Reduced stress levels have health benefits like a decreased risk of cardiovascular disease and improved mental health. Riding transit increases the opportunity for social connections. Stronger social networks within a community have been shown to have positive correlations with physical and mental well-being.

Manages Traffic Congestion

According to Texas A&M's Texas Transportation Institute (TTI), Austin ranked first in travel time delay for medium-sized cities with an index of 1.31, meaning peak hour travel takes an average of 31 percent longer than free flow travel, particularly on IH-35 and Loop-1 (MOPAC). Drivers in the region are wasting millions of hours annually stuck in traffic.

Transit agencies play an important role in reducing congestion by providing transportation alternatives and supporting land use patterns that reduce vehicle travel. Based on the most recent TTI report on congestion, public transportation saved travelers 541 million hours in travel time and 340 million gallons of fuel. During rush hour, a full 40-foot bus takes 35 cars off the road and a full train takes more than 100 cars off the road.



Governance

Capital Metro is governed by an eight-member Board of Directors (Board) which has governance responsibilities over all activities related to Capital Metro. The 2009 Texas Legislature changed the composition of the Capital Metro Board of Directors as shown here:

- ◆ Three members appointed by CAMPO, of whom
 - 1 must be an elected official
 - 1 must have at least 10 years of experience as a financial or accounting professional
 - 1 must have at least 10 years of experience in an executive-level position
- ◆ Two members appointed by the City of Austin, of whom
 - 1 must be an elected official
- ◆ One member appointed by Travis County
- ◆ One member appointed by Williamson County
- ◆ One member, who must be an elected official, appointed by all small city mayors (excludes City of Austin)
- ◆ Allows CAMPO to appoint two additional members once the population of the City of Austin is less than 65% of the total service area population (Austin comprises approx. 85% today)
- ◆ Requires two of the three CAMPO representatives to be qualified voters residing in Austin
- ◆ Requires the two county representatives to work in the service area but within the county that appointed them, or be qualified voters within the county that appointed them
- ◆ Specified that future terms are three years long and staggered

<u>BOARD MEMBER</u>	<u>APPOINTING BODY</u>	<u>TERM EXPIRES</u>
Mike Martinez, Chair	Capital Area Metropolitan Planning Organization	June 1, 2016
John Langmore, Vice Chair	Capital Area Metropolitan Planning Organization	June 1, 2014
Frank Fernandez, Secretary	Capital Area Metropolitan Planning Organization	June 1, 2015
Beverly S. Silas	Travis County	June 1, 2015
Chris Riley	City of Austin	June 1, 2016
Ann Stafford	City of Austin	June 1, 2016
Norm Chafetz	Williamson County	June 1, 2014
David Siebold	Small Cities	June 1, 2015



Management

Capital Metro's executive leadership team provides diverse experience and skills in order to lead the organization into the future.

Executive Leadership Team	Name
President/Chief Executive Officer	Linda S. Watson
Deputy Chief Executive Officer, Chief Operating Officer	Elaine Timbes
Interim Executive Vice President, Chief Financial Officer	Donna Simmons
Chief Counsel	Kerri Butcher
Senior Vice President, Chief of Staff	Gerardo Castillo
Vice President, Administration and Risk Management Compliance Officer	Donna Simmons
Vice President, Bus and Paratransit Services	Dottie Watkins
Vice President, Capital Projects	Kenneth Cartwright
Vice President, Chief Information Officer	Joe Iannello
Vice President, Internal Audit	Caroline Beyer, CPA, CISA
Vice President, Marketing and Communications	Dan Dawson
Vice President, Rail Operations	Melvin Clark
Vice President, Real Estate and Asset Management	John Hodges
Vice President, Strategic Planning and Development	Todd Hemingson, AICP



System Facility Characteristics

Since Capital Metro's inception in 1985, the focus of the capital improvement program has primarily been on the replacement of buses, garage facilities, amenities and park and rides facilities. In 1986, the current Capital Metro headquarters was completed, which includes 140,000 square feet in garage facilities and houses the administrative staff in the main building.

Capital Metro Facilities

Capital Metro Headquarters
2910 East Fifth Street
Austin, Texas 78702
Administration: 30,000 square feet, 1986
Maintenance: 140,000 square feet, 1986

Transit Store and MetroAccess Eligibility
209 W. 9th Street
Austin, TX 78701
13,881 square feet, 2013

Northeast Operations Facility
5316 Ed Bluestein Boulevard
Austin, Texas 78723
10,008 square feet, 2000

MetroAccess Services Facility
509 Thompson Lane
Austin, Texas 78742
19,738 square feet, 2000

Capital Metro Administrative Annex / Child Care Facility
624 Pleasant Valley
Austin, Texas 78702
25,500 square feet, 2006

North Operations Facility
9315 McNeil Road
Austin, Texas 78758
137,377 square feet, 2008



Transportation and Transit Centers

7th Street Pleasant Valley Neighborhood Transit Center
12th Street Chicon Neighborhood Transit Center
Austin Community College/Riverside Transit Center
Highland Mall Neighborhood Transit Center
North Lamar Transit Center
Northcross Mall Transit Center
Rogge/Manor Neighborhood Transit Center
Rundberg/Lamar Neighborhood Transit Center
South Congress Transit Center
Woodward/Parker Neighborhood Transit Center

Park and Ride Facilities

Austin

Great Hills Park & Ride
Harris Branch Southeast Park & Ride
Howard Station
North Lamar Transit Center
Lakeline Station
Oak Hill Park & Ride
Pavilion Park & Ride
South Congress Transit Center
Tech Ridge Park & Ride
Triangle Park & Ride

Jonestown

Jonestown Park & Ride

Lago Vista

Lago Vista Park & Ride

Leander

Leander Station

Manor

Manor Park & Ride



Rail Stations

Leander Station and Park & Ride
Lakeline Station and Park & Ride
Howard Station and Park & Ride
Kramer Station
Crestview Station
Highland Station
MLK Jr. Station
Plaza Saltillo Station
Downtown Station

Fleet Description

Buses: 391
Paratransit Vans: 84
Paratransit Sedans: 25
Paratransit Minivans(Owned by vehicle contractor): 43
Rail vehicles: 6
RideShare: 141

Business Planning & Budget Process

Overview

Chapter 451 of the Texas Transportation Code mandates that Capital Metro's Board of Directors adopt an annual operating and capital budget of all major expenditures by type and amount. The budget must be adopted before the beginning of each fiscal year and before Capital Metro conducts any business in the new fiscal year. Capital Metro's fiscal year begins on October 1st.

Capital Metro's governing legislation further provides that the Board of Directors shall hold a public hearing on the proposed operating budget prior to its adoption and shall, at least fourteen days before the date of the hearing, make the proposed budget available to the public. After adoption, the Board may subsequently amend the budget after public notice and hearing. The budget is amended if operating expenditures exceed the budgeted amount.

Business and Service Planning Linked to Strategic Goals

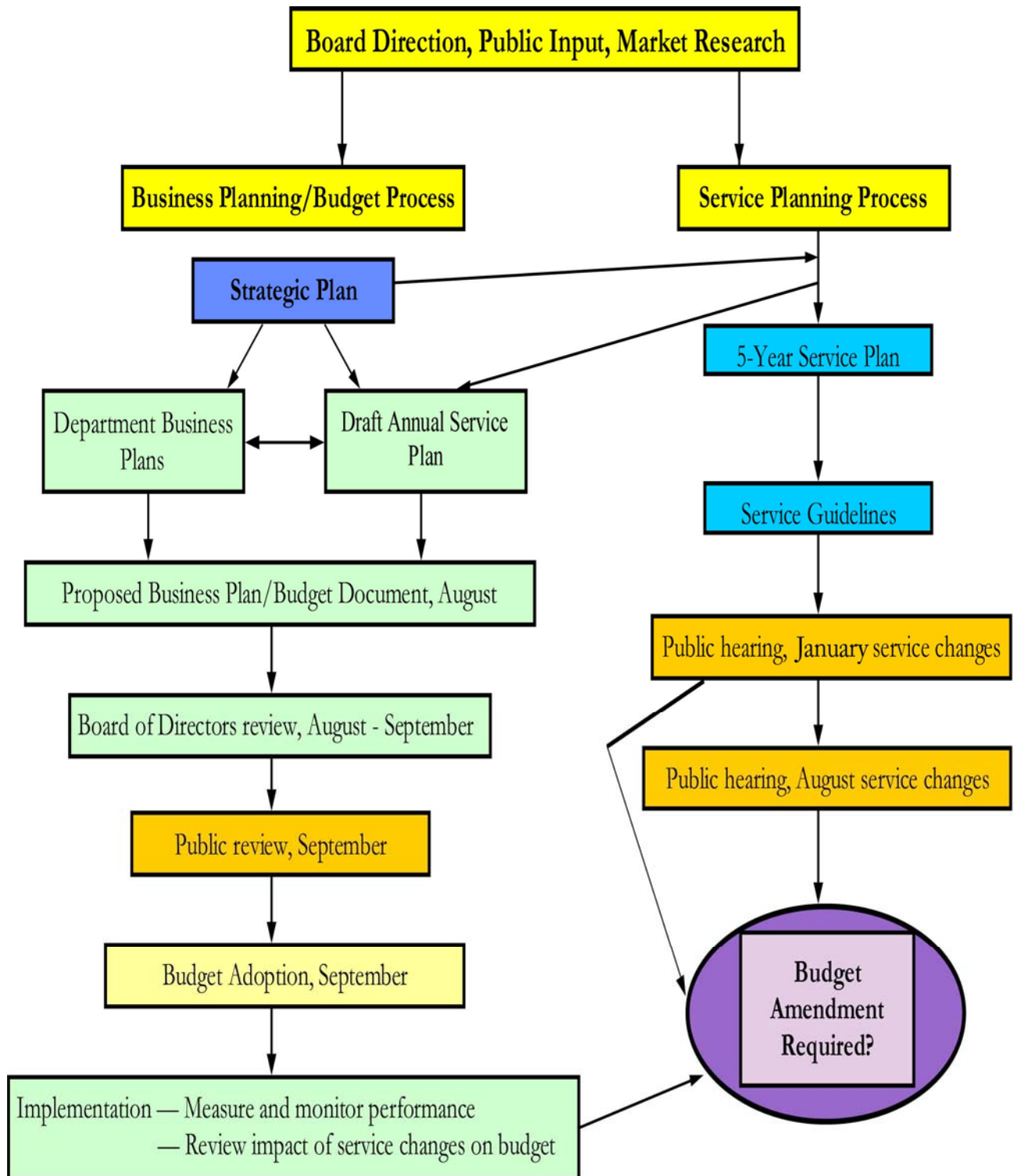
The strategic planning process begins when the Board of Directors and management meet to review and discuss Capital Metro's long-range vision and organizational mission and goals.

Capital Metro's management team incorporated the Board of Director's strategic guidance during the development of objectives for FY 2014. The Board of Directors and the management team worked together to develop key initiatives for FY 2014 with the aim of focusing on four strategic goals:

- Provide a great customer experience
- Improve business practices
- Demonstrate the value of public transportation in an active community
- Be a regional leader

Annual service levels are developed based on the strategic objectives and goals. Each department develops a business plan and budget that supports the service levels and the objectives in the strategic plan. The process, including periodic service changes, is outlined in the flow chart on the following page.

The board of directors receives quarterly reports on the status of the strategic plan and the progress of the strategic initiatives within the plan.





Annual Calendar

Month

Board of Directors provides strategic direction for the coming year	January
Management team develops objectives and strategies to achieve organizational goals	March
Budget development begins	April
Department managers develop business plans that support achievement of objectives	May
Board of Directors reviews strategic plan	June
Board of Directors reviews proposed budget	August
Proposed budget book is posted online for public review (14-day requirement)	Early September
Board of Directors holds public hearing on proposed budget	Mid-September
Board of Directors adopts budget	Late September
Approved budget document is issued	October



Basis of Budget and Basis of Accounting

Capital Metro has one fund and uses the proprietary fund system. Proprietary funds are used to account for operations that: (a) are financed and operated in a similar manner to private business where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

As a proprietary fund, the budget is prepared on a full accrual basis of accounting. This means that expenses are recognized as they are incurred and revenues are recognized when they are earned. Accounting records and financial statements are developed and maintained in accordance with generally accepted accounting principles (GAAP).

To prepare the budget, Capital Metro uses a zero-based budgeting concept. Each year, every proposed expense must be justified to the Executive Vice President, Chief Financial Officer, executive team and budget staff. Revenue projections are developed based on service levels and ridership estimates. Estimated expenses are balanced to projected revenues, including fund balance.

Budget Assumptions

Service Area

It is assumed that the service area will sustain minimal changes as it has since 2000.

Sales Tax Rate

The sales tax rate is anticipated to remain at 1% as it has since 1995.

Service levels

It is assumed that bus service and rail hours and miles traveled will be funded at budgeted levels. Further details are available on page 64.

Staffing Levels

The Full Time Equivalent (FTE) Chart on the following page shows the staffing levels by department. Staffing levels will increase in FY2014 as a result of supporting the Strategic Plan, increased workloads in Information Technology, Marketing, and the Bus and Paratransit Departments.



Capital Metro Full Time Equivalent Staffing Chart

Dept #	Department	FY 2013 FTE Budget (1)	FY 2013 Changes	FY 2014 Changes	FY 2014 FTE Budget
102	Wellness	0.0	-	-	0.0
103	Child Care Center	0.0	-	-	0.0
105	Business Center	0.0	-	-	0.0
110	Executive Staff	5.0	-1.0	-1.0	3.0
115	Communications	3.8	1.0	-	4.8
118	Government Affairs & Office of Diversity	0.0	1.0	3.0	4.0
120	Board of Directors Support	2.0	0.5	-	2.5
125	Internal Audit	3.0	-	-	3.0
130	Strategic Operations Management and Administration	2.4	1.6	-	4.0
135	Strategic Management	2.0	-2.0	-	0.0
140	Safety	1.0	-	-1.0	0.0
141	Security	26.0	-	-	26.0
150	Legal	3.0	0.5	-	3.5
160	Labor Transition	0.5	-0.5	-	0.0
220	Finance	20.4	0.5	-	20.9
230	Information Technology (IT)	32.0	1.0	4.0	37.0
250	Procurement	13.0	-	1.0	14.0
275	RideShare	3.6	-0.6	-	3.0
320	Planning and Development	23.0	2.0	1.0	26.0
330	Marketing	10.0	1.0	3.0	14.0
331	Community Involvement	9.0	-2.0	-	7.0
332	Customer Service	25.5	0.0	0.1	25.6
340	Human Resources (HR)	13.0	-1.0	-1.0	11.0
420	Risk Management and Safety	6.0	-	-	6.0
457	Public Facilities	12.0	-	-	12.0
530	Capital Projects	0.0	7.0	-	7.0
540	Real Estate and Asset Management	16.0	-6.0	-	10.0
542	Freight Rail	1.0	-	-	1.0
544	Commuter Rail	7.0	-	-	7.0
560	Transit Oriented Development	2.0	-2.0	-	0.0
600	Bus and Paratransit Contract Operations	11.0	1.0	1.0	13.0
610	Bus Contract Operations	5.0	-	-	5.0
620	Paratransit Contract Operations	4.0	-1.0	-	3.0
630	Paratransit Administration	13.0	1.0	-11.0	3.0
640	Paratransit Control Center (IUE)	25.0	-	4.0	29.0
650	Paratransit Eligibility	0.0	-	8.0	8.0
	Total FTE's	300.2	2.0	11.1	313.3

Explanation of Staffing Changes in FY 2014

A total of thirteen (13) additional positions are included in the FY 2014 budget compared to the FY 2013 original budget. The majority of these positions are in support of initiatives in the Strategic Plan and increased workloads in the Information Technology, Marketing, Bus and Paratransit Departments.

The increase in Information Technology FTE's from 32 to 37 consists of:

- Transfer of 1 FTE during FY 2013 from Finance to IT supporting fare collection systems, including upgrade of the Metrorail Ticket Vending Machines and Mobile Ticketing.
- Transfer of .5 FTE from the Labor Structure Department
- 1 new temporary FTE in the FY 2014 budget for support of the new Enterprise Resource Planning/Financial Systems Project.
- 2 FTE's in the FY 2014 budget for conversion of two existing temporary agency positions currently providing network security and user support.
- 1 FTE in the FY 2014 budget for a full-time administrative assistant to replace a shared resource with Finance which will be dedicated to the new EVP, Chief Financial Officer.

The increase in Marketing FTEs from 10 to 14 consists of:

- Transfer of 1 FTE during FY 2013 from Community Involvement as a Community Outreach Coordinator which coordinates outreach to various employers in the community developing public transportation programs for their employees.
- 1 FTE to support Capital Metro website content maintenance and allow the Webmaster to complete strategic tasks related to Project Connect, Mobile Ticketing and the mobile website. Capmetro.org continues to grow as a portal for a wide variety of customer information, and the day-to-day care and maintenance of this site and connectcentraltexas.com are important to ensuring the community has up-to-date information.
- 1 FTE for a marketing coordinator to handle the increasing demands for market research and the implementation of new services and plans such as MetroRapid and Project Connect.
- 1 FTE to provide administrative support to the transit advertising sales executive, the business to business coordinator, marketing manager; to manage the literature distribution contract, ad specialty and transit store inventories of revenue generating items, and provide event support for project connect outings. This work is currently being performed by a temporary employee.

The increase in Bus and Paratransit consists of:

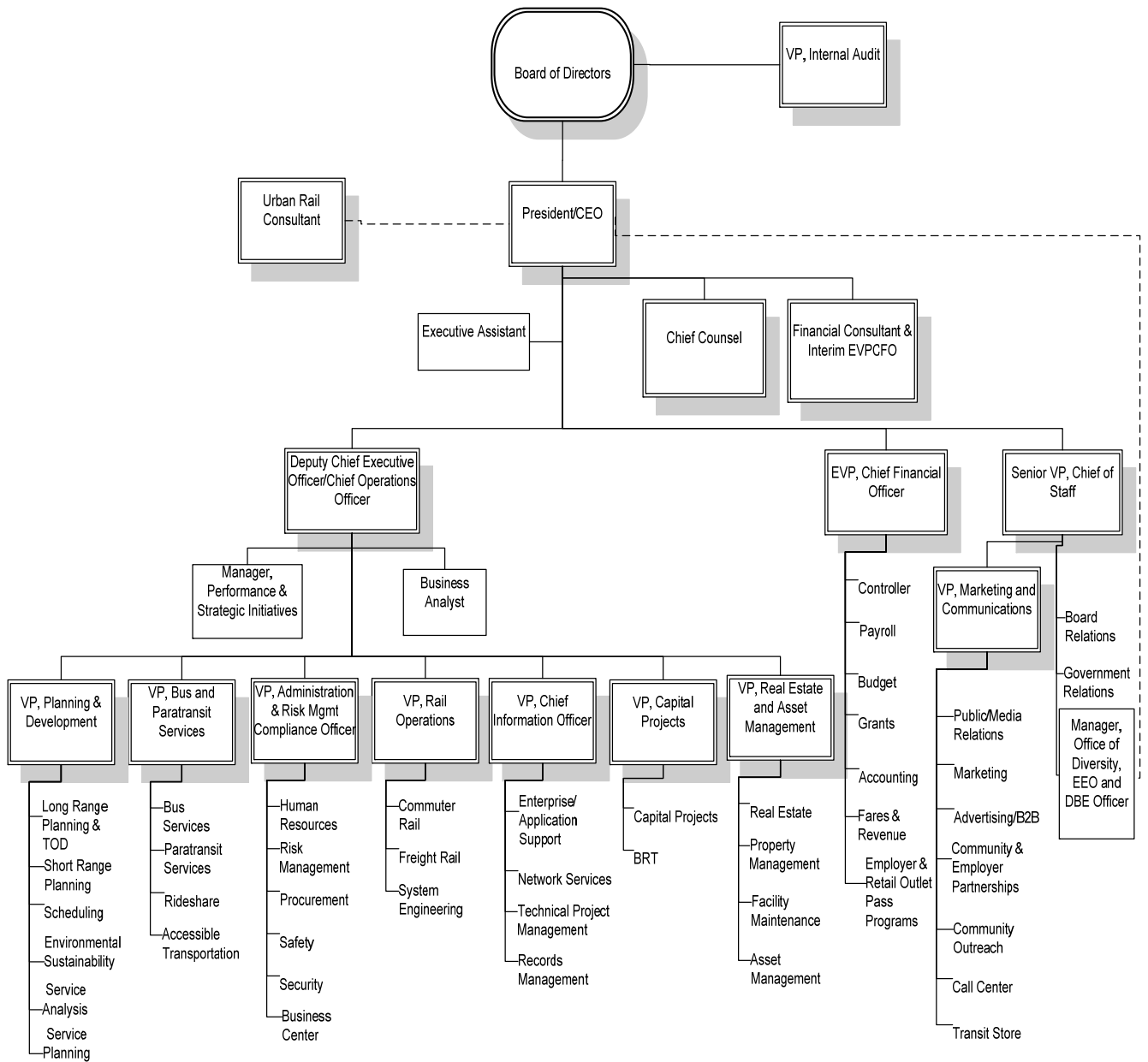
- 1 FTE in the Paratransit Reservation and Control Center at a supervisor level to improve operation of the Reservations Call Center.
- 1 FTE in the Bus Contract Operations Department that will be responsible for the overall operating condition of the mobile technologies including Open Sky radios, Intelligent Transportation System (ITS) and Dynamic Message Signs (DMS).



Other position changes include:

- 1 FTE for hiring the Executive Vice President, Chief Financial Officer during FY 2013.
- 1 FTE in the Procurement Department for increased contracts administration work load.
- 1 FTE in the Strategic Planning and Development Department to improve data analysis with the implementation of the Intelligent Transportation System.
- 1 temporary FTE added in Office of Diversity during FY 2013.
- 1 FTE added during FY 2013 to provide administrative support to the Legal and Board of Directors Departments.
- Elimination of 1 FTE in the Executive Staff Department due to not filling the Executive Vice President, Chief Development Officer position.

FY 2014 Organizational Chart





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FY 2013 Strategic Plan

MISSION STATEMENT:

Capital Metro connects people, jobs and communities by providing quality transportation choices

VISION:

A driving force for quality of life in our community

October 1, 2013

Strategic Goal 1**Provide a Great Customer Experience**

Build a culture of exceptional customer service that is responsive to the diverse needs of the community.

Objective 1.1**Increase User Friendliness**

Ensure that all aspects of our service are easy to navigate.

Completed Tasks in FY 2012

- **Redesigned website**
 - The Capital Metro website (www.capmetro.org) was redesigned and updated. Current trends in web communications leveraged, including the interactive tools for trip planning, customer surveys and information sharing.
- **Implemented Quick Response (QR) codes**
 - QR codes at boarding locations provide customers with quick and convenient access to trip planning and bus and rail schedules with smart phones and other smart technology. QR Codes provide accurate and timely route and schedule information. The ultimate goal is to deliver real time information once the CAD/AVL project is completed in FY2014.
- **Provide exceptional customer service through oversight of contracted services**
 - As Capital Metro's operating structure transitioned to a contract service model in FY2013, the expectations for service delivery and detailed plans for oversight of contractors were formalized and documented.

Ongoing Tasks

- **Implement ServicePlan2020 and All Systems Go (as updated)**
 - ServicePlan2020 and All Systems Go (ASG) provide the service-planning framework for Capital Metro. The ASG plan is being updated as part of the regional transportation planning effort. The implementation of these plans reflects a thoughtful approach to aligning Capital Metro's services with the mobility needs of the community.
- **Complete technology projects**
 - Implement technology projects to enhance the customer experience:
 - The Intelligent Transportation Systems (ITS) Project uses computer aided dispatch and automated vehicle locating (CAD/AVL) to provide real time vehicle arrival information. The FY2012 – FY2014 project work includes rewriting and programming of bus route scheduling data for input into the system, changing the communication application to prepare for the new radio system and beginning the implementation of AVL on the Bus Rapid Transit (BRT) system.
 - Replace the Interactive Voice Response (IVR) system to improve the effectiveness of the Capital Metro call centers and the ease with which customers access information via telephone.
 - Implement a Trapeze software expansion to support the new business model of contracted services and to provide significant benefits for MetroAccess customers.



- **Improve ease of fare payment for customers**
 - Develop a long-term fare collection strategy that addresses new technologies and conveniences like a reloadable stored value card for customers.
 - Evaluate user friendliness of ticket vending machines at rail stations and develop appropriate plans for improvement.
- **Implement mystery rider program**
 - Implement the use of “mystery riders” (a.k.a. secret shoppers) to review service delivery.

New Tasks

- **Enhance/upgrade WiFi network**
 - Provide new technology (router and network) to improve coverage, capacity and speed for Rail and MetroRapid service.
- **Conduct Customer Satisfaction Survey**
 - Conduct a statistically valid survey to measure customer satisfaction among current riders.
- **Replace Capital Metro Customer Service (CMCS) application**
 - Perform discovery of various off-the-shelf customer comment/complaint software products to support the procurement of a system to replace the out of date custom application currently in use.

Performance Measures

Measure	Baseline	2012 Goal	2012 Actual	FY 2013 Goal	Responsibility
Customer satisfaction survey	90%	92%	Budgeted in FY 2013	93%	Marketing
% of trips booked on IVR	FY 2013 Baseline Year	NA	NA	1%	BPS
% of trips booked on WebRes site	FY 2013 Baseline Year	NA	NA	1%	BPS
Call center responsiveness (by service level, in both call centers)	80%/60 seconds	80%/60 Seconds	81.4%	80%/60 Seconds	Call Center(s)
Increased WiFi use	Up to 2 Mbps	NA	NA	7 Mbps	Information Technology
Decrease Customer Complaint process time	13	5	6	5	Customer Service



Objective 1.2

Make Riding Safe, Reliable and Accessible

Ensure that service delivery of all modes is focused on safety, reliability and accessibility.

Completed Tasks

- **Improved bike storage at transit facilities**
 - Riding Capital Metro has become popular with bicyclists. A long-term strategy will be developed to address the growing number of bicycles on buses and rail. In August 2012, the Kramer Station bike shelter was opened.

Ongoing Tasks

- **Improve accessibility/connectivity at bus stops**
 - A multi-year effort is underway to ensure the accessibility of all bus stops, including wheelchair boarding locations and sidewalk connectivity. This project is in partnership with the city of Austin.
- **Implement safety and security improvements**
 - One percent of Capital Metro's annual federal funding is designated for safety and security improvements. An ongoing plan of projects will be identified for use of these funds.

Performance Measures

Measure	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Service delivery index * Includes on time performance, vehicle accident rate, passenger accident rate, miles between road calls and customer comments.	5.89	6.7	5.9	6.7	Operations
Bus stop connectivity / accessibility upgraded to meet Capital Metro's standard * Measure represents the expenditure of annual budgeted funds.	35%	100%	39%	90%	Capital Projects

Strategic Goal 2

Improve Business Practices

Capital Metro will exhibit good stewardship of public funds through the efficient use of available resources, and by instituting productivity and efficiency strategies that will ensure resources are allocated responsibly.

Objective 2.1

Strengthen the Financial Health of the Agency

Understand the current financial conditions and put the appropriate systems and controls in place that improve the financial health of the organization.

Completed Tasks

- **Adopted a long-range financial forecast**
 - Produced a five-year long-range financial forecast of revenues, operating expenses and capital expenses for the current year and four additional years. This forecast will be updated annually
- **Developed a cost allocation model**
 - Revised Capital Metro's methodology for allocating non-operating costs to the appropriate modes of service. This model will be used to evaluate the fully-funded cost of individual modes of service.
- **Addressed labor structure**
 - Implemented the recommendations of Senate Bill 650 which requires that all transit services now operated by StarTran are either operated by direct employees of Capital Metro or operated by private contractors after a competitive procurement.
- **Developed a plan to implement fuel hedging**
 - Capital Metro retained a consultant on fuel prices and develop a specific procedure for regularly reviewing fuel prices in order to enter into fuel hedging agreements.

Ongoing Tasks

- **Pursue additional funding/ revenue opportunities**
 - Examine a range of opportunities to increase revenues as they present themselves. At a minimum, this will include a complete review of sales tax accounts, an analysis of current marketing conditions to evaluate potential revenue from naming rights, transit advertising and transit oriented development (TOD), real estate development, transportation development credits and other options.
- **Identify cost savings to replenish reserves**
 - Review the budget in concert with all divisions of Capital Metro to identify opportunities for cost savings. This will include, but not be limited to, requiring divisions to provide budgets with plans for specific percentage reductions.
- **Develop a business plan for freight rail**
 - Prepare short-term and long-term plans and approaches for increasing freight revenue and reducing costs.

New Tasks

- **Develop 20-Year Long Range Financial Plan**
 - 20-year Plan: To facilitate long-range planning of the metro region's transit needs and adequately plan for its own long-term sustainability, Capital Metro will prepare a 20-year financial plan that will be updated on a regular basis as conditions change. This plan will factor in long-term outlooks for key revenue sources and will incorporate similar forecasts for basic operational costs and capital plans. It will also include alternative scenarios as regional transportation planning efforts emerge.

- **Implement fare policy and plan for future changes**
 - Fare policy and plan: Capital Metro will develop a consistent fare policy across all transit modes. This plan will incorporate a multi-year plan for fare adjustments, and will establish a policy for evaluating and managing Authority fares in a consistent and fair manner that is responsive both to the Authority's financial needs and the needs of the community.

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Two month operating reserves	\$20.9 million	\$21 million	Amount available in March 2013 after external audit has finalized	\$27.6 M	Finance
Return on assets					
Right of way revenue	\$340,000	\$357,000	\$476,080	\$257,140	Capital Projects & Real Estate
Transit Advertising	\$400,000	\$450,000	\$652,173	\$612,670	Business & Community Development
Fares	\$17.3 million	\$17.4 million	\$20.3 million	\$20.3 Million	Finance

Objective 2.2

Increase Accountability

Ensure that the Capital Metro staff and board are held accountable and responsible for the financial health of the organization, the service quality impact of long-term commitments and obligations, managed growth and environmental stewardship.

Completed Tasks

- **Created financial indicators report**
 - Developed a report of financial indicators for the board of directors that can reflect Capital Metro's fiscal health over time. Potential indicators could include growth in sales tax year over year; monthly ending cash balance; variance in overall revenues from forecast receipts versus expenditures.
- **Developed a business plan process for capital projects**
 - Developed detailed business plans for capital projects that include a financial analysis and projection of funding requirements, and monitor all capital projects according to those plans.

Ongoing Tasks

- **Ensure consistency with service standards**
 - Ensure that service changes and improvements are consistent with board-adopted or board-initiated plans including Service Standards and Guidelines, ServicePlan2020, and Project Connect.
- **Create an annual report**
 - Issue an annual report to the community in a transparent and reader-friendly format that details the agency's financial health and report on the progress in building reserves, reducing costs and generating revenue.
- **Develop an Environmental and Sustainability Management System (ESMS)**
 - Incorporate environmental stewardship into all Capital Metro business operations, consistent with FTA best practices. These best practices include efficient use of energy and materials, thorough employee training, implementation of resource reduction, recycling and reuse practices and safe and responsible disposal of all hazardous waste.



New Tasks

- **Maintain assets to a state of good repair**
 - Develop a plan and process to ensure that all assets are maintained to the manufacturer’s standards based on normal use and life expectancy.

- **Develop an organizational database for tracking and resolving corrective action audit findings**
 - Develop and implement a process for tracking and resolving corrective action plans and coordinating with the owner of the recommendations. The updates resulting from the tracking process will be reported to the President/CEO, Senior Executive Team and the Board of Directors on a regular basis

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Audit Findings KPI	100%	100%	100%	100%	Chief of Staff
State of Good Repair KPI	Establish baseline in FY 2013	NA	NA	Develop State of Good Repair Program in FY 2013	COO
Operating Budget adherence	+ or - 5%	+ or - 5%	2.3%	+ or - 5%	Finance

Objective 2.3

Enhance Organizational Development

Integrate the Strategic Plan into the Capital Metro culture to ensure that appropriate resources, initiatives and support are in place to guarantee employee commitment across the board. In addition, Capital Metro will continue to measure employee satisfaction in an effort to gauge employee morale.

Ongoing Tasks

- **Measure and report employee satisfaction indices**
 - Report employee environment key performance indices to the board labor committee quarterly. Include measures of employee turnover, grievance rates, absenteeism and employee injury rates.
- **Develop programs that allow for ongoing communication between executive management and employees**
 - Provide mechanisms for interaction and two-way dialogue between employees and executive management, such as the Linda is Listening program or other tools.
- **Develop action plans to address areas of concern in employee engagement survey**
 - The University of Texas Institute for Organizational Excellence completed a survey of employee engagement during 2011. The results of the survey served as the basis for implementing organizational changes to address areas where improvement was needed. Capital Metro will conduct the employee engagement survey again in FY2013 to evaluate results.
- **Develop an action plan for employee training and development**
 - Implement a leadership development program with specific objectives to help Capital Metro reach its strategic goals.



Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Employee survey results	FY 2011: Positive score on 12 of 19 survey constructs	Prepare for FY2013 survey with target to improve 2011 score	No survey conducted in FY 2012	Positive score on 15 of 19 survey constructs	Human Resources
Percent of designated leadership team beginning participation in the leadership development program	N/A	100%	Program implementation will not begin until FY 2013	75% of CAPS Team	Human Resources

Strategic Goal 3

Demonstrate the Value of Public Transportation in an Active Community

Demonstrating Capital Metro's value to the community will lead to a positive public image through improved service delivery, safety, increased customer satisfaction and increased ridership.

Objective 3.1

Increase Ridership in Target Markets

Identify new markets and create a strategic plan to capture those markets to increase ridership on all modes of transportation.

Completed Tasks

- **Developed plan for communicating transit services**
 - Worked with the Austin Convention and Visitors Bureau to develop plan for communicating transit services to visitors.

Ongoing Tasks

- **Create plans to target “new” markets 2014**
 - Working from the market segmentation study completed in 2009, develop a plan to market Capital Metro's services to those groups identified as most likely to ride. This plan will be designed to attract new riders.
 - Work with the Austin Convention and Visitors Bureau to develop a plan for communicating transit services to visitors.
- **Improve “last mile” access**
 - Services are not always within a comfortable walking distance for all trips. Adding bike access and shared ride access (like Car2Go or vanpools) at the beginning or end of a transit trip will attract new riders. Working with ridesharing providers, bicycle groups and the city of Austin to create cross-promotions will add synergy to our marketing and outreach.
- **Implement student summer ridership program**
 - Initiative to provide summer passes to high school and middle school students. A strategy and action plan for marketing this opportunity to students and their parents will be developed.
- **Develop plan for communicating and marketing to current riders and new riders, any service changes or new service**
 - Assess current process for communicating all changes to service, whether planned or due to special events and develop a plan that will serve as a template.
- **Develop a plan for marketing MetroRapid**
 - Develop a strategic plan for branding and marketing MetroRapid to the community.



New Task

- **Develop a plan for an overall Capital Metro brand**
 - The development of new and consistent branding for all customer touch points, including vehicles, bus stops, and customer information, will improve Capital Metro's image within the community.

Performance Measures

Measures	Baseline	FY 2012 Goal	2012 Actual	FY 2013 Goal	Responsibility
Riders per hour	28	29	31	33	Planning / Marketing
Website average visits/day:	9,291	10,500+	11,284	12,400	Marketing
Website returning traffic	194,512	220,000+	247,199	260,000	Marketing
Website new traffic	88,122	90,000+	98,855	103,000	Marketing
Website average bounce rate	37.99%	>33%	37.5%	35.6%	Marketing
Ridership increase in target markets	NA	10% increase in average daily boardings	130% on Route 100 and 40% increase on MetroRail	20% Increase	Planning / Marketing
Ridership increase in University of Texas students on mainline service	FY 2010 Baseline* 2,429,484	2,750,000	2,884,695	3,100,000	Marketing / Planning

*UT student ridership project began in FY 2010.

Objective 3.2

Develop and Innovatively Deliver our Message

Push Capital Metro's message aggressively and effectively

Ongoing Tasks

- **Design strategy for social media/interactive communication**
 - Capital Metro's customers and potential customers are talking about Capital Metro on social networking platforms. A solid social media strategy will enable the Authority to participate in those conversations—to provide great customer service, to clarify or correct misinformation and to improve the perception of Capital Metro and its employees and to ensure, in turn, that the valuable information gleaned from customers will be used to improve service.

- **Determine marketing message/develop strategy/create marketing plan and implement**
 - Develop a comprehensive marketing strategy, delineating key messages and an implementation timeline.

- **Implement additional interactive tools for customer input**
 - A comprehensive public involvement process will utilize additional interactive tools to gather customer input and increase customer awareness of Capital Metro's services. These tools will enhance citizen participation, ensure agency transparency and enhance the board decision-making processes—i.e., *ideas.capmetro.org* idea tool, TurningPoint interactive voting technology, online webinars, videos, customer surveys and focus groups.

- **Develop public relations/media strategy**
 - Develop a comprehensive plan of action to deliver Capital Metro's key messages to appropriate audiences through a wide variety of communications and media platforms. This plan will allow Capital Metro to address the many challenges and opportunities it faces as the agency builds upon the success of the past two years. This strategic plan will include editorial board visits, additional media outlets, newsletter insertions, press releases, "soft stories," television coverage, national publications, an annual report to the community and employee "share our story" messages.

New Task

- **Identify potential partners and strengthen partnerships to achieve success in targeted areas or interest**
 - Inventory current Capital Metro community partnerships and evaluate their impact in advancing the organizational strategic objectives. Recommend addition or elimination of partnerships as warranted.

- **Continue development of the new Capital Metro website and apps**
 - Capital Metro debuted a new website in FY2012. Improvements will continue in 2013 with new pages and improved layouts of secondary pages, improved trip planning capabilities, improved mobile site and real time user interface. Staff will also research app options.

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Establish baseline for sale of student summer ridership pass	1000+ projected	1000+	0	1000+	Marketing
Customer satisfaction survey	90%	92%	Not performed in FY 2012	93%	Marketing
Number of positive media pitches (including local media, editorial board and industry publications)	Establish FY 2012	2/month	3/Month	3/Month	Communications
Attitudinal poll (communication strategy effectiveness)	Establish FY 2012	Establish FY 2012	58%	70%	Marketing

Objective 3.3

Strengthen Community Relationships

Build meaningful relationships with the community that result in support for future initiatives.

Ongoing Tasks

- **Continue B2B program**
 - The Business-to-Business outreach program is a corporate outreach initiative targeted at employers who have the potential to buy rail or bus passes for their employees. The existing program will be continued with additional outreach to new businesses that express an interest in becoming retail partners or in securing other customized services such as vanpools. A website “splash page” will promote the program online and allow interested businesses to register for services.
- **Continue implementation of DBE program**
 - The DBE Program is a federally-mandated program that supports our small and minority business community. Capital Metro will continue the implementation of its approved 2012-2014 DBE Plan and meet the 23% compliance goal. In addition, to enhance program outreach initiatives, Capital Metro will seek to contract with the minority Chambers of Commerce for special services and implement networking events that foster mutually productive business partnerships.
- **Assess value and effectiveness of MetroAmbassador and MetroEducation programs**
 - The MetroAmbassador program recruits and trains community volunteers to assist in community involvement and outreach activities, such as rail safety outreach. The MetroEducation program uses presentations, brown bag lunch sessions and experiential field-trip style learning opportunities for both adults and children to increase ridership and customer satisfaction for all Capital Metro services. The programs will be assessed for their effectiveness and will be updated, revised and re-launched as appropriate.
- **Work with board advisory committees to develop meaningful dialogue and relationships**
 - The Board of Directors restructured the two citizen advisory committees and appointed new members to provide more effective input. These committees serve as resources to Capital Metro by giving feedback to the board regarding transit services. The Customer Satisfaction Advisory Committee focuses on service quality and improving the riding experience. The Access Advisory Committee focuses on issues related to service for senior citizens and passengers with disabilities, including MetroAccess service and bus stop accessibility.
- **Create speaker’s bureau**
 - The speakers bureau will be a community outreach program utilizing Capital Metro employees and other transit advocates to provide presentations and briefings on agency initiatives to community organizations throughout the region.

New Tasks

- **Build community support for major agency initiatives**
 - President/CEO Linda Watson will develop a comprehensive outreach strategy with key messages and a timeline to engage the region on the value of transit and foster relationships with the various segments of our community. The purpose of this strategy is to enhance existing relationships and build new ones with key stakeholders who can provide meaningful feedback to Capital Metro. This task will assist Capital Metro in building substantial relationships that result in support and active advocates for future initiatives, and position Capital Metro to lead the region towards increasing the role of public transportation and encouraging transit supportive land use development patterns.

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
DBE goal	22%	23%	16%	23%	Business and Community Development
Increase number of employers who buy passes for their employees	4	5	0	6	Business and Community Development
Increase in the number of speakers bureau presentations	8	8	8	20	Business and Community Development
Attitudinal poll (Capital Metro Image)	Establish FY 2012	Establish FY 2012	58%	70%	Marketing

Strategic Goal 4

Be a Regional Leader

Capital Metro will play a major role in addressing the congestion challenges in Central Texas by increasing its market share and influencing future land development.

Objective 4.1

Lead Public Transportation Planning and Innovation

Provide guidance and direction to the Central Texas community regarding the development of innovative transportation solutions.

Ongoing Tasks

- **Complete regional transit system plan update**
 - In partnership with the City of Austin, CAMPO, the Lone Star Rail District and others, lead the system plan effort and work to ensure completion of that plan on time and within budget.
 - Develop a leadership strategy to influence regional transportation outcomes with CAMPO and other counties and cities.

- **Maintain and increase staff expertise and exposure to innovation through training and participation in local, regional and national peer groups**
 - To maintain and increase regional leadership capabilities, it is critical that staff remain current on leading ideas and concepts in transportation. This task will maximize opportunities for peer networking and education for staff resulting in improvements to our service.

- **Expand partnerships with educational and research institutions**
 - Capital Metro has successfully partnered with a broad range of educational and research institutions to leverage their capabilities of improving public transportation, and this task will further those efforts.

- **Develop a prioritized plan for improved MetroRail service**
 - The current levels of MetroRail service are near capacity and ridership has tripled since service began. As the first modern passenger rail service in Central Texas, the MetroRail Red Line is an initial investment that needs further improvements to reach its potential. This task will develop a prioritized plan to increase capacity, improve service quality and expand service on the Red Line.

New Tasks

- **Evaluate the provision of neighborhood circulator service**
 - Capital Metro staff is evaluating the feasibility, cost-effectiveness and community benefit of possible conversion of existing fixed-route service to neighborhood circulator service. Staff will also identify potential areas to add new circulator service if additional resources become available.

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Advance the Project Connect High Capacity Transit System Plan	No formal system plan in place for regional transit	Work with Transit Working Group and partner agencies to advance plan (50% complete by end of FY)	50% complete by end of FY	100% completion of plan; endorsement by TWG	Planning
Develop upgrade plan for MetroRail	No formal plan exists	NA	NA	Complete and Present to SET and Board of Directors	Planning/Rail

Objective 4.2

Grow the Service Area and Customer Base

Implement a strategy to support a fully developed regional transportation system that results in higher per capita transit use and broader geographic coverage than at present.

Completed Tasks

- **Partnered to support expanded MetroRail operations**
 - MetroRail has proven to provide a valuable and highly-used service when occasionally provided in the evenings and on weekends and there is a desire for more. Seek funding partners to support the cost of this additional service on weekend evenings.
- **MetroRapid Milestones Completed**
 - Twenty 60-foot buses purchased for the provision of MetroRapid service
 - PCGA approved by FTA
 - Route 801 and 803 design complete
 - Route 801 construction initiated
 - MetroRapid groundbreaking ceremony held at Chinatown MetroRapid station

Ongoing Tasks

- **Implement MetroRapid**
 - This project is the next major element of the All Systems Go Long-Range Plan and is receiving more than \$37 million in federal funding. Assure that vehicle acquisition, station development and transit signal priority system development in FY12 occur within budget and on schedule.
- **Build support for transit and transit funding in the region**
 - By continuing planning efforts, including the federally-funded North Central Corridor Alternatives Analysis, Capital Metro will build community support and provide a strong basis for increased transit investment.
 - Work with Capital Area Rural Transportation System (CARTS) to improve service levels and regional connectivity and leverage resources.

New Tasks

- **Continue outreach to non-member cities for service provision**
 - Discussions continue with several jurisdictions on the issue of providing service beyond our current service area boundary through an Interlocal Agreement. The service expansion policy will be evaluated and revised as necessary in accordance with these discussions, and work on this policy will be coordinated with CAMPO.

Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
BRT Measures (Schedule and Budget for Project)	100% on Time and Budget	100% on Time and Budget	100% on Time and Budget	100% on Time and Budget	Operations
Funding for transit initiatives grant funding	No Measure in Place	NA	NA	Apply for 3 Grants	Planning

Objective 4.3

Play a Key Role in Sustainable Development

The viability of a high quality public transportation system is largely a function of the development patterns it serves. Capital Metro will work to encourage transit-supportive development in Central Texas and facilitate smart growth through integration of transportation and land use planning.

Ongoing Tasks

- **Continue to promote transit oriented development (TOD) through education and outreach**
 - Advance TOD projects near MetroRail stations and on agency-owned property as a means of increasing transit ridership and generating a revenue stream to support service costs.
 - Finalize design and environmental work and initiate construction on MetroRail track relocation and double-tracking project at Plaza Saltillo.
- **Partner to support implementation of activity centers in CAMPO 2035 Plan**
 - Participate in regional projects such as the CAPCOG Sustainable Places Project, Envision Central Texas and others to encourage the development of activity centers that are transit-supportive.
 - Work with the City of Austin to complete the Airport Boulevard Corridor Study and begin implementing the recommended actions on this corridor to serve as a model project for activity center development.

New Task

- **Urban Rail**
 - Work with Urban Rail Program Lead and City of Austin to advance Urban Rail Project development.
- **Project Connect**
 - Complete Project Connect system plan and work with CAMPO to incorporate into the Metropolitan Transportation Plan (CAMPO 2040).



Performance Measures

Measures	Baseline	FY 2012 Goal	FY 2012 Actual	FY 2013 Goal	Responsibility
Urban Rail Development Project	NA	NA	NA	Complete by June 2013	Planning
Project Connect System Plan	NA	Advance planning effort to 60% completion	40% Completion	Complete by June 2013	Planning
Initiate North Central corridor alternatives analysis	Not started	50% of Scope Completed by FY 2012	30% of scope completed (delayed due to delays in broader Project Connect effort)	30% of Scope	Planning



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Summary of Financial Policies

Capital Metro's component unit, StarTran, Inc., was a corporation organized under the Nonprofit Corporation Act of the State of Texas for the purpose of providing employees to operate mass transit services on behalf of Capital Metro. Prior to August 19, 2012, about 70 percent of fixed route bus services were provided by StarTran and the remaining 30 percent was provided through contracts with First Transit and Veolia.

However, new contractors are providing transportation services, which were provided by StarTran, Inc. in the past, to comply with Senate Bill 650. This bill required Capital Metro to either outsource all services not provided by Capital Metro or bring them in-house. The latter required the concurrence of ATU Local 1091 which was not forthcoming. Accordingly, after a seven month procurement process, on April 23, 2012, the Board of Directors approved two contracts, one for fixed-route and the other for paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. and MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. The transition to private contractors coincided with the August 2012 Service Change.

Capital Metro is not included in any other governmental "reporting entity" as defined in Section 2100, Codification of Governmental Accounting and Financial Reporting Standards. The appointed members of the Board have the authority to make policy decisions, select the President/CEO of Capital Metro and maintain primary accountability for fiscal matters.

Capital Metro's primary financial goal focuses around providing effective and efficient transportation services and systems to the public using a balanced budget. The financial goals of Capital Metro are to:

- ◆ Operate under a balanced budget.
- ◆ Safeguard and maximize resources.

The following guidance and policies are in place in order to achieve these goals:

- ◆ Capital Metro operates under a balanced budget. Capital Metro's definition of a balanced budget is in accordance with the Texas Transportation Code, Section 451.103.
- ◆ Capital Metro utilizes the zero-based budgeting concept.
- ◆ Capital assets are recorded at cost and are depreciated over their useful life using the straight-line method.
- ◆ Fixed assets for capitalization and financial reporting purposes are all items purchased that have a useful life of more than one year, are of a tangible nature and have a value of \$5,000 or more, net cost, not including trade-ins or any taxes, licenses, etc.
- ◆ Sales tax revenue is accrued on a monthly basis based on information provided by the Texas Comptroller of Public Accounts.
- ◆ Capital Metro funds its capital improvements with sales taxes and grants primarily from the Federal Transit Administration (FTA). Revenue is recognized when all eligibility requirements have been met. The grantor retains a reversionary interest in the capital asset over the estimated useful life of that asset.

Summary of Debt Policy

- ◆ Debt: Section 451.352 of the Texas Transportation Code authorizes an authority to issue bonds at any time and for any amounts it considers necessary or appropriate for the acquisition, construction, repair, equipping, improvement or extension of its transit authority system with the following conditions:
 1. The board, by resolution, may authorize the issuance of bonds payable solely from revenue.
 2. Bonds, any portion of which is payable from taxes, may not be issued until authorized by a majority of the votes received in an election ordered and held for that purpose.
 3. Capital Metro's bonds may be sold at a public or private sale as determined by the Board to be the more advantageous.
 4. The Board, by resolution, may issue short-term bonds secured from revenue or taxes received if the debt has a term not exceeding 12 months, and the bond is payable with taxes or other revenue received on or after the date of issuance and before the end of the fiscal year following the fiscal year during which the bonds were issued.
 5. Capital Metro may not issue short-term debt (less than 12 months in duration) or bonds secured by the revenue of the authority to finance the purchase, acquisition, construction, operation, or maintenance of a fixed rail transit system without a voter referendum.
- Pension Obligation Bonds: Section 451.139 of the Transportation Code gives Capital Metro the authority to issue bonds in the amounts necessary for managing or funding retiree pension benefit obligations for pension plans existing as of January 1, 2011, and that result from the competitive bidding of transit services required by Section 451.137. The use of this bonding authority is strictly limited, and it is the Board's policy to use the authority only in a manner that is consistent with the original intent of the law and only at such a time as it can be justified in terms of the long-term financial sustainability of Capital Metro.
- Contractual Obligations: Chapter 271, subchapter A of the Local Government Code authorizes Capital Metro to execute, perform, and make payments under a contract with any person for the use or the purchase or other acquisition of personal property, or the financing thereof. This provision specifically applies to the purchase or lease of personal property or for financing the acquisition of personal property, such as vehicles. Projects involving purchases of real property or improvements to real property cannot be financed using contractual obligations under state law.

The contract must (1) be on the terms considered appropriate by the Board, (2) be in the form of a lease, a lease with an option or options to purchase, an installment purchase, or any other form considered appropriate by the Board, including that of an instrument which would be required to be approved by the attorney general, provided that contracts in such form must be approved by the attorney general, (3) be for a term approved by the Board and contain an option or options to renew or extend the term and (4) be made payable from a pledge of all or any part of any revenues, funds, or taxes available to Capital Metro for its public purposes.

Subject only to applicable constitutional restrictions, the Board may obligate taxes or revenues for the full term of a contract for the payment of the contract. The contract may be for any term not to exceed 25 years.

- Lease Financing: Lease obligations may also be considered as appropriate for financing capital. Lease financing should be considered when determined to be more beneficial, either economically or from a policy perspective. Factors to be considered and evaluated include: the useful life of the capital, the terms and conditions of the lease, market convention, and the impact on debt capacity and budget flexibility.

Debt Limits

The primary goal of the Board of Directors is to minimize the use of debt and to use debt financing prudently when it is utilized. Capital Metro will keep outstanding debt within the limits prescribed by State law and at levels consistent with its creditworthiness objectives. Capital Metro will maintain debt service coverage ratios consistent with the best practices for local government debt issuance. At a minimum, the debt service coverage ratio for financial planning purposes will be set at an average coverage ratio of 2.0x net revenue over annual debt service costs. The debt-to-net-revenue coverage ratio will be calculated annually and included in Capital Metro's Comprehensive Annual Financial Report and presented to the Board annually.



Current Fare Structure

Fare Type	Local	Local Reduced	Regional	Regional Reduced
Single Ride	\$1.00	\$0.50	\$2.75	\$1.35
Day Pass	\$2.00	\$1.00	\$5.50	\$2.75
7-Day Pass	\$9.00	\$4.50	\$20.00	\$10.00
31-Day Pass	\$30.00	\$15.00	\$64.00	\$32.00

Additional Passes	
MetroAccess 10-Ride Ticket Booklet	\$15.00
MetroAccess Monthly Pass	\$40.00
RideShare Monthly Pass	\$60.00
Stored Value Card (\$15.00 value)	\$12.00

Local — MetroBus

Regional — MetroExpress Bus, MetroRail (includes all MetroBus service).

MetroRail riders may purchase a single ride zoned fare: \$1 for one zone, \$2.75 for 2 zones. All other MetroRail passes must be purchased at the Regional rate. Reduced Fares are available to those with a Capital Metro Reduced Fare ID (formerly the Disability Fare Card) including: Seniors 65 and over, Medicare card holders, people with disabilities, students 6-18 with a valid school ID, and active & reserve Military with valid ID.

MetroAccess Monthly Passes are valid for all Local and Regional services. Those with a valid MetroAccess Monthly Pass are required to possess a valid Capital Metro MetroAccess ID when riding Local or Regional services.

MetroAccess 10-Ride Tickets are valid only for MetroAccess services. Not valid for Local or Regional services.



Fare Structure effective January 2014

Fare Type	Local	Local Reduced	Premium	Premium Reduced	Commuter	Commuter Reduced	MetroAccess
Single Ride	\$1.00	\$0.50	\$1.50	\$0.75	\$2.75	\$1.35	\$1.50
Day Pass	\$2.00	\$1.00	\$3.00	\$1.50	\$5.50	\$2.75	None
7-Day Pass	\$9.00	None	\$13.50	None	\$22.00	None	None
31-Day Pass	\$33.00	\$16.50	\$49.50	\$24.75	\$77.00	\$38.50	None

Additional Passes	
MetroAccess 10-Ride Ticket Booklet	\$15.00
MetroAccess Monthly Pass	\$40.00
RideShare Monthly Pass	\$60.00
Stored Value Card (\$20.00 value)	\$20.00
Stored Value Card (\$40.00 value)	\$40.00

Local - MetroBus, Rail Connectors

Premium - MetroRapid, and Flyers

Commuter - MetroRail, MetroExpress Bus (Commuter passes are also valid on all Local and Premium services.) All MetroRail tickets will be purchased at the Commuter rate and zones fares will no longer apply. A MetroRail Single Ride ticket is valid only for a one-way trip.

Reduced Fares are available to passengers with a Capital Metro Reduced Fare ID (formerly the Disability Fare Card). Seniors 65 and over, Medicare card holders, and people with disabilities may obtain the ID for \$3.00 from the Capital Metro Transit Store. Students 6-18 with a valid school ID and active & reserve military with a valid ID also qualify for Reduced Fares.

MetroAccess Monthly Passes are valid for all Local, Premium, and Commuter services. Passengers riding Local, Premium or Commuter services with a valid MetroAccess Monthly Pass are required to possess a valid Capital Metro issued MetroAccess ID.

MetroAccess Single Ride and 10-Ride Ticket Booklets are valid only for MetroAccess services. The tickets are not valid for Local, Premium, or Commuter services.



Summary of Fare Policy

Purpose

The purpose of this policy is to establish goals, objectives and guidelines to assist the Capital Metro Board of Directors and staff in making decisions regarding adjustments to fares. All such decisions will also be made in accordance with Capital Metro's enabling legislation, Texas Transportation Code Section 451, as amended, and Federal Transit Administration (FTA) fare requirements including 49 CFR section 609 for reduced fares. When considering increasing or restructuring fares, Capital Metro will conduct a comprehensive review of ways to reduce costs and increase ridership, and the corresponding effects on fare box recovery, to minimize the effects of any fare changes on Capital Metro's customers.

Goal

The goal of this Fare Policy is to support Capital Metro's overall strategic mission to provide quality public transportation choices for our community that meet the needs of our growing region. To accomplish this mission Capital Metro must develop and use its resources in a manner that ensures sustainable business growth.

Fare Policy Review

Capital Metro will review its fare policy and pricing annually with the expectation that fares may be adjusted as necessary to keep pace with the rate of increase in the cost of transit operations. Generally, fare changes will become effective in conjunction with service changes in January or August. Recommendations for fare adjustments will be developed in conjunction with the budget process for the following fiscal year.

Expense Policies

Expenditure Accountability

All invoices are reviewed on multiple levels. Monthly variance reports which provide operational accountability are provided to department directors, the senior executive team, and the Board. The capital project budgets and progress are monitored and reported to the department directors, the senior executive team and the Board monthly. Capital Metro has an Internal Audit department which reports directly to the Board and is an independent source of objective advice. Internal Audit provides assurances on Capital Metro's governance, risk management, and control processes to help the organization achieve its strategic, operational, and financial and compliance objectives. In addition, Internal Audit is a catalyst for improving effectiveness and efficiency by providing insight and recommendations based on analyses and assessment of data and business processes. Internal Audit also shares "best practices" and suggests ways for reducing costs and enhancing revenues.

Income taxes

Capital Metro now contracts passenger services to private companies. StarTran was dissolved as a nonprofit corporation did not earn a profit during its association with Capital Metro. For federal income tax purposes, StarTran was required to file the necessary federal income tax returns under a for-profit status, and was therefore subject to income tax on any profit earned during the year.

Accordingly, StarTran accounted for income taxes under the guidance of Accounting Standards Codification 740 "Accounting for Income Taxes". During 2012 and 2011, there were no material differences between the recognition of revenues and expenses for tax and financial statement purposes. There was no tax expense for 2012 and 2011.

Procurement

Capital Metro's Procurement Department is responsible for purchasing all goods and services required by Capital Metro in accordance with sound public contracting policies and procedures. These policies are designed to provide timely delivery of goods and services, quality customer service and savings through:

- Obtaining most competitive market price to meet or exceed agency's needs.
- Maintaining effective and user-friendly processes and systems.
- Building strategic partnerships with internal customers.
- Maintaining a pool of qualified suppliers and obtaining maximum value from supplier relationships.
- Providing education tools for procurement teams, customers and suppliers.

Procurement Methods

Capital Metro uses a variety of procurement methods. Selecting the correct one is dependent on several factors. One important factor is the estimated price. Small purchases expected to cost less than \$50,000 are purchased via Capital Metro's "small purchases" method of procurement.

Micro Purchases

Purchases under \$3,000, including delivery charges, or micro-purchases, may be accomplished without securing competitive quotations if the prices are considered to be fair and reasonable. Procurement staff and employees using purchasing cards for micro-purchases are required to equitably distribute the purchase of like goods and services among qualified suppliers.

Micro-purchase procedures may not be used for construction contracts with a value of \$2,000 or more.

Request for Quotes (RFQs)

RFQ's are used for all purchases expected to cost between \$3,000 and \$50,000. A brief description of the item needed is provided to vendors, who submit written quotes to Capital Metro by an established deadline. Capital Metro distributes RFQs to registered vendors through either the Bidwire or Quotewire functionality of DemandStar. Vendors can register with DemandStar and request a free agency-level subscription. Procurement staff adds supplemental suppliers to the DemandStar broadcast list obtained from the user department's source lists, internet, phone books, industrial guides, etc.

Large Purchases

Purchases in excess of \$50,000 require more comprehensive methods than those used for small purchases. These purchases are solicited using a full and open competition process to allow all prospective bidders/offerors an opportunity to do business with Capital Metro. Special efforts are made to make the vendor community aware of Capital Metro's requirements. Solicitations are advertised in newspapers, and Capital Metro distributes solicitation notifications to registered vendors on DemandStar.

The basic types of procurement methods used for large purchases are Invitation for Bids (IFB) and Request for Proposals (RFP). Generally, goods/commodities are procured via IFB, whereas services are generally procured via RFP. In both cases, Capital Metro develops and faxes or e-mails an advance notice to registered vendors on DemandStar. The notice gives a basic description of the item to be purchased, the order of magnitude and prompts vendors to return the notice to Capital Metro.

The solicitation is developed and includes a detailed purchase description and/or statement of work, contractual terms and conditions, and instructions on how to submit an offer to Capital Metro. Solicitations generally remain open for 21 days so that vendors may have enough time to respond.

For IFBs, Capital Metro awards contracts to the responsive and responsible bidder offering the lowest price. A bid is responsive if it meets all the material requirements of a solicitation; in other words, the bid submitted by the vendor does not vary from Capital Metro's original requirement. A bidder is responsible if it can demonstrate the capacity and the willingness to perform (i.e., proper equipment, manpower, financial resources, technical expertise, etc.). Therefore, when the IFB method of procurement is used, the "low bidder" does not necessarily receive the award. An award is made to the "low bidder" only if the bidder meets both tests of responsiveness and responsibility.



For RFPs, awards are not based on price alone, but other weighted factors of importance specified in the solicitation. Selection for award is done by an evaluation team that independently evaluates the proposals submitted. The vendor/contractor offering the best value to the Authority, price and other factors considered, is selected.

For each solicitation issued, Capital Metro assigns a Contracts Administrator as primary point of contact to assist vendors. In addition, a conference is generally scheduled well in advance of the bid/proposal submission deadline so vendors may obtain clarification from Capital Metro. After receipt of proposals, the information contained in the proposals or concerning the number or identity of offerors is unavailable to the public or to anyone in Capital Metro not having a legitimate interest or need to know prior to the recommendation of award of a contract. After evaluation of all offers, Capital Metro awards a contract. Contracts in excess of \$150,000 require approval by Capital Metro's Board of Directors prior to award.

Other Procurement Methods

There are other infrequently used procurement methods. They include sole source and Statement of Qualifications (SOQs) for statutory professional services for disciplines that require State of Texas licensing, and emergency procurements.



Summary of New Financial Policies

In response to the Senate Bill 650, the Capital Metro Board of Directors approved the following financial policies during FY 2013:

- Long Range Financial Plan Policy was adopted October 2012.

The long range financial plan is a tool to recognize/identify financial challenges, stimulate long-term and strategic thinking, provide consensus on long-term financial direction and communicate with internal and external stakeholders.



Revenue

The following schedule shows details of the FY 2014 revenue budget along with comparisons from the FY 2013 budget and FY 2012 actuals. Sales tax revenue is the primary revenue driver for Capital Metro, contributing approximately 76% of the total operating revenue budget.

	FY2012 Actual	Amended FY2013 Budget	FY2013 Forecast	Proposed FY2014 Budget	FY13 Budget - FY14 Budget Variance
Passenger Revenue					
Bus	10,551,904	9,666,450	9,869,229	10,521,950	855,500
Commuter Rail	532,161	507,528	685,796	756,860	249,332
MetroAccess	814,673	948,338	864,709	883,720	(64,618)
Rideshare	478,455	566,350	533,258	512,550	(53,800)
UT Shuttle	6,282,177	6,203,741	6,203,741	6,486,840	283,099
Subtotal Passenger Revenue	\$ 18,659,370	\$ 17,892,407	\$ 18,156,732	\$ 19,161,920	\$ 1,269,513
Other Revenue					
5307 Grant - capital	15,807,164	16,261,080	8,744,191	14,301,991	(1,959,089)
5307 Grant - capital cost of contracting	15,643,959	30,301,130	30,301,130	28,000,000	(2,301,130)
5307 Grant - ILAs	-	-	-	974,890	974,890
City of Georgetown - local match	-	-	-	156,000	156,000
TxDOT reimbursement	1,016	500,000	-	1,000,000	500,000
Freight income	4,998,943	4,661,706	4,594,053	4,844,490	182,784
Metro Rapid Grant	-	19,903,745	19,223,758	14,744,992	(5,158,753)
Other operating revenue	2,307,774	2,370,522	2,713,138	3,415,460	1,044,938
Sales tax	165,248,523	163,255,000	175,999,186	182,159,158	18,904,158
Weekend Commute Rail ILA	925,067	-	-	-	-
Total Operating Revenue	\$ 223,591,816	\$ 255,145,590	\$ 259,732,189	\$ 268,758,901	\$ 13,613,311

Factors Affecting Revenue

Passenger Revenue

Capital Metro expects passenger revenue to increase over the FY 2013 budget due to ridership increase. Included in this revenue is The University of Texas support for shuttle services and special events and fares paid by The University of Texas. Variances are the result of service hours, ridership and contracted rates.

Freight Revenue

On December 21, 2010, a lease agreement was approved with Watco Companies Austin Western Railroad, Inc., for the operation of the agency's freight rail services. Watco covers direct operating costs and Capital Metro receives net revenue from leasing the authority-owned freight line.

Federal Capital and Operating Assistance Grants

The Urbanized Area Formula Funding program (49 U.S.C. 5307) makes Federal funding available to Capital Metro for transit operating assistance and capital projects. The allocation of grant revenue between the operating and capital budgets is a function of eligible costs and grant funds availability.

Sales Tax Revenue

Sales taxes represent the largest component of Capital Metro's revenue. For FY 2014, it is budgeted at a 3.5% increase over the FY 2013 sales tax revenue forecast.



Operating Expenses

Category	FY2012 Actual	Amended		Proposed FY2014 Budget	FY13 Budget -	FY13 Budget -
		FY2013 Budget	FY2013 Forecast		FY14 Budget Variance	FY14 Budget % Variance
Salaries and wages	58,848,448	19,891,418.00	18,846,144	21,300,273	1,408,855	7.1%
Benefits	25,751,386	11,324,513.00	11,406,335	11,476,798	152,285	1.3%
Professional services	19,651,851	25,021,581.00	20,089,284	28,045,215	3,023,634	12.1%
Materials and supplies	8,118,305	2,249,761.00	1,710,596	2,515,616	265,855	11.8%
Fluids	15,410,793	18,974,961.00	17,613,928	19,444,993	470,032	2.5%
Utilities	2,052,397	2,303,672.00	2,067,103	2,424,240	120,568	5.2%
Insurance	1,367,652	3,578,492.00	2,038,450	3,593,489	14,997	0.4%
Taxes	949,247	999,267.00	951,162	1,047,684	48,417	4.8%
Purchased transportation	35,326,960	105,038,169.00	103,750,413	113,991,468	8,953,299	8.5%
Other	1,269,150	2,478,939.00	1,573,023	3,454,650	975,711	39.4%
Expense reimbursement	0	(1,850,140)	(1,820,739)	(1,926,781)	(76,641)	4.1%
Interest expense	750,835	847,115	793,430	729,940	(117,175)	-13.8%
Lease and rent	734,578	1,008,962.00	760,381	1,287,336	278,374	27.6%
Sub-total Operating Budget	\$ 170,231,602	\$ 191,866,710	\$ 179,779,510	\$ 207,384,921	\$ 15,518,211	8.1%

Factors Affecting Operating Expenses

Salaries and Benefits

Thirteen (13) additional positions are included in the FY 2014 budget compared to the FY 2013 original budget. The majority of these positions are in support of initiatives in the Strategic Plan and increased workloads in the Information Technology, Marketing, Bus and Paratransit Departments. A merit-based salary increase for Capital Metro employees is budgeted.

Professional Services

These costs include platting and engineering for the development of the Saltillo site, software, hardware and phone maintenance, painting buses, MetroRapid marketing, communication and outreach, railroad right-of-way surveying, Project Connect corridor planning, Central Corridor grant local match, four temporary fare inspectors, safety promotion campaign, leadership training and development, and network security assessment and quality assurance review

Fuel

Both diesel fuel and unleaded gasoline costs are projected at an average of \$3.50 per gallon.

Purchased Transportation

Purchased transportation costs increased as a result of contractual rates for services with existing providers; Capital Area Rural Transportation System (CARTS) services for Georgetown; Commuter rail special events; MetroRapid service; and the reassignment of services from Veolia to First Transit and McDonald upon expiration of that contract.

Interest Expense

Interest expense decreased due to loan refinancing efforts.



Fund Balance

The FY 2014 ending fund balance is estimated to be \$60.2 million (including \$10 million bus loan). Since September 30, 2009, the fund balance has increased by \$52.4 million.

FY2014 Projected Ending Fund Balance:

Ending fund balance 9/30/12	47,052,130
+ Bus loan proceeds	10,324,390
+ Estimated additional fund balance 9/30/13	17,931,991
= Projected ending fund balance 9/30/13	\$ 75,308,511
+ FY2014 revenue	268,758,901
-- FY2014 expenses	207,384,921
-- FY2014 interlocal agreements	12,537,409
-- FY2014 bus loan payment	1,855,000
-- FY2014 railcar lease	2,642,620
-- FY2014 capital projects	59,419,352
= Projected ending fund balance 9/30/14	\$ 60,228,110
Ending fund balance 9/30/09	\$ 7,831,161
Increase in fund balance from FY2009 to FY2014	\$ 52,396,949



Budget Summary

The table below summarizes the proposed budget for FY 2014 including projected expenses and revenues.

Revenue	FY2014
Passenger fares	19,161,920
Capital grant	14,301,991
Operating grant	28,974,890
TxDOT reimbursement	1,000,000
Freight rail revenue	4,844,490
MetroRapid grant	14,744,992
Sales tax	182,159,158
Other revenue	3,571,460
Fund balance	15,080,401
Total Revenues	\$ 283,839,302

Expense	FY2014
Operating expense	207,384,921
Loan payments	4,497,620
Interlocal agreements	12,537,409
Capital expense	59,419,352
Total Expense	\$ 283,839,302



Debt Amortization

In November 2004, the citizens of the Capital Metro service area voted to allow Capital Metro to operate urban commuter rail service from Leander, Texas to downtown Austin, Texas. In February 2006, the Capital Metro Board of Directors approved a tax-exempt lease/purchase financing agreement for the funding of rail vehicles. The Master Lease/Purchase Financing Agreement dated March 1, 2006, between Bank of America Leasing and Capital, LLC and Capital Metro was executed to purchase six rail cars from Stadler Bussnang AG, a corporation organized under the laws of Switzerland. The financed amount was \$36,044,935 with an interest rate of 3.7747%, payments due quarterly beginning in October 2006 for 10 years.

In December 2011, Capital Metro refinanced this note in the amount of \$19,190,263 with an interest rate of 2.48%, payments due quarterly on the 15th of January, April, July and October of each year beginning on January 15, 2012, for seven years in the payment amount of \$745,260.

Capital Metro entered into a Sales and Use Tax Revenue Contractual Obligation Series 2012 dated February 2012 with Compass Mortgage Corporation for \$20,000,000 with an interest rate of 2.15%, principal payments due annually beginning April 2013 and interest due semiannually on April 1st and October 1st of each year until maturity or prior redemption beginning October 1, 2012. This Contractual Obligation was issued for the purposes of paying the cost of acquiring replacement buses.

Yearly Service Requirements	Master Lease Financing Agreement		Long Term Financing/Note Payable		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2013	2,578,081	402,957	1,790,000	457,472	4,368,081	860,429
2014	2,642,614	338,423	1,855,000	391,515	4,497,614	729,938
2015	2,708,763	272,274	1,895,000	351,627	4,603,763	623,901
2016	2,776,569	204,471	1,935,000	310,890	4,711,569	515,361
2017	2,846,070	134,969	1,975,000	269,288	4,821,070	404,257
2018	2,917,312	63,726	2,020,000	226,825	4,937,312	290,551
2019	740,667	4,593	2,065,000	183,395	2,805,667	187,988
2020	-	-	2,110,000	138,998	2,110,000	138,998
2021	-	-	2,155,000	93,634	2,155,000	93,634
2022	-	-	2,200,000	47,300	2,200,000	47,300
Total	\$ 17,210,076	\$ 1,421,413.00	\$ 20,000,000	\$ 2,470,944	\$ 37,210,076	\$ 3,892,357



Summary of Department Expenses

DEPARTMENTS	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
100 NON-ALLOCATED BENEFITS	\$ 16,768,397	\$ 8,575,521	\$ 8,678,360	\$ 102,839	1.2%
102 WELLNESS CENTER	295,776	306,354	303,178	(3,176)	-1.0%
103 CHILD CARE CENTER	640,515	684,324	701,128	16,804	2.5%
105 BUSINESS CENTER	321,426	297,204	315,600	18,396	6.2%
110 EXECUTIVE STAFF	1,257,821	1,361,834	763,139	(598,696)	-44.0%
115 COMMUNICATIONS	274,735	444,576	646,951	202,375	45.5%
118 GOVERNMENT AFFAIRS / OFFICE OF DIVERSITY	-	-	708,141	708,141	100.0%
120 BOARD OF DIRECTORS	257,879	329,266	357,386	28,120	8.5%
125 INTERNAL AUDIT	271,259	310,130	397,296	87,166	28.1%
130 STRATEGIC OPER MANAGEMENT AND ADMINISTRATION	323,635	343,010	845,571	502,561	146.5%
135 STRATEGIC MANAGEMENT	284,948	406,150	-	(406,150)	-100.0%
140 SAFETY	159,041	120,610	-	(120,610)	-100.0%
141 SECURITY	2,621,312	3,086,337	3,358,105	271,767	8.8%
150 LEGAL	322,855	930,899	955,417	24,518	2.6%
160 LABOR RE-STRUCTURE	1,294,079	468,513	-	(468,513)	-100.0%
220 FINANCE	2,682,975	3,659,804	4,227,862	568,059	15.5%
230 INFORMATION TECHNOLOGY	3,958,558	5,005,520	6,017,567	1,012,047	20.2%
250 PROCUREMENT	797,725	971,887	1,198,488	226,601	23.3%
270 CONTRACTED SERVICES	14,470	-	-	-	0.0%
275 RIDESHARE	670,726	885,597	708,589	(177,007)	-20.0%
310 STARTRAN ADMINISTRATION	70,435	-	-	-	0.0%
320 STRATEGIC PLANNING	1,391,228	2,051,007	2,913,778	862,771	42.1%
330 MARKETING	1,859,457	2,679,791	3,646,647	966,856	36.1%
331 COMMUNITY INVOLVEMENT	777,850	886,946	842,887	(44,060)	-5.0%
332 CUSTOMER SERVICE	957,963	1,218,184	1,432,771	214,587	17.6%
340 HUMAN RESOURCES	1,527,594	1,637,945	1,451,863	(186,082)	-11.4%
420 RISK MANAGEMENT AND SAFETY	2,545,749	4,851,672	5,114,399	262,726	5.4%
430 METROACCESS	7,849,135	-	-	-	0.0%
440 OPERATIONS TRAINING	375,737	-	-	-	0.0%
441 FIXED ROUTE	28,289,072	-	-	-	0.0%
442 RUNNING REPAIR	15,686,954	-	-	-	0.0%
443 SERVICE ISLAND	17,470,761	-	-	-	0.0%
451 VEHICLE MAINTENANCE - ADMIN.	905,506	-	-	-	0.0%
456 STORES	743,792	-	-	-	0.0%
457 PUBLIC FACILITIES	2,748,167	4,144,841	4,349,895	205,053	4.9%
458 BUILDING MAINTENANCE	2,307,526	-	-	-	0.0%
530 CAPITAL PROJECTS	-	223,982	1,172,677	948,695	423.6%
540 REAL ESTATE AND PROPERTY MANAGEMENT	2,076,196	3,983,310	4,539,458	556,148	14.0%
542 FREIGHT RAIL MANAGEMENT	4,381,182	4,976,492	5,022,638	46,146	0.9%
544 COMMUTER RAIL OPERATIONS	10,308,994	12,574,398	12,958,185	383,787	3.1%
545 WEEKEND COMMUTER RAIL OPERATION	979,425	147,844	-	(147,844)	-100.0%
560 TRANSIT ORIENTED DEVELOPMENT	266,790	305,367	-	(305,367)	-100.0%
600 BUS AND PARATRANSIT SERVICES	895,982	3,277,673	3,977,826	700,153	21.4%
610 BUS CONTRACT OPERATIONS	25,668,780	95,765,442	102,310,696	6,545,254	6.8%
620 PARATRANSIT CONTRACT OPERATIONS	5,030,020	22,392,229	24,637,343	2,245,114	10.0%
630 PARATRANSIT ADMINISTRATION	1,899,176	2,522,052	340,470	(2,181,582)	-86.5%
640 PARATRANSIT RESERVATION & CONTROL CENTER	-	-	1,562,085	1,562,085	100.0%
650 PARATRANSIT ELIGIBILITY	-	-	928,529	928,529	100.0%
TOTAL ALL DEPARTMENTS	\$ 170,231,603	\$ 191,826,711	\$ 207,384,921	\$ 15,558,211	8.1%



Ridership

The table below reflects Ridership by mode of service:

Mode	FY 2012 Actual	FY 2013 Budget	FY 2013 Forecast	FY 2014 Budget	FY2014 Budget to FY2013 Budget Variance	FY2014 Budget to FY2013 Budget Variance Percent
Fixed Route	26,525,108	26,750,060	27,041,167	25,218,604	(1,531,456)	-5.7%
BRT	-	-	-	2,473,384	2,473,384	0.0%
Express Bus	583,643	598,185	589,872	599,439	1,254	0.2%
MetroAccess	612,064	611,831	604,691	617,983	6,152	1.0%
UT Service	4,960,631	4,783,722	5,168,284	5,168,284	384,562	8.0%
Rideshare	225,183	235,000	221,269	212,675	(22,325)	-9.5%
Suburban	99,704	97,247	129,615	147,329	50,082	51.5%
MetroRail	513,057	507,528	699,792	772,302	264,774	52.2%
MetroRail - Weekend Service-COA	55,553	102,493	110,800	106,532	4,039	3.9%
Special Events/Charters	95,054	186,525	210,063	166,575	(19,950)	-10.7%
Total	33,669,997	33,872,591	34,775,553	35,483,107	1,610,516	4.8%

Fixed Route

Capital Metro Fixed Route service is the mainline service of the transportation system. There are more than 55 routes, including local and cross-town. The transit authority operates approximately 11.2 million total bus miles over its fixed route system. The fleet of buses provides riders with an average of 88,000 one-way trips each weekday. Capital Metro's 391 buses operate seven days per week, providing service to approximately one million residents of the service area.

MetroRapid (BRT)

MetroRapid is a premium fixed route service along North Lamar/South Congress (Route 801) and Burnet/South Lamar (Route 803) and will begin service in 2014. MetroRapid brings together a set of unique features to result in faster, more convenient service for the community. Some of the features of this service include frequent service; limited stops; boarding from all doors; unique and upgraded stops with real-time arrival information; and vehicles equipped with signal priority technology.

Express Routes

Express service is limited stop service to and from The University of Texas, downtown and Park and Rides. There are six routes that service North and Northwest Austin as well as the cities of Leander, Manor and Elgin.



MetroAccess Paratransit Service

The MetroAccess ADA Paratransit Program is for persons who have a disability or medical condition, which limits or prevents them from independently using accessible bus service some or all of the time as defined in the ADA. Persons certified by Capital Metro under this program may ride MetroAccess within $\frac{3}{4}$ miles of Capital Metro's non-commuter fixed route bus service on the same days and during the same hours as the fixed route service in their area.

University of Texas Shuttle

Student shuttle service is provided for The University of Texas (UT). There are 17 routes that provide connections between housing and UT between the Pickle Research Center and the downtown campus. Routes transfer students around the greater UT campus area and from city areas with high-density student populations. Each year, the transit authority operates approximately 1.6 million total bus miles over the UT Shuttle system providing riders with an average of 29,000 one-way trips each weekday during a regular semester.

RideShare Program

Capital Metro's vanpool/carpool program currently has 141 vehicles.

Suburban Service

Capital Metro provides service to suburban communities within the service area such as Lago Vista, Jonestown and Manor.

MetroRail

The MetroRail Red Line runs on 32 miles of existing freight tracks between Downtown Austin and Leander. The Red Line provides convenient service for suburban and central Austin residents.

MetroRail Weekend Services

The Weekend Commuter Rail Operations Department provides management and oversight of weekend commuter rail service to be performed on specific days or for specific events. The net cost of this current weekend service is offset by direct funding from the City of Austin.



The following tables show details of the proposed FY 2014 service levels compared to FY 2013:

Vehicle Hours of Service

The table below reflects Vehicle Hours of Service by mode:

Mode	FY 2012 Actual	FY 2013 Budget	FY 2013 Forecast	FY 2014 Budget	FY2014 Budget to FY2013 Budget Variance	FY2014 Budget to FY2013 Budget Variance Percent
Fixed Route	979,949	990,850	989,928	935,442	(55,408)	-5.6%
BRT ⁽¹⁾	-	-	-	72,191	72,191	0.0%
Express Bus ⁽²⁾	51,905	53,197	51,338	51,199	(1,998)	-3.8%
MetroAccess ⁽³⁾	363,751	379,960	372,598	371,240	(8,720)	-2.3%
UT Service ⁽⁴⁾	122,849	124,669	123,893	121,765	(2,904)	-2.3%
Rideshare	40,697	38,533	41,050	38,406	(127)	-0.3%
Suburban ⁽⁵⁾	17,177	16,761	17,194	22,374	5,613	33.5%
MetroRail ⁽⁶⁾	11,502	11,731	11,710	16,183	4,452	38.0%
MetroRail - Weekend Service- COA	1,449	2,369	2,399	2,528	159	6.7%
Special Events/Charters ⁽⁷⁾	1,097	5,354	5,908	9,410	4,056	75.8%
Total	1,590,376	1,623,424	1,616,018	1,640,738	17,314	1.1%

⁽¹⁾ Two BRT-Rapid Bus Lines (801 and 803) will be introduced in early 2014 and late summer 2014, respectively. Operated by First Transit, these routes will either completely or partially replace several routes currently operated by McDonald Transit under Fixed Route.

⁽²⁾ Route 935 received reductions in Summer 2013 due to low ridership and to improve efficiency. Minor adjustments are proposed to schedules to improve efficiency (all routes).

⁽³⁾ MetroAccess vehicle hours are reflective of the new service delivery model. This reflects a mix of CMTA owned vehicles and non-CMTA owned vehicles.

⁽⁴⁾ UT Shuttle services will decrease as the result of targeted service reductions implemented to ensure the service fits with the University's available funding. This includes minor frequency reductions to Weekday levels on select routes.

⁽⁵⁾ Minor adjustments were completed to schedules to improve efficiency.

⁽⁶⁾ FY 2014 figures account for two things: 1) Special Events Anticipated (4th of July, Formula 1 and New Years) and 2) "make-ready" trains (an additional 7 daily train hours are accounted for actual time required by the contractor to ready trains in advance and post operation of revenue service. This figure was not accounted for in previous fiscal years although the cost to provide was covered within existing budgeted resources.

⁽⁷⁾ South by Southwest (March) and Austin City Limits (October) will require additional bus support than has been budgeted in previous fiscal years due to continued growth of both programs and ridership during the days of these events.



Vehicle Miles of Service

The table below reflects Vehicle Miles of Service by mode:

Mode	FY 2012 Actual	FY 2013 Budget	FY 2013 Forecast	FY 2014 Budget	FY2014 Budget to FY2013 Budget Variance	FY2014 Budget to FY2013 Budget Variance Percent
Fixed Route	12,411,337	12,477,604	12,473,641	11,972,522	(505,082)	-4.0%
BRT ⁽¹⁾	-	-	-	1,087,912	1,087,912	0.0%
Express Bus ⁽²⁾	1,099,267	1,123,988	1,086,538	1,085,188	(38,800)	-3.5%
MetroAccess ⁽³⁾	4,618,892	5,425,046	5,382,515	5,368,779	(56,267)	-1.0%
UT Service ⁽⁴⁾	1,669,217	1,676,018	1,679,968	1,636,589	(39,429)	-2.4%
Rideshare	1,134,150	1,107,658	1,117,174	1,140,502	32,844	3.0%
Suburban ⁽⁵⁾	376,443	359,058	377,990	481,990	122,932	34.2%
MetroRail ⁽⁶⁾	254,324	280,098	278,256	330,170	50,072	17.9%
MetroRail - Weekend Service- COA	29,392	48,376	49,104	44,700	(3,676)	-7.6%
Special Events/Charters ⁽⁷⁾	9,811	70,137	66,760	79,987	9,850	14.0%
Total	21,602,833	22,567,983	22,511,946	23,228,339	660,356	2.9%

⁽¹⁾ Two BRT-Rapid Bus Lines (801 and 803) will be introduced in early 2014 and late summer 2014, respectively. Operated by First Transit, these routes will either completely or partially replace several routes currently operated by McDonald Transit under Fixed Route.

⁽²⁾ Route 935 received reductions in Summer 2013 due to low ridership and to improve efficiency. Minor adjustments are proposed to schedules to improve efficiency (all routes).

⁽³⁾ MetroAccess vehicle miles are reflective of the new service delivery model. This reflects a mix of CMTA owned vehicles and non-CMTA owned vehicles.

⁽⁴⁾ UT Shuttle services will decrease as the result of targeted service reductions implemented to ensure the service fits with the University's available funding. This includes minor frequency reductions to Weekday levels on select routes.

⁽⁵⁾ Minor adjustments were completed to schedules to improve efficiency.

⁽⁶⁾ FY 2014 figures account for two things: 1) Special Events Anticipated (4th of July, Formula 1 and New Years) and 2) "make-ready" trains (an additional 7 daily train hours are accounted for actual time required by the contractor to ready trains in advance and post operation of revenue service. This figure was not accounted for in previous fiscal years although the cost to provide was covered within existing budgeted resources.

⁽⁷⁾ South by Southwest (March) and Austin City Limits (October) will require additional bus support than has been budgeted in previous fiscal years due to continued growth of both programs and ridership during the days of these events.



Ridership

The table below reflects Ridership by mode of service:

Mode	FY 2012 Actual	FY 2013 Budget	FY 2013 Forecast	FY 2014 Budget	FY2014 Budget to FY2013 Budget Variance	FY2014 Budget to FY2013 Budget Variance Percent
Fixed Route ⁽¹⁾	26,525,108	26,750,060	27,041,167	25,218,604	(1,531,456)	-5.7%
BRT ^(1b)	-	-	-	2,473,384	2,473,384	0.0%
Express Bus ⁽²⁾	583,643	598,185	589,872	599,439	1,254	0.2%
MetroAccess ⁽³⁾	612,064	611,831	604,691	617,983	6,152	1.0%
UT Service ⁽⁴⁾	4,960,631	4,783,722	5,168,284	5,168,284	384,562	8.0%
Rideshare ⁽⁵⁾	225,183	235,000	221,269	212,675	(22,325)	-9.5%
Suburban ⁽⁶⁾	99,704	97,247	129,615	147,329	50,082	51.5%
MetroRail ⁽⁷⁾	513,057	507,528	699,792	772,302	264,774	52.2%
MetroRail - Weekend Service-COA	55,553	102,493	110,800	106,532	4,039	3.9%
Special Events/Charters ⁽⁸⁾⁽⁹⁾	95,054	186,525	210,063	166,575	(19,950)	-10.7%
Total	33,669,997	33,872,591	34,775,553	35,483,107	1,610,516	4.8%

⁽¹⁾ Two BRT-Rapid Bus Lines (801 and 803) will be introduced in early 2014 and late summer 2014, respectively. These routes will either completely or partially replace several Fixed Routes. Consequently, ridership will shift to BRT.

^(1b) Estimated ridership for new BRT Rapid Bus Lines (801 and 803).

⁽²⁾ Express services are projected to remain steady as service levels will remain relatively stable for FY 2014.

⁽³⁾ In March 2012, Capital Metro implemented the eligibility policy, requiring all existing MetroAccess customers and all new applicants to participate in a new application and interview process, approved by the Board of Directors in FY 2011. The recertification of all existing passengers will end in April of FY 2014.

⁽⁴⁾ While service levels have continued to be reduced slightly and transitioning to fixed route, UT Shuttle continues to grow.

⁽⁵⁾ Reviewing current business model to evaluate service delivery options. Ridership projections are forecasted at approximately FY13 projected levels until business model options are finalized in September 2013

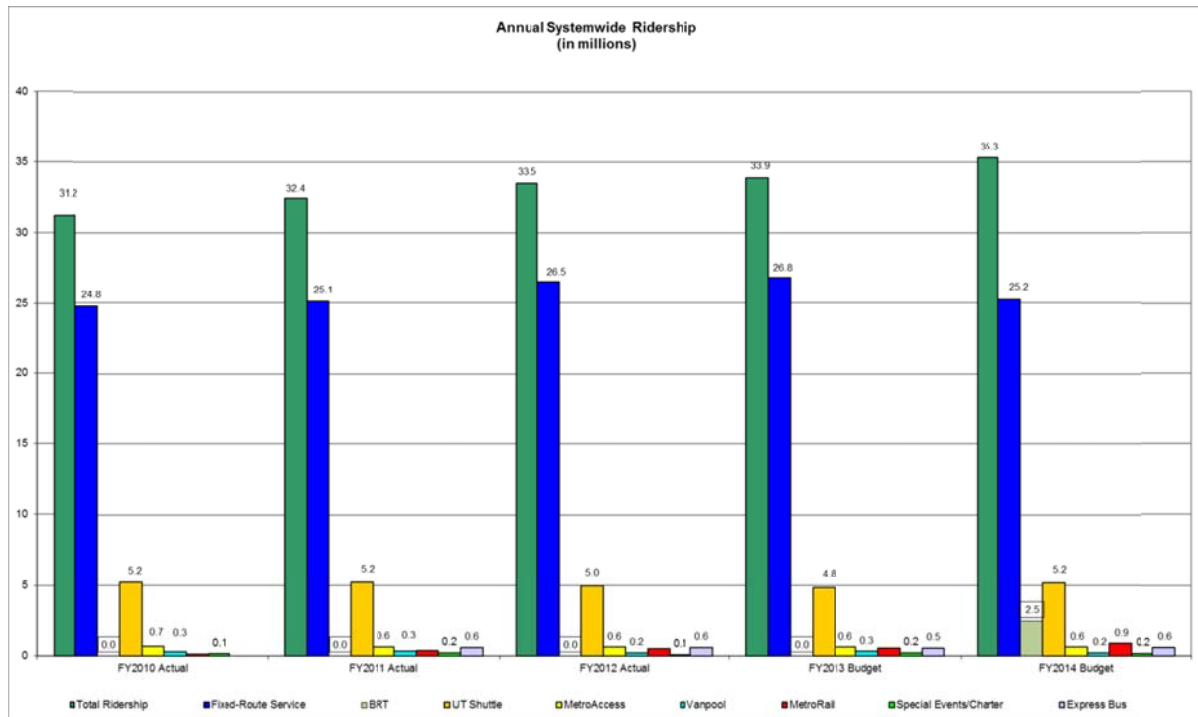
⁽⁶⁾ More customers are using these new and modified services which continue to grow.

⁽⁷⁾ Current trends for Weekday service point to continued growth. Additionally, the attraction of Friday/Saturday and Special Event services have also assisted in attracting additional riders. We anticipate both trends to offer increases for FY 2014.

⁽⁸⁾ Additional service provided during South by Southwest (March) and Austin City Limits (October) continue to be well received. Thus, additional b

⁽⁹⁾ Special event service increases over FY 2012 Actual reflect anticipated growth due to services budgeted and planned during particular events. However, for FY 2014, projected ridership figures are conservative given the events planned and experiences from similar events.

The table below depicts the actual ridership trend for FY 2010 thru FY 2012, and budgeted ridership for FY 2013 and FY 2014.

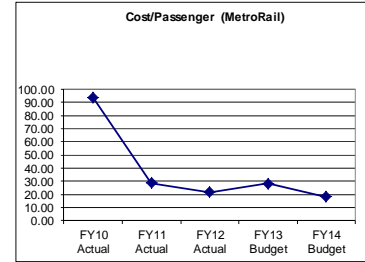
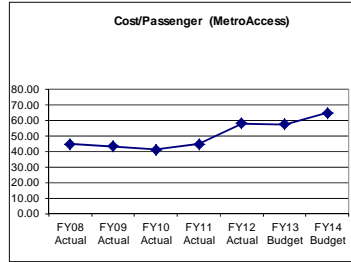
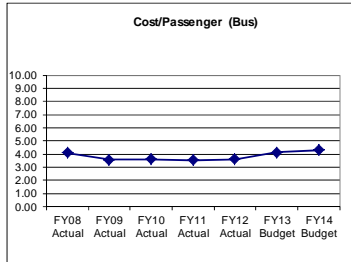


The Express bus service mode was added to the table in FY 2012. The BRT bus service mode was added to the table for FY 2014.

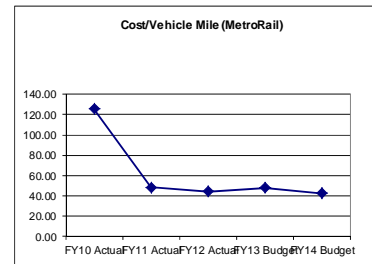
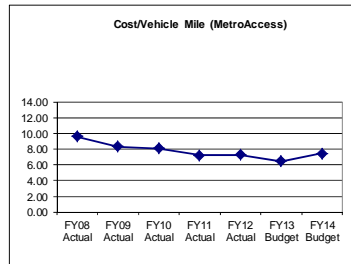
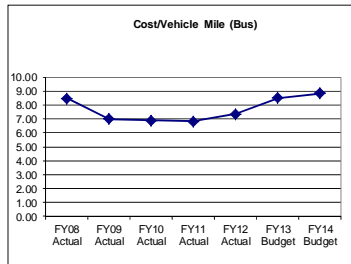
Performance Trends

The graphs below depict trends for MetroBus, MetroAccess and MetroRail in service, cost effectiveness and efficiency for the preceding five year actuals and from the FY 2013 and FY 2014 budgets.

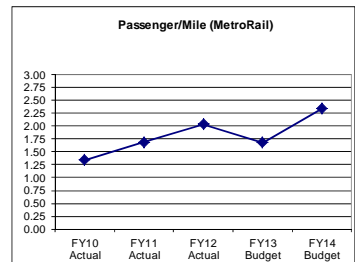
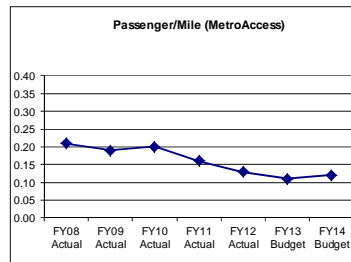
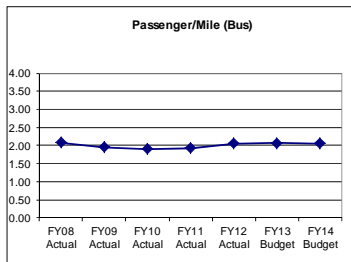
Service Efficiency – The graph below reflects the cost per passenger for MetroBus, MetroAccess and MetroRail.



Cost Effectiveness – The graph below reflects the cost per vehicle mile for MetroBus, MetroAccess and MetroRail.

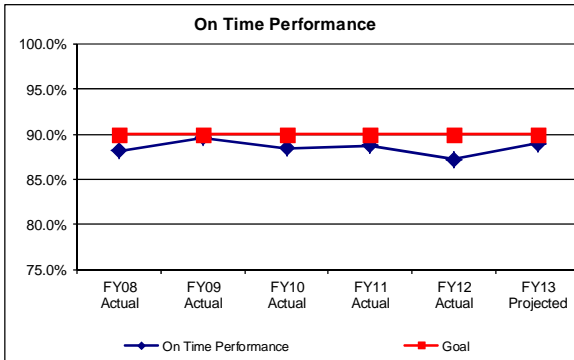


Service Effectiveness – The graph below reflects the passenger trips per vehicle mile for MetroBus, MetroAccess and MetroRail.

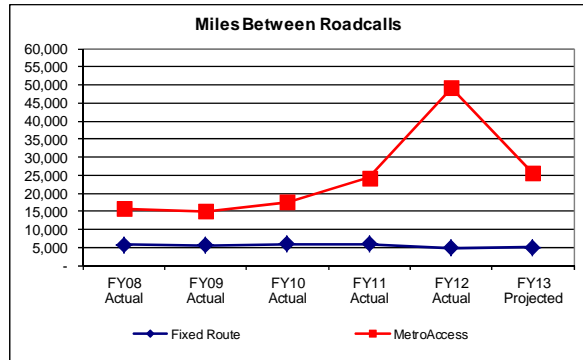


The following graphs depict trends in additional performance indicators: On-time performance is for all fixed route services. Accidents and road calls represent Fixed Route and Paratransit combined.

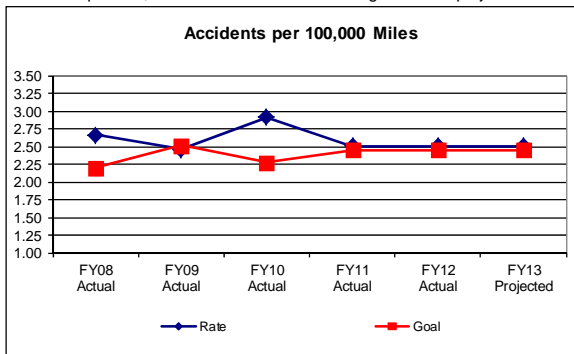
The graph below reflects MetroBus' on-time performance actuals and goals from FY2008 through FY2013 projected



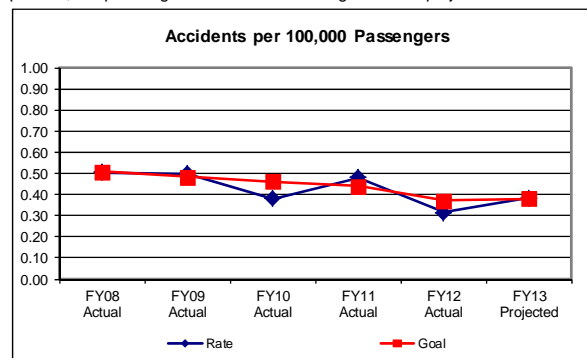
The graph below reflects actuals and goals for miles between roadcalls for Fixed Route and MetroAccess from FY2008 through FY2013 projected



The graph below reflects MetroBus' actual rates and projection goals for accidents per 100,000 miles from FY2008 through FY2013 projected



The graph below reflects MetroBus' actual rate and projection for accidents per 100,000 passengers from FY2008 through FY2013 projected



Capital Budget

Consistent with Senate Bill 650, Capital Metro prepared a five-year capital improvement plan for capital projects that support strategic goals. The five-year capital improvement plan describes the planned projects, including project type and scope, and the proposed funding sources, including any effect on operational costs.

In FY2011, Capital Metro board of directors approved the Capital Improvement Program Policy which guides funding decisions during the capital budget review process and the subsequent reporting of progress on individual projects. Capital Metro's capital planning process covers a five-year period and is re-evaluated annually. This policy addresses several areas including capital project financing, capital project monitoring, and criteria for prioritization of capital projects

The projects included in the Capital Metro Five-Year Capital Improvement Plan (CIP) were selected based upon Board-approved criteria regarding project and vendor selection. These criteria are outlined in the Capital Improvement Program Policy and the Disadvantaged Business Enterprise (DBE) policy.

Capital acquisitions represent the purchase of equipment and other assets in excess of \$5,000 and which have a useful life greater than one year. Capital expenditures involve new projects, new purchases of parts or replacements, computers and office equipment.

Capital projects typically include construction, fleet acquisition or technology projects that are developmental in nature and span more than one fiscal year. Capital projects are typically more complex, and involve two or more components of cost (equipment, labor, professional services).

The capital budget total for FY 2014 total is \$59.4 million. Capital Metro has budgeted to utilize \$30 million in capital grant revenue for projects that meet the federal criteria. The remaining projects and/or budgeted amounts are funded with local funds.

The approved capital budget for FY 2014 and the five-year capital improvement plan are included in Appendix A. Descriptions, funding sources, benefits and the strategic objective for each capital project are provided. When applicable, the estimated operating cost impact of the capital projects has been determined. In those instances where a particular capital project has received funding in prior fiscal years such information is provided. Also, the actual expenditures of capital projects from previous fiscal years are provided when applicable.



FY2014 Capital Projects

Project	Type	FY2014 Budget
Bus Benches	Facilities	100,000
Bus Shelters	Facilities	154,000
Bus Stop Accessibility Improvements	Facilities	3,087,021
Bus Stop Litter Containers	Facilities	100,000
Bus Stop Signage	Facilities	720,606
Digital clocks for Techridge Park & Ride	Facilities	28,000
Fitness Equipment	Facilities	30,000
Fuel System Upgrade	Facilities	35,000
Fuel System Upgrade at Thompson Lane	Facilities	90,000
Headquarters Facility - Shop Lighting	Facilities	75,000
HVAC chilling system	Facilities	165,000
Kramer Station bike shelter landscaping	Facilities	5,512
MetroBike Shelters	Facilities	150,000
MetroBike Shelters	Facilities	184,454
North Lamar Transit Center Facility Enhancements	Facilities	350,000
North Operations Facility - HVAC control system	Facilities	75,000
Oakhill Park and Ride replacement	Facilities	16,028
Portable Lifts	Facilities	75,000
Rail Maintenance Building Drainage	Facilities	45,000
Rail Maintenance Building Ventilation System	Facilities	45,000
Reduced Fare ID Card System	Facilities	10,000
Station and Platform Place-Making	Facilities	50,000
UPS System Replacement	Facilities	75,000
Video Development Equipment	Facilities	45,000
Customer Comments System Replacement	IT	120,000
Data Warehousing	IT	100,000
Disadvantaged business enterprise (DBE) compliance software	IT	50,000
Faribox System Upgrade and Ticket Vending Machine Improvements	IT	473,359
Financial System	IT	4,001,300
Intelligent Transportation Systems (ITS) Project	IT	5,759,610
Interactive Voice Response (IVR) System Replacement	IT	921,990
IT Infrastructure	IT	17,500
IT Infrastructure Equipment	IT	300,000
Network Upgrades	IT	400,000
Productivity Software	IT	295,098
Ridership Analysis System	IT	200,000
Risk Management System	IT	100,000
ServiceNow System	IT	75,000
Test System for ITS	IT	125,000
Trapeze Integration System	IT	50,000
MetroRapid Dedicated Transit Lane	MetroRapid	50,000
MetroRapid Project	MetroRapid	18,431,240
Alternative Analysis	Planning	340,310
Austin WYE Realignment	Rail	325,000
Convert Wood Deck Bridge to Open Deck Bridge @ MP52.44	Rail	141,500
Crossings Improvements Reimbursed by TxDOT	Rail	1,000,000
Diesel Multiple Unit (DMU) Powertrain Component Rebuild	Rail	500,000
East End Rail Track Rehabilitation - 90 LB	Rail	2,784,957
Emergency Walkway and Guardrail for Bridges	Rail	150,000
Flashing Lights and Gates @ MP79.05	Rail	176,022
MLK Crossing Preemption	Rail	175,000
Points of Conflict	Rail	300,000
Positive Train Control	Rail	1,091,500
Private Crossing Signalization at MP 69.04	Rail	200,000
Railroad Bridge Repair/Upgrade	Rail	1,291,866
Saltillo Track Relocation	Rail	5,272,277
Serta Yard Material Relocation	Rail	4,104
Capital Project Contingency	Reserve	565,000
Diesel Multiple Unit (DMU) Security Cameras Upgrade	Security	150,000
Security Camera Software Replacement	Security	100,000
High-Rail Vehicles	Vehicles	120,000
ITS equipment and Dynamic Message Signs Vehicle Spare Parts	Vehicles	250,000
Non-revenue vehicle replacement	Vehicles	180,000
Northbase paratransit dispatch console	Vehicles	100,000
Paratransit Vehicle Replacement	Vehicles	5,317,664
Paratransit van replacement	Vehicles	375,000
Radio Communication System Replacement	Vehicles	1,328,434
Total Expense		59,419,352
Revenue		FY2014 Budget
Grant		30,046,984
Local		29,372,368
Total Revenue		59,419,352

Grants

Job Access and Reverse Commute (Section 5316)

The Job Access and Reverse Commute (JARC) program is authorized under the provisions set forth in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, (SAFETEA–LU), enacted on August 10, 2005, as codified at 49 U.S.C. 5316. These provisions authorize the Secretary to make grants to recipients for access to jobs and reverse commute projects carried out by the recipient or a subrecipient.

The goal of the JARC program is to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities. Toward this goal, the Federal Transit Administration (FTA) provides financial assistance for transportation services planned, designed, and carried out to meet the transportation needs of eligible low-income individuals, and of reverse commuters regardless of income. The program requires coordination of Federally-assisted programs and services in order to make the most efficient use of Federal resources.

Dedicated JARC apportionments ended at the end of FY2012 as they were rolled into 5307 formula funding by the new law, Moving Ahead for Progress in the 21st Century Act (MAP-21). Capital Metro still has JARC projects and several subrecipients providing services that fill in the gaps providing transportation services for eligible low-income individuals. JARC projects remain an eligible use for 5307 funding that is still received on a yearly basis.

New Freedom (Section 5317)

The New Freedom Program is authorized under the provisions set forth in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, (SAFETEA–LU), enacted on August 10, 2005, as codified at 49 U.S.C. 5317. The Secretary may make grants to recipients for new public transportation services and public transportation alternatives beyond those required by the Americans with Disabilities Act of 1990 (ADA) (42 U.S.C. 12101 et seq.), that assist individuals with disabilities with transportation, including transportation to and from jobs and employment support services.

The New Freedom formula grant program aims to provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. Lack of adequate transportation is a primary barrier to work for individuals with disabilities. The 2000 Census showed that only 60 percent of people between the ages of 16 and 64 with disabilities are employed. The New Freedom formula grant program seeks to reduce barriers to transportation services and expand the transportation mobility options available to people with disabilities beyond the requirements of the ADA of 1990.

Dedicated New Freedom apportionments ended in FY2012 with MAP-21. New Freedom projects while still eligible and combined under Section 5310 apportionments (Enhanced Mobility of Seniors and Individuals with Disabilities) in FY2013 have remaining balances and program of projects from past year apportionments.

Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310)

The Moving Ahead for Progress in the 21st Century Act (MAP-21, Pub. L. 112-141) blended the New Freedom Program (49 U.S.C. 5317) and the Elderly Individuals and Individuals with Disabilities Program (49 U.S.C. 5310) into a new Enhanced Mobility for Seniors and Individuals with Disabilities Program, authorized at 49 U.S.C. 5310.

This program is intended to enhance mobility for seniors and persons with disabilities by providing funds for programs to serve the special needs of transit-dependent populations beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services.

The Section 5310 funding is new to Capital Metro as of FY2013. This funding; formerly administered by the Texas Department of Transportation (TxDOT) became a part of our direct recipient responsibility on March 18th, 2013 when Mayor Leffingwell made a motion to approve this reassignment recommendation by the Capital Area Metropolitan Planning Organization (CAMPO) with unanimous approval by the Transportation Policy Board. Capital Metro currently has no outstanding projects or grants with this funding; but will be developing a call for projects in conjunction with CAMPO in FY2014 with the remaining \$341,548 apportioned funding from FY2013 and up to half of the estimated \$625,000 to be apportioned in FY2014. Capital Metro also has the ability to place such funding for eligible needs with the approval of CAMPO in jurisdictions with seniors and disabled individuals in need of transportation or accommodations to transit.

Current JARC and New Freedom recipients include the City of Round Rock, Easter Seals, Faith in Action Caregivers, CARTS, Foundation for the Homeless, Austin Groups for the Elderly, ARCIL, Inc., the Mary Lee Foundation, and Texas State University.

Urbanized Area Formula Grant (Section 5307)

Authorized under 49 U.S.C Section 5307/MAP-21 Sections 20006 and 2007, this federal program provides grants to Urbanized Areas (UZA) for public transportation capital, planning, job access, and reverse commute projects, as well as operating expenses in certain circumstances. These funds constitute a core investment in the enhancement and revitalization of public transportation systems in the nation's urbanized areas, which depend on public transportation to improve mobility and reduce congestion. Capital Metro budgeted \$28 million of 5307 grant funds for the FY2014 5307 grant allocation.

Non-Allocated General & Administrative Overhead

Functions and Responsibilities

This department captures costs of various employee benefits agency-wide, such as health, dental, life insurance, and the pension plans.

FY 2013 Accomplishments

- ◆ Improve Business Practice
 - Reviewed benefit plan designs and provider contracts to prepare for transition to a smaller group due to the labor structure change.
 - Implemented a solution to the pension plan for bargaining employees that is fair and affordable in conjunction with the labor structure change.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Review benefit plan designs for a much smaller population that can provide savings and complies with changes required under the Affordable Care Act (Healthcare Reform).
 - Process the closure of the StarTran, Inc. health benefits and retirement plans.



Major Budgetary Changes

- ◆ **Benefits** – Net increase of \$102,839 in benefits due to increased number of participants.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010999 VOLUNTEER PAY	\$ 465	\$ -	\$ -	\$ -	0.0%
TOTAL SALARIES & WAGES	465	-	-	-	0.0%
BENEFITS					
51 5020101 FICA-ADMIN	(39)	-	-	-	0.0%
51 5020202 PENSION - BARGAIN	10,705	4,000,000	4,000,000	-	0.0%
51 5020203 PENSION - ADMIN	1,467,180	1,270,724	1,504,620	233,896	18.4%
51 5020204 L/T DISABILITY - ADMIN.	42,779	38,400	35,496	(2,904)	-7.6%
51 5020301 HEALTH PLANS-ADMIN	2,757,233	3,180,913	2,941,334	(239,579)	-7.5%
51 5020305 HEALTH PLAN - FEES	240,670	321,849	407,680	85,831	26.7%
51 5020311 HEALTH PLAN EMPLOYEE CONTRIBUTION-AD	(410,302)	(578,214)	(436,733)	141,481	-24.5%
51 5020401 DENTAL PLANS-ADMIN	120,403	185,623	169,242	(16,381)	-8.8%
51 5020411 DENTAL PLAN EMPLOYEE CONTRIBUTION-AD	(16,867)	(23,502)	(19,869)	3,633	-15.5%
51 5020501 LIFE INSURANCE-ADMIN	34,925	49,728	46,590	(3,138)	-6.3%
55 5020102 FICA-BARGAINING	(8)	-	-	-	0.0%
55 5020202 PENSION - BARGAIN	229,590	-	-	-	0.0%
55 5020203 PENSION - ADMIN	761,727	-	-	-	0.0%
55 5020204 L/T DISABILITY - ADMIN.	11,506	-	-	-	0.0%
55 5020205 L/T DISABILITY - BARGAINING	96,778	-	-	-	0.0%
55 5020301 HEALTH PLANS-ADMIN	1,027,007	-	-	-	0.0%
55 5020302 HEALTH PLANS - BARGAINING	9,906,131	-	-	-	0.0%
55 5020305 HEALTH PLAN - FEES	705,027	-	-	-	0.0%
55 5020311 HEALTH PLAN EMPLOYEE CONTRIBUTION-AD	(136,395)	-	-	-	0.0%
55 5020312 HEALTH PLAN EMPLOYEE CONTRIBUTION-BA	(506,193)	-	-	-	0.0%
55 5020401 DENTAL PLANS-ADMIN	44,598	-	-	-	0.0%
55 5020402 DENTAL PLANS-BARGAINING	430,238	-	-	-	0.0%
55 5020411 DENTAL PLAN EMPLOYEE CONTRIBUTION-AD	(5,747)	-	-	-	0.0%
55 5020412 DENTAL PLAN EMPLOYEE CONTRIBUTION-BA	(27,157)	-	-	-	0.0%
55 5020501 LIFE INSURANCE-ADMIN	10,529	-	-	-	0.0%
55 5020502 LIFE INSURANCE-BARGAINING	132,437	-	-	-	0.0%
51 5021443 RETIREMENT MEDICARE SUPPLEMENT PAYME	(110,575)	130,000	30,000	(100,000)	-76.9%
55 5021443 RETIREMENT MEDICARE SUPPLEMENT PAYME	(48,371)	-	-	-	0.0%
TOTAL BENEFITS	16,767,809	8,575,521	8,678,360	102,839	1.2%
OTHER EXPENSES					
51 5030305 MEDICAL SERVICES	122	-	-	-	0.0%
TOTAL OTHER EXPENSES	122	-	-	-	0.0%
TOTAL EXPENSES	\$ 16,768,396	\$ 8,575,521	\$ 8,678,360	\$ 102,839	1.2%

Wellness and Fitness Centers

Functions and Responsibilities

The Wellness and Fitness Center department's mission is to partner with our employees and contractors to improve and maintain healthy long-term lifestyle habits to create a workforce that fulfills Capital Metro's mission. The department's primary responsibilities are to:

- ◆ Develop innovative programs and implement solutions to health risk problems.
- ◆ Create awareness, working to change behaviors, developing healthy patterns and habits to achieve the goals of improving health, reducing costs and improving morale.
- ◆ Coordinate wellness initiatives to improve knowledge of health issues.
- ◆ Develop and manage fitness centers for Capital Metro.

FY 2013 Accomplishments

- ◆ Be a Regional Leader; Lead Public Transportation and Innovation
 - Wellness worked with First Transit, Veolia, McDonald Transportation, MV Transportation and Capital Metro's Benefits Department to develop a seamless and cohesive approach to employee wellness. These strategic partnerships provided benchmarking data, mobile testing and incentive programs.
 - Capital Metro was designated a "Gold Fit-Friendly Worksite" by the American Heart Association recently due to efforts to improve employee health and to reduce the impact of tobacco on the workforce.
 - The Wellness Program was highlighted in the online version of Passenger Transport Magazine in an article titled "The Human Element: Technology and Wellness in Austin, TX." The article discussed the benefits and cost savings of an onsite wellness program.
- ◆ Improve Business Practices; Strengthen Financial Health of the Agency
 - Risk Management worked with other departments to develop a financial sustainability model for the Wellness Program which includes cost sharing with all major contractors.
- ◆ Provide a Great Customer Experience; Increase User Friendliness
 - Increased total wellness program participation from 39% to 46% of total eligible population.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Increase User Friendliness- work with other departments to implement a fully equipped fitness center at the new downtown location on 209 W. 9th Street. This is an expansion of services to our employees and contractors.
- ◆ Be a Regional Leader; Lead Public Transportation and Innovation
 - Work with Capital Metro, McDonald, MV, First Transit and Veolia Safety Departments to increase the overall focus on safety measures including, but not limited to, exercise programs that emphasize lower body, back and core strength, functional movements and ergonomics.
 - Increase focus to highlight the importance of proper nutrition by providing incentive based nutrition challenges, healthy cooking and nutrition education classes, revised healthy options menu and healthy vending programs.
- ◆ Improve Business Practices; Strengthen Financial Health of the Agency
 - Develop and promote cost saving wellness programs such as the DOT preparation program and continue to develop overall wellness program cost savings programs such as contractor cost sharing to extend to all contractors.
- ◆ Demonstrate the Value of Public Transportation in an Active Community;
 - Partner with the Community Involvement Department to assist with programs such as, but not limited to, public transportation and bike to work programs, tobacco cessation and physical activity.
- ◆ Provide a Great Customer Experience; Increase User Friendliness
 - Devote more resources to satellite locations such as North Operations, 209 W. 9th Street and Thomson Lane locations with location specific programs and incentive based challenges.



Budgetary Changes

- ◆ **Benefits** - Decrease of \$11,008 in Wellness Center Expense due to removal of the glucose testing funds.
- ◆ **Other Expenses** - Increase of \$8,200 in Other Professional Fees due to increase in the MediFit contract.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
BENEFITS					
51 5020421 WELLNESS CENTER EXP	\$ 34,523	\$ 47,504	\$ 36,496	\$ (11,008)	-23.2%
TOTAL BENEFITS	34,523	47,504	36,496	(11,008)	-23.2%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	228,029	240,300	248,500	8,200	3.4%
51 5039909 OTHER SERVICES	2,744	3,000	3,000	-	0.0%
51 5049901 OFFICE SUPPLIES	1,628	2,004	2,004	-	0.0%
51 5049909 OTHER SUPPLIES	4,034	3,000	3,000	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	151	150	150	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	400	-	(400)	-100.0%
51 5099901 POSTAGE	23	-	24	24	100.0%
51 5099992 RECOGNITION PROGRAM	24,642	9,996	10,004	8	0.1%
TOTAL OTHER EXPENSES	261,251	258,850	266,682	7,832	3.0%
TOTAL EXPENSES	\$ 295,774	\$ 306,354	\$ 303,178	\$ (3,176)	-1.0%

The cost of the Wellness Program is offset by estimated revenues in FY 2014 of approximately \$160,000.



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Childcare Facility

Functions and Responsibilities

The Capital Metro Child Care and Learning Center opened on July 31, 2006. It is operated by Bright Horizons Family Solutions through a contract with Capital Metro. The Center provides an on-site, high quality child development environment to the families of Capital Metro, service contractors and the Eastside Community. During the years of operation, a lower turnover and absenteeism rate for employees using the Center has been achieved. The subsidy for the Capital Metro employees is reduced to be less than 20 percent to operate the Center. The Community pays the full tuition without any subsidy. The cost of the Child Care facility is offset by tuition revenue estimated at \$506,170 in FY 2014. This contract is managed by the Manager of Benefits and Compensation in the Human Resources Department.

FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Maintained the subsidy for FY 2014 at or below 20 percent.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Continue to review and adjust tuition levels to further reduce subsidy.
 - Continue to increase marketing and grants to assist in lowering the FY 2014 subsidy.

Budgetary Changes

- ◆ **Other Expenses** - Increase of \$16,804 in Other Professional Fees due to projected contractual increase for the Child Care Center.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	\$ 640,515	\$ 684,324	\$ 701,128	\$ 16,804	2.5%
TOTAL OTHER EXPENSES	640,515	684,324	701,128	16,804	2.5%
TOTAL EXPENSES	\$ 640,515	\$ 684,324	\$ 701,128	\$ 16,804	2.5%

The cost of the Child Care facility is offset by tuition revenue estimated at \$506,170 in FY 2014.



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Business Center

Functions and Responsibilities

The Business Center provides support services to Capital Metro facilities including printing, copying, scanning, postage, meeting room reconfiguration and messenger services through a contract with Ricoh. This contract is managed by the Vice President of Administration.

FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Delivered document services at the lowest possible cost to the agency.
 - Extended contract with Ricoh with minimal increase in cost to provide updated technology with higher quality and improvement in processes.
 - Distributed and stocked passenger guides across all fixed routes
- ◆ Improved service delivery based on survey of business center customers.
- ◆ Improve Communications
 - Provided copier / fax / scan capabilities for the agency.
- ◆ Improve Customer Satisfaction & Loyalty
 - Collected and delivered lost-and-found articles across all modes.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Continue to deliver document services at the lowest possible cost to the agency with upgraded technology
 - Continue to collect and deliver lost and found articles across all modes.
 - Provide additional in-house document finishing opportunities.
- ◆ Provide a Great Customer Experience
 - Continue to provide copier / fax / scan capabilities for the agency.



Budgetary Changes

- ◆ **Other Expenses** – Increase of \$4,004 in the Other Services due to a new Ricoh contract for the Business Center, and a planned increase of \$15,600 in new copiers and printers.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
OTHER EXPENSES					
51 5039901 COURIER AND DELIVERY SERVICES	\$ 8,335	\$ 9,996	\$ 10,000	\$ 4	0.0%
51 5039909 OTHER SERVICES	246,996	219,996	224,000	4,004	1.8%
51 5040121 GASOLINE	-	204	-	(204)	-100.0%
51 5049901 OFFICE SUPPLIES	331	996	-	(996)	-100.0%
51 5070502 GASOLINE FUEL TAX	-	12	-	(12)	-100.0%
51 5099901 POSTAGE	33	-	-	-	0.0%
51 5121202 OFFICE EQUIPMENT	65,731	66,000	81,600	15,600	23.6%
TOTAL OTHER EXPENSES	321,426	297,204	315,600	18,396	6.2%
TOTAL EXPENSES	\$ 321,426	\$ 297,204	\$ 315,600	\$ 18,396	6.2%

Executive Staff (Formerly President/CEO's Office)

Functions and Responsibilities

Executive staff provides leadership and direction to ensure Capital Metro meets its mission, goals and objectives. Two key areas of focus are to provide direction and coordination on the various Authority initiatives to ensure quality standards for the organization, and to identify initiatives for ongoing improvement to customer service. Additionally, Executive staff ensures sound ethics and fiscal management for the agency consistent with federal, state and local laws and sound public practices, which emphasize the most effective use of taxpayer funds through continuous improvements of the agency's operations. Executive staff ensures activities requiring involvement across the organization are properly coordinated, and oversees the dissemination of information to ensure follow through and timely communications with concerned stakeholders. This also includes public outreach to community and business stakeholders, and local, state and federal elected officials. This department serves as a liaison with the Board of Directors on policy issues affecting the Authority.

FY 2013 Accomplishments

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Increased the frequency and variety of information about Capital Metro's services, projects and accomplishments in collaboration with other departments.
 - Increased communications regarding the progress of the MetroRapid project.
 - Won the Texas Comptroller's Gold Circle Award for Transparency three years in a row.

- ◆ Be a Regional Leader
 - Strengthened community relationships by hosting "Linda in the Community" gathering which included presentations and briefings on agency initiatives to community stakeholders throughout the region.
 - Built support for regional transit investments by continuing planning efforts, including the federally funded Project Connect North Central Corridor Analysis which will provide a strong basis for high capacity transportation choices. Adopted the Project Connect regional transit plan.

- ◆ Improve Business Practices
 - Developed and implemented improved process for obtaining outside legal counsel services to ensure consistency with other agency services.
 - Completed all actions necessary to implement the service transition. The FY 2013 budget included the cost to pay out severance and leave balances to employees affected by the labor restructure.

- Completed a fare structure study.
 - Continued IT process improvements to strengthen controls and eliminate gaps.
 - Administered employee engagement survey to address areas of concern.
 - Developed and implemented the Safety Task Force.
 - Updated strategic plan with measureable goals and objectives.
- ◆ Provide a Great Customer Experience
- Continued implementation of Service Plan 2020 which resulted in overall ridership growth.
 - Capital Metro website has been redesigned and updated to include current trends in web communications, including interactive tools for increased user friendliness.
 - Increased user friendliness and made riding safe, reliable and accessible. As part of the long term strategy to address the growing number of bicycles on buses and rail, Capital Metro improved bike storage at transit facilities.
 - Advanced MetroRapid project; initiated station construction for both lines.

FY 2014 Planned Initiatives

- ◆ Be a Regional Leader
- Successfully launch MetroRapid (Bus Rapid Transit) system within budget and on schedule. This project is the next major element in the current long range transit plan which received more than \$37 million in federal funding.
 - Build support for regional transit investments by continuing planning efforts, including the Project Connect North Central Corridor Analysis and coordinate with regional communities to support the Project Connect regional transit plan
 - Continue outreach to non-member cities on the issue of providing service beyond our current service area boundary through a local government corporation or an interlocal agreement based on the service expansion policy.
- ◆ Demonstrate the Value of Public Transportation in an Active Community
- Play a key role in sustainable development and encourage transit supportive development by advancing TOD projects near MetroRail stations and on agency owned property with the goal of increasing ridership and generating revenue to support service costs. This includes finalizing environmental work, initiating design plans for the track relocation, and releasing a development RFP for the property at Saltillo Plaza.
 - Continue roll-out of education / branding and increased communications regarding the progress and launch of MetroRapid.

- ◆ Improve Business Practices
 - Develop a business model that will further strengthen the operating performance of the freight railroad.
 - Continue to refine the long-range financial plan and capital improvements plan. The long range financial plan will be extended to 20 years.
 - Acquire new software to replace end-of-life financial software for budgeting and financial management systems to improve tracking of funds and expenditures.
 - Adjust fares based on fare study recommendations and develop a long term fare plan and policy.

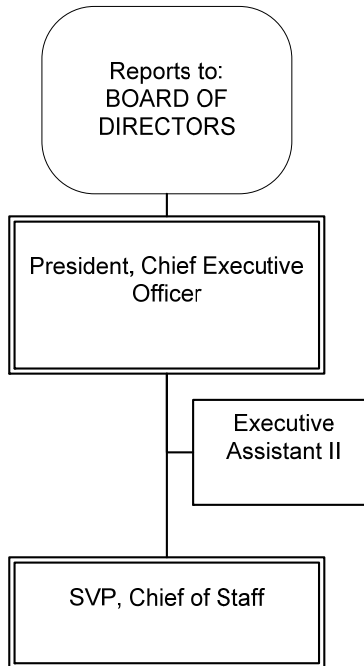
- ◆ Enhance Organizational Development
 - Implement a leadership development program and project management training.

- ◆ Increased Accountability
 - Develop and implement an asset management and state of good repair program in compliance with MAP 21.

- ◆ Enhance Organizational Development
 - Continue employee communications programs to address employee questions on agency matters.

- ◆ Improve Business Practices
 - Strengthen Financial Health of the Agency - Begin update on the Master Facility Plan.
 - Strengthen financial health of the agency and increase accountability by continuing to identify cost savings to build reserves.

Executive Staff Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Net decrease of \$285,775 in Salaries & Wages due to the transfer of one FTE to Government Affairs / Office of Diversity department, the elimination of the EVP, Chief Development Officer position, proposed merit- based salary increase, a promotion as a result of a reorganization, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Decrease of \$49,292 in Benefits due to the reduction of two FTEs, a promotion and the proposed merit-based salary increase.
- ◆ **Other Expenses** – Decrease of \$288,987 in Other Professional Fees due to transfer of funds to Government Affairs / Office of Diversity department, and a decrease of \$12,641 in Dues & Subscriptions due to \$5,000 transfer to Government Affairs / Office of Diversity department and a reduction in spending.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 534,218	\$ 601,927	\$ 460,163	\$ (141,765)	-23.6%
51 5010207 EXECUTIVE COMPENSATION	(4,460)	29,640	31,883	2,243	7.6%
51 5010301 SALARY & WAGES - TEMP	-	26,000	-	(26,000)	-100.0%
51 5020901 SICK LEAVE-ADMIN	48,546	39,873	-	(39,873)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	22,777	27,535	-	(27,535)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	45,423	46,200	-	(46,200)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	695	6,645	-	(6,645)	-100.0%
51 5021210 SEVERANCE PAY - ADMIN	34,514	-	-	-	0.0%
SALARIES & WAGES	681,713	777,820	492,046	(285,775)	-36.7%
BENEFITS					
51 5020101 FICA-ADMIN	36,588	45,624	24,782	(20,842)	-45.7%
51 5020201 401K	43,649	45,728	25,000	(20,728)	-45.3%
51 5020701 STATE UNEMPLOYMENT-ADMIN	896	1,305	783	(522)	-40.0%
51 5021403 AUTOMOBILE	5,477	7,200	-	(7,200)	-100.0%
BENEFITS	86,610	99,857	50,565	(49,292)	-49.4%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	300,439	288,987	-	(288,987)	-100.0%
51 5039909 OTHER SERVICES	78	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	2,603	3,504	3,000	(504)	-14.4%
51 5049909 OTHER SUPPLIES	220	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	1,805	2,280	1,920	(360)	-15.8%
51 5090101 DUES AND SUBSCRIPTIONS	149,488	188,998	176,357	(12,641)	-6.7%
51 5090201 AIRFARE - TRANSPORTATION	5,018	8,480	8,645	165	1.9%
51 5090205 TRAVEL - PER DIEM	8,672	3,850	3,325	(525)	-13.6%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	8,303	7,743	8,978	1,235	15.9%
51 5090211 LODGING	11,462	12,900	11,638	(1,262)	-9.8%
51 5090215 TRAVEL - OTHER	752	1,415	665	(750)	-53.0%
51 5090804 ADVERTISING/PROMOTION MEDIA	100	-	-	-	0.0%
51 5099901 POSTAGE	560	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	-	6,000	6,000	-	0.0%
TOTAL OTHER EXPENSES	489,500	524,157	220,528	(303,629)	-57.9%
TOTAL EXPENSES	\$ 1,257,823	\$ 1,401,834	\$ 763,139	\$ (638,696)	-45.6%



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Communications

Functions and Responsibilities

The Communications department leads the development and execution of innovative communications strategies, including the dissemination of public information, media relations, social media, crisis communications, and coordination of internal and external stakeholder communications. The department serves as the primary contact point for the news media. The department provides communications strategy and support to other departments and the board of directors to carry out the Authority's mission through proactive communications strategies that drive positive messages and enhance Capital Metro's position in the community. The department establishes and implements Capital Metro's social media platforms, presenting user-friendly information through multiple channels for customers, stakeholders and employees.

FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Continued implementation of an enhanced social media strategy and improved website experiences for customers and the general public.
- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Increased the frequency and variety of information about Capital Metro's services, projects and accomplishments in collaboration with other departments, and with enhanced outreach to additional media outlets.
 - Increased communications regarding the progress of major agency initiatives, including MetroRapid and Project Connect.
 - Planned and implemented communications surrounding major special events, including SXSW and Formula 1, and crises.
 - Developed materials for board members and agency representatives on initiatives and projects of interest to the media, community groups and other attendees.
- ◆ Improve Business Practices
 - Implemented communications related to labor structure changes.
- ◆ Increase Accountability
 - Developed and issued a comprehensive and user-friendly annual report to the community detailing the agency's financial health, services and projects.

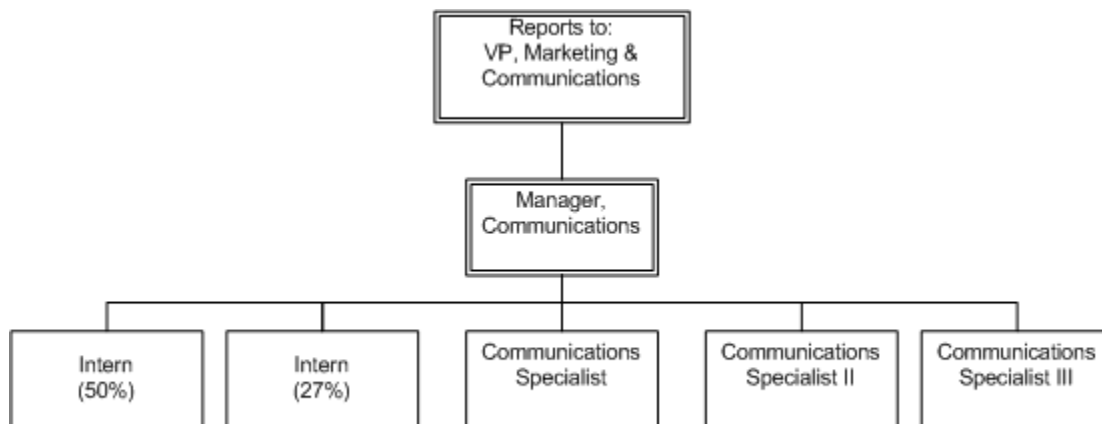
FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Continue implementation of an enhanced social media strategy and improved website experiences for customers and the general public.

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Continue increasing the frequency and variety of information about Capital Metro's services, projects and accomplishments in collaboration with other departments, and with enhanced outreach to additional media outlets.
 - Continue increasing communications regarding the progress of major agency projects, such as MetroRapid and Project Connect, and agency initiatives, including the fare restructure and mobile app.
 - Continue developing materials for board members and agency representatives on initiatives and projects of interest to the media, community groups and other attendees.
 - Continue planning and implementing communications around major special events, including the MetroRapid service rollout, SXSW and Formula 1.

- ◆ Improve Business Practices
 - Develop and issue a comprehensive and user-friendly annual report to the community detailing the agency's financial health, services and projects.

Communications Department Organizational Chart





Budget Changes

- ◆ **Salaries and Wages** – Net increase of \$25,691 due to additional FTE, proposed merit-based salary increase, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$4,145 in Benefits due to additional FTE and proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$219,604 in Consultation Fees due to promoting and supporting MetroRapid project and Project Connect, and increase of \$3,000 in Advertising Promotions Media in support of MetroRapid project and Project Connect.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 130,675	\$ 219,230	\$ 292,014	\$ 72,784	33.2%
51 5010304 INTERN PAY	2,024	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	4,200	26,483	-	(26,483)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	7,991	8,943	-	(8,943)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	8,480	9,490	-	(9,490)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	2,177	-	(2,177)	-100.0%
TOTAL SALARIES & WAGES	153,370	266,323	292,014	25,691	9.6%
BENEFITS					
51 5020101 FICA-ADMIN	13,574	17,889	21,728	3,839	21.5%
51 5020701 STATE UNEMPLOYMENT-ADMIN	851	1,180	1,486	306	25.9%
TOTAL BENEFITS	14,425	19,069	23,214	4,145	21.7%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	80,850	92,400	312,004	219,604	237.7%
51 5030309 OTHER PROFESSIONAL FEES	225	35,000	6,000	(29,000)	-82.9%
51 5030401 TEMPORARY HELP	14,246	19,043	-	(19,043)	-100.0%
51 5039909 OTHER SERVICES	883	2,640	-	(2,640)	-100.0%
51 5049901 OFFICE SUPPLIES	448	420	420	-	0.0%
51 5049909 OTHER SUPPLIES	2,525	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	1,580	1,920	1,920	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	1,879	1,040	1,529	489	47.0%
51 5090201 AIRFARE - TRANSPORTATION	1,376	2,340	1,975	(365)	-15.6%
51 5090205 TRAVEL - PER DIEM	560	600	900	300	50.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,241	1,440	1,975	535	37.2%
51 5090211 LODGING	1,124	2,040	2,000	(40)	-2.0%
51 5090215 TRAVEL - OTHER	-	300	-	(300)	-100.0%
51 5090804 ADVERTISING/PROMOTION MEDIA	-	-	3,000	3,000	100.0%
51 5099901 POSTAGE	3	-	-	-	0.0%
TOTAL OTHER EXPENSES	106,940	159,183	331,723	172,540	108.4%
TOTAL EXPENSES	\$ 274,735	\$ 444,575	\$ 646,951	\$ 202,376	45.5%



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Government Affairs / Office of Diversity

Functions and Responsibilities

Effective May 1, 2013, the following organizational changes were effective to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments. The Government Affairs / Office of Diversity department was created from the Executive Staff and Community Involvement Departments.

The purpose of the Government Affairs Department is to develop relationships with local, state, and federal elected officials and community leaders and to research and develop legislative strategies and policies relevant to the Authority's interest in providing regional transportation services.

The purpose of the Office of Diversity is to manage, coordinate and implement federal civil rights programs: Disadvantaged Business Enterprise (DBE), Title VI of the Civil Rights Act of 1964, Equal Employment Opportunity (EEO) and American with Disabilities Act (ADA) in accordance with federal regulations as well as providing technical assistance to stakeholders.

FY 2013 Accomplishments

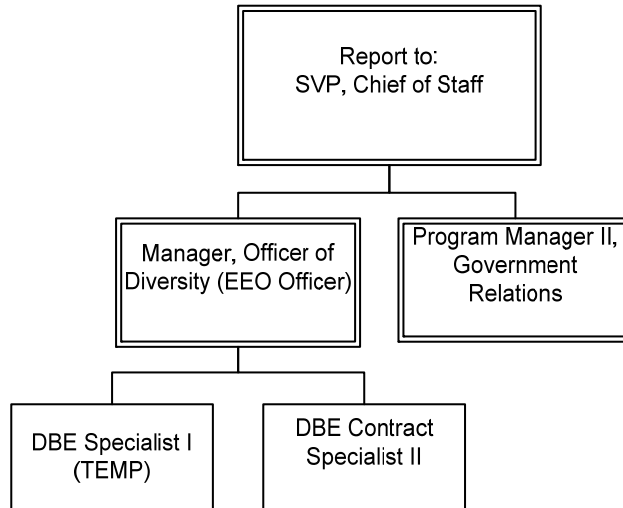
- ◆ Be a Regional Leader
 - Passed key state legislation (SB 276-Local Government Corporations) to help Capital Metro continue its role as regional leader and form partnerships with non-member communities.
 - Partnered with minority chambers in outreach to Small Businesses Enterprise (SBE), Historically Underutilized Businesses (HUBs) and DBEs in the region to take part in Capital Metro's initiatives.
- ◆ Improve Business Practices
 - Began the transition from SAFETEA-LU transportation funding and regulations to the new MAP-21 requirements.
 - Monitored DBE Program and achieve established goals
 - Monitored Title VI Program compliance
 - Monitored EEO Program compliance
 - Monitored ADA Program compliance
 - Enhanced employee cultural awareness initiatives
 - Revised EEO/Affirmative Action Plan approved by FTA
- ◆ Provide a Great Customer Experience
 - Assisted in the development of a path forward for Positive Train Control implementation, which will improve safety for passengers on the Red Line; Coordinated the TIGER V grant application to increase frequency and capacity of the Red Line and freight service.

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Worked with the Planning Department to develop a policy to use federal dollars combined with local participant funds to expand service inside and outside the service area.

FY 2014 Planned Initiatives

- ◆ Be a Regional Leader
 - Lead the way in working with the Board to expand service by reconsidering and amending the Service Expansion Plan, so that it will allow Capital Metro to grow the service area and customer base. Work with other transportation related organizations and elected leaders to plan for innovative solutions to address congestion and service issues.
 - Promote outreach of Small Businesses Enterprise (SBE), Historically Underutilized Businesses (HUBs) and DBEs in the region to take part in Capital Metro's initiatives by hosting networking forums in the service area and partnering with other government agencies.
- ◆ Improve Business Practices
 - Use the implementation of MAP-21 to strengthen the financial health of the agency and increase the accountability of federally funded assets. Work with Operations and Finance to identify MAP-21 best practices to enhance organizational development.
 - Monitor DBE Program and achieve the 20% DBE goal proposed for FY2014-FY2016
 - Monitor Title VI Program compliance
 - Monitor EEO Program compliance
 - Monitor ADA Program Compliance
 - Enhance Employee Cultural Awareness Initiatives
- ◆ Provide Great Customer Experience
 - Continue work with Congressional delegation and FRA to effectively implement positive train control technology, which will enhance rider safety. Continue working with Operations to identify funding that will improve the operations of bus and rail, making service more accessible and reliable.
- ◆ Demonstrate the Value of Public Transit
 - Use opportunities through Project Connect to take the transit message to elected officials inside and outside the service area. Work with community leaders and strengthen ties within the region in order to develop transportation solutions, using local government corporations and other tools, which meet the needs of various types of riders.

Government Affairs / Office of Diversity Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Increase of \$274,983 in Salaries & Wages due to the transfer of two FTEs from Community Involvement, one FTE transfer from Executive Staff Department, the addition of one FTE, the proposed merit-based salary increase, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Increase of \$22,788 in Benefits due to the four FTEs transferred from the Executive Staff Department and the proposed merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$348,464 in Consultation Fees due to transfer of funds from the Executive Staff Department to fund this new department, increase of \$31,000 in Other Professional Fees due to the increased efforts to pursue business development outreach, and increase of \$16,745 in Travel related expense accounts due to attending National Transit Database (NTD) and American Public Transportation Association (APTA) conferences.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	-	-	\$ 274,983	\$ 274,983	-
SALARIES & WAGES			274,983	274,983	
BENEFITS					
51 5020101 FICA-ADMIN	-	-	20,423	20,423	-
51 5020701 STATE UNEMPLOYMENT-ADMIN	-	-	1,044	1,044	-
51 5021403 AUTOMOBILE	-	-	1,320	1,320	-
BENEFITS			22,788	22,788	
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	-	-	348,464	348,464	-
51 5030309 OTHER PROFESSIONAL FEES	-	-	31,000	31,000	-
51 5039909 OTHER SERVICES	-	-	1,200	1,200	-
51 5049901 OFFICE SUPPLIES	-	-	5,208	5,208	-
51 5050204 TELEPHONE-LOCAL	-	-	1,548	1,548	-
51 5090101 DUES AND SUBSCRIPTIONS	-	-	1,750	1,750	-
51 5090201 AIRFARE - TRANSPORTATION	-	-	7,990	7,990	-
51 5090205 TRAVEL - PER DIEM	-	-	2,650	2,650	-
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	-	4,455	4,455	-
51 5090211 LODGING	-	-	5,775	5,775	-
51 5090215 TRAVEL - OTHER	-	-	330	330	-
TOTAL OTHER EXPENSES	-	-	410,370	410,370	-
TOTAL EXPENSES	-	-	\$ 708,141	\$ 708,141	-

Board of Directors

Functions and Responsibilities

The Board of Directors Department provides support to the Board of Directors and President/Chief Executive Officer to achieve the strategic mission and vision of Capital Metro Transportation Authority (Capital Metro). The department coordinates monthly board and committee meetings and periodic work sessions on strategic issues. The department works with the Legal department to ensure compliance with the Texas Transportation Code, Section 451, and Texas Open Meetings Act requirements. The Board of Directors Department also facilitates communication between the Board of Directors, Capital Metro staff and members of the public.

FY 2013 Accomplishments

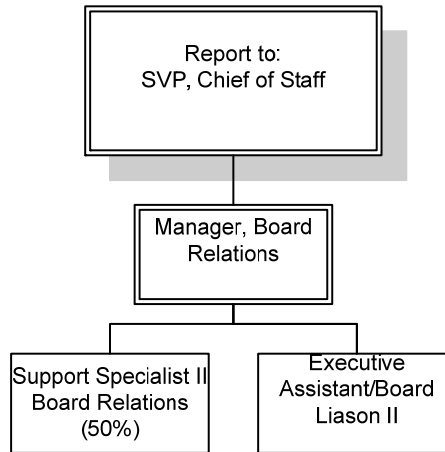
- ◆ Be a Regional Leader
 - Served as the host property for the 2013 APTA Transit Board Members and Board Support Employee Development Workshop.
- ◆ Provide a Great Customer Experience
 - Developed and implemented new policies and practices to ensure effective communication with the Board of Directors and the public including evaluating and revising information related to board matters available on the Capital Metro website and updating and improving technology supporting their meetings.
- ◆ Improve Business Practices
 - Developed and implemented new processes to improve board agenda planning and preparation, providing more efficiency and greater accountability.
 - Standardized and documented Capital Metro board policies to increase efficiency and transparency.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Evaluate and continue to improve the use of technology in communicating with the Board of Directors and the public. Includes but not limited to improved access to backup materials for the visually impaired, live streaming of board meetings, and greater use of electronic backup materials in keeping with Capital Metro's commitment to sustainable business practices.
- ◆ Improve Business Practices
 - Develop and document processes for Board of Directors' development including new member orientation, board evaluation and feedback processes, and strategic planning.

- ◆ Be a Regional Leader
 - Support regional transit plan by increasing visibility and awareness of Project Connect events, plans, meetings and public outreach in board communications and meetings.

Board of Directors Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Net increase of \$11,954 in Salaries and Wages due to addition of one part time FTE, proposed merit-based salary increase, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Increase of \$1,240 in Benefits due increase of one part time FTE and proposed merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$29,844 in travel related expenses due to transit oriented development site visit, and decrease of \$13,236 in seminars & conferences due to one-time American Public Transportation Association (APTA) conference hosting costs.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 155,348	\$ 146,748	\$ 190,519	\$ 43,771	29.8%
51 5020901 SICK LEAVE-ADMIN	16,207	10,402	-	(10,402)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	8,261	7,121	-	(7,121)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	12,699	12,560	-	(12,560)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	0	1,734	-	(1,734)	-100.0%
SALARIES & WAGES	192,514	178,565	190,519	11,954	6.7%
BENEFITS					
51 5020101 FICA-ADMIN	10,472	13,262	14,242	979	7.4%
51 5020701 STATE UNEMPLOYMENT-ADMIN	144	522	783	261	50.0%
BENEFITS	10,616	13,784	15,025	1,240	9.0%
OTHER EXPENSES					
51 5030312 GENERAL LEGAL SERVICES-RAILROAD	(1,477)	-	-	-	0.0%
51 5039901 COURIER AND DELIVERY SERVICES	143	708	672	(36)	-5.1%
51 5039909 OTHER SERVICES	29,245	52,855	51,320	(1,535)	-2.9%
51 5049901 OFFICE SUPPLIES	2,668	1,704	1,700	(4)	-0.2%
51 5049908 SUPPLIES-BOARD OF DIRECTORS	230	1,152	1,150	(2)	-0.2%
51 5049909 OTHER SUPPLIES	85	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	559	780	1,260	480	61.5%
51 5090101 DUES AND SUBSCRIPTIONS	-	550	-	(550)	-100.0%
51 5090201 AIRFARE - TRANSPORTATION	6,364	23,400	42,200	18,800	80.3%
51 5090205 TRAVEL - PER DIEM	8,185	10,956	15,000	4,044	36.9%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	2,440	32,956	19,720	(13,236)	-40.2%
51 5090211 LODGING	4,659	11,700	18,700	7,000	59.8%
51 5099901 POSTAGE	27	156	120	(36)	-23.1%
51 5099909 OTHER MISCELLANEOUS EXPENSES	1,621	-	-	-	0.0%
TOTAL OTHER EXPENSES	54,749	136,917	151,842	14,925	10.9%
TOTAL EXPENSES	\$ 257,879	\$ 329,266	\$ 357,386	\$ 28,120	8.5%



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Internal Audit

Functions and Responsibilities

The Internal Audit Department reports directly to the Board of Directors and is an independent source of objective advice, consulting and assurance services. Internal Audit provides assurance on Capital Metro's governance, risk management, and control processes to help the organization achieve its strategic, operational, financial, and compliance objectives. In addition, Internal Audit is a catalyst for improving effectiveness and efficiency by providing insight and recommendations based on a systematic analysis and assessment of data and business processes. Internal Audit also shares best practices and suggests ways for reducing costs and enhancing revenues.

FY 2013 Accomplishments

- ◆ Improved Business Practices & Increase Accountability
 - Performed comprehensive organization-wide risk assessment and used results to develop the FY 2013 - 2014 Internal Audit Services Plan.
 - Completed four comprehensive performance audits and two contracted services monitoring plan reviews.
 - Performed two comprehensive biannual status updates, which assessed implementation status of over 160 corrective action plans for 14 outstanding internal audits. Assisted executive leadership in developing and implementing a tracking tool to continuously monitor corrective action plan progress.
 - Co-developed and presented annual Ethics & Fraud Prevention training sessions to all Capital Metro employees in cooperation with Legal and Human Resources staff.

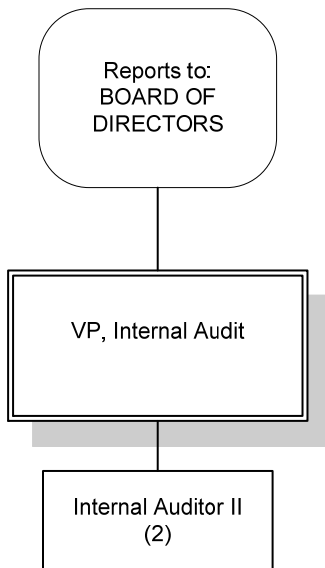
- ◆ Be a Regional Leader
 - Received professional recognition from the 900-member Institute of Internal Auditors Austin chapter for the Vice President, Internal Audit with the "Internal Auditor of the Year" award and also acknowledged a staff auditor's contributions to the profession with the President's Award.
 - Served on an internal audit peer review for an APTA member agency.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices & Increase Accountability
 - Continue to perform audits from the approved FY 2013 - 2014 Internal Audit Services Plan. Assist management by assessing operational and business risks and focusing internal audit resources in the most cost-effective and efficient manner.
 - Provide additional advisory and consulting services, including monitoring the planned implementation of the enterprise resource planning system (ERP) and non-voting participation on various management committees.

- ◆ Be a Regional Leader
 - Assess internal audit department's operational effectiveness and compliance through an external quality assurance review required triennially by professional auditing standards.
 - Provide leadership and service role to professional organizations and peer transit agencies.

Internal Audit Department Organizational Chart





Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$6,194 in Salaries and Wages due to proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Increase of \$423 in Benefits due to merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$75,000 in Audit Fees due to network security assessment and a mandatory external quality assurance review, and increase of \$3,433 in Seminars & Conferences due to new ERP software training.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 212,199	\$ 234,188	\$ 288,229	\$ 54,041	23.1%
51 5020901 SICK LEAVE-ADMIN	9,541	16,429	-	(16,429)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	11,846	11,247	-	(11,247)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	15,077	17,433	-	(17,433)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	204	2,738	-	(2,738)	-100.0%
SALARIES & WAGES	248,867	282,035	288,229	6,194	2.2%
BENEFITS					
51 5020101 FICA-ADMIN	16,733	19,768	20,191	423	2.1%
51 5020701 STATE UNEMPLOYMENT-ADMIN	676	783	783	-	0.0%
BENEFITS	17,409	20,551	20,974	423	2.1%
OTHER EXPENSES					
51 5030301 AUDIT FEES	-	-	75,000	75,000	0.0%
51 5039901 COURIER AND DELIVERY SERVICES	4	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	404	1,200	1,200	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	2,119	2,251	2,435	184	8.2%
51 5090201 AIRFARE - TRANSPORTATION	20	-	1,000	1,000	0.0%
51 5090205 TRAVEL - PER DIEM	144	-	300	300	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,907	3,864	7,297	3,433	88.8%
51 5090211 LODGING	352	-	700	700	0.0%
51 5090215 TRAVEL - OTHER	26	204	136	(68)	-33.3%
51 5099901 POSTAGE	7	24	25	1	4.2%
TOTAL OTHER EXPENSES	4,983	7,543	88,093	80,550	1067.9%
TOTAL EXPENSES	\$ 271,259	\$ 310,129	\$ 397,296	\$ 87,167	28.1%



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Strategic Operations Management and Administration (Formerly Chief Operating Officer)

Functions and Responsibilities

Effective May 1, 2013, the Operations department was combined with the Office of Strategic Management and the name was changed to Strategic Operations Management and Administration as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

The Operations department provides oversight and guidance for all Capital Metro operations, including the Authority's bus, paratransit, freight rail, passenger rail, maintenance, safety, security and information technology functions.

The focus of operations in FY 2014 is to continue to identify opportunities to improve service delivery. Operations will implement many new policies, creating the need for revised processes, procedures and systems to measure our success. Another focus area will be the continued implementation of the Intelligent Transportation Systems (ITS), and Automatic Vehicle Location (AVL) systems monitoring the impact on future service.

FY 2013 Accomplishments

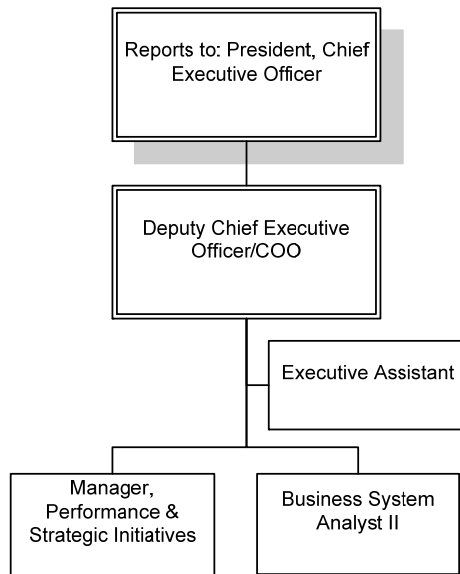
- ◆ Improve Business Practices
 - Conducted assessment of rail system safety programs and implementation plan. Implemented a corrective action plan to address audit. A second review was conducted by APTA with only five recommendations—no findings.
- ◆ Improve Tools, Technology & Vehicles
 - Upgraded software/hardware/infrastructure and cameras in all six-commuter rail cars including agency security camera software with grant funding. Security camera project is scheduled for completion by September 2013.
- ◆ Strengthen Financial Health of the Agency
 - Worked with railroad consultant to devise a business model that will further strengthen the operating performance of the freight railroad. A contract for Freight Business Plan has been awarded (July 2013) and will be developed by December 2013.
- ◆ Strengthen Community Relationship
 - Developed, established and implemented standards for the crossings and signals.

- ◆ Provide a Great Customer Experience
 - Implemented and continued to refine contract management plans for providers of bus and paratransit services. Contract management plans implemented and contract performance reported quarterly.

FY 2014 Initiatives

- ◆ Improve Business Practices
 - In FY 2014 the operations staff will begin assessing all the requirements for the implementation of MAP-21 federal requirements. Staff will begin the process of understanding the necessary requirements by attending several training sessions and developing a plan for effective implementation strategies
 - In FY 2014, the operations staff will continue the effort to implement a State of Good Repair Plan for all assets and continue to comply with the requirements outlined in the long range financial plan.
 - The Information Technology Department will continue to implement several IT projects in order to maintain the state of good repair of technology.
- ◆ Provide a Great Customer Experience
 - Operations staff will continue to develop and implement processes to improve service delivery to customers during major events such as: F1, Austin City Limits and other major events that impact service delivery.
 - Operations staff will continue its focus on system safety. Several safety initiatives will continue in FY 2014 in order to continue to provide safe, reliable service to the customer and the community we serve.
 - Operations will continue to assist in the implementation of new services. In FY 2014, Capital Metro will launch Bus Rapid Transit.
- ◆ Be a Regional Leader
 - Operations staff will continue to participate in major initiatives that enhance Capital Metro's role as a regional transportation partner initiatives including Project Connect (implementation).
- ◆ Improve Business Practices
 - Continue to map process and re-map key/critical processes to improve efficiencies and service delivery.
 - Develop and implement a standardized project management program for Capital Metro.
 - Continue effective performance reporting systems of the Strategic Plan and Capital Budget.

Operations Organizational Chart



Budget Changes

- ◆ **Salary & Wages** – Net increase of \$127,490 in Salary & Wages due to transfer of 1.6 FTE's from the Strategic Management department, proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$23,068 in benefits due to 1.6 FTE transfer from Strategic Management department, proposed merit-based salary increase and increase in 401K participation amount.
- ◆ **Other Expenses** - Increase of \$343,800 in Other Professional Fees due to MAP-21 implementation of \$300,000 and \$7,244 in travel related expenses for American Bus Benchmarking Group, APTA, MAP-21 and bus manufacturing inspections.



Capital Metropolitan Transportation Authority Approved FY2014
 Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 224,147	\$ 242,540	\$ 426,226	\$ 183,687	75.7%
51 5020901 SICK LEAVE-ADMIN	12,847	14,994	-	(14,994)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	11,461	12,325	-	(12,325)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	37,903	26,379	-	(26,379)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	2,499	-	(2,499)	-100.0%
TOTAL SALARIES & WAGES	286,358	298,737	426,226	127,490	42.7%
BENEFITS					
51 5020101 FICA-ADMIN	15,514	17,479	26,767	9,287	53.1%
51 5020201 401K	11,586	11,588	25,108	13,520	116.7%
51 5020701 STATE UNEMPLOYMENT-ADMIN	277	783	1,044	261	33.3%
51 5021403 AUTOMOBILE	6,091	7,200	7,200	-	0.0%
TOTAL BENEFITS	33,468	37,050	60,119	23,068	62.3%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	-	-	343,800	343,800	100.0%
51 5049901 OFFICE SUPPLIES	381	840	1,800	960	114.3%
51 5090201 AIRFARE - TRANSPORTATION	(55)	291	3,950	3,659	1257.4%
51 5090205 TRAVEL - PER DIEM	911	249	1,204	955	383.5%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,400	4,870	5,000	130	2.7%
51 5090211 LODGING	1,169	956	3,456	2,500	261.5%
51 5099901 POSTAGE	4	16	16	-	0.0%
TOTAL OTHER EXPENSES	3,810	7,222	359,226	352,004	4874.1%
TOTAL EXPENSES	\$ 323,636	\$ 343,009	\$ 845,571	\$ 502,562	147%



Strategic Management

Effective May 1, 2013, the Office of Strategic management was combined with the Strategic Operations Management and Administration Department as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 176,924	\$ 157,810	\$ -	\$ (157,810)	-100.0%
51 5020901 SICK LEAVE-ADMIN	28,585	10,955	-	(10,955)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	9,256	7,500	-	(7,500)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	10,957	9,968	-	(9,968)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	499	1,826	-	(1,826)	-100.0%
SALARIES & WAGES	226,221	188,059	-	(188,059)	-100.0%
BENEFITS					
51 5020101 FICA-ADMIN	14,260	12,512	-	(12,512)	-100.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	370	522	-	(522)	-100.0%
BENEFITS	14,630	13,034	-	(13,034)	-100.0%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	38,060	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	2,880	299,800	-	(299,800)	-100.0%
51 5049901 OFFICE SUPPLIES	688	1,200	-	(1,200)	-100.0%
51 5049909 OTHER SUPPLIES	229	-	-	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	459	500	-	(500)	-100.0%
51 5090201 AIRFARE - TRANSPORTATION	-	1,000	-	(1,000)	-100.0%
51 5090205 TRAVEL - PER DIEM	296	500	-	(500)	-100.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,459	-	-	-	0.0%
51 5090211 LODGING	-	340	-	(340)	-100.0%
51 5099901 POSTAGE	10	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	16	-	-	-	0.0%
TOTAL OTHER EXPENSES	44,097	303,340	-	(303,340)	-100.0%
TOTAL EXPENSES	\$ 284,948	\$ 504,433	-	\$ (504,433)	-100.0%



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Safety

Effective May 1, 2013, the Safety department was combined with the Risk Management Department as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 99,323	\$ 66,254	\$ -	\$ (66,254)	-100.0%
51 5020901 SICK LEAVE-ADMIN	7,324	4,832	-	(4,832)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	5,106	3,308	-	(3,308)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	11,279	7,743	-	(7,743)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	805	-	(805)	-100.0%
TOTAL SALARIES & WAGES	123,032	82,942	-	(82,942)	-100.0%
BENEFITS					
51 5020101 FICA-ADMIN	9,262	6,160	-	(6,160)	-100.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	277	261	-	(261)	-100.0%
TOTAL BENEFITS	9,539	6,421	-	(6,421)	-100.0%
OTHER EXPENSES					
51 5030509 REPAIR & MAINTENANCE-OTHER	-	800	-	(800)	-100.0%
51 5039909 OTHER SERVICES	-	1,400	-	(1,400)	-100.0%
51 5040121 GASOLINE	-	3,996	-	(3,996)	-100.0%
51 5049901 OFFICE SUPPLIES	480	300	-	(300)	-100.0%
51 5049909 OTHER SUPPLIES	19,451	17,351	-	(17,351)	-100.0%
51 5049915 NON CAPITAL EQUIPMENT	-	1,800	-	(1,800)	-100.0%
51 5050204 TELEPHONE-LOCAL	1,206	780	-	(780)	-100.0%
51 5070502 GASOLINE FUEL TAX	-	204	-	(204)	-100.0%
51 5090101 DUES AND SUBSCRIPTIONS	2,878	555	-	(555)	-100.0%
51 5090201 AIRFARE - TRANSPORTATION	497	532	-	(532)	-100.0%
51 5090205 TRAVEL - PER DIEM	258	525	-	(525)	-100.0%
51 5090206 TOLL ROAD CHARGES	210	144	-	(144)	-100.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	1,700	-	(1,700)	-100.0%
51 5090211 LODGING	690	1,160	-	(1,160)	-100.0%
51 5099901 POSTAGE	29	-	-	-	0.0%
51 5099907 SAFETY EQUIPMENT	32	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	739	-	-	-	0.0%
TOTAL OTHER EXPENSES	26,470	31,247	-	(31,247)	-100.0%
TOTAL EXPENSES	\$ 159,041	\$ 120,610	\$ -	\$ (120,610)	-100.0%



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Security

Functions and Responsibilities

The Security department's primary goal is to provide a safe and secure transportation system for employees, contractors and the general public by conducting frequent patrols on foot, in vehicle and electronically. The department maintains professional development and training of security personnel to enhance or increase skill levels. Additionally, Security collaborates with local law-enforcement agencies and community entities that provide enhanced services to the customers, employees, and contractors. The Security department maintains access control components for all facilities, including the rail corridor.

FY 2013 Accomplishments

- ◆ Increase Value to the community
 - Continued emphasis on MetroRail fare inspection to maintain a 1% to 2% evasion rate.
 - Worked with the City of Austin to coordinate transportation services for the funeral services of a slain police officer.
 - Coordinated with the United States Secret Service and the City of Austin to provide vehicles and security service for the Presidential visit.
- ◆ Provide a Great Customer Experience
 - Increased the number of cameras for monitoring Park & Ride Facilities, and MetroRail crossings to improve safety for the community.

FY 2014 Planned Initiatives

- ◆ Increase Value to the community
 - Continue emphasis on MetroRail fare inspection to maintain a 1% to 2% evasion rate.
 - The agency will participate in a region-wide disaster drill during the first quarter of FY2014.
- ◆ Improve Cost Effectiveness
 - Technology & Vehicles – Continue to upgrade of software/hardware/infrastructure and cameras in all six-commuter rail cars. Upgrade agency security camera software. Increase security camera coverage for new MetroRapid storage yard and additional cameras for the commuter rail maintenance facility.
- ◆ Improve Business Practices
 - Rollout of the OrbCad systems in all security vehicles enabling electronic dispatching of calls for service and enhanced call tracking management. Orbcad will enhance safety by allowing dispatchers to see exactly where patrol units are located which will also allow for more efficient dispatching of calls for service.

Security Department Organizational Chart



Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$151,095 in Salaries & Wages due to increase in pay rate for Austin Police Department (APD) Officers, increase in APD administrative and supervisor’s hours in support of fixed route morning hours, one position upgrade for Capital Metro security staff, proposed merit-based salary increase for Capital Metro security staff and decrease of budgeted leave accounts due to consolidating these expenses with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$5,204 in Benefits due to additional APD Officers hours, salary increase, position upgrade and proposed merit-based salary increase for Capital Metro security staff.
- ◆ **Other Expenses** - Increase of \$158,888 in temporary help due to additional fare inspectors in support of MetroRapid and one administrative assistant to be shared with the Risk Management and Safety department and decrease of \$52,778 in security services due to reduction in contract cost.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 196,706	\$ 189,971	\$ 270,926	\$ 80,955	42.6%
51 5010203 OVERTIME - ADMINISTRATIVE	14,763	-	-	-	0.0%
51 5010206 SALARIES & WAGES - APD OFFICERS	1,217,669	1,442,024	1,563,360	121,336	8.4%
51 5020901 SICK LEAVE-ADMIN	10,974	23,460	-	(23,460)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	9,637	9,219	-	(9,219)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	17,521	16,273	-	(16,273)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	2,244	-	(2,244)	-100.0%
TOTAL SALARIES & WAGES	1,467,270	1,683,191	1,834,286	151,095	9.0%
BENEFITS					
51 5020101 FICA-ADMIN	115,724	135,135	139,719	4,585	3.4%
51 5020701 STATE UNEMPLOYMENT-ADMIN	21,182	45,763	46,381	619	1.4%
51 5021307 OTHER CLOTHING ALLOW-ADMIN	329	-	-	-	0.0%
TOTAL BENEFITS	137,235	180,898	186,100	5,204	2.9%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	470	-	-	-	0.0%
51 5030401 TEMPORARY HELP	-	-	158,888	158,888	100.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	114,725	80,000	84,996	4,996	6.2%
51 5030701 SECURITY SERVICES	880,102	983,184	930,406	(52,778)	-5.4%
51 5039909 OTHER SERVICES	508	-	-	-	0.0%
51 5040121 GASOLINE	-	122,532	122,532	-	0.0%
51 5049901 OFFICE SUPPLIES	1,467	8,000	8,004	4	0.1%
51 5049909 OTHER SUPPLIES	4,468	3,500	3,504	4	0.1%
51 5049915 NON CAPITAL EQUIPMENT	9,857	12,000	12,000	-	0.0%
51 5050204 TELEPHONE-LOCAL	1,936	1,500	1,500	-	0.0%
51 5070502 GASOLINE FUEL TAX	-	6,132	6,132	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	-	2,500	2,500	-	0.0%
51 5090205 TRAVEL - PER DIEM	-	500	752	252	50.4%
51 5090206 TOLL ROAD CHARGES	2,194	900	5,004	4,104	456.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	25	-	-	-	0.0%
51 5090211 LODGING	-	1,500	1,500	-	0.0%
51 5099901 POSTAGE	-	-	-	-	0.0%
51 5099907 SAFETY EQUIPMENT	130	-	-	-	0.0%
51 5099908 COMPUTER HARDWARE	25	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	901	-	-	-	0.0%
TOTAL OTHER EXPENSES	1,016,808	1,222,248	1,337,718	115,470	9.4%
TOTAL EXPENSES	\$ 2,621,313	\$ 3,086,337	\$ 3,358,104	\$ 271,769	8.8%



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Legal

Functions and Responsibilities

The Legal department ensures that Capital Metro conducts its activities ethically and consistently with federal and state laws, providing sound legal advice and reducing the risk of legal action. The Legal department provides legal support on applicable federal, state and local laws; ensures compliance with the Texas Public Information Act, Open Meetings Act and State Records Retention Act; monitors and enhances Capital Metro's ethics program to help ensure responsible stewardship of public funds; and manages outside legal services.

FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Developed and implemented new competitive procurement process for obtaining outside legal counsel services that ensures consistency with other agency services and ensures fair and competitive rates for legal services.
 - Reviewed, streamlined and updated Agency policies, including development and implementation of a central location and index for internal policies to improve access to employees, and implementation of procedures to enhance the security, reliability and accessibility of policies.
- ◆ Strengthen Financial Health of the Agency
 - Developed and implemented processes and strategies for reducing legal risk and exposure to the Authority, including streamlining and strengthening the development and review process for agreements and earlier involvement in matters posing potential legal risk.

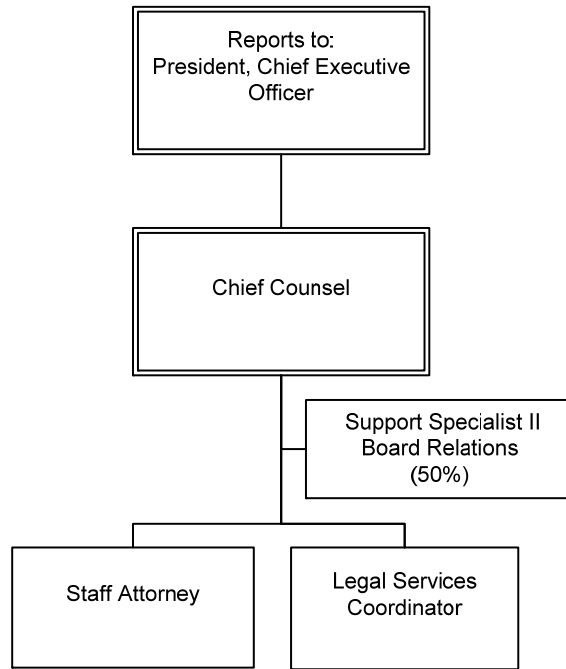
FY 2014 Planned Initiatives

- ◆ Strengthen Financial Health of the Agency
 - Continue to develop and implement processes and strategies for reducing legal risk and exposure to the Agency.

Improve Business Practices

- Develop and implement improved processes for the coordination of all Agency legal agreements and commitments to ensure continuity and consistency.
- Review and update Board approved policies to ensure continued compliance with the law and needs of the Board and Agency.
- Ensure Agency compliance with Public Information Act requirements by ensuring adequate training for all staff on maintaining and providing records subject to the Act.

Legal Department Organizational Chart



Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$7,863 in Salaries and Wages due to addition of one part time FTE, proposed merit-based salary increase, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Increase of \$2,089 in Benefits due to addition of one part time FTE, and proposed merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$27,084 in General Legal Services due to anticipated increased costs, and decrease of \$15,788 for Temporary Help due to the hiring of one part time FTE.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 66,541	\$ 251,916	\$ 310,487	\$ 58,571	23.3%
51 5010203 OVERTIME - ADMINISTRATIVE	10	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	3,270	17,629	-	(17,629)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	4,374	12,068	-	(12,068)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	4,420	18,073	-	(18,073)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	2,193	2,938	-	(2,938)	-100.0%
SALARIES & WAGES	80,808	302,624	310,487	7,863	2.6%
BENEFITS					
51 5020101 FICA-ADMIN	8,213	19,534	21,362	1,828	9.4%
51 5020701 STATE UNEMPLOYMENT-ADMIN	299	783	1,044	261	33.3%
BENEFITS	8,512	20,317	22,406	2,089	10.3%
OTHER EXPENSES					
51 5030302 GENERAL LEGAL SERVICES	136,920	572,916	600,000	27,084	4.7%
51 5030401 TEMPORARY HELP	82,305	15,788	-	(15,788)	-100.0%
51 5039901 COURIER AND DELIVERY SERVICES	85	156	156	-	0.0%
51 5039909 OTHER SERVICES	(281)	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	1,964	1,500	1,800	300	20.0%
51 5049909 OTHER SUPPLIES	7,862	7,518	7,608	90	1.2%
51 5050204 TELEPHONE-LOCAL	187	960	480	(480)	-50.0%
51 5090101 DUES AND SUBSCRIPTIONS	712	1,160	1,510	350	30.2%
51 5090201 AIRFARE - TRANSPORTATION	587	2,400	2,775	375	15.6%
51 5090205 TRAVEL - PER DIEM	179	600	850	250	41.7%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,238	2,800	5,425	2,625	93.8%
51 5090211 LODGING	912	1,200	1,200	-	0.0%
51 5090215 TRAVEL - OTHER	54	-	-	-	0.0%
51 5099901 POSTAGE	765	960	720	(240)	-25.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	45	-	-	-	0.0%
TOTAL OTHER EXPENSES	233,535	607,958	622,524	14,566	2.4%
TOTAL EXPENSES	\$ 322,855	\$ 930,899	\$ 955,417	\$ 24,518	2.6%



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Labor Restructure

Functions and Responsibilities

This department budget was created to capture all costs associated with actions required to implement the requirements of Texas Senate Bill 650 to outsource all transit services not provided by direct employees of Capital Metro. On June 25, 2011, the Capital Metro Board of Directors took action to authorize staff to implement the requirements of Senate Bill 650 and direct the President/CEO or her designee to execute the implementation plan to competitively bid services previously provided by StarTran, Inc.

FY 2013 Accomplishments

- ◆ Improve Business Practices – Completed all actions necessary to complete the transition. The most significant accomplishment was the successful resolution of pension plan issues for former employees represented by the labor union. The pension plan was frozen based on an agreement with the Amalgamated Transit Union, Local 1091. The Capital Metro Human Resources Department facilitated significant communications efforts for affected employees and assisted with processing distributions for eligible members.



Budget Changes

This department, created in FY 2012 to budget costs one-time costs related to the labor transition per Senate Bill 650, is now closed.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 47,392	\$ 88,501	-	\$ (88,501)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	1,165	583	-	(583)	-100.0%
SALARIES & WAGES	48,558	89,084	-	(89,084)	-100.0%
BENEFITS					
51 5020101 FICA-ADMIN	3,715	25,350	-	(25,350)	-100.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	261	-	-	-	0.0%
55 5020101 FICA-ADMIN	-	59,866	-	(59,866)	-100.0%
BENEFITS	3,976	85,216	-	(85,216)	-100.0%
OTHER EXPENSES					
51 5030302 GENERAL LEGAL SERVICES	781,856	50,000	-	(50,000)	-100.0%
51 5030303 CONSULTATION FEES	177,357	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	65,907	5,600	-	(5,600)	-100.0%
51 5030311 PERMITS AND FEES	768	-	-	-	0.0%
51 5030401 TEMPORARY HELP	113,752	167,110	-	(167,110)	-100.0%
51 5030506 PHONE SYSTEM MAINTENANCE	2,974	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	168	-	-	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	8,665	-	-	-	0.0%
51 5090205 TRAVEL - PER DIEM	6,252	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	483	-	-	-	0.0%
51 5090211 LODGING	9,253	-	-	-	0.0%
51 5090215 TRAVEL - OTHER	549	-	-	-	0.0%
51 5099905 COMPUTER SOFTWARE	-	30,000	-	(30,000)	-100.0%
51 5099908 COMPUTER HARDWARE	57,247	30,000	-	(30,000)	-100.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	-	35,004	-	(35,004)	-100.0%
51 5099992 RECOGNITION PROGRAM	16,314	27,000	-	(27,000)	-100.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	-	(50,501)	-	50,501	-100.0%
TOTAL OTHER EXPENSES	1,241,546	294,213	-	(294,213)	-100.0%
TOTAL EXPENSES	\$ 1,294,079	\$ 468,513	-	\$ (468,513)	-100.0%

Finance

Functions and Responsibilities

The Finance department is responsible for monitoring Capital Metro's financial performance, recommending effective allocation of resources, ensuring accurate and timely accounting and reporting, processing timely payment of goods procured, developing and monitoring annual operating and capital budgets, administering federal grant programs, safeguarding assets, and facilitating strategic financial planning.

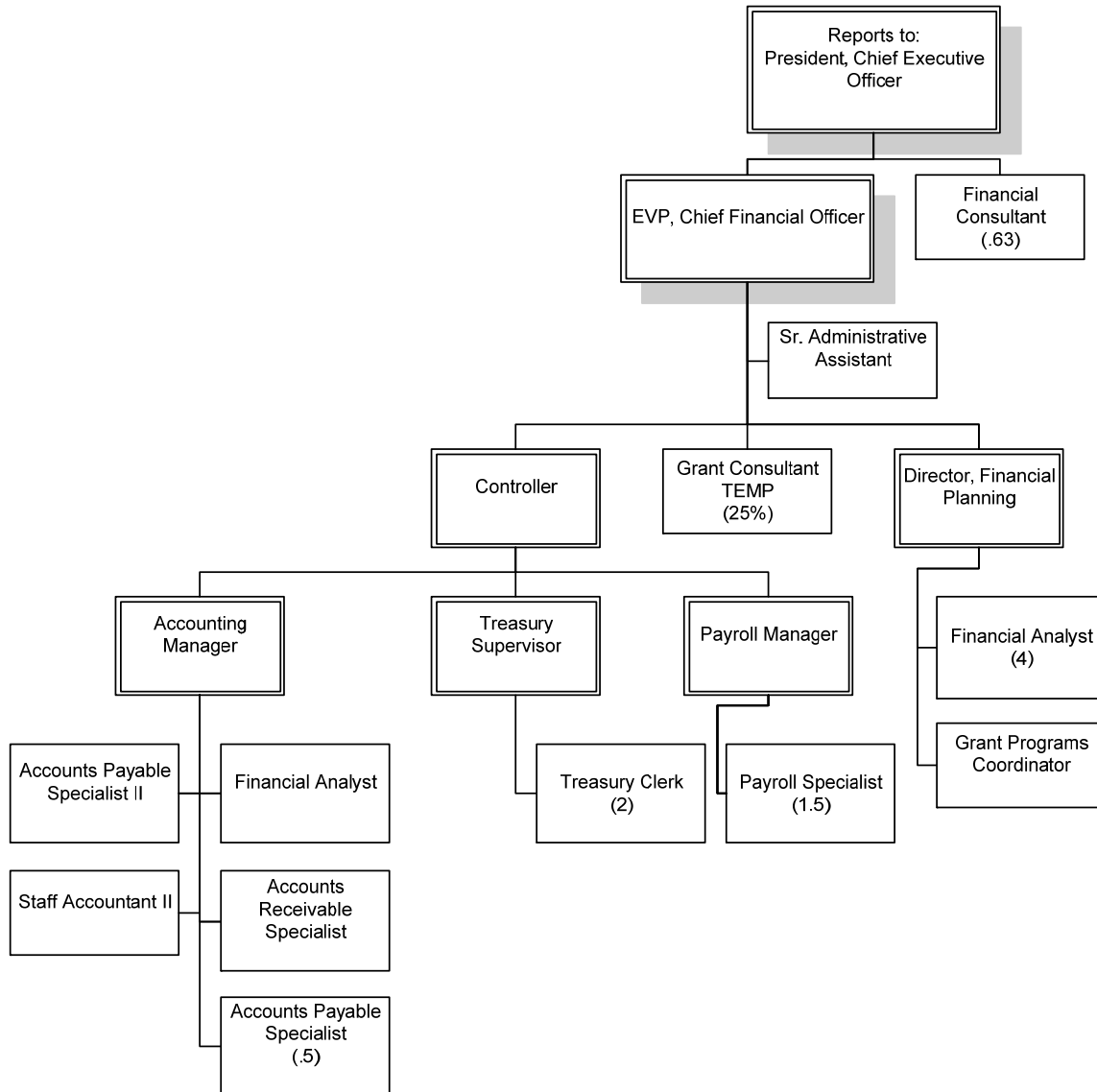
FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Continued to refine the long-range financial plan and capital improvements plan, extending the long range financial plan to seven years.
 - Awarded contract to acquire and implement new financial software.
 - Completed a fare study and continue to develop policy.
 - Began the procurement process of new software to replace end-of-life financial software for budgeting and financial management systems to improve tracking of funds and expenditures.
- ◆ Improve Communications
 - Received the Government Finance Officers Association Distinguished Budget Presentation Award for the Fiscal Year 2013 Budget Book.
 - Received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the Fiscal Year 2011 Comprehensive Annual Financial Report (CAFR).

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Implement new financial software.
 - Implement new software to replace end-of-life financial software for budgeting and financial management systems to improve tracking of funds and expenditures.
 - Refine fare policy
 - Continue to refine fuel hedging program to stabilize fuel costs.
- ◆ Provide a Great Customer Experience
 - Conduct research on new types of fare media.
- ◆ Improve Communications
 - Submit the Fiscal Year 2014 Budget Book to the Government Finance Officers Association for award consideration.

Finance Department Organizational Chart





Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$305,437 in Salaries and Wages due to funding of EVP, Chief Financial Officer position, overlapping controller positions for six months and changing part time FTE to full time, budgeting overtime due to implementation of Enterprise Resource Planning system, proposed merit-based salary increase and consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Net increase of \$56,719 in Benefits for FICA related to increased salaries and 401K for EVP, Chief Financial Officer position.
- ◆ **Other Expenses** – Increase of \$350,000 in Other Services due to transfer of Basic Transportation Needs funds from Community Involvement Department, decrease of \$90,000 in Passes and Tickets due to reduction in MetroAccess Ticket Booklets and Smart Cards, increase of \$67,908 in Bank Charges due to increased fees associated with increased usage of mobile applications and ticket vending machine credit cards.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 1,042,393	\$ 1,250,120	\$ 1,754,995	\$ 504,875	40.4%
51 5010203 OVERTIME - ADMINISTRATIVE	5,733	-	30,002	30,002	100.0%
51 5010301 SALARY & WAGES - TEMP	47,053	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	44,118	88,863	-	(88,863)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	53,322	55,207	-	(55,207)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	65,225	73,031	-	(73,031)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	1,717	12,339	-	(12,339)	-100.0%
TOTAL SALARIES & WAGES	1,259,561	1,479,560	1,784,997	305,437	20.6%
BENEFITS					
51 5020101 FICA-ADMIN	90,050	107,649	123,907	16,258	15.1%
51 5020201 401K	-	-	33,000	33,000	100.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	3,556	6,003	6,264	261	4.3%
51 5021403 AUTOMOBILE	-	-	7,200	7,200	100.0%
TOTAL BENEFITS	93,606	113,652	170,371	56,719	49.9%
OTHER EXPENSES					
51 5030301 AUDIT FEES	223,180	219,915	230,706	10,791	4.9%
51 5030303 CONSULTATION FEES	83,000	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	228,154	254,004	215,004	(39,000)	-15.4%
51 5030311 PERMITS AND FEES	2,025	792	828	36	4.5%
51 5030401 TEMPORARY HELP	46,691	-	-	-	0.0%
51 5030501 MAINTENANCE-OFFICE EQUIPMENT	6,253	6,804	8,996	2,192	32.2%
51 5039901 COURIER AND DELIVERY SERVICES	30,941	35,304	36,000	696	2.0%
51 5039909 OTHER SERVICES	119	-	350,000	350,000	100.0%
51 5040121 GASOLINE	-	948	948	-	0.0%
51 5049901 OFFICE SUPPLIES	11,765	9,996	9,996	-	0.0%
51 5049902 PASSES AND TICKETS	184,251	249,996	159,996	(90,000)	-36.0%
51 5049909 OTHER SUPPLIES	17,941	10,900	7,700	(3,200)	-29.4%
51 5049915 NON CAPITAL EQUIPMENT	835	-	2,800	2,800	100.0%
51 5050204 TELEPHONE-LOCAL	480	84	960	876	1042.9%
51 5070502 GASOLINE FUEL TAX	-	48	48	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	3,931	5,836	6,235	399	6.8%
51 5090201 AIRFARE - TRANSPORTATION	4,733	5,000	5,550	550	11.0%
51 5090205 TRAVEL - PER DIEM	4,669	1,430	900	(530)	-37.1%
51 5090206 TOLL ROAD CHARGES	84	300	300	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,606	24,850	26,995	2,145	8.6%
51 5090211 LODGING	5,420	3,100	2,100	(1,000)	-32.3%
51 5090215 TRAVEL - OTHER	333	-	-	-	0.0%
51 5090701 BAD DEBT EXPENSE	133,487	12,000	12,000	-	0.0%
51 5090702 CONTINGENCY RESERVE	-	672,818	672,818	-	0.0%
51 5099901 POSTAGE	5,906	7,196	6,896	(300)	-4.2%
51 5099902 BANK CHARGES	86,258	85,296	153,204	67,908	79.6%
51 5099905 COMPUTER SOFTWARE	-	2,500	-	(2,500)	-100.0%
51 5099906 CASH SHORT	10	-	-	-	0.0%
51 5099908 COMPUTER HARDWARE	3,655	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	1,611	-	-	-	0.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	-	-	(30,002)	(30,002)	-100.0%
51 5110100 INTEREST EXPENSE LONG TERM	242,472	457,475	391,516	(65,959)	-14.4%
TOTAL OTHER EXPENSES	1,329,810	2,066,592	2,272,494	205,902	10.0%
TOTAL EXPENSES	\$ 2,682,977	\$ 3,659,804	\$ 4,227,862	\$ 568,058	15.5%

Information Technology

Functions and Responsibilities

The Information Technology (IT) department provides strategic planning and implementation of all technology projects and ensures the integrity, availability, reliability and security of all Capital Metro systems. In addition, the IT department is responsible for procurement, installation and day-to-day, 24/7 support of all installed hardware, software and communications networks.

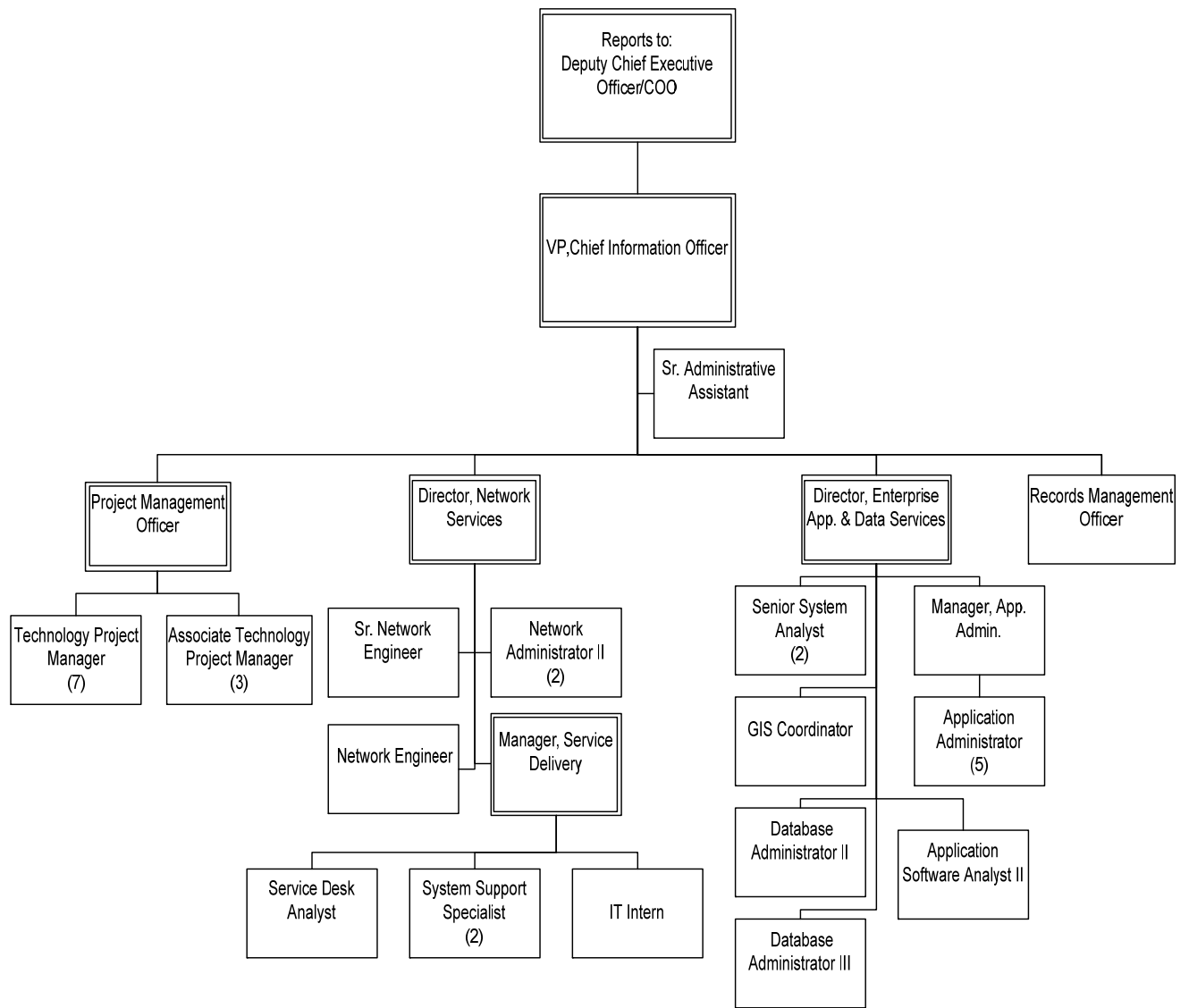
FY 2013 Accomplishments

- ◆ Increase Accountability
 - Installed new infrastructure systems and began migration to replace end-of-life equipment (phone system, servers, storage & backup systems and office productivity software) which will reduce the risk of business disruption and improve productivity.
 - Completed rollout and training of new Microsoft Office software and new PC's.
 - Completed remediation efforts necessary for Payment Card Industry security controls.
 - Completed rollout of new in-vehicle laptops/infrastructure for security vehicles.
 - Continued IT process improvements to strengthen controls and eliminate gaps.
- ◆ Strengthen the Financial Health of the Agency
 - Implemented ID Control System for UT passengers.
 - Completed RFP process and awarded contract to acquire new software to replace end-of-life financial software for budgeting and financial management systems to improve tracking of funds and expenditures.
- ◆ Increase User Friendliness
 - Completed RFP process and awarded contract to implement new Interactive Voice Response (IVR) System.
- ◆ Improve Service Delivery
 - Completed technology and system requirements in support of new Transit Store & Customer Service Call Center location.
 - Improved new customer Wi-Fi technology for our rail service providing full coverage and greater capacity.
 - Completed RFP process and awarded contract to implement permanent Mobile Ticketing System.
 - Continued development of the MetroRapid (Bus Rapid Transit) System components.
- ◆ Improve Tools, Technology and Vehicles
 - Implemented new Automatic Passenger Counters in 21 vehicles.
 - Continued development of Intelligent Transportation System (ITS) Computer Aided Dispatch (CAD)/Automatic Vehicle Location (AVL) project with new Open Sky Radio System.

FY 2014 Planned Initiatives

- ◆ Improve Service Delivery
 - Implement MetroRapid (Bus Rapid Transit) System.
 - Implement permanent Mobile Ticketing System.
- ◆ Increase User Friendliness
 - Implement new Interactive Voice Response (IVR) System.
- ◆ Improve Tools, Technology and Vehicles
 - Continue implementation of Intelligent Transportation System (ITS), Computer Aided Dispatch (CAD), Automatic Vehicle Location (AVL) projects with new Open Sky Radio System.
- ◆ Strengthen the Financial Health of the Agency
 - Implement new software to replace end-of-life financial software for budgeting and financial management systems to improve tracking of funds and expenditures.
- ◆ Increase Accountability
 - Complete migration of legacy end-of-life equipment (phone system, servers, storage & backup systems and office productivity software) with modern systems which will reduce the risk of business disruption and improve productivity.
 - Replace obsolete Customer Monitoring Compliant System with new flexible system.
 - Upgrade Ticket Vending Machines to improve controls and maintain compliance.
 - Upgrade computer network components to improve availability and reliability.
 - Increase Accountability - Continue IT process improvements to strengthen controls and eliminate gaps.

Information Technology Department Organizational Chart





Budget Changes

- ◆ **Salary and Wages** – Net increase in Salary and Wages of \$615,644 due to the addition of five FTE's, proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$49,356 in Benefits due to additional FTE's and proposed merit-based salary increase.
- ◆ **Other Expense** - Increase in professional services due to an increase of \$91,208 due to other professional services including one-time fees of \$75,000 for Trapeze detour improvements and records management office transition costs. Increase of \$246,359 for software maintenance contract fees. Increase of \$275,760 due centralization of voice/data, local existing public Wi-Fi services. Increase of \$257,508 in computer software costs related to the deployment of desktop application upgrades, mobile ticketing, customer relationship management, IT notification system. Increase of \$555,081 in credit of capitalization of Salary and Wages due funding of three additional positions. Increase of \$31,293 due to increase in phone and hardware maintenance costs and other miscellaneous expenses.



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	FY 2012	FY 2013	FY 2014	VAR \$ FY 2014	VAR % FY 2014
	ACTUAL	BUDGET	BUDGET	VS. FY 2013	VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 1,475,822	\$ 2,387,001	\$ 3,359,585	\$ 972,584	40.7%
51 5010203 OVERTIME - ADMINISTRATIVE	1,373	-	-	-	0.0%
51 5010301 SALARY & WAGES - TEMP	381,159	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	105,014	131,107	-	(131,107)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	76,838	83,170	-	(83,170)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	113,681	123,209	-	(123,209)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	137	19,454	-	(19,454)	-100.0%
TOTAL SALARIES & WAGES	2,154,024	2,743,942	3,359,585	615,644	22.4%
BENEFITS					
51 5020101 FICA-ADMIN	150,381	198,320	246,110	47,790	24.1%
51 5020701 STATE UNEMPLOYMENT-ADMIN	3,967	8,874	10,440	1,566	17.6%
TOTAL BENEFITS	154,348	207,194	256,550	49,356	23.8%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	12,949	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	116,278	32,492	123,700	91,208	280.7%
51 5030401 TEMPORARY HELP	36,085	20,768	-	(20,768)	-100.0%
51 5030506 PHONE SYSTEM MAINTENANCE	142,679	164,000	191,000	27,000	16.5%
51 5030511 HARDWARE MAINTENANCE CONTRACTS	216,210	247,524	272,496	24,972	10.1%
51 5030512 SOFTWARE MAINTENANCE CONTRACTS	1,103,715	1,755,391	2,001,750	246,359	14.0%
51 5039909 OTHER SERVICES	17,318	23,440	25,004	1,564	6.7%
51 5040121 GASOLINE	-	2,400	-	(2,400)	-100.0%
51 5049901 OFFICE SUPPLIES	9,048	8,280	8,580	300	3.6%
51 5050204 TELEPHONE-LOCAL	324,733	319,440	595,200	275,760	86.3%
51 5050205 TELEPHONE-LONG DISTANCE	192	1,200	1,200	-	0.0%
51 5070502 GASOLINE FUEL TAX	-	120	-	(120)	-100.0%
51 5090101 DUES AND SUBSCRIPTIONS	1,702	2,055	2,400	345	16.8%
51 5090201 AIRFARE - TRANSPORTATION	549	4,800	4,800	-	0.0%
51 5090205 TRAVEL - PER DIEM	325	2,025	2,025	-	0.0%
51 5090206 TOLL ROAD CHARGES	7	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	3,945	54,200	54,200	-	0.0%
51 5090211 LODGING	425	5,500	5,900	400	7.3%
51 5099901 POSTAGE	1	-	-	-	0.0%
51 5099905 COMPUTER SOFTWARE	6,104	140,496	398,004	257,508	183.3%
51 5099908 COMPUTER HARDWARE	33,883	33,000	33,000	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	624	-	-	-	0.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	(376,586)	(762,747)	(1,317,828)	(555,081)	72.8%
TOTAL OTHER EXPENSES	1,650,186	2,054,384	2,401,431	347,047	16.9%
TOTAL EXPENSES	\$ 3,958,558	\$ 5,005,520	\$ 6,017,567	\$ 1,012,047	20.2%



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Procurement

Department Functions and Responsibilities

The Procurement Department is responsible for the acquisition of all goods, services, and construction needed by Capital Metro at fair and reasonable prices, on time, and in compliance with sound public purchasing policies and procedures.

FY 2013 Accomplishments

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Supported the implementation of MetroRapid through timely and cost effective award of supply, services, and construction contracts. The contracts for the purchase and delivery of MetroRapid buses and the construction of the stations are currently on schedule and within budget to meet the early y 2014 and late summer 2014 start dates of Routes 801 & 803, respectively.
- ◆ Improve Business Practices
 - Provided contract administration oversight to the Contract Management Team responsible for the implementation of the Sunset Act Requirement to outsource all transit services not directly provided by Capital Metro. Contracts were awarded for both fixed route services and paratransit services and management plans are in place to effectively monitor the contractors' performance.
- ◆ Strengthen Financial Health of the Agency
 - Recovered an estimated \$300,000 through the sale of surplus/obsolete property. Through June 2013, \$267,650 in revenue for surplus/obsolete property has been recovered. The estimated recovery through the end of FY 2013 is an additional \$100,000, resulting in a total estimated recovery of \$367,650 for FY 2013.
- ◆ Strengthen Community Relationships
 - Supported community outreach events during FY 2013. The Department staff participated in every major Capital Metro community outreach event during FY 2013 (i.e. ACL, DBE Conferences, SXSW, F1, Pecan Street Festival, etc.)
- ◆ Improve Business Practices
 - Passed a Procurement System Review conducted by the Federal Transit Administration.

FY 2014 Planned Initiatives

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Complete contracts for supply, services, and construction to implement the on-time start of MetroRapid services in early 2014 and late summer 2014 for Routes 801 & 803 respectively.

- ◆ Be a Regional Leader
 - Launch the re-procurement for the Commuter Rail and Freight Rail services.
 - Support Capital Metro's Project Connect partnership with the City of Austin through the timely award of supply, services and construction contracts.

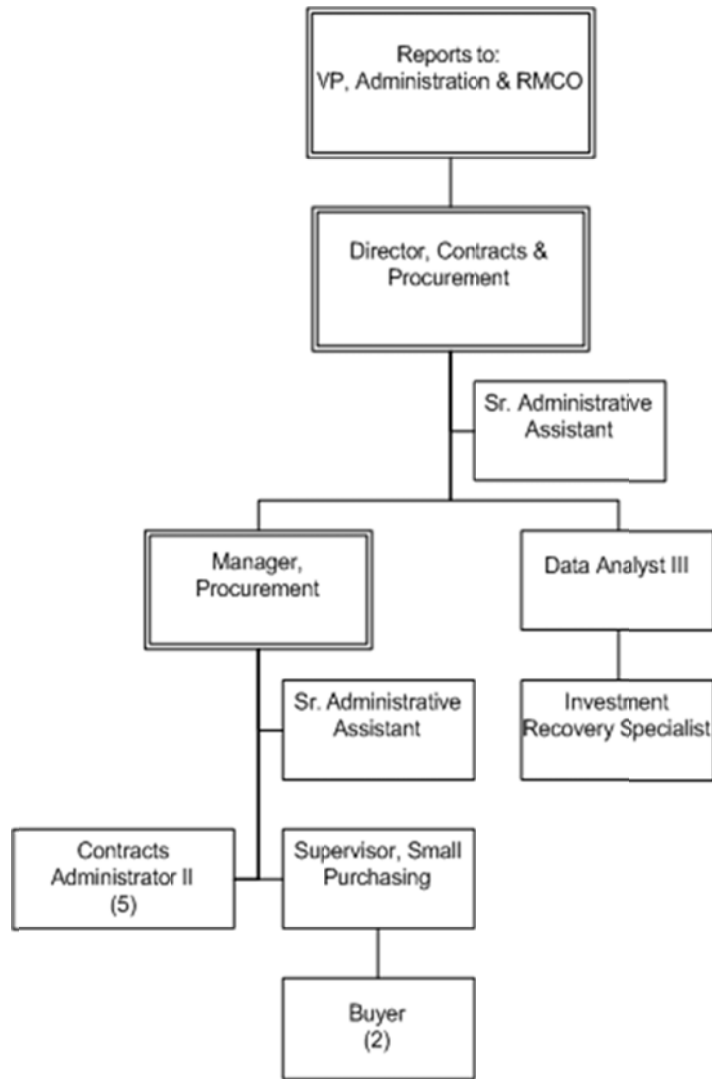
- ◆ Strengthen Financial Health of the Agency
 - Recover an estimated \$500,000 through the sale of surplus/obsolete property.

- ◆ Strengthen Community Relationships
 - Support community outreach events during FY 2014.

- ◆ Improve Business Practices
 - Conduct a third-party customer service survey to gather information to strengthen the Procurement Department's support to internal customers.

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Assist Rail Department with the planning, development, design, and implementation of the Positive Train Control program mandated by the Federal Railroad Administration.

Procurement Department Organizational Chart





Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$172,281 due to addition of one FTE, proposed merit-based salary increase, and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$10,041 in Benefits due to addition of one FTE and proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$6,990 in Temporary Help due to procurement administrative support, increase of \$16,647 in Travel related expenses due to continuing professional education and increase of \$12,474 in Newspaper Media due to projected bids, solicitations, and equipment being sold.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 593,681	\$ 707,880	\$ 1,009,563	\$ 301,683	42.6%
51 5010203 OVERTIME - ADMINISTRATIVE	3,928	4,940	14,542	9,601	194.4%
51 5020901 SICK LEAVE-ADMIN	31,667	49,482	-	(49,482)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	32,542	33,626	-	(33,626)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	44,116	47,648	-	(47,648)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	1,393	8,247	-	(8,247)	-100.0%
SALARIES & WAGES	707,327	851,823	1,024,105	172,281	20.2%
BENEFITS					
51 5020101 FICA-ADMIN	52,349	63,090	72,870	9,780	15.5%
51 5020701 STATE UNEMPLOYMENT-ADMIN	2,014	3,393	3,654	261	7.7%
BENEFITS	54,363	66,483	76,524	10,041	15.1%
OTHER EXPENSES					
51 5030401 TEMPORARY HELP	15,586	23,010	30,000	6,990	30.4%
51 5049901 OFFICE SUPPLIES	5,511	3,708	5,000	1,292	34.8%
51 5049915 NON CAPITAL EQUIPMENT	-	-	1,000	1,000	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	1,430	2,550	2,980	430	16.9%
51 5090201 AIRFARE - TRANSPORTATION	833	3,056	6,000	2,944	96.3%
51 5090205 TRAVEL - PER DIEM	573	1,888	4,112	2,224	117.8%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	2,174	8,504	14,046	5,542	65.2%
51 5090211 LODGING	408	3,308	6,900	3,592	108.6%
51 5090215 TRAVEL - OTHER	54	272	8,159	7,887	2899.6%
51 5090801 NEWSPAPER MEDIA	8,191	6,288	18,762	12,474	198.4%
51 5099901 POSTAGE	837	996	900	(96)	-9.6%
51 5099909 OTHER MISCELLANEOUS EXPENSES	438	-	-	-	0.0%
TOTAL OTHER EXPENSES	36,035	53,580	97,859	44,279	82.6%
TOTAL EXPENSES	\$ 797,725	\$ 971,886	\$ 1,198,488	\$ 226,601	23.3%



Contracted Services

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012 two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc., necessitated that StarTran, Inc., cease operations by September 1, 2012 to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., are being reallocated to the Paratransit Contract Operations Department (Cost Center 620) and the MetroAccess Administration Department (Cost Center 630) respectively as applicable in FY 2013.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
OTHER EXPENSES					
51 5080104 RURAL SERVICE-FIXED ROUTE	\$ 14,470	\$ -	\$ -	\$ -	0.0%
TOTAL OTHER EXPENSES	14,470	-	-	-	0.0%
TOTAL EXPENSES	\$ 14,470	\$ -	\$ -	\$ -	0.0%



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RideShare

Functions and Responsibilities Functions and Responsibilities

The Metro RideShare service provides alternative transportation solutions that reduce the number of single occupancy vehicles on area roads. The RideShare department manages the van/carpool operations including the ongoing performance assessment of vanpool groups. The department staff provides commute ride matching services to the general public in an effort to reduce congestion and promote air quality. In addition, the Rideshare department manages the Guaranteed Ride Home program for all modes of service.

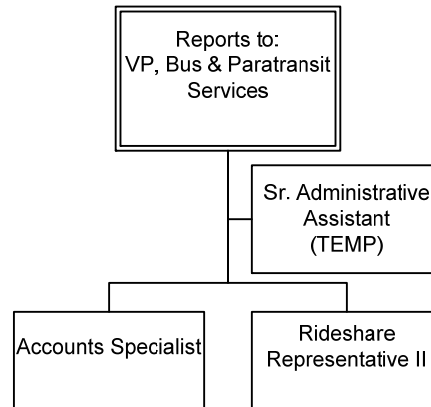
FY 2013 Accomplishments

- ◆ Continued Customer Satisfaction outreach
 - The Rideshare team continued to provide a service delivery option for commuters who want to share the ride, offering a dedicated call line to answer any inquiries from the general public.
- ◆ Improve Business Practices
 - Continued evaluating service options to improve service delivery, ensure cost effectiveness in contracts and provide an overall positive customer experience.
 - Developed an initiative to evaluate best practices for a vanpool program. Issued RFP to evaluate the cost of contracting services out versus operating the program in house. In addition, the staff engaged Texas Transportation Institute to conduct a study of in house operations. The study and the RFP will be evaluated side by side to ensure Capital Metro is providing the most effective and efficient service to the customers.

FY 2014 Planned Initiatives

- ◆ Provide Great Customer Service
 - Develop an overall marketing strategy to communicate the value of ridesharing.
- ◆ Improve Business Practices
 - Continue to evaluate service options to improve service delivery, ensure cost effectiveness and provide an overall positive customer experience.
- ◆ Improve Communications
 - Continue to work with Marketing to promote the benefits of the RideShare program in our region.

Rideshare Department Organizational Chart



Budget Changes

- ◆ **Salary & Wages** – Net decrease of \$55,406 in Salary & Wages due to transfer of 0.6 FTE salary split between RideShare and Strategic Management Department to Strategic Operations Management and Administration Department, proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$4,265 in Benefits due to transfer of 0.6 FTE salary split between RideShare and Strategic Management department to Strategic Operations Management and Administration department.
- ◆ **Other Expenses** – Decrease of \$75,120 in Other Services due to preventive maintenance as a result of fewer tires being scheduled for replacement and fleet-wide detailed washing program is not scheduled. Decrease of \$40,944 in fuel due to lower budgeted cost per gallon.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 158,918	\$ 176,902	\$ 145,650	\$ (31,252)	-17.7%
51 5010203 OVERTIME - ADMINISTRATIVE	102	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	24,204	8,101	-	(8,101)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	8,798	7,606	-	(7,606)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	11,452	7,097	-	(7,097)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	178	1,350	-	(1,350)	-100.0%
TOTAL SALARIES & WAGES	203,652	201,056	145,650	(55,406)	-27.6%
BENEFITS					
51 5020101 FICA-ADMIN	14,882	14,933	10,929	(4,004)	-26.8%
51 5020701 STATE UNEMPLOYMENT-ADMIN	567	1,044	783	(261)	-25.0%
TOTAL BENEFITS	15,449	15,977	11,712	(4,265)	-26.7%
OTHER EXPENSES					
51 5039909 OTHER SERVICES	163,454	276,960	201,840	(75,120)	-27.1%
51 5040125 GASOLINE - VANS	279,119	373,824	332,880	(40,944)	-11.0%
51 5049901 OFFICE SUPPLIES	334	1,800	1,800	-	0.0%
51 5050204 TELEPHONE-LOCAL	21	-	-	-	0.0%
51 5070403 INSPECTION CERTIFICATES-VANS	-	4,143	4,143	-	0.0%
51 5080111 GRH REIMBURSEMENT	413	1,164	1,164	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	-	575	-	(575)	-100.0%
51 5090206 TOLL ROAD CHARGES	61	-	-	-	0.0%
51 5099901 POSTAGE	420	720	-	(720)	-100.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	(15)	-	-	-	0.0%
51 5099925 OTHER MISC. EXPENSE-VANS	7,817	9,379	9,400	21	0.2%
TOTAL OTHER EXPENSES	451,624	668,565	551,227	(117,338)	-17.6%
TOTAL EXPENSES	\$ 670,725	\$ 885,598	\$ 708,589	\$ (177,009)	-20.0%



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StarTran Operations Administration

Functions and Responsibilities

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc., MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc. cease operations by September 1, 2012 to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services formerly provided by StarTran, Inc., were reallocated to the Bus Contract Operations Department (Cost Centers 600 and 610) in FY2013.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 49,478	\$ -	\$ -	\$ -	0.0%
55 5020901 SICK LEAVE-ADMIN	3,270	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	2,823	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	4,917	-	-	-	0.0%
TOTAL SALARIES & WAGES	60,488	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	4,558	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	168	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	42	-	-	-	0.0%
TOTAL BENEFITS	4,768	-	-	-	0.0%
OTHER EXPENSES					
51 5030509 REPAIR & MAINTENANCE-OTHER	300	-	-	-	0.0%
51 5039909 OTHER SERVICES	120	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	4,242	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	343	-	-	-	0.0%
51 5090205 TRAVEL - PER DIEM	167	-	-	-	0.0%
51 5099901 POSTAGE	7	-	-	-	0.0%
TOTAL OTHER EXPENSES	5,179	-	-	-	0.0%
TOTAL EXPENSES	\$ 70,435	\$ -	\$ -	\$ -	0.0%



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Strategic Planning and Development

Functions and Responsibilities

Effective May 1, 2013, the Transit Oriented Development Department was combined with the Planning Department to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

Planning functions are divided into four major areas of responsibility: Service Planning and Scheduling, Long-Range Planning and Transit Oriented Development, Environmental Sustainability, and Service Analysis. Each function is designed to support the planning, development, evaluation and ultimate delivery of public transportation solutions and infrastructure.

FY 2013 Accomplishments

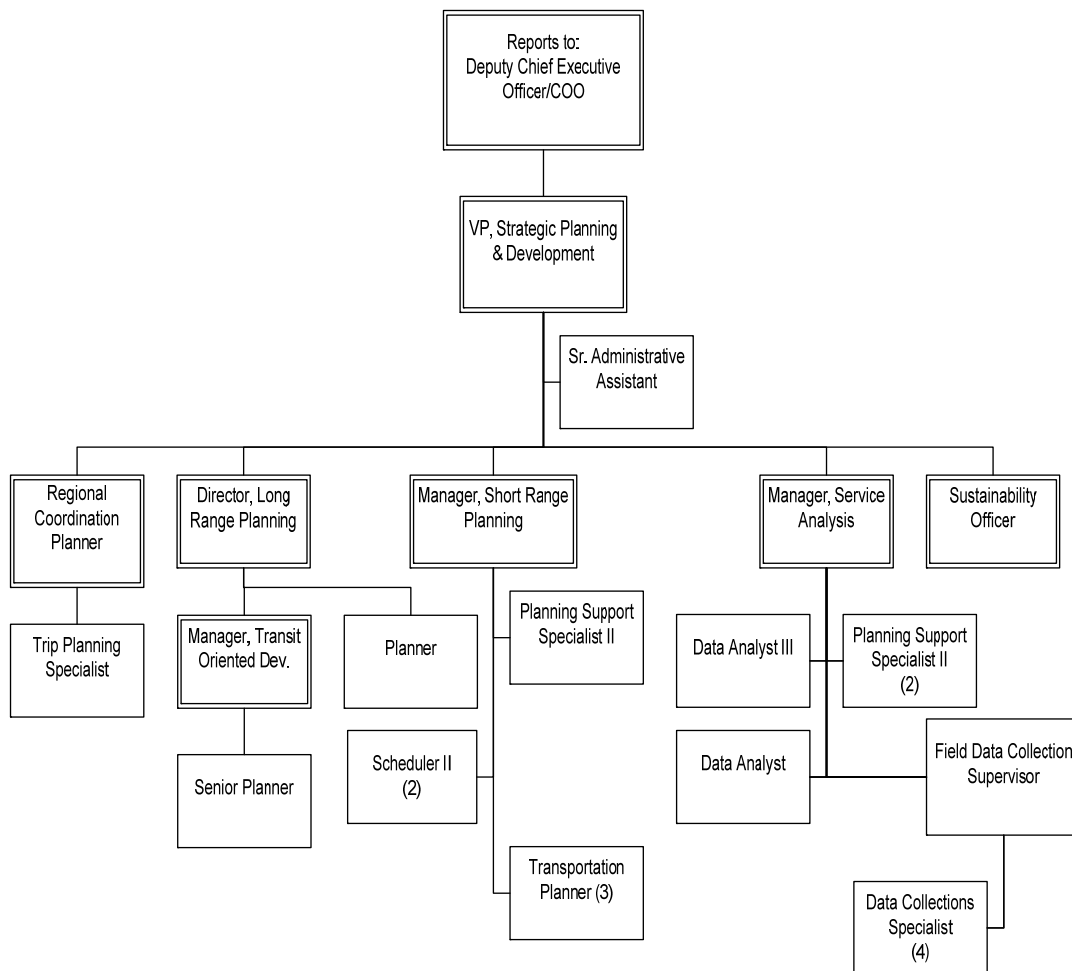
- ◆ Provide a Great Customer Experience
 - Continued implementation of ServicePlan 2020, including service changes resulting in more than one million additional trips year to date (through April 2013) than the prior year.
- ◆ Improve Business Practices
 - Service improvements to MetroRail have resulted in a 21% increase in riders-per-hour for the period ending May 2013.
- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Made progress on numerous initiatives to improve last mile access, like the Kramer Bike Shelter, Crestview/Highland Urban Trail and partnership in support of the City of Austin bike share program.
- ◆ Be a Regional Leader
 - Completed regional transit system plan update (Project Connect), continued outreach and coordination with non-member cities (Georgetown, Round Rock, Kyle, Buda, Cedar Park and Pflugerville) regarding potential transit service and continued development of the Project Connect: North Corridor plan.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Continue implementation of ServicePlan 2020; implement service changes to improve customer service, efficiency and effectiveness; monitor and respond with any needed adjustments to MetroRapid implementation.

- ◆ Improve Business Practices
 - Develop Environmental and Sustainability Management System and pursue ISO 14001 Certification.
- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Implement grant-supported mobility management program.
- ◆ Be a Regional Leader
 - Complete Project Connect: North Corridor study effort and continue towards completion of Project Connect system plan development; participate in Central Corridor study; participate in CAMPO 2040 plan development.

Strategic Planning and Development Department Organizational Chart





Budget Changes

- ◆ **Salary & Wages** – Net increase of \$263,723 in Salary and Wages Admin due to three additional FTE’s (two FTE’s were transferred from the Transit Oriented Development Department), proposed merit-base salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$23,538 in Benefits due to additional FTE’s and proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$305,008 in Consultation Fees due to Project Connect, Central, Corridor planning and ISO 14001 certification costs, increase of \$199,999 in Other Professional Fees due to consultation services required for Transportation Oriented Development RFP, grant application assistance and design work for last mile project.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 921,948	\$ 1,227,861	\$ 1,720,952	\$ 493,091	40.2%
51 5010203 OVERTIME - ADMINISTRATIVE	1,382	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	87,884	82,104	-	(82,104)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	51,967	55,222	-	(55,222)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	76,398	78,358	-	(78,358)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	2,699	13,684	-	(13,684)	-100.0%
TOTAL SALARIES & WAGES	1,142,278	1,457,229	1,720,952	263,723	18.1%
BENEFITS					
51 5020101 FICA-ADMIN	79,134	102,130	124,885	22,755	22.3%
51 5020701 STATE UNEMPLOYMENT-ADMIN	3,314	6,003	6,786	783	13.0%
TOTAL BENEFITS	82,448	108,133	131,671	23,538	21.8%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	33,403	349,996	655,004	305,008	87.1%
51 5030309 OTHER PROFESSIONAL FEES	-	-	199,999	199,999	100.0%
51 5030401 TEMPORARY HELP	111,378	113,630	73,020	(40,610)	-35.7%
51 5039901 COURIER AND DELIVERY SERVICES	-	96	60	(36)	-37.5%
51 5039909 OTHER SERVICES	41	-	2,500	2,500	100.0%
51 5049901 OFFICE SUPPLIES	6,568	7,152	9,080	1,928	27.0%
51 5049909 OTHER SUPPLIES	122	1,353	45,386	44,033	3254.5%
51 5050204 TELEPHONE-LOCAL	3,025	3,120	3,600	480	15.4%
51 5090101 DUES AND SUBSCRIPTIONS	565	1,020	4,935	3,915	383.8%
51 5090201 AIRFARE - TRANSPORTATION	2,407	4,006	9,305	5,299	132.3%
51 5090205 TRAVEL - PER DIEM	1,987	923	4,548	3,625	392.7%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	3,696	1,975	13,558	11,583	586.5%
51 5090211 LODGING	3,148	2,375	9,900	7,525	316.8%
51 5090215 TRAVEL - OTHER	6	-	200	200	100.0%
51 5099901 POSTAGE	26	-	60	60	100.0%
51 5099908 COMPUTER HARDWARE	16	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	113	-	-	-	0.0%
TOTAL OTHER EXPENSES	166,502	485,646	1,061,155	575,509	118.5%
TOTAL EXPENSES	\$ 1,391,228	\$ 2,051,008	\$ 2,913,778	\$ 862,770	42.1%



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Marketing

Functions and Functions and Responsibilities

The Marketing department oversees strategic marketing, brand management, graphic design, customer literature production and distribution, transit advertising, and special events planning and implementation. Major responsibilities include increasing ridership through the promotion of routes and services, working with the Communications and Community Involvement departments to inform the public of planned initiatives and improvements, communicating routes and services to customers at point of sale, and increasing awareness of Capital Metro's services through advertising, collateral development, website, and promotions. Working with an external advertising agency, the department carries out market research to measure levels of awareness and customer satisfaction with specific products. Internal marketing, schedule design and production, signage design and management and fleet graphics are also key roles played by the department.

FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Performed biennial customer satisfaction survey.
 - Began fleet rebranding project with the repainting of 45 buses in FY 2013.
 - Assisted Customer Service Manager in providing strong customer communication during store relocation including official grand opening and promotion to celebrate the new site.

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Continued website rollout of improved features including new trip planner tool.
 - Developed strategic plan for branding and marketing MetroRapid to the community including an official Ground Breaking ceremony and teaser video "Screen ATX".
 - Worked strategically with the Austin Convention and Visitors Bureau (ACVB) to increase visibility of Capital Metro services for major conference and convention events by continuing "Best of ATX" tear-off map partnership and designed accompanying Capital Metro "Get Out Guide", new in 2013.
 - Leveraged partnership with "Go Local" to implement the "Haul Pass" discount student summer ridership program for students ages 6-18 while offering Go Local discounts at participating retailers.
 - Provided input/assistance in building a more recognizable Project Connect brand and creating educational outreach materials moving toward upcoming election.

- ◆ Improve Business Practices
 - Explored new revenue opportunities, including sponsorship on MetroRapid and MetroExpress services.

- ◆ Improve Business Practices Annual Report 2013
 - Provided design/production support for Annual Report developed by Communications.

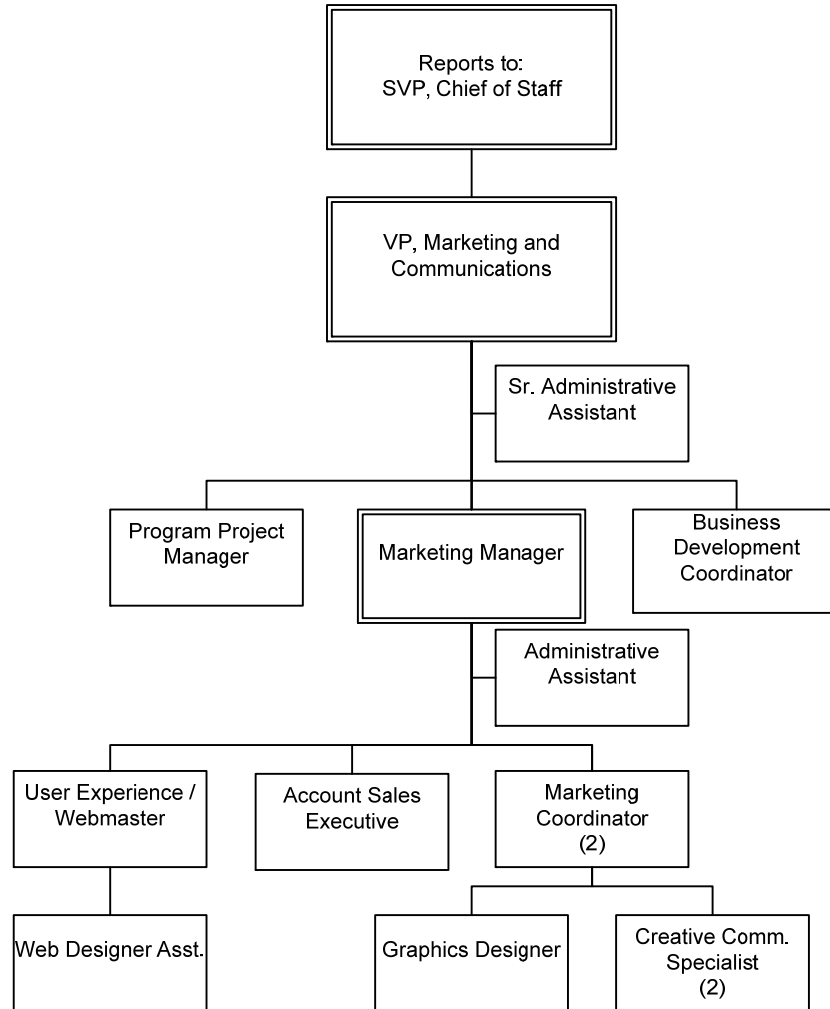
FY 2014 Initiatives

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Continue to provide input/assistance in building a more recognizable Project Connect brand and creating educational outreach materials moving toward upcoming election.
 - Amend website to include more sophisticated look and feel, improved mobile site with mobile ticketing, improved trip planner, upgrades to the content management system and an interactive mobile trip planner for MetroRapid.
 - Expand upon initial groundbreaking efforts and “Screen ATX” teaser video to fully developed art concepts, rider training and general campaigns that will extend through mid-2014.
 - Initiate and lead rebranding project including fleet graphics, route and schedule information, corporate stationery and develop new graphic standards that uniquely define and unify all Capital Metro products/services.

- ◆ Improve Business Practices
 - Support new Business-to-Business Coordinator by creating/providing education and marketing materials as needed to increase number of Capital Metro contracted businesses, increase fare resellers and costs associated with reselling, and provide collaborative opportunities that increase special event ridership.
 - Design/produce community outreach materials to create awareness and seek public feedback leading up to board decision, and if approved by the board, create outreach/education models that will be followed in the months leading up to the changes.
 - Provide design/production support for Annual Report developed by Communications.

- ◆ Provide a Great Customer Experience
 - Manage successful completion/implementation of January Service Change including updating and producing all rider way-finding information/collateral.
 - Use data and feedback gleaned from introduction of “More Mobile” ticketing app introduced at Formula 1 in 2012 to further develop and promote a permanent mobile ticketing solution.
 - Promote Capital Metro products/services to existing riders and Austin visitors in order to increase ridership and the sale of transit products such as MetroAirport and MetroRail.
 - Manage successful completion/implementation of June Service Change including updating and producing all rider way-finding information/collateral.
 - Manage successful completion/implementation of August Service Change including updating and producing all rider way-finding information/collateral.

Marketing Department Organizational Chart





Budget Changes

- ◆ **Salaries and Wages** – Net increase of \$352,856 in Salaries & Wages one position reclassification, three new FTEs, one FTE transferred from another department, proposed merit-based salary increase and consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$21,322 in Benefits due to additional FTE's, position reclassification, and proposed merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$128,102 in Other Supplies due to MetroRapid marketing costs and printing special events collateral, \$333,744 in Advertising/Promotion Media for MetroRapid and Mobile Ticketing media purchases and \$200,000 in In-Kind Exchange expense to record exchanges of services in accordance with General Accepted Accounting Principles (GAAP).

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 546,873	\$ 530,469	\$ 1,003,834	\$ 473,365	89.2%
51 5010203 OVERTIME - ADMINISTRATIVE	2,491	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	27,319	42,495	-	(42,495)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	25,885	29,091	-	(29,091)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	46,858	42,312	-	(42,312)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	266	7,082	-	(7,082)	-100.0%
SALARIES & WAGES	649,692	651,449	1,003,834	352,385	54.1%
BENEFITS					
51 5020101 FICA-ADMIN	46,113	51,619	71,898	20,278	39.3%
51 5020701 STATE UNEMPLOYMENT-ADMIN	1,337	2,610	3,654	1,044	40.0%
TOTAL BENEFITS	47,450	54,229	75,552	21,322	39.3%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	457,298	795,000	729,004	(65,996)	-8.3%
51 5030309 OTHER PROFESSIONAL FEES	143,010	134,004	157,000	22,996	17.2%
51 5030401 TEMPORARY HELP	39,072	108,042	25,000	(83,042)	-76.9%
51 5039901 COURIER AND DELIVERY SERVICES	23	-	-	-	0.0%
51 5039909 OTHER SERVICES	5,702	76,976	20,000	(56,976)	-74.0%
51 5039926 ADVERTISING INSTALLATION EXPENSE	-	74,400	129,780	55,380	74.4%
51 5049901 OFFICE SUPPLIES	18,382	21,996	21,996	-	0.0%
51 5049903 MAPS AND SCHEDULES	188,318	216,000	246,000	30,000	13.9%
51 5049909 OTHER SUPPLIES	94,899	122,698	250,800	128,102	104.4%
51 5050204 TELEPHONE-LOCAL	320	-	480	480	100.0%
51 5090101 DUES AND SUBSCRIPTIONS	232	800	4,900	4,100	512.5%
51 5090201 AIRFARE - TRANSPORTATION	1,220	5,100	5,700	600	11.8%
51 5090205 TRAVEL - PER DIEM	1,171	2,580	3,012	432	16.7%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	947	5,600	12,245	6,645	118.7%
51 5090211 LODGING	1,546	3,900	6,200	2,300	59.0%
51 5090215 TRAVEL - OTHER	70	-	400	400	100.0%
51 5090801 NEWSPAPER MEDIA	4,947	-	-	-	0.0%
51 5090804 ADVERTISING/PROMOTION MEDIA	203,980	405,000	738,744	333,744	82.4%
51 5099901 POSTAGE	1,040	1,500	1,000	(500)	-33.3%
51 5099908 COMPUTER HARDWARE	126	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	10	516	-	(516)	-100.0%
51 5099930 IN-KIND EXCHANGE EXPENSE	-	-	200,000	200,000	100.0%
TOTAL OTHER EXPENSES	1,162,314	1,974,112	2,567,261	593,149	30.0%
TOTAL EXPENSES	\$ 1,859,456	\$ 2,679,790	\$ 3,646,647	\$ 966,856	36.1%



Community Involvement (Formerly Business & Community Development)

Functions and Responsibilities

The Community Involvement (CI) team's responsibilities include meaningfully engaging our community in agency decision-making, serving as the agency's primary liaisons with community groups and organizations, and managing several programs allowing the community to become involved with Capital Metro. The CI Team's activities are aligned with the following strategic goals: Provide a Great Customer Experience, Improve Business Practices, Demonstrate the Value of Public Transportation, and Be a Regional Leader.

FY 2013 Accomplishments

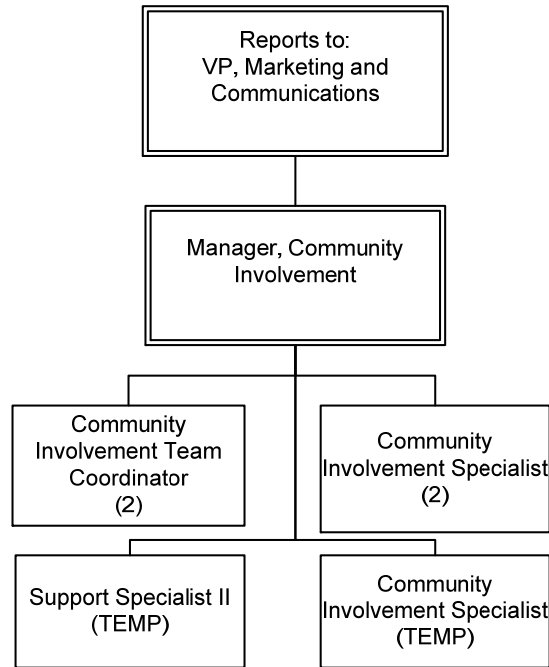
- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Built community support for major agency initiatives by utilizing comprehensive public involvement strategies to engage our region in the development and operation of transit, including successfully building support for the following projects and programs: Project Connect Regional High-Capacity Transit Implementation; Phase 1 of Project Connect: North Corridor; January, June and August 2013 Service Changes; Fiscal Year 2014 Budget Development; Transit Oriented Development Policy; and Fare Restructure and Title VI Policy Changes.
 - Created and implemented the Speakers Bureau Community Outreach Program utilizing Capital Metro employees and other transit advocates to provide presentations and briefings on agency initiatives to community organizations throughout the region. Over 40 organizations and over 2,000 individuals received a Speakers Bureau presentation in FY 2013.
 - Implemented additional interactive tools for customer input to enhance citizen participation ensuring agency transparency, and enhancing the board's decision-making processes, including ideas.capmetro.org online discussion forum, interactive voting technology at public meetings and workshops, webinars, online videos, online and in-person customer surveys, and targeted focus groups.
 - Assessed the value and effectiveness of MetroAmbassador and MetroEducation programs and updated them for re-launch in late FY2013.
 - Worked with board advisory committees to develop meaningful dialogue including the co-development of a productive work plan for each committee, introduction of a tool to track the status of committee recommendations and a semi-annual survey of committee engagement to ensure a healthy dialogue.
 - Developed a plan for communicating to current riders and new riders when there are any changes to service or when service is added, including: January, June and August 2013 service changes, Formula 1, Austin City Limits Music Festival, Pecan Street Festival and SXSW special event service.

- Implemented Stuff the Bus, a new, signature Capital Metro Community Involvement event in partnership with Whole Foods, the Capital Area Food Bank and other community partners which resulted in 10,000 meals provided to hungry people in our community, over \$100,000 in positive earned media, and demonstrated Capital Metro's commitment to good corporate citizenship.

FY 2014 Planned Initiatives

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Continue implementation of the Capital Metro Board of Directors' Community Involvement Policy to enhance agency decision-making processes, including the following planned projects: Project Connect: North Corridor; Project Connect: Central Corridor; January, June and August 2014 Service Changes, and FY 2015 Budget Development.
 - Identify potential partners and strengthen partnerships to achieve success in targeted areas of interest by developing an inventory of current Capital Metro partnerships and evaluating their impact in advancing strategic agency objectives.
 - Develop and implement comprehensive stakeholder outreach plans for the following Capital Metro projects: Project Connect: North Corridor; Project Connect: Central Corridor; MetroRapid Launch; Fare Restructure; January, June and August 2014 Service Changes; Fiscal Year 2015 Budget Development Process and Transit Store relocation.
 - Support operations, marketing and communications efforts for major special events to ensure a great customer service experience.
 - Maintain an innovative rail and bus safety education and outreach program.

Community Involvement Department Organizational Chart



Budget Changes

- ◆ **Salaries & Wages** – Net decrease of \$76,176 in Salaries and Wages due to transfer of two FTEs to Government Affairs / Office of Diversity Department, proposed merit-based salary increase, and consolidation of the budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$8,108 in Benefits due to transfer of FTEs.
- ◆ **Other Expenses** – Increase of \$184,008 in Other Professional Fees due to marketing outreach for Project Connect, MetroRapid, and Rail & Bus Safety programs, increase of \$24,996 in Temporary Help due to increased outreach support for SXSW and ACL special events, increase of \$22,500 in Other Supplies due to displays and promotional items for the increased outreach support, and decrease of \$251,900 in Other Services due to the budget transfer of the transportation needs funds to the Finance Department.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 417,272	\$ 372,048	\$ 395,373	\$ 23,325	6.3%
51 5010203 OVERTIME - ADMINISTRATIVE	3,285	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	26,550	46,443	-	(46,443)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	23,370	20,678	-	(20,678)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	(1,240)	27,243	-	(27,243)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	317	5,137	-	(5,137)	-100.0%
SALARIES & WAGES	469,554	471,549	395,373	(76,176)	-16.2%
BENEFITS					
51 5020101 FICA-ADMIN	37,572	36,951	29,365	(7,586)	-20.5%
51 5020701 STATE UNEMPLOYMENT-ADMIN	1,932	2,349	1,827	(522)	-22.2%
BENEFITS	39,504	39,300	31,192	(8,108)	-20.6%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	145,950	74,996	259,004	184,008	245.4%
51 5030401 TEMPORARY HELP	12,067	12,000	36,996	24,996	208.3%
51 5039909 OTHER SERVICES	51	259,400	7,500	(251,900)	-97.1%
51 5039926 ADVERTISING INSTALLATION EXPENSE	79,968	-	-	-	0.0%
51 5040121 GASOLINE	-	204	1,204	1,000	490.2%
51 5049901 OFFICE SUPPLIES	8,121	7,512	7,507	(5)	-0.1%
51 5049902 PASSES AND TICKETS	-	6,500	6,500	-	0.0%
51 5049909 OTHER SUPPLIES	3,995	7,000	29,500	22,500	321.4%
51 5049915 NON CAPITAL EQUIPMENT	1,198	-	10,000	10,000	0.0%
51 5050204 TELEPHONE-LOCAL	2,478	2,400	3,840	1,440	60.0%
51 5070502 GASOLINE FUEL TAX	-	12	50	38	316.7%
51 5090101 DUES AND SUBSCRIPTIONS	910	18,325	28,325	10,000	54.6%
51 5090201 AIRFARE - TRANSPORTATION	2,084	2,076	3,580	1,504	72.4%
51 5090205 TRAVEL - PER DIEM	1,329	6,968	6,972	4	0.1%
51 5090206 TOLL ROAD CHARGES	6	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	7,484	8,588	8,593	5	0.1%
51 5090211 LODGING	1,709	376	376	-	0.0%
51 5090215 TRAVEL - OTHER	169	50	50	-	0.0%
51 5090804 ADVERTISING/PROMOTION MEDIA	-	4,500	4,500	-	0.0%
51 5099901 POSTAGE	759	1,824	1,825	1	0.1%
51 5099905 COMPUTER SOFTWARE	3	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	510	-	-	-	0.0%
TOTAL OTHER EXPENSES	268,791	412,731	416,322	3,591	0.9%
TOTAL EXPENSES	\$ 777,849	\$ 923,580	\$ 842,887	\$ (80,693)	-8.7%

Customer Service

Functions and Responsibilities

The Customer Service Department is comprised of two functions: Call Center and Transit Store. The Call Center provides telephone, email, and web assisted customer service by delivering accurate route and scheduling information, providing timely response and resolution to customer comments, and educating the public on Capital Metro products and services. The Transit Store provides retail pass sales, Reduced Fare ID card issuance, lost and found services, and assistance with general information and inquiries.

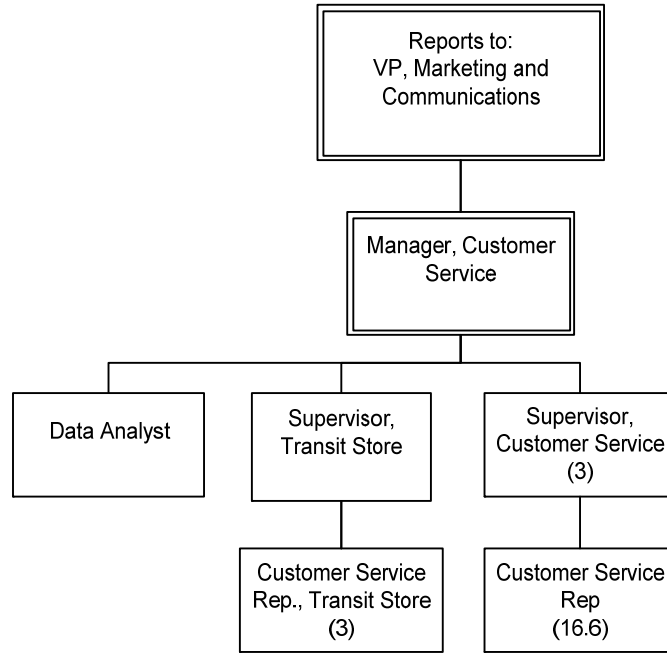
FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - For the 12 months ending May 2013, 574,151 customer calls were answered with live agents representing a decrease of 19% compared to the prior 12 months, while processing an additional 437,903 calls exclusively through the Interactive Voice Response (IVR) system.
 - Met the telephone service level goal of answering 80% of calls within 60 seconds for five of the first eight months of the year, through 2013.
 - For the 12 months ending May 2013, processed 11,985 Customer Comment Reports, up 10% compared to the prior 12 months.
- ◆ Improve Business Practices
 - Launched a new point-of-sale retail and inventory accountability system in the Transit Store.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Answer a projected volume of 715,823 calls with live agents.
 - Implement the Customer Service portions of the following initiatives currently under development by the authority: Intelligent Transportation System, Mobile Ticketing and MetroRapid service.
 - Implement the Customer Service portion of the Interactive Voice Response (IVR) initiative, anticipated for FY 2014 rollout.
 - Implementation of the Customer Comments database.
- ◆ Improve Business Practices
 - Relocate the Customer Service department to a nearby less-expensive location at the end of current facility lease.

Customer Service Organizational Chart





Budget Changes

- ◆ **Salaries & Wages** - Net increase of \$159,021 in Salaries and Wages due to proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$8,803 in Benefits due to proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$47,380 in Temporary Help due to supplementing regular staff for temp-to-hire recruiting and during peak call periods, increase of \$14,925 in Other Services due to new IVR call center recordings and new software licenses. Increase of \$15,000 in Advertising / Promotion Media due to new promotional video development for customers at the transit lobby area.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 691,185	\$ 810,745	\$ 1,140,552	\$ 329,807	40.7%
51 5010203 OVERTIME - ADMINISTRATIVE	50,473	73,761	82,392	8,631	11.7%
51 5020901 SICK LEAVE-ADMIN	40,173	77,546	-	(77,546)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	38,278	40,339	-	(40,339)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	54,001	52,489	-	(52,489)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	2,686	9,043	-	(9,043)	-100.0%
SALARIES & WAGES	876,796	1,063,923	1,222,944	159,021	14.9%
BENEFITS					
51 5020101 FICA-ADMIN	62,799	75,237	84,040	8,803	11.7%
51 5020701 STATE UNEMPLOYMENT-ADMIN	4,341	7,308	7,308	-	0.0%
BENEFITS	67,140	82,545	91,348	8,803	10.7%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	300	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	638	-	-	-	0.0%
51 5030401 TEMPORARY HELP	-	8,000	55,380	47,380	592.3%
51 5039909 OTHER SERVICES	17	2,004	16,929	14,925	744.8%
51 5049901 OFFICE SUPPLIES	2,218	5,616	7,116	1,500	26.7%
51 5049906 CLEANING SUPPLIES	10	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	19	3,600	800	(2,800)	-77.8%
51 5049915 NON CAPITAL EQUIPMENT	2,337	3,500	10,300	6,800	194.3%
51 5050204 TELEPHONE-LOCAL	584	600	600	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	4,995	1,604	1,800	196	12.2%
51 5090205 TRAVEL - PER DIEM	-	114	114	-	0.0%
51 5090211 LODGING	-	360	360	-	0.0%
51 5090215 TRAVEL - OTHER	-	180	180	-	0.0%
51 5090804 ADVERTISING/PROMOTION MEDIA	-	-	15,000	15,000	0.0%
51 5099901 POSTAGE	41	804	400	(404)	-50.2%
51 5099909 OTHER MISCELLANEOUS EXPENSES	2,870	8,700	9,500	800	9.2%
TOTAL OTHER EXPENSES	14,029	35,082	118,479	83,397	237.7%
TOTAL EXPENSES	\$ 957,965	\$ 1,181,550	\$ 1,432,771	\$ 251,221	21.3%



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Human Resources

Functions and Responsibilities

The Human Resources department's mission is to partner with employees to hire, develop and retain an engaged workforce that fulfills Capital Metro's mission. The department's primary responsibilities are to: Facilitate staffing strategies required to meet Capital Metro department needs; manage benefits programs to meet employee needs; administer compensation and performance management programs; coordinate staff development and training programs to enhance employees' knowledge, skills and abilities; and develop and administer Human Resources Policies and Procedures to comply with federal, state and local regulations.

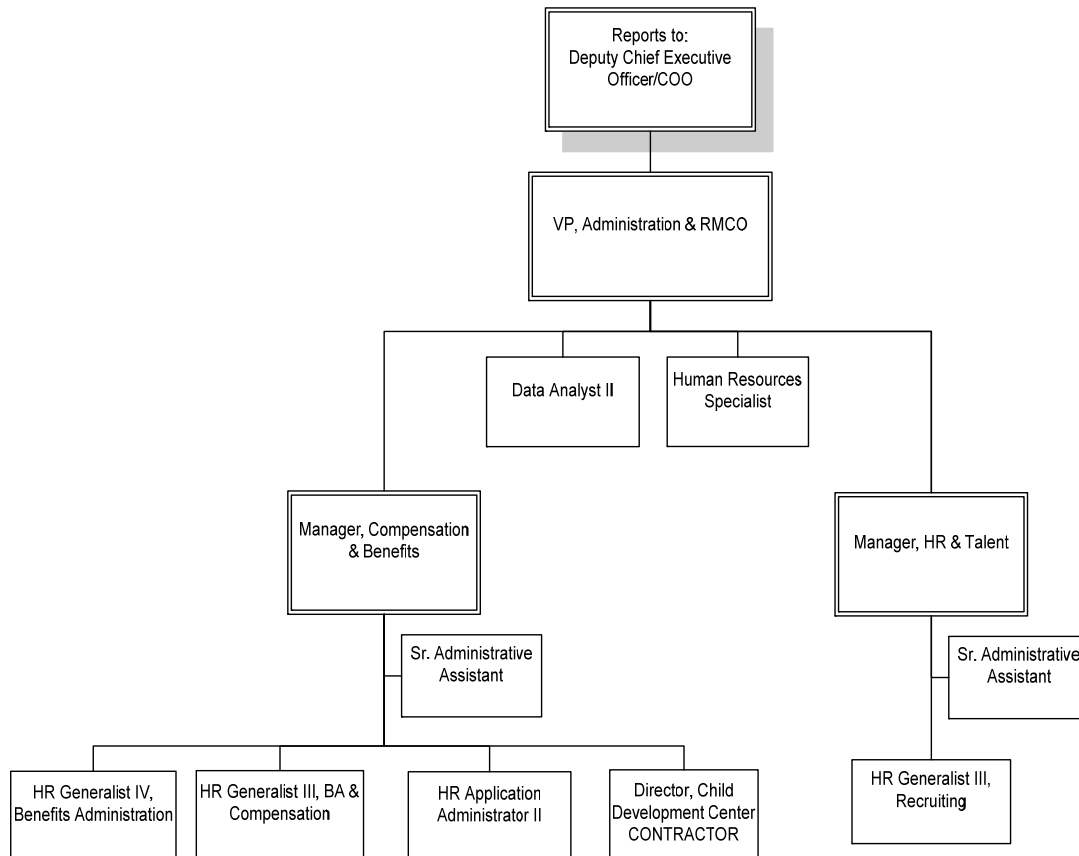
FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Implemented Employee Engagement Survey and distributed findings to executive management and departments.
 - Developed leadership development program and Windows 10 conversion training for all departments.
 - Implemented new recruiting software to manage and improve hiring processes.
 - Continued cost saving measures in the health plan and other benefits programs.
 - Completed salary structure review and implemented changes to ensure internal and external competitive compensation program.

FY 2014 Planned Initiatives

- ◆ Enhance Organizational Development
 - Implement a leadership development program and project management training.
 - Develop action plans to address areas of concern from results of Employee Engagement Survey.
 - Continue employee communications programs to address employee questions on agency matters.

Human Resources Department Organizational Chart



Budget Changes

- ◆ **Salaries & Wages** – Net decrease of \$62,031 in Salaries and Wages due to transfer of one FTE to Bus & Paratransit Operations department, the elimination of one FTE, proposed merit-based salary increase, promotion as a result of a reorganization and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$40,759 in Benefits due to decrease of two FTEs and reduced Relocation Reimbursement due to elimination of EVP Chief Development Officer FTE and reduced Tuition Reimbursement due to actual usage.
- ◆ **Other Expenses** - Decrease of \$24,400 in Other Professional Fees due to salary survey not needed in 2014, and decrease of \$69,804 in Temporary Help due to completion of HR scanning project and being fully staffed.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 843,653	\$ 735,283	\$ 857,316	\$ 122,034	16.6%
51 5010203 OVERTIME - ADMINISTRATIVE	263	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	62,808	72,202	-	(72,202)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	48,295	38,288	-	(38,288)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	65,345	64,161	-	(64,161)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	921	9,414	-	(9,414)	-100.0%
SALARIES & WAGES	1,021,285	919,347	857,316	(62,031)	-6.7%
BENEFITS					
51 5020101 FICA-ADMIN	72,393	70,561	61,424	(9,137)	-12.9%
51 5020201 401K	11,020	-	-	-	0.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	2,121	3,393	2,871	(522)	-15.4%
51 5021405 HOUSING	16,011	5,100	4,500	(600)	-11.8%
51 5021406 RELOCATION REIMB.	20,112	88,822	64,822	(24,000)	-27.0%
51 5021430 TUITION REIMBURSEMENT	29,418	36,000	29,500	(6,500)	-18.1%
BENEFITS	151,074	203,876	163,117	(40,759)	-20.0%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	264,802	343,900	348,300	4,400	1.3%
51 5030306 TECHNICAL SERVICES	13,423	6,244	6,700	456	7.3%
51 5030309 OTHER PROFESSIONAL FEES	11,555	25,900	1,500	(24,400)	-94.2%
51 5030311 PERMITS AND FEES	5,000	-	-	-	0.0%
51 5030401 TEMPORARY HELP	13,625	69,804	-	(69,804)	-100.0%
51 5039909 OTHER SERVICES	-	152	3,850	3,698	2432.9%
51 5049901 OFFICE SUPPLIES	17,925	16,504	17,500	996	6.0%
51 5049904 TRAINING MATERIALS	515	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	194	3,000	750	(2,250)	-75.0%
51 5049915 NON CAPITAL EQUIPMENT	-	1,200	-	(1,200)	-100.0%
51 5050204 TELEPHONE-LOCAL	480	960	960	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	2,807	4,280	6,965	2,685	62.7%
51 5090201 AIRFARE - TRANSPORTATION	7,852	12,400	5,100	(7,300)	-58.9%
51 5090205 TRAVEL - PER DIEM	1,915	2,480	2,460	(20)	-0.8%
51 5090206 TOLL ROAD CHARGES	6	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	3,970	13,244	17,995	4,751	35.9%
51 5090211 LODGING	3,981	4,500	5,050	550	12.2%
51 5090215 TRAVEL - OTHER	344	-	-	-	0.0%
51 5090801 NEWSPAPER MEDIA	2,556	4,200	4,200	-	0.0%
51 5099901 POSTAGE	1,615	-	600	600	0.0%
51 5099905 COMPUTER SOFTWARE	292	-	-	-	0.0%
51 5099992 RECOGNITION PROGRAM	2,378	2,830	9,500	6,670	235.7%
TOTAL OTHER EXPENSES	355,234	511,598	431,430	(80,168)	-15.7%
TOTAL EXPENSES	\$ 1,527,594	\$ 1,634,821	\$ 1,451,863	\$ (182,958)	-11.2%



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Risk Management and Safety

Functions and Responsibilities

Effective May 1, 2013, the Safety Department was combined with the Risk Management Department as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

The Risk Management and Safety Department's mission is to consult with other departments and contractors to minimize human and economic losses to the public, employees and Capital Metro and to identify hazardous conditions and reduce potential injuries, accidents and property damage. The department also obtains cost-effective insurance coverage and processes all liability, subrogation and workers compensation claims. All accidents and injuries are investigated and recommendations made for preventive measures based on identified trends.

In addition, the department's goal is to ensure the safety of employees, customers, facilities and equipment. To accomplish these goals, staff reviews policies, procedures, monitors the operation of all services and takes a proactive role in the identification of measures to address hazards. This includes development of a centralized structure for managing organization safety and security plans in a contracted service model.

FY 2013 Accomplishments

- ◆ Be a Regional Leader
 - Expanded the Tobacco- Free Workplace Policy which prohibits all tobacco use at Capital Metro workplaces in an effort to improve employee health and wellness effective January 1, 2013.

- ◆ Improve Business Practices
 - Enhanced Safety at Capital Metro via the Risk Management Oversight Team which seeks to identify and address significant hazards and risks facing our service.
 - Worked with all of our transportation contractors to ensure a smooth and seamless transition while maximizing safety and minimizing costs.
 - Received three Return of Equity checks from Texas Municipal League this year. Liability: \$94,730, Property: \$11,711, Workers' Comp: \$6,022.
 - Increased contractor safety program oversight to ensure compliance with system safety plans.
 - Conducted assessment of rail system safety program resulting in a successful audit and positive review by the American Public Transit Association (APTA)

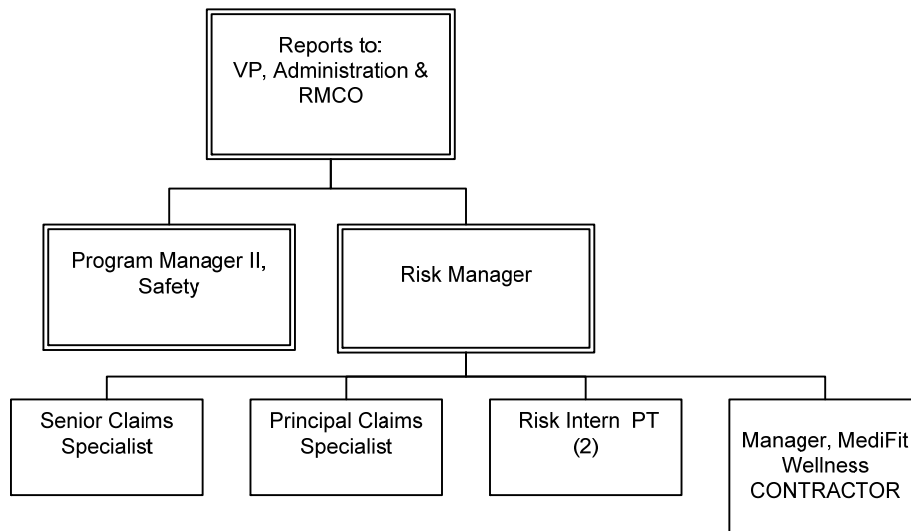
- ◆ Provide a Great Customer Experience
 - Conducted safety survey of equipment.
 - Developed and implemented the Safety Task Force to further promote safety awareness and prevent catastrophic events.
 - Enhanced Capital Metro's role in efforts to improve transportation safety by participation in the City of Austin Safety Summit and the Campo Crossroads Traffic Coalition.

FY 2014 Planned Initiatives

◆ Improve Business Practices

- Lead Capital Metro’s efforts to enhance its focus on the importance of safety through internal and external safety education and promotions.
- Play a key role on the Risk Management Oversight Team to identify and address hazards and risks.
- Work with Procurement and IT to procure a new Risk Management database to track and manage Worker’s Compensation, accidents, and incidents and improve data reporting that we hope will ultimately improve safety.
- Work with our insurance consultant to bring our Rail Insurance Liability in-house that will result in a savings of over \$100,000.
- Develop an Enterprise Risk Management Program.
- Continue structured approach to monitoring and documenting the system safety programs of Fixed Route and Paratransit service contractors.
- Continue Participation in the City of Austin Safety Summit and the CAMPO Crossroads Traffic Safety Coalition to share Capital Metro’s system safety goals and play an active role in transportation safety.
- In FY 2014 staff will begin assessing all the requirements for the implementation of MAP-21 federal requirements. Staff will begin the process of understanding the necessary requirements by attending several training sessions and developing a plan for effective implementation strategies.

Risk Department Organizational Chart





Budget Changes

- ◆ **Salaries and Wages** – Net increase of \$42,201 in Salaries & Wages due to transfer of one FTE from the Safety Department, proposed merit-based salary increase and consolidation of the budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$3,134 in Benefits due to transfer of one FTE from the Safety Department and proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$161,400 in Other Services due to Safety Marketing Promotions of \$95,000 and \$65,000 for an accident data analysis project, decrease of \$9,996 in Medical Services due to alignment with actual usage in support of CMTA employees, decrease of \$20,000 in Temporary Help due to sharing of current resources, increase of \$20,000 in Property Insurance Premiums due to budget transfer in FY2013 to cover Temporary Help expense, increase of \$36,951 in Other Supplies due to a reduction in the Red Ribbon campaign of \$400, replenishing the emergency response supplies of \$20,000 and \$17,353 due to combining with the Safety Department.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 266,593	\$ 262,288	\$ 359,418	\$ 97,130	37.0%
51 5010203 OVERTIME - ADMINISTRATIVE	444	-	-	-	0.0%
51 5010304 INTERN PAY	22,861	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	14,663	17,146	-	(17,146)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	15,430	11,536	-	(11,536)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	22,748	23,389	-	(23,389)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	813	2,858	-	(2,858)	-100.0%
51 5021210 SEVERANCE PAY - ADMIN	5,038	-	-	-	0.0%
TOTAL SALARIES & WAGES	348,590	317,217	359,418	42,201	13.3%
BENEFITS					
51 5020101 FICA-ADMIN	25,660	23,611	26,746	3,134	13.3%
51 5020701 STATE UNEMPLOYMENT-ADMIN	1,225	1,566	1,566	-	0.0%
51 5020832 EXPENSE FOR W/C CLAIMS	13,329	701,556	701,556	-	0.0%
51 5020842 W/C ADMIN FEES (2% OF CLAIMS)	16	1,608	1,608	-	0.0%
51 5020845 PREMIUMS FOR W/C LOSSES	2,435	105,000	105,000	-	0.0%
55 5020832 EXPENSE FOR W/C CLAIMS	431,684	-	-	-	0.0%
55 5020842 W/C ADMIN FEES (2% OF CLAIMS)	588	-	-	-	0.0%
55 5020845 PREMIUMS FOR W/C LOSSES	87,763	-	-	-	0.0%
TOTAL BENEFITS	562,700	833,341	836,476	3,134	0.4%
OTHER EXPENSES					
51 5030305 MEDICAL SERVICES	102,075	24,996	15,000	(9,996)	-40.0%
51 5030309 OTHER PROFESSIONAL FEES	84,417	69,331	72,250	2,919	4.2%
51 5030401 TEMPORARY HELP	-	20,000	-	(20,000)	-100.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	-	-	800	800	100.0%
51 5039909 OTHER SERVICES	240	850	162,250	161,400	18988.2%
51 5040121 GASOLINE	-	-	4,580	4,580	100.0%
51 5049901 OFFICE SUPPLIES	2,806	3,000	3,300	300	10.0%
51 5049909 OTHER SUPPLIES	580	600	37,551	36,951	6158.5%
51 5049915 NON CAPITAL EQUIPMENT	-	-	1,800	1,800	100.0%
51 5049930 TOBACCO FREE GRANT - RISK DPT ONLY	70,274	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	1,459	600	1,380	780	130.0%
51 5060101 PROPERTY INSURANCE PREMIUMS	146,964	190,468	210,474	20,006	10.5%
51 5060201 PHYSICAL DAMAGE RECOVERIES	(307,377)	(200,004)	(200,004)	-	0.0%
51 5060210 PHYSICAL DAMAGE RECOVERY RAIL CLAIMS	-	1,600,000	1,599,996	(4)	0.0%
51 5060301 VEHICLE LIABILITY PREMIUMS	773,163	1,238,004	1,238,000	(4)	0.0%
51 5060302 AUTO LIABILITY LOSS	614,721	600,000	600,000	-	0.0%
51 5060801 PUBLIC OFFICIALS LIAB. PREMIUMS	48,403	50,820	50,823	3	0.0%
51 5060802 CRIME INSURANCE PREMIUM	7,560	9,000	9,000	-	0.0%
51 5060809 OTHER BUSINESS INSURANCE	84,217	90,204	85,200	(5,004)	-5.5%
51 5070502 GASOLINE FUEL TAX	-	-	228	228	100.0%
51 5090101 DUES AND SUBSCRIPTIONS	1,341	1,365	1,925	560	41.0%
51 5090201 AIRFARE - TRANSPORTATION	-	-	4,800	4,800	100.0%
51 5090205 TRAVEL - PER DIEM	-	-	3,643	3,643	100.0%
51 5090206 TOLL ROAD CHARGES	7	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	2,535	1,680	8,225	6,545	389.6%
51 5090211 LODGING	-	-	6,580	6,580	100.0%
51 5099901 POSTAGE	1,005	-	504	504	100.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	67	200	200	-	0.0%
TOTAL OTHER EXPENSES	1,634,459	3,701,114	3,918,505	217,391	5.9%
TOTAL EXPENSES	\$ 2,545,749	\$ 4,851,672	\$ 5,114,399	\$ 262,726	5.4%



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MetroAccess

Functions and Responsibilities

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc., necessitated that StarTran, Inc., cease operations by September 1, 2012 to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Paratransit Contract Operations Department (Cost Center 620) and the MetroAccess Administration Department (Cost Center 630) respectively as applicable in FY 2013.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010101 OPERATORS' SALARIES AND WAGES	\$ 3,838,347	\$ -	\$ -	\$ -	0.0%
55 5010103 OPERATORS' OVERTIME	1,213,387	-	-	-	0.0%
55 5010201 SALARIES & WAGES - ADMIN.	191,868	-	-	-	0.0%
55 5010202 SALARIES & WAGES - BARGAINING	164,570	-	-	-	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	11,662	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	45,413	-	-	-	0.0%
51 5021001 HOLIDAY LEAVE-ADMIN	431	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	(27,109)	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	809,249	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	11,575	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	207,067	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	(16,132)	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	223,362	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	1,327	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	17,629	-	-	-	0.0%
TOTAL SALARIES & WAGES	6,692,647	-	-	-	0.0%
BENEFITS					
51 5020101 FICA-ADMIN	14	-	-	-	0.0%
55 5020101 FICA-ADMIN	20,645	-	-	-	0.0%
55 5020102 FICA-BARGAINING	464,852	-	-	-	0.0%
55 5020202 PENSION - BARGAIN	401,283	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	842	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	27,900	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	210	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	7,051	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	72,877	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	135,934	-	-	-	0.0%
55 5021426 INCENTIVE - BARGAINING/IUE	3,476	-	-	-	0.0%
TOTAL BENEFITS	1,135,084	-	-	-	0.0%
OTHER EXPENSES					
51 5030401 TEMPORARY HELP	10,309	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	4,707	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	5	-	-	-	0.0%
51 5099901 POSTAGE	3,729	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	2,602	-	-	-	0.0%
51 5099992 RECOGNITION PROGRAM	51	-	-	-	0.0%
TOTAL OTHER EXPENSES	21,404	-	-	-	0.0%
TOTAL EXPENSES	\$ 7,849,135	\$ -	\$ -	\$ -	0.0%



Operations Training

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus and Paratransit Operations Department (Cost Center 600), the Bus Contract Operations Department (Cost Center 610) and the Paratransit Contract Operations Department (Cost Center 620) respectively as applicable in FY 2013.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 138,532	\$ -	\$ -	\$ -	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	345	-	-	-	0.0%
55 5010304 INTERN PAY	5,190	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	7,621	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	8,652	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	13,422	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	819	-	-	-	0.0%
55 5021210 SEVERANCE PAY - ADMIN	35,506	-	-	-	0.0%
TOTAL SALARIES & WAGES	210,088	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	16,326	-	-	-	0.0%
55 5020102 FICA-BARGAINING	(36)	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	619	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	163	-	-	-	0.0%
51 5021421 SAFETY AWARDS	6,347	-	-	-	0.0%
55 5021421 SAFETY AWARDS	49,200	-	-	-	0.0%
TOTAL BENEFITS	72,619	-	-	-	0.0%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	7,373	-	-	-	0.0%
51 5030401 TEMPORARY HELP	22,495	-	-	-	0.0%
51 5030512 SOFTWARE MAINTENANCE CONTRACTS	2,813	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	3,043	-	-	-	0.0%
51 5049904 TRAINING MATERIALS	14,415	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	284	-	-	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	4,026	-	-	-	0.0%
51 5090205 TRAVEL - PER DIEM	5,136	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	9	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	6,052	-	-	-	0.0%
51 5090211 LODGING	5,266	-	-	-	0.0%
51 5090215 TRAVEL - OTHER	69	-	-	-	0.0%
51 5099901 POSTAGE	58	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	21,989	-	-	-	0.0%
TOTAL OTHER EXPENSES	93,030	-	-	-	0.0%
TOTAL EXPENSES	\$ 375,737	\$ -	\$ -	\$ -	0.0%



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Fixed Route Services

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus and Paratransit Operations Department (Cost Center 600) and the Bus Contract Operations Department (Cost Center 610) respectively as applicable in FY 2013.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010101 OPERATORS' SALARIES AND WAGES	\$ 14,142,982	\$ -	\$ -	\$ -	0.0%
55 5010103 OPERATORS' OVERTIME	3,543,815	-	-	-	0.0%
55 5010201 SALARIES & WAGES - ADMIN.	1,102,672	-	-	-	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	194,803	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	4,308	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	27,215	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	3,041,494	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	70,353	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	723,608	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	94,462	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	1,034,152	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	7,666	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	75,139	-	-	-	0.0%
55 5021210 SEVERANCE PAY - ADMIN	17,472	-	-	-	0.0%
TOTAL SALARIES & WAGES	24,080,140	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	119,013	-	-	-	0.0%
55 5020102 FICA-BARGAINING	1,588,018	-	-	-	0.0%
55 5020202 PENSION - BARGAIN	1,137,539	-	-	-	0.0%
55 5020421 WELLNESS CENTER EXP	8	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	5,433	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	83,170	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	1,353	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	20,474	-	-	-	0.0%
51 5021301 UNIFORM ALLOWANCE-BARGAINING	369	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	215,772	-	-	-	0.0%
55 5021401 TOOL ALLOWANCE-BARGAINING	440	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	510,504	-	-	-	0.0%
TOTAL BENEFITS	3,682,094	-	-	-	0.0%
OTHER EXPENSES					
51 5030307 OTHER SERVICES - CTECC	470,914	-	-	-	0.0%
51 5030401 TEMPORARY HELP	29,719	-	-	-	0.0%
51 5039901 COURIER AND DELIVERY SERVICES	9	-	-	-	0.0%
51 5039902 PHOTOGRAPHIC PROCESSING	175	-	-	-	0.0%
51 5039923 SHOP TOWEL SERVICE	17	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	10,393	-	-	-	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	403	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	136	-	-	-	0.0%
51 5049917 PAINT SUPPLIES	60	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	2,271	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	286	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	(25)	-	-	-	0.0%
51 5090211 LODGING	5,206	-	-	-	0.0%
51 5099901 POSTAGE	896	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	6,377	-	-	-	0.0%
TOTAL OTHER EXPENSES	526,837	-	-	-	0.0%
TOTAL EXPENSES	\$ 28,289,072	\$ -	\$ -	\$ -	0.0%



Running Repair

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus and Paratransit Operations Department (Cost Center 600), the Bus Contract Operations Department (Cost Center 610) and the Paratransit Contract Operations Department (Cost Center 620) respectively as applicable in FY 2013.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 660,906	\$ -	\$ -	\$ -	0.0%
55 5010202 SALARIES & WAGES - BARGAINING	4,519,063	-	-	-	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	111,358	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	1,271,416	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	61,138	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	618,993	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	37,633	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	221,259	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	65,148	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	282,490	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	9,754	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	30,890	-	-	-	0.0%
55 5021210 SEVERANCE PAY - ADMIN	107,350	-	-	-	0.0%
TOTAL SALARIES & WAGES	7,997,398	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	81,771	-	-	-	0.0%
55 5020102 FICA-BARGAINING	521,968	-	-	-	0.0%
55 5020202 PENSION - BARGAINING	320,906	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	2,188	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	21,112	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	504	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	5,306	-	-	-	0.0%
51 5021301 UNIFORM ALLOWANCE-BARGAINING	681	-	-	-	0.0%
51 5021302 UNIFORM ALLOWANCE-ADMIN.	14	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	48,553	-	-	-	0.0%
55 5021302 UNIFORM ALLOWANCE-ADMIN.	9,040	-	-	-	0.0%
55 5021304 BOOT ALLOWANCE-ADMIN	675	-	-	-	0.0%
55 5021305 BOOT ALLOWANCE-BARGAINING	19,164	-	-	-	0.0%
55 5021401 TOOL ALLOWANCE-BARGAINING	46,223	-	-	-	0.0%
55 5021403 AUTOMOBILE	135	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	203,410	-	-	-	0.0%
TOTAL BENEFITS	1,281,647	-	-	-	0.0%
OTHER EXPENSES					
51 5030401 TEMPORARY HELP	9,984	-	-	-	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	429	-	-	-	0.0%
51 5039903 VEHICLE TOWING	41,034	-	-	-	0.0%
51 5039909 OTHER SERVICES	606,972	-	-	-	0.0%
51 5039923 SHOP TOWEL SERVICE	31,088	-	-	-	0.0%
51 5040146 FUEL-FIXED ROUTE LOCAL SERVICES	4	-	-	-	0.0%
51 5040201 TIRES AND TUBES	654,594	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	5,323	-	-	-	0.0%
51 5049904 TRAINING MATERIALS	70	-	-	-	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	227	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	334,232	-	-	-	0.0%
51 5049917 PAINT SUPPLIES	938	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	4,790,533	-	-	-	0.0%
51 5049970 CORE EXPENSES	439,136	-	-	-	0.0%
51 5049974 CORE DEPOSIT CREDIT	(343,296)	-	-	-	0.0%
51 5049975 FREIGHT CHARGE-INVENTORY PARTS	(967)	-	-	-	0.0%
51 5049985 WARRANTY CREDIT	(1,936)	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	84	-	-	-	0.0%
51 5070401 INSPECTION CERTIFICATES	6,211	-	-	-	0.0%
51 5070501 DIESEL FUEL TAX	12	-	-	-	0.0%
51 5079901 BATTERY SURCHARGE	3,034	-	-	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	750	-	-	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	3,220	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	21	-	-	-	0.0%
51 5099901 POSTAGE	8	-	-	-	0.0%
51 5099904 TOOLS AND EQUIPMENT	43,671	-	-	-	0.0%
51 5099907 SAFETY EQUIPMENT	59,695	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	1,622	-	-	-	0.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	(278,780)	-	-	-	0.0%
TOTAL OTHER EXPENSES	6,407,909	-	-	-	0.0%
TOTAL EXPENSES	\$ 15,686,954	\$ -	\$ -	\$ -	0.0%



Service Island

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus Contract Operations Department (Cost Center 610) and the Paratransit Contract Operations Department (Cost Center 620) respectively as applicable in FY 2013.



Capital Metropolitan Transportation Authority Approved FY2014
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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 105,344	\$ -	\$ -	\$ -	0.0%
55 5010202 SALARIES & WAGES - BARGAINING	953,075	-	-	-	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	23,496	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	192,522	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	5,861	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	125,400	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	6,357	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	50,699	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	8,933	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	51,537	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	5,217	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	3,524	-	-	-	0.0%
TOTAL SALARIES & WAGES	1,531,964	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	11,926	-	-	-	0.0%
55 5020102 FICA-BARGAINING	102,471	-	-	-	0.0%
55 5020202 PENSION - BARGAIN	90,850	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	337	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	6,088	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	84	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	1,508	-	-	-	0.0%
51 5021301 UNIFORM ALLOWANCE-BARGAINING	92	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	17,367	-	-	-	0.0%
55 5021302 UNIFORM ALLOWANCE-ADMIN.	267	-	-	-	0.0%
55 5021305 BOOT ALLOWANCE-BARGAINING	1,755	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	38,484	-	-	-	0.0%
TOTAL BENEFITS	271,228	-	-	-	0.0%
OTHER EXPENSES					
51 5030401 TEMPORARY HELP	56,085	-	-	-	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	228,486	-	-	-	0.0%
51 5040104 TRANSMISSION FLUID	51,697	-	-	-	0.0%
51 5040105 COOLANT	45,661	-	-	-	0.0%
51 5040111 DIESEL	10,452,077	-	-	-	0.0%
51 5040121 GASOLINE	497,990	-	-	-	0.0%
51 5040131 OIL	150,460	-	-	-	0.0%
51 5040145 FUEL-CONTRACTED FIXED ROUTE UT	1,796,437	-	-	-	0.0%
51 5040146 FUEL-FIXED ROUTE LOCAL SERVICES	2,150,089	-	-	-	0.0%
51 5040150 FUEL RISK MANAGEMENT	(766,446)	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	1,039	-	-	-	0.0%
51 5049906 CLEANING SUPPLIES	62,500	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	21	-	-	-	0.0%
51 5070501 DIESEL FUEL TAX	894,632	-	-	-	0.0%
51 5070502 GASOLINE FUEL TAX	36,122	-	-	-	0.0%
51 5070503 FUEL SURCHARGE	6,181	-	-	-	0.0%
51 5099901 POSTAGE	-	-	-	-	0.0%
51 5099907 SAFETY EQUIPMENT	4,175	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	364	-	-	-	0.0%
TOTAL OTHER EXPENSES	15,667,569	-	-	-	0.0%
TOTAL EXPENSES	\$ 17,470,761	\$ -	\$ -	\$ -	0.0%



Vehicle Maintenance - Administration

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus Contract Operations Department (Cost Center 610) and the Paratransit Contract Operations Department (Cost Center 620) respectively as applicable in FY 2013.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 335,183	\$ -	\$ -	\$ -	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	1,995	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	(14,755)	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	23,309	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	22,895	-	-	-	0.0%
55 5021201 OTHER PAID LEAVE-ADMIN	2,213	-	-	-	0.0%
TOTAL SALARIES & WAGES	370,840	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	29,040	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	1,861	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	420	-	-	-	0.0%
55 5021304 BOOT ALLOWANCE-ADMIN	135	-	-	-	0.0%
TOTAL BENEFITS	31,456	-	-	-	0.0%
OTHER EXPENSES					
51 5030306 TECHNICAL SERVICES	1,961	-	-	-	0.0%
51 5030309 OTHER PROFESSIONAL FEES	69,565	-	-	-	0.0%
51 5030401 TEMPORARY HELP	11,451	-	-	-	0.0%
51 5030507 MAINTENANCE-RADIOS	359,004	-	-	-	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	857	-	-	-	0.0%
51 5039901 COURIER AND DELIVERY SERVICES	46	-	-	-	0.0%
51 5039909 OTHER SERVICES	200	-	-	-	0.0%
51 5040121 GASOLINE	123	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	6,665	-	-	-	0.0%
51 5049904 TRAINING MATERIALS	38	-	-	-	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	365	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	746	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	178	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	3,068	-	-	-	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	837	-	-	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	16,963	-	-	-	0.0%
51 5090205 TRAVEL - PER DIEM	9,560	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	121	-	-	-	0.0%
51 5090211 LODGING	16,840	-	-	-	0.0%
51 5090215 TRAVEL - OTHER	3,413	-	-	-	0.0%
51 5099901 POSTAGE	305	-	-	-	0.0%
51 5099904 TOOLS AND EQUIPMENT	324	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	580	-	-	-	0.0%
TOTAL OTHER EXPENSES	503,210	-	-	-	0.0%
TOTAL EXPENSES	\$ 905,506	\$ -	\$ -	\$ -	0.0%



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Stores

Due to the deadline in the Senate Bill 650 to implement the change in Capital Metro's labor structure no later than September 1, 2012, the Board approved on April 23, 2012, two contracts for fixed-route and paratransit services. Beginning August 19, 2012, McDonald Transit assumed responsibility for the fixed-route bus service previously provided by StarTran, Inc. MV Transportation assumed responsibility for the MetroAccess service previously provided by StarTran, Inc. This transition to private contractors providing the services formerly operated by StarTran, Inc. necessitated that StarTran, Inc., cease operations by September 1, 2012, to comply with Senate Bill 650. Therefore, the associated costs of fixed-route services and paratransit services formerly provided by StarTran, Inc., were reallocated to the Bus and Paratransit Operations Department (Cost Center 600), the Bus Contract Operations Department (Cost Center 610) and the Paratransit Contract Operations Department (Cost Center 620) respectively as applicable in FY 2013.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 105,410	\$ -	\$ -	\$ -	0.0%
55 5010202 SALARIES & WAGES - BARGAINING	267,060	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	21,695	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	5,758	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	43,936	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	5,263	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	13,259	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	15,290	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	19,627	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	473	-	-	-	0.0%
55 5021210 SEVERANCE PAY - ADMIN	67,576	-	-	-	0.0%
TOTAL SALARIES & WAGES	565,346	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	15,109	-	-	-	0.0%
55 5020102 FICA-BARGAINING	27,345	-	-	-	0.0%
55 5020202 PENSION - BARGAINING	26,473	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	337	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	1,515	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	84	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	378	-	-	-	0.0%
51 5021301 UNIFORM ALLOWANCE-BARGAINING	71	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	3,759	-	-	-	0.0%
55 5021304 BOOT ALLOWANCE-ADMIN	47	-	-	-	0.0%
55 5021305 BOOT ALLOWANCE-BARGAINING	405	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	12,789	-	-	-	0.0%
TOTAL BENEFITS	88,311	-	-	-	0.0%
OTHER EXPENSES					
51 5039901 COURIER AND DELIVERY SERVICES	3,820	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	818	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	2,338	-	-	-	0.0%
51 5049974 CORE DEPOSIT CREDIT	37	-	-	-	0.0%
51 5049975 FREIGHT CHARGE-INVENTORY PARTS	83,111	-	-	-	0.0%
51 5099901 POSTAGE	12	-	-	-	0.0%
TOTAL OTHER EXPENSES	90,135	-	-	-	0.0%
TOTAL EXPENSES	\$ 743,792	\$ -	\$ -	\$ -	0.0%



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Public Facilities

Functions and Responsibilities

The Public Facilities Department is responsible for maintaining public facilities, consisting of all bus stops, park and rides, transit centers, and rail stations. The primary functions include the cleaning of bus stops and transit centers, servicing litter containers, coordinating the installation and removal of amenities, supporting special events, and performing service change support tasks including the installation and removal of signage.

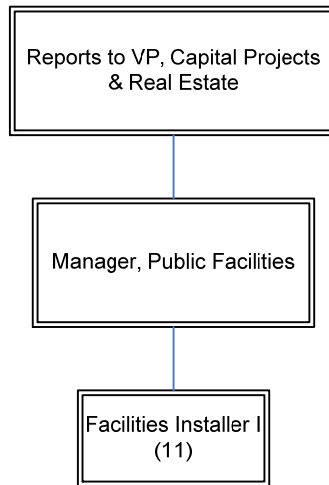
FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Provided cleaning and repairs to increasing passenger amenities inventory. All scheduled service routes were accomplished as scheduled and all non-scheduled requests for cleaning and repairs were satisfied.
 - Make Riding Safe, Reliable and Accessible - Supported Property Management efforts for the installation of new public amenities (i.e. pads, benches, and shelters). All requests from Property Management for assistance were responded to as requested.
- ◆ Be a Regional Leader
 - Lead Public Transportation Planning and Innovation - Supported the MetroRapid implementation Project. All support requested by the MetroRapid project team was accommodated as received.
- Improve Service Delivery
 - Installed new QR codes at all bus stop locations.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Provide cleaning and repairs to MetroRapid amenities inventory.
 - Make Riding Safe, Reliable and Accessible - Support Property Management efforts for the installation of new public amenities (i.e. pads, benches, and shelters).
- ◆ Be a Regional Leader
 - Support the MetroRapid implementation Project.

Public Facilities Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Net increase of \$16,204 due to proposed merit-based salary increase and consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** – Increase of \$5,097 in Benefits due to proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$44,280 in Custodial and Landscaping Services due to contractual changes with vendor, decrease of \$161,300 in Utilities expenses due to projected costs, increase of \$128,796 in Materials and Supplies due to projected increase in materials and supplies usage, increase of \$121,836 in Other Services due to anticipated repairs and maintenance at transit facilities and bus stops.



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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 409,206	\$ 433,911	\$ 577,633	\$ 143,722	33.1%
51 5010203 OVERTIME - ADMINISTRATIVE	38,659	80,783	84,638	3,855	4.8%
51 5020901 SICK LEAVE-ADMIN	23,586	31,173	-	(31,173)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	23,932	21,131	-	(21,131)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	41,704	23,733	-	(23,733)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	1,567	5,196	-	(5,196)	-100.0%
TOTAL SALARIES & WAGES	538,653	595,927	662,272	66,344	11.1%
BENEFITS					
51 5020101 FICA-ADMIN	36,250	39,746	41,507	1,761	4.4%
51 5020202 PENSION - BARGAIN	99	-	-	-	0.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	1,829	3,132	3,132	-	0.0%
51 5021302 UNIFORM ALLOWANCE-ADMIN.	4,938	2,412	5,760	3,348	138.8%
51 5021304 BOOT ALLOWANCE-ADMIN	1,215	1,512	1,500	(12)	-0.8%
51 5021307 OTHER CLOTHING ALLOW-ADMIN	-	600	600	-	0.0%
51 5021401 TOOL ALLOWANCE-BARGAINING	600	-	-	-	0.0%
55 5021304 BOOT ALLOWANCE-ADMIN	135	-	-	-	0.0%
55 5021401 TOOL ALLOWANCE-BARGAINING	600	-	-	-	0.0%
TOTAL BENEFITS	45,664	47,402	52,499	5,097	10.8%
OTHER EXPENSES					
51 5030311 PERMITS AND FEES	61	-	6,156	6,156	0.0%
51 5030401 TEMPORARY HELP	52,425	30,200	10,200	(20,000)	-66.2%
51 5030509 REPAIR & MAINTENANCE-OTHER	11,018	26,000	147,004	121,004	465.4%
51 5030515 ELECTRICAL SERVICES	76,193	118,164	132,240	14,076	11.9%
51 5030601 CUSTODIAL SERVICES	344,409	811,356	855,636	44,280	5.5%
51 5039909 OTHER SERVICES	16,086	422,748	388,344	(34,404)	-8.1%
51 5040111 DIESEL	-	81,720	81,720	-	0.0%
51 5049901 OFFICE SUPPLIES	11	120	120	-	0.0%
51 5049909 OTHER SUPPLIES	-	98,000	159,996	61,996	63.3%
51 5049916 MATERIALS-VANDALISM REPAIR	-	-	9,996	9,996	0.0%
51 5049920 MAINTENANCE MATERIALS	8,746	13,200	65,004	51,804	392.5%
51 5050201 ELECTRIC	980,479	1,067,256	1,187,256	120,000	11.2%
51 5050202 WATER AND SEWER	458,242	505,236	230,112	(275,124)	-54.5%
51 5050203 GAS	77,385	169,796	80,028	(89,768)	-52.9%
51 5050207 GARBAGE COLLECTION	126,438	135,768	224,136	88,368	65.1%
51 5050209 OTHER UTILITIES	10,702	15,480	10,704	(4,776)	-30.9%
51 5070501 DIESEL FUEL TAX	-	4,668	4,668	-	0.0%
51 5099904 TOOLS AND EQUIPMENT	-	1,800	1,800	-	0.0%
51 5099907 SAFETY EQUIPMENT	1,654	-	5,000	5,000	0.0%
51 5099912 AMENITIES	-	-	35,004	35,004	0.0%
TOTAL OTHER EXPENSES	2,163,850	3,501,512	3,635,124	133,612	3.8%
TOTAL EXPENSES	\$ 2,748,167	\$ 4,144,841	\$ 4,349,895	\$ 205,053	4.9%



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Building Maintenance

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	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
55 5010201 SALARIES & WAGES - ADMIN.	\$ 133,822	\$ -	\$ -	\$ -	0.0%
55 5010202 SALARIES & WAGES - BARGAINING	572,391	-	-	-	0.0%
55 5010203 OVERTIME - ADMINISTRATIVE	578	-	-	-	0.0%
55 5010204 OVERTIME - BARGAINING	41,006	-	-	-	0.0%
55 5020901 SICK LEAVE-ADMIN	(13,027)	-	-	-	0.0%
55 5020902 SICK LEAVE-BARGAINING	93,710	-	-	-	0.0%
55 5021001 HOLIDAY LEAVE-ADMIN	8,242	-	-	-	0.0%
55 5021002 HOLIDAY LEAVE-BARGAINING	29,715	-	-	-	0.0%
55 5021101 VACATION LEAVE-ADMIN	182	-	-	-	0.0%
55 5021102 VACATION LEAVE-BARGAINING	31,830	-	-	-	0.0%
55 5021202 OTHER PAID LEAVE-BARGAINING	5,168	-	-	-	0.0%
SALARIES & WAGES	903,618	-	-	-	0.0%
BENEFITS					
55 5020101 FICA-ADMIN	13,211	-	-	-	0.0%
55 5020102 FICA-BARGAINING	56,019	-	-	-	0.0%
55 5020202 PENSION - BARGAIN	38,661	-	-	-	0.0%
55 5020701 STATE UNEMPLOYMENT-ADMIN	505	-	-	-	0.0%
55 5020702 STATE UNEMPLOYMENT-BARGAINING	2,693	-	-	-	0.0%
55 5020703 FEDERAL UNEMPLOYMENT- ADMIN	126	-	-	-	0.0%
55 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	672	-	-	-	0.0%
55 5021301 UNIFORM ALLOWANCE-BARGAINING	7,593	-	-	-	0.0%
55 5021302 UNIFORM ALLOWANCE-ADMIN.	1,330	-	-	-	0.0%
55 5021305 BOOT ALLOWANCE-BARGAINING	540	-	-	-	0.0%
55 5021425 INCENTIVE - BARGAINING	25,094	-	-	-	0.0%
BENEFITS	146,443	-	-	-	0.0%
OTHER EXPENSES					
51 5030311 PERMITS AND FEES	2,286	-	-	-	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	396,714	-	-	-	0.0%
51 5030515 ELECTRICAL SERVICES	24,293	-	-	-	0.0%
51 5030601 CUSTODIAL SERVICES	379,109	-	-	-	0.0%
51 5039909 OTHER SERVICES	480	-	-	-	0.0%
51 5039918 LIQUID WASTE DISPOSAL	6,297	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	596	-	-	-	0.0%
51 5049904 TRAINING MATERIALS	166	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	2,311	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	436,741	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	1,596	-	-	-	0.0%
51 5050207 GARBAGE COLLECTION	(1,069)	-	-	-	0.0%
51 5050209 OTHER UTILITIES	3,310	-	-	-	0.0%
51 5090206 TOLL ROAD CHARGES	20	-	-	-	0.0%
51 5099901 POSTAGE	2	-	-	-	0.0%
51 5099904 TOOLS AND EQUIPMENT	2,576	-	-	-	0.0%
51 5099907 SAFETY EQUIPMENT	2,167	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	(129)	-	-	-	0.0%
TOTAL OTHER EXPENSES	1,257,465	-	-	-	0.0%
TOTAL EXPENSES	\$ 2,307,526	\$ -	\$ -	\$ -	0.0%

Capital Projects

Effective May 1, 2013, the Capital Projects Department was separated from the Property Management Department as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

Functions and Responsibilities

The Capital Projects Department was formed to establish distinct responsibilities for the planning and development of capital projects to provide customer and administrative facilities for the agency. The Capital Projects Department serves as the central area for the project management, design and construction of all capital facilities projects, including all Capital Metro bus stops, park and rides, transit centers and rail stations. The Department's responsibilities also include the bus stop accessibility improvements program.

FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Completed construction of the MetroRapid Route 801 stations.
 - Initiated construction of the MetroRapid Route 803 stations.
 - Completed modifications to the North Operations and Maintenance Facility to expand the bus parking and service capacity to support the new MetroRapid vehicles.
 - Completed modifications to the North Operations and Maintenance Facility to support the administrative and maintenance needs, including a dispatch center for the new MetroRapid service.
 - Worked in partnership with the City of Austin Public Works Department, improving accessibility and connectivity of more than 260 bus stops throughout the city.
 - Renewed the Interlocal Agreement with the City of Austin to continue the accessibility and connectivity program.
 - Facilitated improvements for two major service changes including the development of 40 new fully accessible bus stops as part of these Operational Service adjustments.

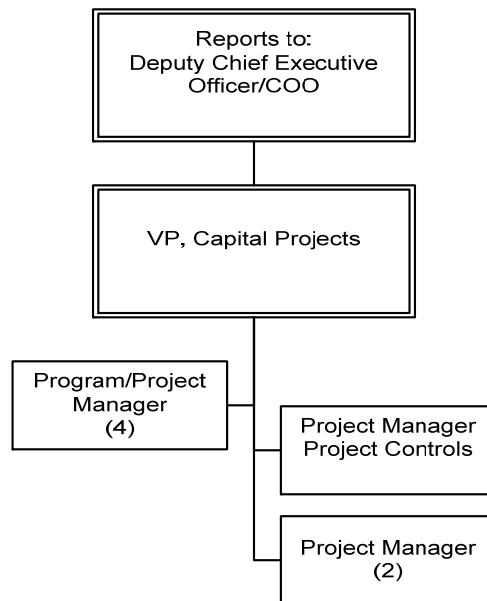
- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Implemented construction of "MetroTrails" project providing pedestrian and bicycle connectivity between the Crestview and Highland Rail stations and surrounding neighborhoods.
 - Completed the construction of a MetroBike shelter at Kramer station providing bicycle commuters with a secure facility for bicycle storage.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Manage projects within established budgets.
 - Complete improvements in a cost effective manner.

- ◆ Provide a Great Customer Experience
 - Continue the implementation of the bus stop accessibility improvements.
 - Complete and implement service for Route 1 and Route 2 of the MetroRapid Bus Rapid Transit System.
 - Complete other customer facility improvements in the approved budget.

Capital Projects



Budget Changes

- ◆ **Salaries and Wages** - Increase of \$703,961 in Salaries and Wages due to the transfer of five FTE positions and two temporary positions from Real Estate and Asset Management and one FTE position from Strategic Operations, Management and Administration and proposed merit increase.

- ◆ **Benefits** - Increase of \$52,122 in Benefits due to the transfer of five FTE positions and two temporary positions from Real Estate and Asset Management.



- ◆ **Other Expenses** – Increase of \$398,500 in professional fees for MetroRapid project, increase of \$17,750 for permit fees for lanes, sidewalks, and bus stops, \$7,505 for office supplies, telephone and dues, and \$2,239 for travel for MetroRapid bus inspections.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	-	-	703,961	\$ 703,961	0.0%
TOTAL SALARIES & WAGES	-	-	703,961	703,961	0.0%
BENEFITS					
51 5020101 FICA-ADMIN	-	-	50,034	50,034	0.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	-	-	2,088	2,088	0.0%
TOTAL BENEFITS	-	-	52,122	52,122	0.0%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	-	-	459,096	459,096	0.0%
51 5030311 PERMITS AND FEES	-	-	11,750	11,750	0.0%
51 5039909 OTHER SERVICES	-	-	6,000	6,000	0.0%
51 5049901 OFFICE SUPPLIES	-	-	5,400	5,400	0.0%
51 5050204 TELEPHONE-LOCAL	-	-	1,800	1,800	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	-	-	305	305	0.0%
51 5090201 AIRFARE - TRANSPORTATION	-	-	1,245	1,245	0.0%
51 5090205 TRAVEL - PER DIEM	-	-	244	244	0.0%
51 5090211 LODGING	-	-	750	750	0.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	-	-	(69,996)	(69,996)	0.0%
TOTAL OTHER EXPENSES	-	-	416,594	416,594	0.0%
TOTAL EXPENSES	-	-	\$ 1,172,677	\$ 1,172,677	0.0%



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Real Estate and Asset Management (Formerly Property Management)

Functions and Responsibilities

Effective May 1, 2013, the Real Estate and Asset Management Department was created as part of a reorganization designed to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

The Department's responsibilities include all real estate activities of the agency, including but not limited to leasing, purchase, sale, development, Right-Of-Way License Agreements, and the management of all utility usage and assets.

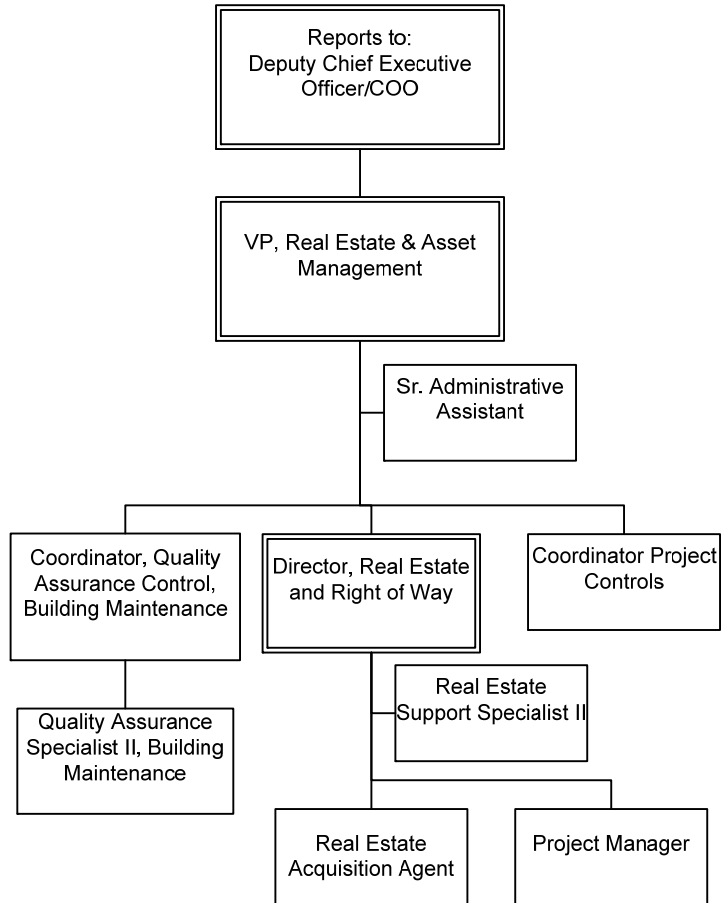
FY 2013 Accomplishments

- ◆ Provided a Great Customer Experience
 - Continued to implement enhanced bus stop accessibility improvements.
- ◆ Be a Regional Leader
 - Supported the MetroRapid implementation project.
- ◆ Improve Business Practices
 - Refined the Utility Expense Tracking Database.
 - Generated approximately \$1,000,000 in railroad right-of-way licensing & fee revenue.
 - Completed construction on Crestview/Highland Urban Trail.

FY 2013 Planned Initiatives

- ◆ Improve Business Practices
 - Procure services for Real Estate development of Capital Metro property, including Saltillo Plaza.
 - Select implementation option of the Master Facility Plan.
 - Implement the State of Good Repair Program.
 - Develop and implement a comprehensive real estate business plan.

Real Estate and Asset Management



Budget Changes

- ◆ **Salaries and Wages** – Net decrease of \$601,651 in Salaries and Wages due to the transfer of five FTEs and two temporary employees to the Capital Projects Department, proposed merit-based salary increase and consolidation of budgeted leave accounts with salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$36,207 in Benefits due to the transfer of five FTEs and two temporary employees to the Capital Projects Department and proposed merit based salary increase.



- ◆ **Other Expenses** – Increase of \$590,000 in Other Professional Fees due to Plaza Saltillo site platting and engineering, increase of \$72,000 for temporary employee, increase of \$52,584 in Repairs and Maintenance for recurring maintenance of administrative, maintenance and transit properties, increase of \$87,500 in Other Services in support for detention pond maintenance, canopy and clock maintenance at transit facilities and special events, increase of \$262,774 in aggregate for leased facilities including passenger stations, parking, and administrative facilities.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 757,300	\$ 1,115,451	\$ 843,340	\$ (272,110)	-24.4%
51 5010203 OVERTIME - ADMINISTRATIVE	91	-	-	-	0.0%
51 5010301 SALARY & WAGES - TEMP	87,765	84,500	-	(84,500)	-100.0%
51 5020901 SICK LEAVE-ADMIN	55,051	106,019	-	(106,019)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	40,154	47,363	-	(47,363)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	69,007	80,128	-	(80,128)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	11,531	-	(11,531)	-100.0%
TOTAL SALARIES & WAGES	1,009,368	1,444,991	843,340	(601,651)	-41.6%
BENEFITS					
51 5020101 FICA-ADMIN	68,027	96,116	59,910	(36,207)	-37.7%
51 5020701 STATE UNEMPLOYMENT-ADMIN	2,657	4,437	4,437	-	0.0%
51 5021302 UNIFORM ALLOWANCE-ADMIN.	(20)	-	-	-	0.0%
TOTAL BENEFITS	70,664	100,553	64,347	(36,207)	-36.0%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	132,197	525,005	1,127,504	602,499	114.8%
51 5030311 PERMITS AND FEES	11,083	16,750	5,354	(11,396)	-68.0%
51 5030401 TEMPORARY HELP	44,444	-	72,000	72,000	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	142,378	935,420	988,004	52,584	5.6%
51 5039901 COURIER AND DELIVERY SERVICES	37	-	180	180	0.0%
51 5039909 OTHER SERVICES	10,441	27,500	115,000	87,500	318.2%
51 5040121 GASOLINE	-	9,888	9,996	108	1.1%
51 5049901 OFFICE SUPPLIES	7,816	8,004	5,004	(3,000)	-37.5%
51 5049909 OTHER SUPPLIES	33,056	74,500	85,500	11,000	14.8%
51 5050204 TELEPHONE-LOCAL	740	624	-	(624)	-100.0%
51 5070502 GASOLINE FUEL TAX	-	492	504	12	2.4%
51 5090101 DUES AND SUBSCRIPTIONS	1,343	2,200	2,105	(95)	-4.3%
51 5090201 AIRFARE - TRANSPORTATION	429	-	2,736	2,736	0.0%
51 5090205 TRAVEL - PER DIEM	374	-	720	720	0.0%
51 5090206 TOLL ROAD CHARGES	4	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	825	-	4,996	4,996	0.0%
51 5090211 LODGING	321	-	1,300	1,300	0.0%
51 5099901 POSTAGE	120	120	132	12	10.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	10,000	50,000	5,000	(45,000)	-90.0%
51 5099912 AMENITIES	205	-	-	-	0.0%
51 5100300 CAPITALIZATION OF SALARY AND WAGES	(68,495)	-	-	-	0.0%
51 5120201 LEASE-PASSENGER STATIONS	-	55,932	76,800	20,868	37.3%
51 5120301 LEASE-PASSENGER PARKING FACILITIES	321,601	278,030	392,412	114,382	41.1%
51 5121201 LEASE-ADMINISTRATIVE FACILITY	347,246	609,000	736,524	127,524	20.9%
TOTAL OTHER EXPENSES	996,164	2,593,465	3,631,771	1,038,306	40.0%
TOTAL EXPENSES	\$ 2,076,196	\$ 4,139,010	\$ 4,539,458	\$ 400,448	9.7%



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Freight Railroad

Functions and Responsibilities

The Freight Railroad Department is responsible for managing and preserving the Authority's railroad assets for transportation of freight and for transit use. Currently, the department manages approximately 162 miles of railroad right-of-way known as the Giddings/Llano rail line. Management of Giddings/Llano rail line is accomplished through a rail freight operator, whose responsibility is to fulfill the common carrier obligations by providing freight service to shippers along the line as well as implementing aggressive marketing strategies to maximize revenues while providing efficient freight service. This is accomplished while maintaining the track infrastructure to Federal Railroad Administration (FRA) regulations and adhering to strict safety guidelines and mandates.

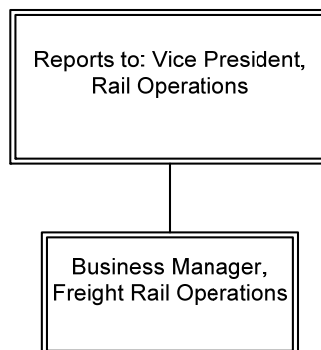
FY 2013 Accomplishments

- ◆ Strengthen Financial Health of the Agency
 - Managed the business model for freight operations to realize the greatest value for the authority by reducing the exposure of operating expenses for the Authority.
 - Added one new freight customer, – Guthrie Lumber.
- ◆ Providing a Great customer Experience
 - Converted bridge at M.P. 52.44 from ballasted deck to an open deck superstructure, upgraded 16 Condition 2 bridges to Condition 3, completed 90 lb. Rail Rehabilitation project on the west corridor and started the 90 lb. Rail Rehabilitation project on the East Corridor.
- ◆ Improve business Practices
 - Completed FRA mandated Emergency Notification Signage Program, began FRA mandated Bridge Capacity Rating Program and completed the residential private crossing surface upgrade on the commuter and east corridors.
 - Reduced wayside inventory levels.
- ◆ Be a Regional Leader
 - Constructed new siding to support the relocation of Balcones Industries and removed the Balcones Diamond from service.
- ◆ Play Key Role in Sustainable Development
 - Continued to enhance the east subdivision to raise level of operation to Class 2 FRA rated track by addressing the 90 lb. rail on the subdivision and replacing it with 115 lb. rail.

FY 2014 Planned Initiatives

- ◆ Strengthen Financial Health of the Agency
 - Work with railroad consultant to develop a business model that will further strengthen the operating performance and financial viability of the freight railroad.
 - Work to bring additional customers on to our rail line to increase revenue potential.
- ◆ Provide a Great customer Experience
 - Continue to improve and enhance the east subdivision with better rail and improved bridge structures, to raise level of operation to Class 2 FRA rated track. Continue Bridge Program to upgrade all Condition 1 & 2 bridges to Condition 3. Complete Private Crossing Surface Upgrades.
- ◆ Play Key Role in Sustainable Development
 - Continue to enhance the east subdivision to raise level of operation to class 2 FRA rated track by addressing the 90 lb. rail on the subdivision and replacing it with 115 lb. rail.
- ◆ Improve Business Practices
 - Develop State of Good Repair criteria.

Freight Railroad Department Organizational Chart





Budget Changes

- ◆ **Salaries** – Net decrease of \$743 in Salary and Wages due to accrued leave balances from employee transfer, proposed merit-based salary increase and consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Other Expenses** Increase in consultation fees of \$350,000 for required signal drawings updates and load ratings of bridges and decrease in right-of-way expense of \$269,626 due to allocation between freight and commuter rail services.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY2013	VAR % FY 2014 VS. FY2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 87,260	\$ 87,170	\$ 103,509	\$ 16,339	18.7%
51 5020901 SICK LEAVE-ADMIN	16,992	6,073	-	(6,073)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	4,157	4,158	-	(4,158)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	5,102	5,840	-	(5,840)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	1,011	-	(1,011)	-100.0%
TOTAL SALARIES & WAGES	113,511	104,252	103,509	(743)	-0.7%
BENEFITS					
51 5020101 FICA-ADMIN	7,278	7,743	7,688	(55)	-0.7%
51 5020701 STATE UNEMPLOYMENT-ADMIN	138	261	261	-	0.0%
TOTAL BENEFITS	7,417	8,004	7,949	(55)	-0.7%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	-	275,000	580,004	305,004	110.9%
51 5030309 OTHER PROFESSIONAL FEES	8,657	-	-	-	0.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	-	-	2,500	2,500	0.0%
51 5039909 OTHER SERVICES	3,484	-	-	-	0.0%
51 5039960 ROW HERZOG TRANSIT SERVICES	3,311,506	3,611,510	3,341,884	(269,626)	-7.5%
51 5040104 TRANSMISSION FLUID	364	-	-	-	0.0%
51 5040111 DIESEL	148,052	128,400	170,400	42,000	32.7%
51 5040121 GASOLINE	1,932	17,496	1,440	(16,056)	-91.8%
51 5040131 OIL	11	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	6,572	360	7,080	6,720	1866.7%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	-	-	1,356	1,356	0.0%
51 5049909 OTHER SUPPLIES	1,751	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	49,121	-	-	-	0.0%
51 5049929 RAIL - MAINTENANCE MATERIALS	717,803	812,001	792,504	(19,497)	-2.4%
51 5050204 TELEPHONE-LOCAL	4,700	2,988	3,780	792	26.5%
51 5070501 DIESEL FUEL TAX	1,804	-	1,680	1,680	0.0%
51 5070502 GASOLINE FUEL TAX	24	-	120	120	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	277	7,850	4,500	(3,350)	-42.7%
51 5090201 AIRFARE - TRANSPORTATION	757	1,495	700	(795)	-53.2%
51 5090205 TRAVEL - PER DIEM	-	1,236	460	(776)	-62.8%
51 5090206 TOLL ROAD CHARGES	400	456	456	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	1,785	-	(1,785)	-100.0%
51 5090211 LODGING	508	1,659	616	(1,043)	-62.9%
51 5090215 TRAVEL - OTHER	-	800	500	(300)	-37.5%
51 5099901 POSTAGE	82	-	-	-	0.0%
51 5099904 TOOLS AND EQUIPMENT	297	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	2,151	1,200	1,200	-	0.0%
TOTAL OTHER EXPENSES	4,260,253	4,864,236	4,911,180	46,944	1.0%
TOTAL EXPENSES	\$ 4,381,182	\$ 4,976,492	\$ 5,022,638	\$ 46,146	0.9%



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Commuter Rail Operations

Functions and Responsibilities

The Commuter Rail Operations Department provides management and oversight of commuter rail service between Leander and the Downtown Austin Convention Center. The mission entails the provision of safe and efficient public transportation for the community. The commuter service operates six commuter trains out of one operations facility in central Austin, along 32 miles of track that services nine stations along this right-of-way.

FY 2013 Accomplishments

- ◆ Demonstrate the Value of Public Transportation in an Active Community
 - Developed and established standards for the crossings and signals on the railroad that will be used as the basis for how any entity and/or organization will be expected to meet the safety standards of Capital Metro's Red Line.
 - Completed mediations to Rosewood Crossing and implemented a Quiet Zone. Obtained FRA waiver of CFR 222.21 at Red River Street.
 - Developed and implemented a Special Event Policy that will be used as the basis for how any entity and/or organization will be allowed to access Capital Metro's Red Line right-of-way.
 - Provided first-ever Sunday service for Formula 1. Set record ridership for SXSW.
- ◆ Improve Business Practices
 - Completed APTA audit review.
 - Initiated and implemented a Contract Management Plan which ensures the rail contractor's adherence to contract terms and conditions, while at the same time adheres to proper FRA guidelines.
 - Obtained FRA Waiver for the DMU Clean Oil Test and Stencil Brake Overhaul Program. Obtained FRA Waiver for Operating the DMU with five inches of Unbalance Super-Elevation.
 - Completed TIGER Grant Application for projects to increase operational flexibility and reduce run time.

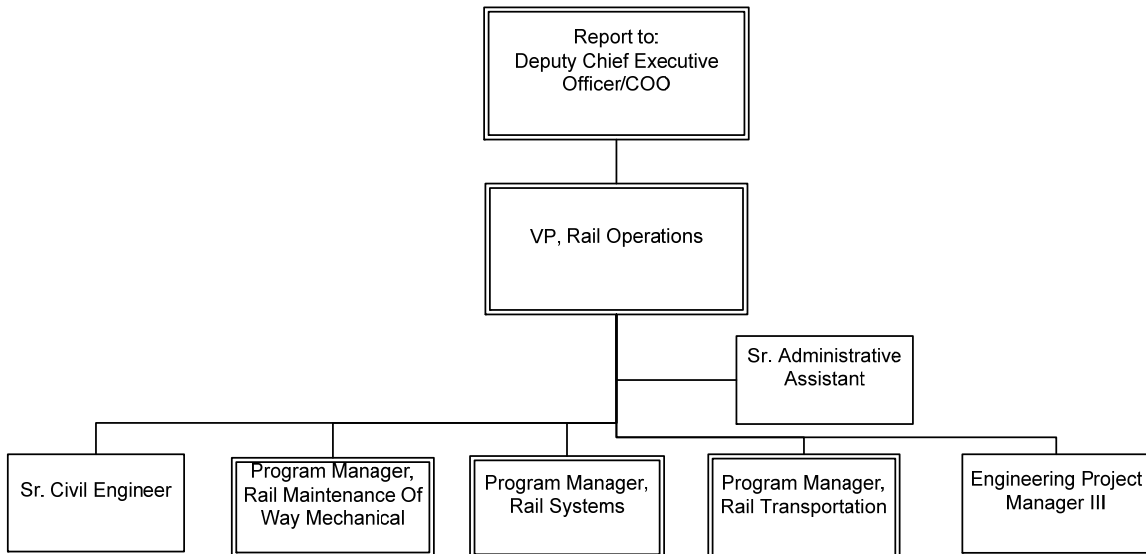
FY 2014 Planned Initiatives

- ◆ Be a Regional Leader
 - Pursue the option of Alternative Compliance with the FRA, which will allow for both the freight operation and commuter operation to operate without any temporal separation. This will increase the ability to deliver additional services for both freight and commuter.
- ◆ Provide a Great customer Experience
 - Commence the design of the federally mandated Positive Train Control (PTC) system in the commuter corridor, upgrading the signal system from Centralized Traffic Control (CTC) system to PTC, for rail operations serving both the commuter rail and freight rail operations; while improving safety and improving the service delivery.
 - Start DMU Powertrain Overhaul Rebuild Program.

◆ Improve Business Practices

- Complete the DMU Clean Oil Test and Stencil Brake Overhaul Program. Implement five inch Unbalance Super-elevation

Commuter Rail Operations Department Organizational Chart



Budget Changes

- ◆ **Salaries** – Net increase of \$15,029 due to proposed merit increase and consolidation of budgeted leave accounts with salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$891 in Benefits due to proposed merit increase.
- ◆ **Other Expenses** - Increase of \$102,463 for contractor expenses associated with the maintenance of track right-of-way and increase of \$833,302 due to commuter rail make ready time and special events service, decrease of \$480,001 for repair and maintenance based on lower projected maintenance costs associated with repair and rebuild services, decrease in the sum of fuel related costs of \$73,648 based on projected usages, increase of \$17,358 in travel primarily associated Positive Train Control site visits, and decrease in interest expense of \$51,216 due to lower principal balance associated with principal balance on the DMU rail car financing agreement.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 529,258	\$ 604,752	\$ 741,059	\$ 136,307	22.5%
51 5010203 OVERTIME - ADMINISTRATIVE	307	-	3,398	3,398	0.0%
51 5020901 SICK LEAVE-ADMIN	13,040	42,491	-	(42,491)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	29,913	29,089	-	(29,089)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	42,099	46,015	-	(46,015)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	7,082	-	(7,082)	-100.0%
SALARIES & WAGES	614,617	729,429	744,457	15,029	2.1%
BENEFITS					
51 5020101 FICA-ADMIN	42,506	49,456	50,347	891	1.8%
51 5020701 STATE UNEMPLOYMENT-ADMIN	989	1,827	1,827	-	0.0%
BENEFITS	43,495	51,283	52,174	891	1.7%
OTHER EXPENSES					
51 5030303 CONSULTATION FEES	-	50,000	100,000	50,000	100.0%
51 5030309 OTHER PROFESSIONAL FEES	-	50,000	-	(50,000)	-100.0%
51 5030507 MAINTENANCE-RADIOS	11,951	81,000	72,000	(9,000)	-11.1%
51 5030509 REPAIR & MAINTENANCE-OTHER	75,442	901,751	421,750	(480,001)	-53.2%
51 5039909 OTHER SERVICES	15	-	-	-	0.0%
51 5039960 ROW HERZOG TRANSIT SERVICES	3,587,304	3,981,887	4,084,350	102,463	2.6%
51 5040111 DIESEL	545,208	967,918	978,474	10,556	1.1%
51 5040121 GASOLINE	14,196	95,004	10,800	(84,204)	-88.6%
51 5040146 FUEL-FIXED ROUTE LOCAL SERVICES	332	-	-	-	0.0%
51 5049901 OFFICE SUPPLIES	557	996	-	(996)	-100.0%
51 5049904 TRAINING MATERIALS	315	-	-	-	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	191	-	-	-	0.0%
51 5049909 OTHER SUPPLIES	123	-	-	-	0.0%
51 5049920 MAINTENANCE MATERIALS	2,348	-	-	-	0.0%
51 5050204 TELEPHONE-LOCAL	34,874	57,480	57,480	-	0.0%
51 5070401 INSPECTION CERTIFICATES	-	750	750	-	0.0%
51 5070501 DIESEL FUEL TAX	720	343	3,534	3,191	930.3%
51 5070502 GASOLINE FUEL TAX	213	-	840	840	0.0%
51 5070503 FUEL SURCHARGE	294	640	845	205	32.0%
51 5080200 COMMUTER RAIL SERVICES	4,842,996	5,197,032	6,030,334	833,302	16.0%
51 5090101 DUES AND SUBSCRIPTIONS	10,722	19,025	24,525	5,500	28.9%
51 5090201 AIRFARE - TRANSPORTATION	585	-	2,900	2,900	0.0%
51 5090205 TRAVEL - PER DIEM	102	-	3,021	3,021	0.0%
51 5090206 TOLL ROAD CHARGES	372	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	8,148	-	5,675	5,675	0.0%
51 5090211 LODGING	1,449	-	5,982	5,982	0.0%
51 5090215 TRAVEL - OTHER	130	220	-	(220)	-100.0%
51 5099904 TOOLS AND EQUIPMENT	599	-	875	875	0.0%
51 5099907 SAFETY EQUIPMENT	237	-	-	-	0.0%
51 5099908 COMPUTER HARDWARE	948	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	2,149	-	18,995	18,995	0.0%
51 5110201 INTEREST EXPENSE	508,363	389,640	338,424	(51,216)	-13.1%
TOTAL OTHER EXPENSES	9,650,882	11,793,686	12,161,554	367,868	3.1%
TOTAL EXPENSES	\$ 10,308,994	\$ 12,574,398	\$ 12,958,185	\$ 383,787	3.1%

In November 2004, the citizens of the Capital Metro service area voted to allow Capital Metro to operate urban commuter rail service from Leander to downtown Austin. In February 2006, the Capital Metro Board of Directors approved a tax-exempt lease/purchase financing agreement for the funding of rail vehicles. The Master Lease/Purchase Financing Agreement dated March 1, 2006, between Bank of America Leasing and Capital, LLC and Capital Metro was executed to purchase six rail cars from Stadler Bussnang AG, a corporation organized under the laws of Switzerland. The financed amount was \$36,044,935 with an interest rate of 3.7747%, payments due quarterly beginning in October 2006 for 10 years.

In December 2011, Capital Metro refinanced this note in the amount of \$19,190,263 with an interest rate of 2.48%, payments due quarterly on the 15th of January, April, July and October of each year beginning on January 15, 2012, for seven years in the payment amount of \$745,260. The debt amortization is found on page 60.



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Weekend Commuter Rail Operations

Functions and Responsibilities

The Weekend Commuter Rail Operations Department provides management and oversight of commuter rail service purchased by outside entities for rail services to be performed on specific days or for specific events. Currently, this service runs between Lakeline Station and the downtown station, and is operated on Friday night and Saturday. The City of Austin reimburses Capital Metro for this additional service.

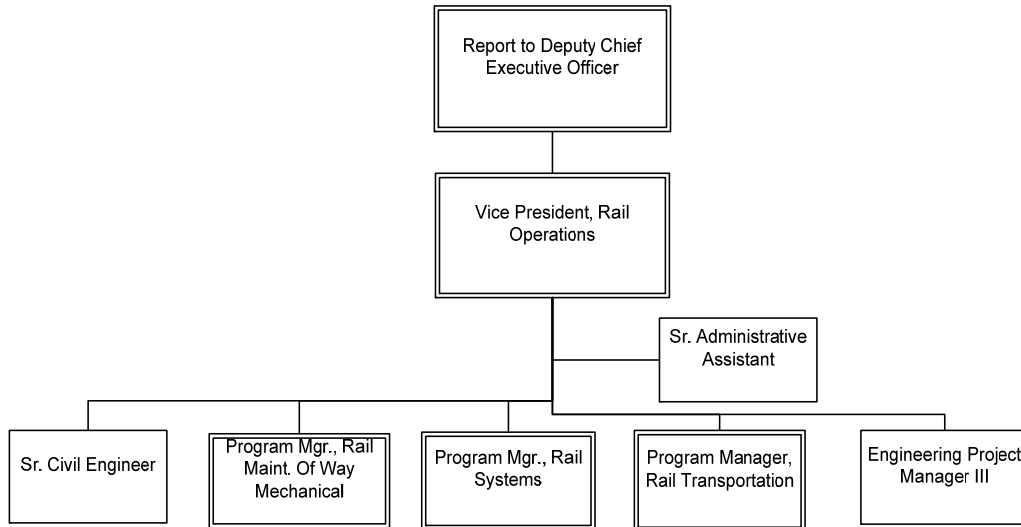
FY 2013 Accomplishments

- ◆ Demonstrate the Value of Public transportation in an Active community
 - Continue to provide extended Friday night service and Saturday services.

FY 2014 Planned Initiatives

- ◆ Demonstrate the Value of Public transportation in an Active community
 - Work with the planning organization to provide additional hours of service based on the community's wishes for additional rail service.
- ◆ Improve Business Practices
 - As new service is requested, ensure management understands the full cost of these additional services, and ensure these costs are not absorbed by the authority, but rather the requesting entity.

Commuter Rail Weekend Service Department Organizational Chart



Budget Changes

- ◆ **Other Expenses** - Adjustment due to reimbursement amount of the interlocal agreement between the City of Austin and Capital Metro in the amount of \$76,641, decrease in other services due to a decrease in marketing expenses, increase in right-of-way track maintenance due to contractual services, decrease in diesel fuel expenses of \$48,665 due to projected usage, decrease in commuter rail operations costs due to allocation of shared expenses with regular weekday commuter rail service.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY2013	VAR % FY 2014 VS. FY2013
SALARY & WAGES					
51 5010206 SALARIES & WAGES - APD OFFICERS	\$ 80,842	\$ -	\$ -	\$ -	0.0%
SALARIES & WAGES	80,842	-	-	-	0.0%
OTHER EXPENSES					
51 5039909 OTHER SERVICES	102,752	263,560	246,660	(16,900)	-6.4%
51 5039960 ROW HERZOG TRANSIT SERVICES	385,621	683,076	700,275	17,199	2.5%
51 5040111 DIESEL	43,488	155,221	106,556	(48,665)	-31.4%
51 5080200 COMMUTER RAIL SERVICES	366,722	896,127	873,290	(22,837)	-2.5%
51 5100201 COA DEPT 545 BILLINGS AND CM	-	(1,850,140)	(1,926,781)	(76,641)	4.1%
TOTAL OTHER EXPENSES	898,583	147,844	-	(147,844)	-100.0%
TOTAL EXPENSES	\$ 979,425	\$ 147,844	\$ -	\$ (147,844)	-100.0%



Transit Oriented Development

Effective May 1, 2013, the Transit Oriented Development Department was combined with the Strategic Planning and Development Department to help move the organization forward and position Capital Metro as a leader in not only providing mobility but also to develop consensus on long term transit investments.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	Var \$ FY2014 VS. FY 2013	Var % FY2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 132,239	\$ 138,362	\$ -	\$ (138,362)	-100%
51 5020901 SICK LEAVE-ADMIN	9,992	9,639	-	(9,639)	-100%
51 5021001 HOLIDAY LEAVE-ADMIN	6,492	6,599	-	(6,599)	-100%
51 5021101 VACATION LEAVE-ADMIN	8,347	9,269	-	(9,269)	-100%
51 5021201 OTHER PAID LEAVE-ADMIN	-	1,607	-	(1,607)	-100%
SALARIES & WAGES	157,070	165,476	-	(165,476)	-100%
BENEFITS					
51 5020101 FICA-ADMIN	11,735	12,290	-	(12,290)	-100%
51 5020701 STATE UNEMPLOYMENT-ADMIN	282	522	-	(522)	-100%
51 5021430 TUITION REIMBURSEMENT	145	0	-	0	0%
TOTAL BENEFITS	12,162	12,812	-	(12,812)	-100%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	88,199	120,000	-	(120,000)	-100%
51 5049901 OFFICE SUPPLIES	90	756	-	(756)	-100%
51 5049909 OTHER SUPPLIES	1,250	0	-	0	0%
51 5090101 DUES AND SUBSCRIPTIONS	1,010	1,575	-	(1,575)	-100%
51 5090201 AIRFARE - TRANSPORTATION	776	800	-	(800)	-100%
51 5090205 TRAVEL - PER DIEM	419	700	-	(700)	-100%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	2,587	2,148	-	(2,148)	-100%
51 5090211 LODGING	3,158	1,000	-	(1,000)	-100%
51 5090215 TRAVEL - OTHER	34	100	-	(100)	-100%
51 5099901 POSTAGE	21	-	-	0	0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	13	-	-	0	0%
TOTAL OTHER EXPENSES	97,557	127,079	-	(127,079)	-100%
TOTAL EXPENSES	\$ 266,789	\$ 305,367	\$ -	\$ (305,367)	-100%



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Bus and Paratransit Services

Functions and Responsibilities

The Bus and Paratransit Services (BPS) team is responsible for coordinating the operations and activities of all Capital Metro service providers for the bus and paratransit modes. This includes coordination of contract management, data collection and analysis, and quality assurance activities for both vehicle operations and maintenance. This department includes staff which support all modes, including data analysis, administrative support, and vehicle maintenance.

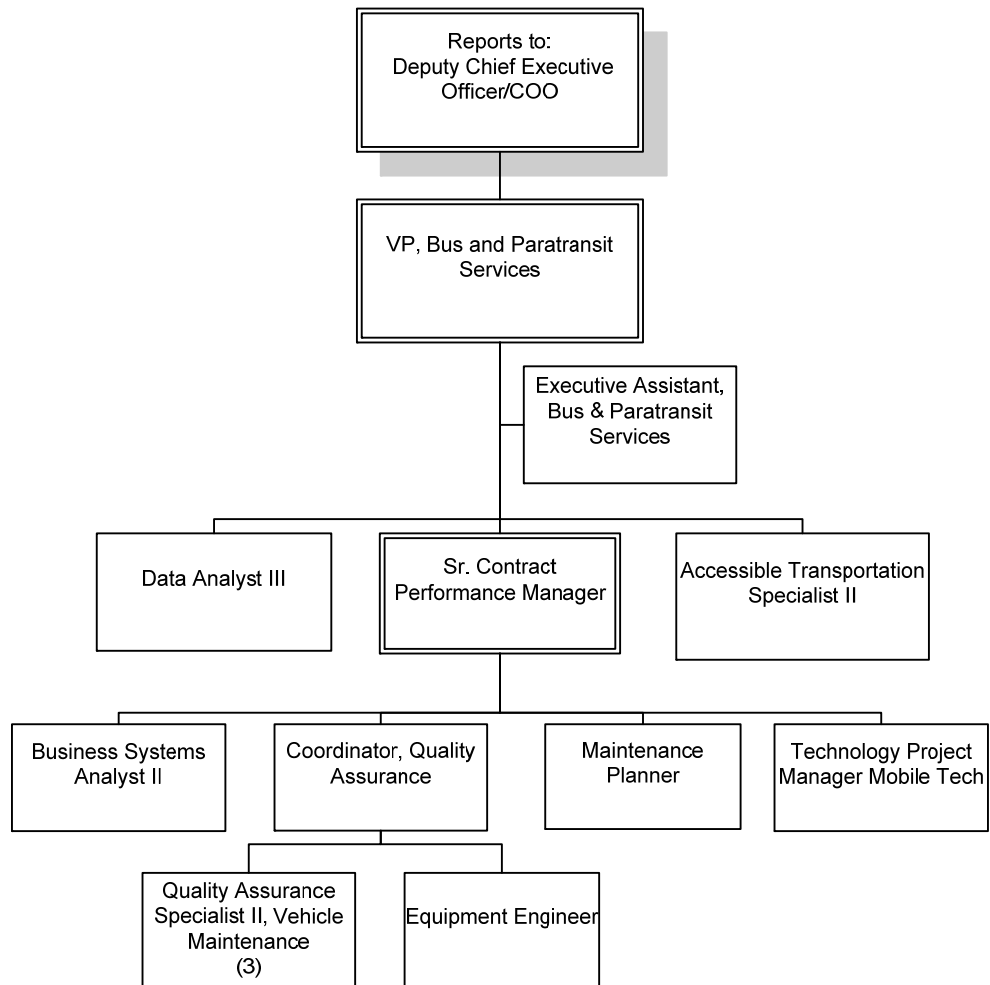
FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Implemented contract management plans for providers of bus and paratransit services.
 - Implemented the Mystery Rider Program.
- ◆ Improve Business Practices
 - Continued to implement the fleet replacement schedule as detailed in the long-range financial plan, including support of the manufacturing of MetroRapid vehicles as well as the procurement of replacement vehicles for paratransit service.
 - Developed monthly and quarterly reporting to monitor performance of the BPS team and contractors.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Continue to implement the fleet replacement schedule as detailed in the long-range financial plan, including support the manufacturing of replacement paratransit vehicles and procurement activity for bus replacements in future fiscal years.
 - Wind down of Northeast Operations garage to increase efficiency.
- ◆ Provide a Great Customer Experience
 - Support final testing and implementation of the Intelligent Transportation Systems (ITS) Project for the MetroRapid and MetroBus phases of the project.
- ◆ Be a Regional Leader
 - Implementation of the MetroRapid service

Bus and Paratransit Services Department Organizational Chart





Budget Changes

- ◆ **Salaries & Wages** – Net increase of \$229,223 in Salary and Wages due to the transfer of one FTE from Human Resources, the addition of one FTE position, the proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Increase of \$15,854 in Benefits due transfer of one FTE from Human Resources, the addition of one FTE position and the proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$103,546 in Professional Fees services due to installation of Automatic Passenger Counters, increase of \$343,636 due to radio maintenance and repainting of buses, increase of \$44,226 in Gasoline and Fuel due to projected usage, increase of \$23,600 for travel related expenses for bus inspections and transit related travel events including the American Public Transportation Association and Bus Rodeo competitions.

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 520,451	\$ 758,807	\$ 1,145,267	\$ 386,461	50.9%
51 5010203 OVERTIME - ADMINISTRATIVE	1,655	-	-	-	0.0%
51 5020901 SICK LEAVE-ADMIN	127,363	53,362	-	(53,362)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	21,961	36,531	-	(36,531)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	64,491	58,452	-	(58,452)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	2,342	8,894	-	(8,894)	-100.0%
TOTAL SALARIES & WAGES	738,262	916,045	1,145,267	229,223	25.0%
BENEFITS					
51 5020101 FICA-ADMIN	41,733	65,034	79,647	14,613	22.5%
51 5020701 STATE UNEMPLOYMENT-ADMIN	2,625	1,851	3,393	1,542	83.3%
51 5021302 UNIFORM ALLOWANCE-ADMIN.	520	2,076	1,776	(300)	-14.5%
51 5021307 OTHER CLOTHING ALLOW-ADMIN	1,029	-	-	-	0.0%
TOTAL BENEFITS	45,908	68,962	84,816	15,854	23.0%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	365	81,950	185,496	103,546	126.4%
51 5030507 MAINTENANCE-RADIOS	103,649	644,064	457,200	(186,864)	-29.0%
51 5030509 REPAIR & MAINTENANCE-OTHER	2,216	500,000	1,043,496	543,496	108.7%
51 5039909 OTHER SERVICES	592	822,996	810,000	(12,996)	-1.6%
51 5040121 GASOLINE	-	48,000	97,824	49,824	103.8%
51 5040201 TIRES AND TUBES	-	42,570	31,440	(11,130)	-26.1%
51 5049901 OFFICE SUPPLIES	3,582	18,000	17,004	(996)	-5.5%
51 5049909 OTHER SUPPLIES	-	1,000	1,700	700	70.0%
51 5050204 TELEPHONE-LOCAL	623	2,640	2,796	156	5.9%
51 5070502 GASOLINE FUEL TAX	-	204	5,592	5,388	2641.2%
51 5070503 FUEL SURCHARGE	-	-	144	144	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	-	1,116	1,200	84	7.5%
51 5090201 AIRFARE - TRANSPORTATION	-	13,550	22,350	8,800	64.9%
51 5090205 TRAVEL - PER DIEM	-	10,400	14,900	4,500	43.3%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	3,600	3,600	-	0.0%
51 5090211 LODGING	458	22,300	30,500	8,200	36.8%
51 5090215 TRAVEL - OTHER	-	2,400	4,500	2,100	87.5%
51 5099901 POSTAGE	27	-	-	-	0.0%
51 5099908 COMPUTER HARDWARE	55	-	-	-	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	246	51,000	18,000	(33,000)	-64.7%
TOTAL OTHER EXPENSES	111,812	2,265,790	2,747,742	481,952	21.3%
TOTAL EXPENSES	\$ 895,982	\$ 3,250,797	\$ 3,977,826	\$ 727,029	22.4%



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Bus Contract Operations

Functions and Responsibilities

The Bus Contract Operations Department provides contract oversight for each of Capital Metro's private fixed route service contractors. Costs related to MetroBus, MetroExpress, Rural Services, and UT Shuttle routes are captured in this department. There are four contractors managed under this department: Capital Area Rural Transportation System (CARTS), First Transit, McDonald and Veolia.

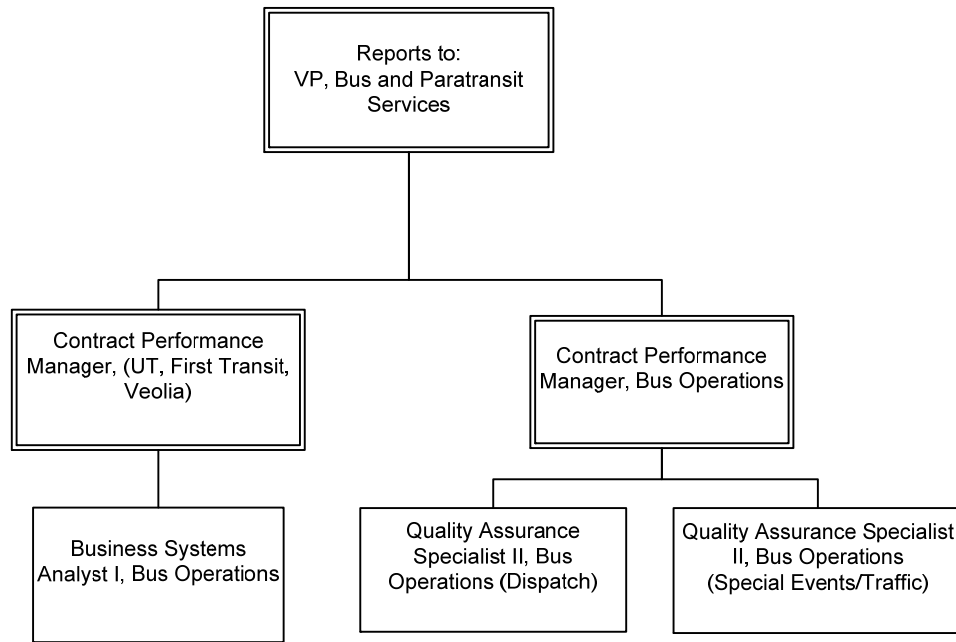
FY 2013 Accomplishments

- ◆ Provide a Great Customer Experience
 - Implemented and continued to refine contract management plans for providers of bus services.
 - Supported planning, design, and testing efforts of the Intelligent Transportation Systems (ITS) Project for the MetroRapid and MetroBus phases of the project.
- ◆ Improve Business Practices
 - Implemented contract management plans for the new service contracts, including monthly and quarterly reporting processes.
- ◆ Be a Regional Leader
 - Supported planning, design, and testing efforts of the MetroRapid project.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Establish written procedures for all customer-facing elements of service and incorporate into service provider contracts to ensure a consistent customer experience, regardless of provider.
 - Support final testing and implementation of the Intelligent Transportation Systems (ITS) Project for the MetroRapid and MetroBus phases of the project.
- ◆ Be a Regional Leader
 - Implementation of the MetroRapid service.
- ◆ Improve Business Practices
 - Wind down of Northeast Operations garage to increase efficiency.

Bus Contract Operations Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Net decrease in Salary and Wages of \$1,506 due to consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting and proposed merit-based salary increase.
- ◆ **Benefits** - Increase of \$1,038 in Benefits due proposed merit based salary increase.
- ◆ **Other Expenses** – Net increase of \$6,545,723 due to contractual cost increases, the start of MetroRapid route 801 in early 2014 and MetroRapid route 803 in late summer 2014, increase in Rural/Suburban service, increase in Special Events due to Austin City Limits(ACL) events for two weekends, increase in fuel and fuel related expenses due to projected usage, increase in costs to convert bus fleet from two position bike racks to three position bike racks and the reassignment of services from Veolia to First Transit and McDonald as a result of the expiration of the Veolia contract.
- ◆



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 203,365	\$ 309,388	\$ 390,861	\$ 81,473	26.3%
51 5020901 SICK LEAVE-ADMIN	32,161	37,431	-	(37,431)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	10,198	15,030	-	(15,030)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	27,677	26,860	-	(26,860)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	3,659	-	(3,659)	-100.0%
TOTAL SALARIES & WAGES	273,401	392,368	390,861	(1,506)	-0.4%
BENEFITS					
51 5020101 FICA-ADMIN	17,086	27,992	29,030	1,038	3.7%
51 5020701 STATE UNEMPLOYMENT-ADMIN	1,198	1,305	1,305	-	0.0%
TOTAL BENEFITS	18,284	29,297	30,335	1,038	3.5%
OTHER EXPENSES					
51 5030507 MAINTENANCE-RADIOS	(6,215)	19,752	3,096	(16,656)	-84.3%
51 5040104 TRANSMISSION FLUID	-	32,268	68,172	35,904	111.3%
51 5040105 COOLANT	-	25,512	19,848	(5,664)	-22.2%
51 5040111 DIESEL	-	10,832,498	9,954,948	(877,550)	-8.1%
51 5040121 GASOLINE	-	35,004	59,556	24,552	70.1%
51 5040131 OIL	-	46,848	74,988	28,140	60.1%
51 5040145 FUEL-CONTRACTED FIXED ROUTE UT	-	1,992,748	4,296,644	2,303,896	115.6%
51 5040146 FUEL-FIXED ROUTE LOCAL SERVICES	-	2,519,265	1,613,908	(905,357)	-35.9%
51 5040201 TIRES AND TUBES	50,840	291,142	-	(291,142)	-100.0%
51 5049901 OFFICE SUPPLIES	-	227	-	(227)	-100.0%
51 5049909 OTHER SUPPLIES	-	-	345,540	345,540	0.0%
51 5050204 TELEPHONE-LOCAL	831	1,200	1,200	-	0.0%
51 5070501 DIESEL FUEL TAX	-	876,826	907,069	30,243	3.4%
51 5070502 GASOLINE FUEL TAX	-	1,837	3,408	1,571	85.5%
51 5070503 FUEL SURCHARGE	-	20,287	23,601	3,314	16.3%
51 5080102 FIXED ROUTE-LOCAL SERVICE	16,138,970	68,915,846	68,383,059	(532,787)	-0.8%
51 5080103 FIXED ROUTE-UNIV. OF TEXAS	6,775,084	6,807,517	7,382,056	574,539	8.4%
51 5080104 RURAL SERVICE-FIXED ROUTE	747,616	696,687	1,120,798	424,111	60.9%
51 5080108 SPECIAL SERVICE	3,863	332,891	637,920	305,029	91.6%
51 5080109 FIXED ROUTE - FLYER	1,409,114	1,568,964	2,241,586	672,622	42.9%
51 5080114 FIXED ROUTE - PRC	253,934	200,458	-	(200,458)	-100.0%
51 5080117 UT - ON-TIME PERFORMANCE INCENTIVE	(364)	-	-	-	0.0%
51 5080205 RAPID BUS FIXED ROUTE SERVICES BY FI	-	-	4,641,453	4,641,453	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	294	-	-	-	0.0%
51 5090201 AIRFARE - TRANSPORTATION	791	-	2,700	2,700	0.0%
51 5090205 TRAVEL - PER DIEM	161	-	1,050	1,050	0.0%
51 5090206 TOLL ROAD CHARGES	94	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,753	-	2,100	2,100	0.0%
51 5090211 LODGING	328	-	4,800	4,800	0.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	-	126,000	100,000	(26,000)	-20.6%
TOTAL OTHER EXPENSES	25,377,095	95,343,777	101,889,500	6,545,723	6.9%
TOTAL EXPENSES	\$ 25,668,780	\$ 95,765,442	\$ 102,310,696	\$ 6,545,254	6.8%



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Paratransit Contract Operations

Functions and Responsibilities

The Paratransit Contract Operations Department provides contract oversight for each of Capital Metro's paratransit services contractors. Costs related to contracted ADA-compliant paratransit services, as well as the non-ADA Access-a-Ride program are captured in this department. There are three contractors managed under this department: Greater Austin Transportation Company (GATC), LeFleur, and MV Transportation.

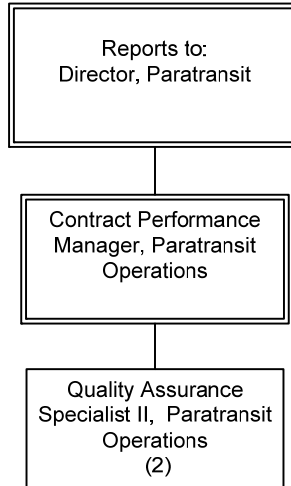
FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Implemented contract management plans for the new service contracts, including monthly and quarterly reporting processes.
- ◆ Provide a Great Customer Experience
 - Implemented and continued to refine contract management plans for providers of paratransit services.

FY 2014 Planned Initiatives

- ◆ Improve Business Practices
 - Implement contract management plans for the new service contracts, including monthly and quarterly reporting processes.
- ◆ Provide a Great Customer Experience
 - Establish written procedures for all customer-facing elements of service and incorporate into service provider contracts to ensure a consistent customer experience, regardless of provider.
- ◆ Be a Regional Leader
 - Increase involvement in regional coordination efforts related to aging populations and persons with disabilities.
- ◆ Improve Business Practices
 - Procure the services of a North Base paratransit service provider to create a more consistent and efficient service.

Paratransit Contract Operations Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Net decrease of \$54,166 in Salaries & Wages due to the transfer of one position to Paratransit Control Center, proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$3,434 in Benefits due to the transfer of one position to Paratransit Control Center and proposed merit based salary increase.
- ◆ **Other Expenses** - Increase of \$170,596 due to radio maintenance, decrease of \$41,408 in diesel and gasoline expenses based on projected fuel consumption, decrease of \$84,621 in maintenance materials, tires and tubes based on projected usage, increase of \$2,258,325 in Paratransit service operations based on contractual rates with each service provider and the assumed rate for a new provider.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 149,847	\$ 225,925	\$ 235,344	\$ 9,419	4.2%
51 5020901 SICK LEAVE-ADMIN	45,845	27,589	-	(27,589)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	6,977	11,089	-	(11,089)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	39,584	22,157	-	(22,157)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	-	2,700	-	(2,700)	-100.0%
TOTAL SALARIES & WAGES	242,253	289,460	235,344	(54,116)	-18.7%
BENEFITS					
51 5020101 FICA-ADMIN	12,395	20,653	17,479	(3,173)	-15.4%
51 5020701 STATE UNEMPLOYMENT-ADMIN	907	1,044	783	(261)	-25.0%
TOTAL BENEFITS	13,303	21,697	18,262	(3,434)	-15.8%
OTHER EXPENSES					
51 5030507 MAINTENANCE-RADIOS	-	5,400	175,996	170,596	3159.2%
51 5040111 DIESEL	-	930,765	1,038,530	107,765	11.6%
51 5040121 GASOLINE	-	548,218	399,045	(149,173)	-27.2%
51 5040201 TIRES AND TUBES	-	59,622	-	(59,622)	-100.0%
51 5049920 MAINTENANCE MATERIALS	-	24,999	-	(24,999)	-100.0%
51 5050204 TELEPHONE-LOCAL	142	3,120	2,700	(420)	-13.5%
51 5070501 DIESEL FUEL TAX	-	53,188	59,344	6,156	11.6%
51 5070502 GASOLINE FUEL TAX	-	27,410	22,801	(4,609)	-16.8%
51 5070503 FUEL SURCHARGE	-	1,747	2,183	436	25.0%
51 5080106 DEMAND RESPONSE	717,678	784,279	876,465	92,186	11.8%
51 5080119 DEDICATED PARA TRANSPORTATION	4,056,462	19,637,204	21,803,343	2,166,139	11.0%
51 5090201 AIRFARE - TRANSPORTATION	-	1,300	1,050	(250)	-19.2%
51 5090205 TRAVEL - PER DIEM	-	1,050	675	(375)	-35.7%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	1,000	225	(775)	-77.5%
51 5090211 LODGING	-	1,650	1,140	(510)	-30.9%
51 5090215 TRAVEL - OTHER	-	120	240	120	100.0%
51 5099908 COMPUTER HARDWARE	182	-	-	-	0.0%
TOTAL OTHER EXPENSES	4,774,464	22,081,072	24,383,737	2,302,665	10.4%
TOTAL EXPENSES	\$ 5,030,020	\$ 22,392,229	\$ 24,637,343	\$ 2,245,114	10.0%



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Paratransit Administration

Functions and Responsibilities

The Paratransit Administration Department manages all aspect of paratransit through the Reservations and Control Center, Contracts Operations and Eligibility Departments. The department also coordinates with customers and the Access Advisory Committee to receive feedback on all aspects of service and policy development.

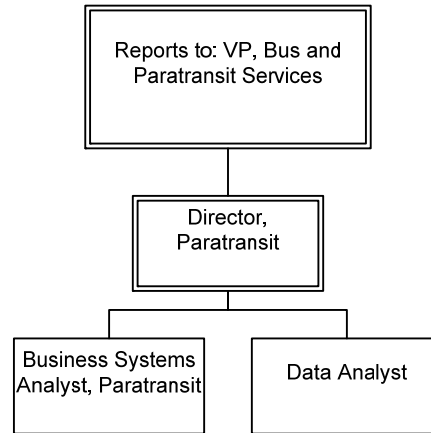
FY 2013 Accomplishments

- ◆ Provide Great Customer Service
 - Implementation of web reservations allowing passengers to access their trip and account information online for the first time ever.
- ◆ Improve Business Practices
 - Completed implementation of paratransit eligibility and timely completion of all internal audit recommendations that resulted from the very first eligibility audit.
 - Completed construction of the second, and much improved, Eligibility and Mobility Training Center at 209 W. 9th Street.
 - Implemented PASS-Web product allowing MetroAccess to reduce call center work load, improve detailed reporting of customer use of products, and enhance usability.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Conduct the first ever independent and comprehensive third party survey of paratransit customers.
- ◆
◆ Improve Business Practices
 - Coordinate with Planning department to fully implement the grant-funded Office of Mobility Management to ensure transportation coordination efforts meet the needs of paratransit customers.
 - Implement new Interactive Voice Response (IVR) and Web Reservation software systems to reduce reliance on third party software products to provide information
- ◆ Be a Regional Leader
 - Increase involvement in regional coordination efforts related to aging populations and persons with disabilities.

Paratransit Administration Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** – Decrease of \$1,563,362 in Salary & Wages due to the addition of one FTE and the transfer of eleven FTEs to establish the Paratransit Reservation and Control Center and Paratransit Eligibility Department, a proposed merit-based salary increase and the consolidation of budgeted leave accounts with the salaries and wages account for ease of reporting.
- ◆ **Benefits** - Decrease of \$125,302 in Benefits due to the transfer of eleven FTEs to establish the Paratransit Reservation and Control Center and Paratransit Eligibility Department and proposed merit-based salary increase.
- ◆ **Other Expenses** - Increase of \$108,996 due to improvements in communications technology and decrease of \$642,883 in overall expenses due to the transfer of funds to establish the Paratransit Control Center and Paratransit Eligibility Department.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	\$ 962,769	\$ 610,109	\$ 194,757	\$ (415,352)	-68.1%
51 5010202 SALARIES & WAGES - BARGAINING	-	739,567	-	(739,567)	-100.0%
51 5010203 OVERTIME - ADMINISTRATIVE	133,286	18,538	2,123	(16,414)	-88.5%
51 5010204 OVERTIME - BARGAINING	-	125,287	-	(125,287)	-100.0%
51 5020901 SICK LEAVE-ADMIN	78,410	42,488	-	(42,488)	-100.0%
51 5020902 SICK LEAVE-BARGAINING	-	50,115	-	(50,115)	-100.0%
51 5021001 HOLIDAY LEAVE-ADMIN	45,147	29,050	-	(29,050)	-100.0%
51 5021002 HOLIDAY LEAVE-BARGAINING	-	35,374	-	(35,374)	-100.0%
51 5021101 VACATION LEAVE-ADMIN	94,427	40,652	-	(40,652)	-100.0%
51 5021102 VACATION LEAVE-BARGAINING	-	53,627	-	(53,627)	-100.0%
51 5021201 OTHER PAID LEAVE-ADMIN	3,284	7,081	-	(7,081)	-100.0%
51 5021202 OTHER PAID LEAVE-BARGAINING	-	8,352	-	(8,352)	-100.0%
TOTAL SALARIES & WAGES	1,317,323	1,760,242	196,880	(1,563,362)	-88.8%
BENEFITS					
51 5020101 FICA-ADMIN	90,551	54,172	14,465	(39,708)	-73.3%
51 5020102 FICA-BARGAINING	-	65,882	-	(65,882)	-100.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	7,065	2,188	783	(1,405)	-64.2%
51 5020702 STATE UNEMPLOYMENT-BARGAINING	-	4,376	-	(4,376)	-100.0%
51 5020703 FEDERAL UNEMPLOYMENT- ADMIN	-	728	-	(728)	-100.0%
51 5020704 FEDERAL UNEMPLOYMENT-BARGAINING	-	1,456	-	(1,456)	-100.0%
51 5021426 INCENTIVE - BARGAINING/IUE	8,933	11,008	-	(11,008)	-100.0%
55 5021302 UNIFORM ALLOWANCE-ADMIN.	-	740	-	(740)	-100.0%
TOTAL BENEFITS	106,550	140,550	15,248	(125,302)	-89.2%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	293,517	304,056	-	(304,056)	-100.0%
51 5030401 TEMPORARY HELP	139,611	245,304	-	(245,304)	-100.0%
51 5039903 VEHICLE TOWING	189	-	-	-	0.0%
51 5039909 OTHER SERVICES	9,362	11,004	120,000	108,996	990.5%
51 5040121 GASOLINE	-	4,080	-	(4,080)	-100.0%
51 5049901 OFFICE SUPPLIES	12,716	14,712	952	(13,760)	-93.5%
51 5049903 MAPS AND SCHEDULES	786	-	-	-	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	-	3,136	-	(3,136)	-100.0%
51 5049909 OTHER SUPPLIES	798	6,516	-	(6,516)	-100.0%
51 5050204 TELEPHONE-LOCAL	1,861	5,460	1,800	(3,660)	-67.0%
51 5070502 GASOLINE FUEL TAX	-	204	-	(204)	-100.0%
51 5090101 DUES AND SUBSCRIPTIONS	-	750	375	(375)	-50.0%
51 5090201 AIRFARE - TRANSPORTATION	691	325	700	375	115.4%
51 5090205 TRAVEL - PER DIEM	1,302	825	975	150	18.2%
51 5090206 TOLL ROAD CHARGES	10	-	-	-	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	1,095	750	1,750	1,000	133.3%
51 5090211 LODGING	1,808	1,050	1,630	580	55.2%
51 5090215 TRAVEL - OTHER	-	120	160	40	33.3%
51 5099901 POSTAGE	11,427	22,968	-	(22,968)	-100.0%
51 5099909 OTHER MISCELLANEOUS EXPENSES	59	-	-	-	0.0%
51 5099992 RECOGNITION PROGRAM	69	-	-	-	0.0%
TOTAL OTHER EXPENSES	475,303	621,260	128,342	(492,918)	-79.3%
TOTAL EXPENSES	\$ 1,899,176	\$ 2,522,052	\$ 340,470	\$ (2,181,582)	-86.5%



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Paratransit Reservations and Control Center

Functions and Responsibilities

The Paratransit Reservations and Control Center Department is a newly created department that was previously under the Paratransit Administration Department. This department includes the MetroAccess call center, dispatch, scheduling and customer service. This department processes advance trip reservations, cancellations, inquiries, subscription service requests, and group trips. This team manages and coordinates service through contracted providers. The department is also responsible for all customer service and outreach efforts for MetroAccess.

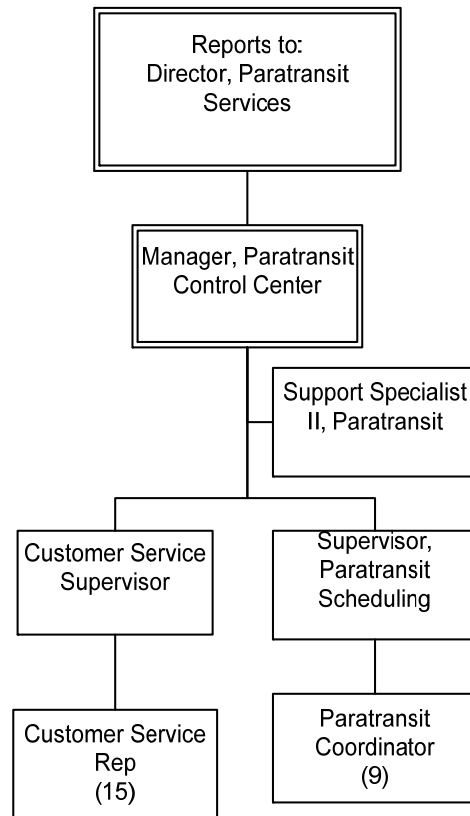
FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Hired Control Center manager to coordinate the department and provide much needed leadership to a department with a 1:8 manager to employee ratio.
- ◆ Provide Great Customer Service
 - Began an internal quality assurance program to audit and train employees on customer service and work quality.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Conduct customer service training from a group of external experts with the goal of dramatically improving customer service.
- ◆ Improve Business Practices
 - Consolidate the employees in this department from three locations into one location.
- ◆ Provide a Great Customer Experience
 - Provide a better user experience by implementing a new Interactive Phone system (IVR) to allow passenger more access to their information and for customers to use for trip reservation, confirmation and cancellation.

Paratransit Reservation & Control Center Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** - Increase of \$1,284,995 due to transfer of 29 FTEs from Paratransit Administration and the proposed merit-based increase.
- ◆ **Benefits** - Increase of \$105,320 in Benefits due to transfer of 29 FTEs from Paratransit Administration and the proposed merit based salary increase.
- ◆ **Other Expenses** - Increase of \$171,769 due to a transfer of funds from the MetroAccess Administration Department to support this newly created department.



Capital Metropolitan Transportation Authority Approved FY2014
Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	-	-	\$ 1,158,480	\$ 1,158,480	0.0%
51 5010203 OVERTIME - ADMINISTRATIVE	-	-	126,515	126,515	0.0%
SALARIES & WAGES	-	-	1,284,995	1,284,995	0.0%
BENEFITS					
51 5020101 FICA-ADMIN	-	-	86,042	86,042	0.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	-	-	7,830	7,830	0.0%
51 5021426 INCENTIVE - BARGAINING/IUE	-	-	11,448	11,448	0.0%
BENEFITS	-	-	105,320	105,320	0.0%
OTHER EXPENSES					
51 5030401 TEMPORARY HELP	-	-	128,256	128,256	0.0%
51 5039909 OTHER SERVICES	-	-	11,004	11,004	0.0%
51 5049901 OFFICE SUPPLIES	-	-	7,356	7,356	0.0%
51 5049907 EXPENDABLE TOOLS & EQUIPMENT	-	-	3,136	3,136	0.0%
51 5049909 OTHER SUPPLIES	-	-	7,500	7,500	0.0%
51 5050204 TELEPHONE-LOCAL	-	-	2,700	2,700	0.0%
51 5090201 AIRFARE - TRANSPORTATION	-	-	350	350	0.0%
51 5090205 TRAVEL - PER DIEM	-	-	375	375	0.0%
51 5090208 SEMINAR, CONFERENCES, REGISTRATION	-	-	1,000	1,000	0.0%
51 5090211 LODGING	-	-	880	880	0.0%
51 5090215 TRAVEL - OTHER	-	-	80	80	0.0%
51 5099901 POSTAGE	-	-	9,132	9,132	0.0%
TOTAL OTHER EXPENSES	-	-	171,769	171,769	0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ 1,562,085	\$ 1,562,085	0.0%



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Paratransit Eligibility

Functions and Responsibilities

The Paratransit Eligibility Department is a newly created department that was previously under the Paratransit Administration Department. This department manages the eligibility process, including initial certification and re-certification of existing customers using in person assessments and the assistance of a third party provider to determine the functional abilities of each applicant. The Eligibility Department is responsible for all Capital Metro travel training and the Tether Strap Program administration.

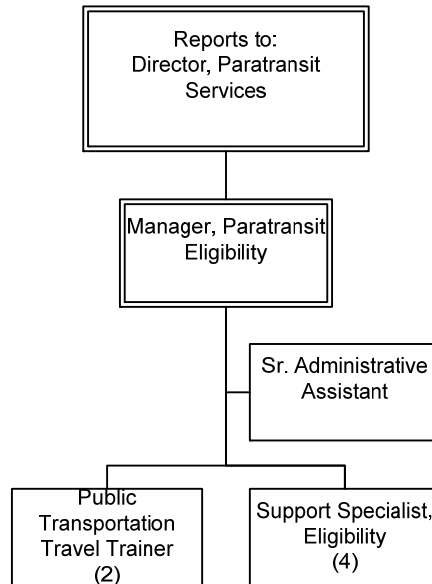
FY 2013 Accomplishments

- ◆ Improve Business Practices
 - Completed construction of the second, and much improved, Eligibility and Mobility Training Center at 209 W. 9th Street.
 - Completed implementation of paratransit eligibility and timely completion of all internal audit recommendations that resulted from the very first eligibility audit.
 - Successfully managed the third party functional assessment contractor by addressing issues as they arose and modifying the contract to ensure operational efficiency.

FY 2014 Planned Initiatives

- ◆ Provide a Great Customer Experience
 - Revise the application packet materials with the goal of making the documentation more user-friendly and easier to understand by everyone.
- ◆ Improve Business Practices
 - Complete the more than two year process of recertifying all existing passengers through the new in-person eligibility process.
- ◆ Be a Regional Leader
 - Increase information sharing among other regional transportation agencies to increase access to information for all people living in the region.

Paratransit Eligibility Department Organizational Chart



Budget Changes

- ◆ **Salaries and Wages** - Increase of \$424,248 in Salary & Wages due to transfer in of six FTEs from the Paratransit Administration Department, the addition of two FTEs and the proposed merit-based salary increase.
- ◆ **Benefits** - Increase of \$33,167 in Benefits due to the transfer in of six FTEs from the Paratransit Administration department, the addition of two FTEs and the proposed merit-based salary increase.
- ◆ **Other Expenses** – Increase of \$471,114 due to transfer of funds from the MetroAccess Administration Department to support this newly created department.



Capital Metropolitan Transportation Authority Approved FY2014
 Operating and Capital Budget and Five Year Capital Improvement Plan

	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2014 BUDGET	VAR \$ FY 2014 VS. FY 2013	VAR % FY 2014 VS. FY 2013
SALARY & WAGES					
51 5010201 SALARIES & WAGES - ADMIN.	-	-	\$ 408,487	\$ 408,487	0.0%
51 5010203 OVERTIME - ADMINISTRATIVE	-	-	15,761	15,761	0.0%
TOTAL SALARIES & WAGES	-	-	424,248	424,248	0.0%
BENEFITS					
51 5020101 FICA-ADMIN	-	-	30,339	30,339	0.0%
51 5020701 STATE UNEMPLOYMENT-ADMIN	-	-	2,088	2,088	0.0%
55 5021302 UNIFORM ALLOWANCE-ADMIN.	-	-	740	740	0.0%
TOTAL BENEFITS	-	-	33,167	33,167	0.0%
OTHER EXPENSES					
51 5030309 OTHER PROFESSIONAL FEES	-	-	307,236	307,236	0.0%
51 5030401 TEMPORARY HELP	-	-	115,860	115,860	0.0%
51 5039909 OTHER SERVICES	-	-	18,000	18,000	0.0%
51 5049901 OFFICE SUPPLIES	-	-	7,356	7,356	0.0%
51 5049909 OTHER SUPPLIES	-	-	6,516	6,516	0.0%
51 5050204 TELEPHONE-LOCAL	-	-	900	900	0.0%
51 5090101 DUES AND SUBSCRIPTIONS	-	-	375	375	0.0%
51 5090201 AIRFARE - TRANSPORTATION	-	-	350	350	0.0%
51 5090205 TRAVEL - PER DIEM	-	-	225	225	0.0%
51 5090211 LODGING	-	-	380	380	0.0%
51 5090215 TRAVEL - OTHER	-	-	80	80	0.0%
51 5099901 POSTAGE	-	-	13,836	13,836	0.0%
TOTAL OTHER EXPENSES	-	-	471,114	471,114	0.0%
TOTAL EXPENSES	\$ -	\$ -	\$ 928,529	\$ 928,529	0.0%



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GLOSSARY

Accounting Basis: Capital Metro utilizes the proprietary fund method of accounting whereby revenue and expenses are recognized on an accrual basis.

Accrual Based Accounting: Revenue and expenses are recorded in the period in which they are earned or incurred regardless of whether cash is received or disbursed in that period.

ADA: Americans with Disabilities Act - Federal legislation enacted to provide guidelines for assuring access to person with disabilities.

American Public Transportation Association (APTA): Membership organization whose stated mission is to serve and lead its diverse membership through advocacy, innovation and information sharing to strengthen and expand public transportation.

Associated Capital Maintenance (ACM): A Federal Transit Administration capital program that subsidizes the cost of operations through the funding of certain bus and rail maintenance expenses.

Average Fare: Operating revenue (fare box and third party fares) divided by the number of boardings.

Boardings: Number of passengers utilizing transit service, measured on entrance of vehicle.

Build Central Texas (formerly Build Greater Austin) was created in 1994 to support the transportation infrastructure for the Austin metropolitan area. This is an ongoing program with funding of approximately \$104 million with seven elements: 1) street maintenance; 2) emergency street repair; 3) transit corridor improvements; 4) pedestrian and bicycle safety/access; 5) sidewalks; 6) transit centers; and 7) transit capital improvements.

Bus Rapid Transit (BRT): Bus Rapid Transit is a fixed route service that brings together a set of unique features to result in faster, more convenient service for the community. Some of the features of this service include limited stops; boarding from all doors; unique and upgraded stops with real-time arrival information; vehicles equipped with signal priority technology. Capital Metro's MetroRapid service (BRT) will launch in early 2014 (Route 801) and late summer 2014 (Route 803).

CAAA: Clean Air Act Amendments - Federal legislation that protects and enhances the quality of the nation's air resources; initiates and accelerates a national research and development program to prevent and control air pollution; provides technical and financial assistance to state and local governments for air pollution control programs; and encourages and assists regional air pollution control programs.

Capital Budget: The portion of the budget that provides for the funding of improvements, projects, and other projects and major equipment purchases. Generally, a capital item is one that has a cost in excess of \$5,000 and a useful life in excess of one year.

Capital Expenditure: Expenditures made to purchase capital assets or increase the efficiency, capacity, useful life, or economy of an existing asset.

CMAQ: The Congestion Mitigation & Air Quality Program is a Federal program, which funds transportation projects that will contribute to meeting the attainment of national ambient air quality standards.

Contingency Funds: Operating funds reserved for unexpected expenditures during the fiscal year.

Commuter Rail: Railway for urban passenger train service consisting of local short distance travel operating between a central city and adjacent suburbs.

Cost Allocation: The assignment of overhead expenses to different cost centers.

CTC: Centralized Train Control is a system that allows dispatchers to monitor and control the position of trains currently running on our operating tracks.

DBE: Disadvantaged Business Enterprise.

Deadhead: Hours of miles that the buses and trains are in service, but there is not a reasonable expectation of carrying passengers. Examples include traveling between the garage and the start of a route and traveling between routes.

Demand Response Purchase Transportation: Paratransit service provided by a vendor under contract to Capital Metro.

Express Route: Limited stop service traveling to and from downtown and park & rides

Fiscal Year: A 12-month period for which an organization plans the use of its funds, which does not necessarily correspond to a calendar year. The fiscal year adopted by Capital Metro is from October 1st through September 30th.

Fixed Route Bus: Local bus service including Rail connectors.

Flex Routes: The bus service for rural areas of Lago Vista, Jonestown and Del Valle currently provided by the Capital Area Rural Transportation System (CARTS).

Flyer: Bus service that operates in the suburban neighborhoods and then becomes express service to downtown. Ridership, miles and hours are included with Fixed Route.

FTA: Federal Transit Administration - The agency of the Federal government within the U.S. Department of Transportation that is responsible for providing, administering and monitoring funds to transit agencies.

Full-Time Equivalent Position (FTE): A position converted to the decimal equivalent of a full time position based on 2,080 hours per year.

Funds Equity: Captures the aggregate of accumulated revenues and expenses from previous years. This balance is also labeled Net Assets.

Fund Balance: Fund Balance is the cash on hand used to pay monthly operating costs, such as salaries, staff health costs, fuel, supplies, utilities, and other expenses.

GAAP: Generally accepted accounting principles, conventions, rules, and procedures necessary to describe accepted accounting practice at a particular time.

GASB: Governmental Accounting Standards Board established with authority to prescribe generally accepted accounting principles for state and local governments.

Grant: Revenue from another government body or organization, usually in support of a specific program or function.

High Occupancy Vehicle Lanes (HOV): A lane of traffic in a major roadway reserved for vehicles carrying two or more (sometimes three or more) persons.

Interest Income: Income gained from interest on funds that have been placed in reserves for capital placement.

ITS: Intelligent Transportation System is a large project with Orbital being the main vendor that is adding CAD/AVL (Computer Aided Dispatch/Automatic Vehicle Locator) capability to our bus fleet.

MAP-21: A federal transportation authorization, entitled Moving Ahead for Progress in the 21st Century (MAP-21). This authorization creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition to a state of good repair, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.

MetroAccess Van: Paratransit service for the mobility impaired that is provided by vans. Typically carries several passengers at one time.

MetroAccess Sedan: Paratransit service for the mobility impaired that is provided by sedans. Typically carries one passenger at one time.

MetroAccess Voucher: Service provided by Yellow Cab when scheduled paratransit service providers are at capacity during the time the registered customer needs to travel.

Net Assets: Captures the aggregate of accumulated revenues and expenses from previous years. This balance is also labeled Fund Equity.

New Start: Discretionary federal transit funds for new or extended fixed guideway systems.

Non-Attainment Area: U.S. region not attaining EPA standards for air pollutants.

Obligation: Funds that have been obligated to a specific purpose but have not been expended.

On-Time Performance: On-time performance is no more than 30 seconds early or 5 minutes and 30 seconds late.

Operating Budget: The portion of the budget that provides for the day-to-day operation of Capital Metro including salaries, benefits, services, materials and other expenses.

Paratransit Services: Complementary transportation services for senior citizens and passengers with disabilities established in accordance with ADA.

Park & Ride: Supports express limited stop service to and from downtown.



Passenger Revenue: Revenue earned through fares charged directly to passengers for transit services.

Peak period: The period during which the maximum amount of travel occurs.

PRC: Service to Pickle Research Center (PRC) and the UT shuttle route.

Prior Years' Carry-Over: Funds which are available to finance subsequent fiscal years for capital budget items.

Purchased Transportation Motor Bus: Fixed Route, Express Route, and Flyer service that is provided by a vendor under contract to Capital Metro.

Recovery Ratio: Operating revenue divided by operating expense.

Revenue hours: The number of hours that the buses are available to the general public and there is a reasonable expectation of carrying passengers (this includes layover time). May be scheduled or actual; see revenue service below.

Revenue Miles: The number of miles that the buses are available to the general public and there is a reasonable expectation of carrying passengers.

Revenue Passengers: Transit passengers who enter the system through the payment of a fare as distinguished from those who enter via an employee or complimentary pass.

Revenue Service: Transit service run for the purpose of generating revenue, with a route beginning and end point, distinguished from trips run for maintenance purposes or trips, which carry passengers without charge.

Ridership: The total number of boardings. Also called "Unlinked Passenger Trips". May be based on fare box counts, driver counts, or estimates.

Sales Tax: A tax levied and collected by the State for the benefit of Capital Metro. Capital Metro currently collects 1% sales tax.

Section 5307 Urbanized Area Formula (Formerly Section 9): A Federal grant administered by the Federal Transit Administration (FTA) for urbanized areas, providing capital, operating, and planning assistance for mass transportation. Funds are apportioned to urbanized areas utilizing a formula based on population, population density and other factors associated with transit service and ridership.

Section 5309 Capital Program Funds: A Federal grant that provides assistance for the establishment of new rail transit projects, improvement and maintenance of existing rail transit and other fixed-guideway systems, buses and other bus-related capital projects. The bus-funding portion is a discretionary allocation program.

Service Span: The length of time during the 24-hour day when service is provided.

Service Area: City of Austin and several surrounding areas within Travis County and Williamson County extending over 500 square miles. The service area participates in a one percent (1%) sales tax for funding support and participation with Capital Metro.

Special Events: Service provided to major events such as the Trail of Lights, Austin City Limits Music Festival and South by Southwest (SXSW).

Subscription Service: A standing paratransit trip reservation for a ride occurring at least once a week from the same origin to the same destination at the same time.

Subsidy / Passenger: The difference between the operating expense and operating revenue divided by the number of boardings.

Third Party Fares: Fares paid by a third party usually for continuous routine service.

Transit Operations: Those authority functions directly or indirectly related to the provision of transportation service.

TVM: Ticket Vending Machine system that encompasses 1) the physical devices at various rail/bus stops where a customer can purchase a ticket/pass and 2) a central computer with software that communicates to the various machines in the field.

UT Shuttle: The bus service provided to connect student living areas with the University of Texas campus. Also provides circulator service around the university campus. Currently provided by First Transit.

Van Pool Program: A service provided for a group of people who live and work in close proximity to each other. This service relieves congestion, and reduces pollution.

Vehicle Hours: The total number of hours that the buses are in service, this including both revenue and deadhead hours.

Vehicle Miles: The total number of miles traveled while the buses are in service. This includes both revenue and deadhead miles.

Wheelchair Boardings: The number of times a wheelchair boards on directly operated buses. Does not include MetroAccess or contracted services.

Zero-based Budgeting: A method of budgeting in which all expenditures must be justified each new budget period, as opposed to only explaining the amounts requested in excess of the previous period's funding.



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Capital Metropolitan Transportation Authority
Approved FY2014-FY2018 Capital Improvement Plan

Project	Type	FY2014 Budget	FY2015 Budget	FY2016 Budget	FY2017 Budget	FY2018 Budget	Total
Bus Benches	Facilities	100,000	100,000	100,000	100,000	100,000	500,000
Bus Shelters	Facilities	154,000	100,000	100,000	100,000	100,000	554,000
Bus Stop Accessibility Improvements	Facilities	3,087,021	1,855,550	1,122,180	-	-	6,064,751
Bus Stop Litter Containers	Facilities	100,000	100,000	100,000	100,000	100,000	500,000
Bus Stop Signage	Facilities	720,606	191,769	-	-	-	912,375
Digital clocks for Techridge Park & Ride	Facilities	28,000	-	-	-	-	28,000
Fitness Equipment	Facilities	30,000	-	-	-	-	30,000
Fuel System Upgrade	Facilities	35,000	-	-	-	-	35,000
Fuel System Upgrade at Thompson Lane	Facilities	90,000	-	-	-	-	90,000
Headquarters Facility - Shop Lighting	Facilities	75,000	-	-	-	-	75,000
HVAC chilling system	Facilities	165,000	-	-	-	-	165,000
Kramer Station	Facilities	-	-	975,000	-	-	975,000
Kramer Station bike shelter landscaping	Facilities	5,512	-	-	-	-	5,512
MetroBike Shelters	Facilities	150,000	-	-	-	-	150,000
MetroBike Shelters	Facilities	184,454	-	-	-	-	184,454
North Lamar Transit Center Facility Enhancements	Facilities	350,000	-	-	-	-	350,000
North Operations Facility - HVAC control system	Facilities	75,000	-	-	-	-	75,000
Oakhill Park and Ride replacement	Facilities	16,028	-	-	-	-	16,028
Portable Lifts	Facilities	75,000	-	-	-	-	75,000
Rail Maintenance Building Drainage	Facilities	45,000	-	-	-	-	45,000
Rail Maintenance Building Ventilation System	Facilities	45,000	-	-	-	-	45,000
Reduced Fare ID Card System	Facilities	10,000	-	-	-	-	10,000
Station and Platform Place-Making	Facilities	50,000	-	-	-	-	50,000
UPS System Replacement	Facilities	75,000	-	-	-	-	75,000
Video Development Equipment	Facilities	45,000	-	-	-	-	45,000
CNG rehabilitation at the Central Operations and Maintenance facility	Facilities	-	-	-	-	1,900,000	1,900,000
Customer Comments System Replacement	IT	120,000	-	-	-	-	120,000
Data Warehousing	IT	100,000	250,000	150,000	-	-	500,000
Disadvantaged business enterprise (DBE) compliance software	IT	50,000	-	-	-	-	50,000
Farebox System Upgrade and Ticket Vending Machine Improvements	IT	473,359	-	-	-	-	473,359
Financial System	IT	4,001,300	-	-	-	-	4,001,300
Intelligent Transportation Systems (ITS) Project	IT	5,759,610	4,084,374	-	-	-	9,843,984
Interactive Voice Response (IVR) System Replacement	IT	921,990	-	-	-	-	921,990
IT Infrastructure	IT	17,500	-	-	-	-	17,500
IT Infrastructure Equipment	IT	300,000	300,000	300,000	-	-	900,000
Network Upgrades	IT	400,000	-	-	-	-	400,000
Productivity Software	IT	295,098	-	-	-	-	295,098
Ridership Analysis System	IT	200,000	-	-	-	-	200,000
Risk Management System	IT	100,000	-	-	-	-	100,000
ServiceNow System	IT	75,000	-	-	-	-	75,000
Test System for ITS	IT	125,000	-	-	-	-	125,000
Trapeze Integration System	IT	50,000	-	-	-	-	50,000
MetroRapid Dedicated Transit Lane	MetroRapid	50,000	-	-	-	-	50,000
MetroRapid Project	MetroRapid	18,431,240	123,580	109,375	-	-	18,664,195
Alternative Analysis	Planning	340,310	-	-	-	-	340,310
Austin WYE Realignment	Rail	325,000	-	-	-	-	325,000
Convert Wood Deck Bridge to Open Deck Bridge @ MP52.44	Rail	141,500	-	-	-	-	141,500
Crossings Improvements Reimbursed by TxDOT	Rail	1,000,000	-	-	-	-	1,000,000
Diesel Multiple Unit (DMU) Powertrain Component Rebuild	Rail	500,000	500,000	500,000	500,000	500,000	2,500,000
East End Rail Track Rehabilitation - 90 LB	Rail	2,784,957	900,000	-	-	-	3,684,957
Emergency Walkway and Guardrail for Bridges	Rail	150,000	200,000	-	-	-	350,000
Flashing Lights and Gates @ MP79.05	Rail	176,022	-	-	-	-	176,022
MLK Crossing Preemption	Rail	175,000	-	-	-	-	175,000
Points of Conflict	Rail	300,000	300,000	-	-	-	600,000
Positive Train Control	Rail	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	15,131,500
Private Crossing Signalization at MP 69.04	Rail	200,000	-	-	-	-	200,000
Railroad Bridge Repair/Upgrade	Rail	1,291,866	494,334	454,588	-	-	2,240,788
Saltillo Track Relocation	Rail	5,272,277	-	-	-	-	5,272,277
Serta Yard Material Relocation	Rail	4,104	-	-	-	-	4,104
Capital Project Contingency	Reserve	565,000	-	-	-	-	565,000
Diesel Multiple Unit (DMU) Security Cameras Upgrade	Security	150,000	-	-	-	-	150,000
Security Camera Software Replacement	Security	100,000	-	-	-	-	100,000
Bus Replacements	Vehicles	-	15,000,000	16,000,000	16,000,000	16,000,000	63,000,000
High-Rail Vehicles	Vehicles	120,000	-	-	-	-	120,000
ITS equipment and Dynamic Message Signs Vehicle Spare Parts	Vehicles	250,000	-	-	-	-	250,000
Non-revenue vehicle replacement	Vehicles	180,000	-	-	180,000	180,000	540,000
Northbase paratransit dispatch console	Vehicles	100,000	-	-	-	-	100,000
Paratransit Vehicle Replacement	Vehicles	5,317,664	1,500,000	-	2,161,503	-	8,979,167
Paratransit van replacement	Vehicles	375,000	-	-	-	-	375,000
Radio Communication System Replacement	Vehicles	1,328,434	-	-	-	-	1,328,434
Total Expense		59,419,352	26,999,607	20,911,143	21,326,503	28,735,000	157,391,605
Revenue		FY2014 Budget	FY2015 Budget	FY2016 Budget	FY2017 Budget	FY2018 Budget	Total
Grant		30,046,984	5,911,701	327,500	240,000	240,000	36,766,185
Local		29,372,368	21,087,906	20,583,643	21,086,503	28,495,000	120,625,420
Total Revenue		59,419,352	26,999,607	20,911,143	21,326,503	28,735,000	157,391,605

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Project Name Bus Benches

Project Type Facilities

Project Description

This project will procure and install new and replacement bus stop benches.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	21,500	100,000	100,000	100,000	100,000	100,000	521,500
Total	-	21,500	100,000	100,000	100,000	100,000	100,000	521,500
Funding Sources								
Local	-	4,300	20,000	20,000	20,000	20,000	20,000	104,300
Grants	-	17,200	80,000	80,000	80,000	80,000	80,000	417,200
Total	-	21,500	100,000	100,000	100,000	100,000	100,000	521,500

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project as neither the complexity nor the overall quantity of bus stop facilities is increased.

Project Benefits

This project provides bus benches for customers at bus stops.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.

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Project Name Bus Shelters

Project Type Facilities

Project Description

This project will procure and install new and replacement bus stop shelters.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	6,000	154,000	100,000	100,000	100,000	100,000	560,000
Total	-	6,000	154,000	100,000	100,000	100,000	100,000	560,000
Funding Sources								
Local	-	1,200	30,800	20,000	20,000	20,000	20,000	112,000
Grants	-	4,800	123,200	80,000	80,000	80,000	80,000	448,000
Total	-	6,000	154,000	100,000	100,000	100,000	100,000	560,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project as neither the complexity nor the overall quantity of bus stop facilities is increased.

Project Benefits

This project provides bus shelters for customers at bus stops.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.

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Project Name Bus Stop Accessibility Improvements

Project Type Facilities

Project Description

This project will provide bus stop improvements such as concrete pads, wheelchair ramps, access to sidewalks or adjacent parking lots and the movement of fixtures to ensure adequate clearance.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	1,805,245	2,328,129	3,087,021	1,855,550	1,122,180	-	-	10,198,125
Total	1,805,245	2,328,129	3,087,021	1,855,550	1,122,180	-	-	10,198,125
Funding Sources								
Local	361,049	465,626	2,967,020	1,855,550	1,122,180	-	-	6,771,425
Grants	1,444,196	1,862,503	120,001	-	-	-	-	3,426,700
Total	1,805,245	2,328,129	3,087,021	1,855,550	1,122,180	-	-	10,198,125

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project as neither the complexity nor the overall quantity of bus stop facilities is increased.

Project Benefits

This project will continue to improve the accessibility of bus stops.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Bus Stop Litter Containers

Project Type Facilities

Project Description

This project will supply additional solar-powered compacting trash containers at various locations.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	86,000	100,000	100,000	100,000	100,000	100,000	586,000
Total	-	86,000	100,000	100,000	100,000	100,000	100,000	586,000
Funding Sources								
Local	-	17,200	20,000	20,000	20,000	20,000	20,000	117,200
Grants	-	68,800	80,000	80,000	80,000	80,000	80,000	468,800
Total	-	86,000	100,000	100,000	100,000	100,000	100,000	586,000

Estimated Operating Cost Impact

The installation of the solar-powered compacting trash containers may reduce staff time spent servicing each location and any efficiencies realized can be confirmed after initial placement and operation.

Project Benefits

This project may reduce the time required to service trash containers at locations where the new units are placed.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices, Objective 2.1 - Strengthen financial health of the agency.

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Project Name Bus Stop Signage

Project Type Facilities

Project Description

The project will procure and install both new and replacement route and general information signage at various bus stops.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	108,231	79,394	720,606	191,769	-	-	-	1,100,000
Total	108,231	79,394	720,606	191,769	-	-	-	1,100,000
Funding Sources								
Local	21,646	15,879	144,121	38,354	-	-	-	220,000
Grants	86,585	63,515	576,485	153,415	-	-	-	880,000
Total	108,231	79,394	720,606	191,769	-	-	-	1,100,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project as neither the complexity nor the overall quantity of bus stop facilities is increased.

Project Benefits

This project assists customers navigate Capital Metro's transportation system by providing Braille to assist blind passengers better navigate the system, and incorporating a numbering system that will make schedules available with a telephone call, and a timepoint indicator to improve on-time performance.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Digital clocks for Techridge Park and Ride

Project Type Facilities

Project Description

The project will include the purchase of digital clocks for the Techridge Park and Ride Facility.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	7,000	28,000	-	-	-	-	35,000
Total	-	7,000	28,000	-	-	-	-	35,000
Funding Sources								
Local	-	7,000	28,000	-	-	-	-	35,000
Grants	-	-	-	-	-	-	-	-
Total	-	7,000	28,000	-	-	-	-	35,000

Estimated Operating Cost Impact

Project Benefits

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Fitness equipment

Project Type Facilities

Project Description

The project will include the purchase of fitness equipment for the new Transit Store and MetroAccess Eligibility Center which will house 60 employees.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	30,000	-	-	-	-	30,000
Total	-	-	30,000	-	-	-	-	30,000
Funding Sources								
Local	-	-	30,000	-	-	-	-	30,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	30,000	-	-	-	-	30,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

The benefits of having employees exercise include reduced health care costs and overall improved employee wellness and morale.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Fuel System Upgrade at Capital Metro Headquarters

Project Type Facilities

Project Description

The purpose of this project is to upgrade the fuel management system located at Capital Metro Headquarters.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	35,000	-	-	-	-	35,000
Total	-	-	35,000	-	-	-	-	35,000
Funding Sources								
Local	-	-	14,000	-	-	-	-	14,000
Grants	-	-	21,000	-	-	-	-	21,000
Total	-	-	35,000	-	-	-	-	35,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

This project replaces the existing fuel management system which has surpassed its useful life, and replacement parts are difficult to obtain.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Improve business practices, Objective 2.1 - Strengthen financial health of the agency.



Project Name Fuel System Upgrade at Thompson Lane

Project Type Facilities

Project Description

The purpose of this project is to upgrade the fuel management system located at Thompson Lane.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	90,000	-	-	-	-	90,000
Total	-	-	90,000	-	-	-	-	90,000
Funding Sources								
Local	-	-	90,000	-	-	-	-	90,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	90,000	-	-	-	-	90,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

This project replaces the existing fuel management system which has surpassed its useful life, and replacement parts are difficult to obtain.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Improve business practices, Objective 2.1 - Strengthen financial health of the agency.

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Project Name Headquarters Facility - Shop Lighting

Project Type Facilities

Project Description

This project was recommended by an Austin Energy Audit and is designed to reduce energy consumption. The project will produce a brighter lighting in the fleet shop and service island area as the metal halide 450 watt lighting is changed to fluorescents lamps.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	150,000	25,000	75,000	-	-	-	-	250,000
Total	150,000	25,000	75,000	-	-	-	-	250,000
Funding Sources								
Local	30,000	5,000	55,000	-	-	-	-	90,000
Grants	120,000	20,000	20,000	-	-	-	-	160,000
Total	150,000	25,000	75,000	-	-	-	-	250,000

Estimated Operating Cost Impact

Operating cost savings of approximately \$23,000 are estimated to be realized as a result of completing this capital project due to reduced energy consumption.

Project Benefits

This project is designed to offset electricity costs for this Capital Metro facility.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices, Objective 2.1- Strengthen financial health of the agency.



Project Name Headquarters Facility - HVAC Chilling System Replacement

Project Type Facilities

Project Description

This project will replace the original HVAC equipment purchased in 1988 which is past its useful life. This project also changes controls from air control to digital control to match existing systems.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	35,000	165,000	-	-	-	-	200,000
Total	-	35,000	165,000	-	-	-	-	200,000
Funding Sources								
Local	-	7,000	33,000	-	-	-	-	40,000
Grants	-	28,000	132,000	-	-	-	-	160,000
Total	-	35,000	165,000	-	-	-	-	200,000

Estimated Operating Cost Impact

No operating costs are expected to be incurred as a result of completing this project due to no negative impact to operations.

Project Benefits

This project replaces the existing HVAC system with a new system which may reduce maintenance and utility costs.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices, Objective 2.1 - Strengthen financial health of the agency.



Project Name Kramer Station

Project Type Facilities

Project Description

This project will design and construct park and ride capabilities on land to be lease from the City of Austin, to serve the Kramer Rail Station.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	-	-	975,000	-	-	975,000
Total	-	-	-	-	975,000	-	-	975,000
Funding Sources								
Local	-	-	-	-	975,000	-	-	975,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	-	-	975,000	-	-	975,000

Estimated Operating Cost Impact

This project is expected to increase operating costs by additional water, electric and maintenance expenses.

Project Benefits

This project will provide Park and Ride capabilities for the Kramer Rail Station.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Kramer Station Bike Shelter Landscaping

Project Type Facilities

Project Description

This project will fund landscaping for the Kramer Station bike shelter.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	9,488	5,512	-	-	-	-	15,000
Total	-	9,488	5,512	-	-	-	-	15,000
Funding Sources								
Local	-	9,488	5,512	-	-	-	-	15,000
Grants	-	-	-	-	-	-	-	-
Total	-	9,488	5,512	-	-	-	-	15,000

Estimated Operating Cost Impact

This project is expected to

Project Benefits

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name MetroBike Shelters

Project Type Facilities

Project Description

This project will provide for the design and construction of bike shelters.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	150,000	-	-	-	-	150,000
Total	-	-	150,000	-	-	-	-	150,000
Funding Sources								
Local	-	-	105,050	-	-	-	-	105,050
Grants	-	-	44,950	-	-	-	-	44,950
Total	-	-	150,000	-	-	-	-	150,000

Estimated Operating Cost Impact

Project Benefits

The new bike cages will better serve Capital Metro bike-riding customers.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.



Project Name MetroBike Shelters

Project Type Facilities

Project Description

This project will provide for the design and construction of bike shelters.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	155,104	450,000	184,454	-	-	-	-	789,558
Total	155,104	450,000	184,454	-	-	-	-	789,558
Funding Sources								
Local	105,123	93,071	36,891	-	-	-	-	235,085
Grants	49,981	356,929	147,563	-	-	-	-	554,473
Total	155,104	450,000	184,454	-	-	-	-	789,558

Estimated Operating Cost Impact

The completion of these bike shelters will result in approximately \$20,000 of maintenance and electric utility operating expenses per year starting in FY2014.

Project Benefits

The new bike cages will better serve Capital Metro bike-riding customers.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.



Project Name North Lamar Transit Center Facility Enhancements

Project Type Facilities

Project Description

This project is intended to upgrade the function and appearance of the North Lamar Transit Center.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	350,000	-	-	-	-	350,000
Total	-	-	350,000	-	-	-	-	350,000
Funding Sources								
Local	-	-	350,000	-	-	-	-	350,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	350,000	-	-	-	-	350,000

Estimated Operating Cost Impact

No change to operating costs are expected with the implementation of this project.

Project Benefits

Project benefits include the improvement of the appearance and operational efficiency of the North Lamar Transit Center Facility.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.



Project Name North Operations Facility - HVAC control system

Project Type Facilities

Project Description

This project replaces the North Operations HVAC control system to make it compatible with the existing automation system which will allow for room temperature to be set with minimums and maximums and track and respond to loads.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	75,000	-	-	-	-	75,000
Total	-	-	75,000	-	-	-	-	75,000
Funding Sources								
Local	-	-	75,000	-	-	-	-	75,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	75,000	-	-	-	-	75,000

Estimated Operating Cost Impact

Beginning in Fiscal Year 2014, after these units are replaced, operating cost savings of up to \$5,000 are estimated to be realized as a result of completing this capital project due to less energy consumption and less maintenance and repair needs expected.

Project Benefits

This project will fix original design flaws and improve energy efficiency.

Strategic Objective

This project supports the following strategic objectives: Goal 2- Improve business practices, Objective 2.1 - Strengthen financial health of the agency.

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Project Name Oakhill Park and Ride Replacement

Project Type Facilities

Project Description

The purpose of this project is to continue to provide Park and Ride transit service to the Oak Hill service area.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	208,972	16,028	-	-	-	-	225,000
Total	-	208,972	16,028	-	-	-	-	225,000
Funding Sources								
Local	-	208,972	16,028	-	-	-	-	225,000
Grants	-	-	-	-	-	-	-	-
Total	-	208,972	16,028	-	-	-	-	225,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because the finished project adds no maintenance or operating expense elements

Project Benefits

This project will allow the continuation of Park and Ride transit service to the Oak Hill area.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Rail Maintenance Building Drainage

Project Type Facilities

Project Description

This is a facility modification to improve the drainage in the service pits. Currently with excessive rain, the water will pool in the pits rendering an unsafe work area.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	45,000	-	-	-	-	45,000
Total	-	-	45,000	-	-	-	-	45,000
Funding Sources								
Local	-	-	45,000	-	-	-	-	45,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	45,000	-	-	-	-	45,000

Estimated Operating Cost Impact

No additional operating costs are anticipated.

Project Benefits

Implementation will result in a safer industrial work environment

Strategic Objective

2.2 Increase accountability - Maintain assets to a state of good repair.



Project Name Rail Maintenance Building Ventilation System

Project Type Facilities

Project Description

This is a facility modification to improve the ventilation in the rail maintenance building. We currently do not have adequate air exchanges for the volume of exhaust with a unit under load.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	45,000	-	-	-	-	45,000
Total	-	-	45,000	-	-	-	-	45,000
Funding Sources								
Local	-	-	45,000	-	-	-	-	45,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	45,000	-	-	-	-	45,000

Estimated Operating Cost Impact

No additional operating costs are anticipated.

Project Benefits

Implementation will result in a safer industrial work environment

Strategic Objective

2.2 Increase accountability - Maintain assets to a state of good repair.

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Project Name Reduced Fare ID Card System

Project Type Facilities

Project Description

This project will provide necessary hardware upgrades for the Reduced Fare ID Card System.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	10,000	-	-	-	-	10,000
Total	-	-	10,000	-	-	-	-	10,000
Funding Sources								
Local	-	-	10,000	-	-	-	-	10,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	10,000	-	-	-	-	10,000

Estimated Operating Cost Impact

No new operating cost changes are expected to be incurred as a result of completing this project.

Project Benefits

This project will keep this customer system in state of good repair.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability.

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Project Name Station and Platform Place-Making

Project Type Facilities

Project Description

Regional Federal Rail Administration (FRA) staff led station and platform assessments with both Transient Oriented Development (TOD) and safety personnel involved. Many fairly small changes were identified that would improve safety, wayfinding, and the overall experience of customers. This project would fund some landscaping changes, bicycle and pedestrian wayfinding materials and installations, and add public art components to existing stations.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	50,000	-	-	-	-	50,000
Total	-	-	50,000	-	-	-	-	50,000
Funding Sources								
Local	-	-	50,000	-	-	-	-	50,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	50,000	-	-	-	-	50,000

Estimated Operating Cost Impact

There is no operating cost impact expected because all of the improvements would fit within the current scope of maintenance and operations services. Some of the improvements are intended to reduce maintenance costs by preventing cutting across grass areas, etc.

Project Benefits

This project will improve safety and customer experience by providing site specific solutions to issues identified by FRA-led interdepartmental group.

Strategic Objective

This project supports the following strategic objectives: 1.1 and 1.2, and 4.3



Project Name Uninterruptible Power Supply (UPS) System Replacement

Project Type Facilities

Project Description

The Uninterruptible Power Supply (UPS) system provides emergency power when mains power fails. This is a state of Good Repair replacement because this system is beyond its useful life resulting in additional maintenance and the associated cost.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	75,000	-	-	-	-	75,000
Total	-	-	75,000	-	-	-	-	75,000
Funding Sources								
Local	-	-	75,000	-	-	-	-	75,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	75,000	-	-	-	-	75,000

Estimated Operating Cost Impact

No additional operating costs are anticipated.

Project Benefits

Installation will result in an increased reliability of our back up power supply in the event of emergencies or unanticipated power outages.

Strategic Objective

2.2 Increase accountability - Maintain assets to a state of good repair.

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Project Name Video Development Equipment

Project Type Facilities

Project Description

The purpose of this project is to purchase equipment necessary to develop and produce promotional videos to display for customers inside the Transit Store.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	45,000	-	-	-	-	45,000
Total	-	-	45,000	-	-	-	-	45,000
Funding Sources								
Local	-	-	45,000	-	-	-	-	45,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	45,000	-	-	-	-	45,000

Estimated Operating Cost Impact

No new operating costs changes are expected to be incurred as a result of completing this project.

Project Benefits

Customers will have the opportunity to watch promotional videos to inform them about the different transportation options provided by Capital Metro while they are at the Transit Store.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Compressed natural gas (CNG) infrastructure at the Central Operations and Maintenance facility

Project Type Facilities

Project Description

The purpose of this project is to install and refurbish fueling infrastructure at the Central Operations and Maintenance facility in preparation for procuring CNG powered vehicles for Capital Metro's fleet.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	-	-	-	-	1,900,000	1,900,000
Total	-	-	-	-	-	-	-	-
Funding Sources								
Local	-	-	-	-	-	-	1,900,000	1,900,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	1,900,000	1,900,000

Estimated Operating Cost Impact

The estimated operating cost impact of the CNG fueling facility is still under development. An additional capital funding allocation for this project of \$500,000 is planned for FY2019 for a total project budget of \$2.4 million.

Project Benefits

A preliminary analysis found that lower overall vehicle operation and maintenance lifecycle costs can be realized through the use of compressed natural gas (CNG) powered vehicles. However, actual cost avoidance is contingent on the fluctuating differential cost between diesel fuel and compressed natural gas.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

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Project Name Customer Comments System Replacement

Project Type IT

Project Description

This project will replace the current customer comments system which is past its useful life.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	120,000	-	-	-	-	120,000
Total	-	-	120,000	-	-	-	-	120,000
Funding Sources								
Local	-	-	72,000	-	-	-	-	72,000
Grants	-	-	48,000	-	-	-	-	48,000
Total	-	-	120,000	-	-	-	-	120,000

Estimated Operating Cost Impact

Maintenance costs are expected to be approximately \$24,000 annually.

Project Benefits

This project will continue to enable Capital Metro to track, report, analyze and act on customer comments, suggestions and complaints.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness.



Project Name Data Warehousing

Project Type IT

Project Description

Data warehousing will improve data access and analytical reporting for Capital Metro.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	100,000	250,000	150,000	-	-	500,000
Total	-	-	100,000	250,000	150,000	-	-	500,000
Funding Sources								
Local	-	-	100,000	250,000	150,000	-	-	-
Grants	-	-	-	-	-	-	-	-
Total	-	-	100,000	250,000	150,000	-	-	500,000

Estimated Operating Cost Impact

Maintenance costs are estimated to be approximately \$100,000 annually once the project is finished.

Project Benefits

Data warehousing will improve data access and analytical reporting for Capital Metro.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

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Project Name Disadvantaged Business Enterprise (DBE) Compliance Software

Project Type IT

Project Description

The current system is past its useful life and new software is needed to better meet the monitoring and reporting needs of the Disadvantaged Business Enterprise (DBE) program.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	50,000	-	-	-	-	50,000
Total	-	-	50,000	-	-	-	-	50,000
Funding Sources								
Local	-	-	50,000	-	-	-	-	50,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	50,000	-	-	-	-	50,000

Estimated Operating Cost Impact

Maintenance costs are estimated to be approximately \$5,000 annually once the project is finished.

Project Benefits

A new software will better meet the monitoring and reporting needs of the Disadvantaged Business Enterprise (DBE) Program.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.



Project Name Farebox system upgrade and ticket vending machine programming changes

Project Type IT

Project Description

This project will upgrade the operating system of the farebox system and fund any needed programming changes to the ticket vending machine software.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	106,641	473,359	-	-	-	-	580,000
Total	-	106,641	473,359	-	-	-	-	580,000
Funding Sources								
Local	-	45,328	314,672	-	-	-	-	360,000
Grants	-	61,313	158,687	-	-	-	-	220,000
Total	-	106,641	473,359	-	-	-	-	580,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

This project upgrades the operating system of the farebox system and funds any needed programming changes to the ticket vending machine software.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience.

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Project Name Financial System

Project Type IT

Project Description

This project will procure a financial system application software with additional functionality and address state of good repair

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	498,700	4,001,300	-	-	-	-	4,500,000
Total	-	498,700	4,001,300	-	-	-	-	4,500,000
Funding Sources								
Local	-	99,740	3,600,260	-	-	-	-	3,700,000
Grants	-	398,960	401,040	-	-	-	-	800,000
Total	-	498,700	4,001,300	-	-	-	-	4,500,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

Upgrading or replacing the existing financial application software will keep the system in compliance with vendor maintenance requirements and provide new features and fixes.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

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Project Name Intelligent Transportation Systems (ITS) Project

Project Type IT

Project Description

Intelligent Transportation Systems (ITS) is a comprehensive approach applying advanced technologies to transit. The overall scope of this project is to provide customers and staff with a graphical map of the service area with the location of a vehicle, provide customers with near real time information on vehicle arrival and departure at rail stations, BRT stops, park and rides and transit centers. The paratransit and rail components of ITS were implemented and the continued ITS project for fiscal years 2012 through 2015 will address additional development work needed to operate under the new Open Sky Radio System being implemented as well as installing on MetroRapid BRT, Fixed Route and migrating paratransit and rail components previously installed to the new radio system.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	9,467,346	2,741,523	5,759,610	4,084,374	-	-	-	22,052,853
Total	9,467,346	2,741,523	5,759,610	4,084,374	-	-	-	22,052,853
Funding Sources								
Local	1,893,469	548,305	1,151,922	816,875	-	-	-	4,410,571
Grants	7,573,877	2,193,218	4,607,688	3,267,499	-	-	-	17,642,282
Total	9,467,346	2,741,523	5,759,610	4,084,374	-	-	-	22,052,853

Estimated Operating Cost Impact

The operating cost impact as a result of completing successive phases of this project is estimated to be \$370,000 in FY2014; \$530,571 in FY2015; \$576,748 in FY2016 and \$605,585 in FY2017 including costs for hardware and software maintenance.

Project Benefits

The ITS project will allow for the real-time location tracking of all Capital Metro vehicles and the subsequent dissemination of vehicle locations to passengers and operational personnel. These technology features will allow passengers to have greater confidence in trip planning timing.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Interactive Voice Response (IVR) System Replacement

Project Type IT

Project Description

This project will replace the existing IVR system with a new IVR system equipped to handle Paratransit customer service calls.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	160,071	102,939	921,990	-	-	-	-	1,185,000
Total	160,071	102,939	921,990	-	-	-	-	1,185,000
Funding Sources								
Local	32,014	20,588	492,398	-	-	-	-	545,000
Grants	128,057	82,351	429,592	-	-	-	-	640,000
Total	160,071	102,939	921,990	-	-	-	-	1,185,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project because the existing IVR system is being replaced with comparable support costs.

Project Benefits

The new IVR will support customer service and phone interface for Paratransit customers during normal business hours and after hours. The new IVR will take call volume loads off of call center staff during normal business hours.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name IT Infrastructure

Project Type IT

Project Description

This project will replace obsolete servers and address the state of good repair.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	457,500	17,500	-	-	-	-	475,000
Total	-	457,500	17,500	-	-	-	-	475,000
Funding Sources								
Local	-	91,500	3,500	-	-	-	-	95,000
Grants	-	366,000	14,000	-	-	-	-	380,000
Total	-	457,500	17,500	-	-	-	-	475,000

Estimated Operating Cost Impact

Maintenance costs are expected to be approximately \$71,250 in Fiscal Year 2016 after the first three-year warranty period ends.

Project Benefits

This project will increase system capacity and maintain state of good repair.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.



Project Name IT Infrastructure Equipment

Project Type IT

Project Description

This project will upgrade/replace aging computer and network infrastructure beyond five-year useful life cycles.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	684,834	300,000	300,000	300,000	300,000	-	-	1,884,834
Total	684,834	300,000	300,000	300,000	300,000	-	-	1,884,834
Funding Sources								
Local	136,967	60,000	300,000	300,000	300,000	-	-	1,096,967
Grants	547,867	240,000	-	-	-	-	-	787,867
Total	684,834	300,000	300,000	300,000	300,000	-	-	1,884,834

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project because the existing infrastructure equipment is being replaced with comparable support costs.

Project Benefits

This project allows Capital Metro to maintain IT equipment necessary to support the existing IT infrastructure.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

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Project Name Network Upgrades

Project Type IT

Project Description

This project will upgrade and replace IT network infrastructure components including: switches, routers, network load balancers, network appliances, toolsets and related equipment..

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	400,000	-	-	-	-	400,000
Total	-	-	400,000	-	-	-	-	400,000
Funding Sources								
Local	-	-	400,000	-	-	-	-	400,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	400,000	-	-	-	-	400,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project.

Project Benefits

This project ensures the IT Network infrastructure meets the requirements to deliver all of our systems to our employees and customers.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability

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Project Name Productivity Software

Project Type IT

Project Description

This project will replace obsolete email system, office productivity software and address state of good repair.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	252,702	295,098	-	-	-	-	547,800
Total	-	252,702	295,098	-	-	-	-	547,800
Funding Sources								
Local	-	252,702	295,098	-	-	-	-	547,800
Grants	-	-	-	-	-	-	-	-
Total	-	252,702	295,098	-	-	-	-	547,800

Estimated Operating Cost Impact

Software subscription costs are expected to be \$115,000 annually starting in Fiscal Year 2014.

Project Benefits

Replacing obsolete software is expected to increase productivity and maintain state of good repair.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.



Project Name Ridership Analysis System

Project Type IT

Project Description

This project will provide a centralized database system for ridership processing and analysis.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	200,000	-	-	-	-	200,000
Total	-	-	200,000	-	-	-	-	200,000
Funding Sources								
Local	-	-	200,000	-	-	-	-	200,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	200,000	-	-	-	-	200,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project.

Project Benefits

This project will provide better reporting and less manual effort.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability



Project Name Risk Management System

Project Type IT

Project Description

This project will provide a system to track incidents, manage claims and risks.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	100,000	-	-	-	-	100,000
Total	-	-	100,000	-	-	-	-	100,000
Funding Sources								
Local	-	-	20,000	-	-	-	-	20,000
Grants	-	-	80,000	-	-	-	-	80,000
Total	-	-	100,000	-	-	-	-	100,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of this project.

Project Benefits

This project will allow provide better tools supporting our risk management function.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability

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Project Name ServiceNow System

Project Type IT

Project Description

This project will provide a modern system to track and manage IT requests and incidents.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	75,000	-	-	-	-	75,000
Total	-	-	75,000	-	-	-	-	75,000
Funding Sources								
Local	-	-	75,000	-	-	-	-	75,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	75,000	-	-	-	-	75,000

Estimated Operating Cost Impact

Approximately \$42,000 in maintenance costs are expected to be incurred annually as a result of this project.

Project Benefits

This project will provide improved support of tracking and managing IT system and user issues.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability

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Project Name OrbCad Test System

Project Type IT

Project Description

This project will provide a test system environment for the Computer Aided Dispatch / Automated Vehicle Location System.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	125,000	-	-	-	-	125,000
Total	-	-	125,000	-	-	-	-	125,000
Funding Sources								
Local	-	-	125,000	-	-	-	-	125,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	125,000	-	-	-	-	125,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project

Project Benefits

This project will allow support and upgrades to this system minimizing disruption of our production business operations.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability

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Project Name Trapeze Integration System

Project Type IT

Project Description

This project will reconfigure the Trapeze System to provide greater system flexibility and improved reporting.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	50,000	-	-	-	-	50,000
Total	-	-	50,000	-	-	-	-	50,000
Funding Sources								
Local	-	-	50,000	-	-	-	-	50,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	50,000	-	-	-	-	50,000

Estimated Operating Cost Impact

No operating cost increases are expected to be incurred as a result of completing this project.

Project Benefits

This project will provide greater flexibility in the scheduling and dispatch of our service routes.

Strategic Objective

This project supports the following strategic objective: Improve Business Practices - Increase Accountability

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Project Name MetroRapid Dedicated Transit Lane

Project Type MetroRapid

Project Description

The Interlocal Agreement between Capital Metro and the City of Austin stipulates that Capital Metro will contribute up to \$50,000 toward the dedication of a transit only lane on Guadalupe and Lavaca in downtown Austin. This transit lane dedication will help to minimize conflicts between auto traffic and transit vehicles and will help provide a more efficient service downtown.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	50,000	-	-	-	-	50,000
Total	-	-	50,000	-	-	-	-	50,000
Funding Sources								
Local	-	-	50,000	-	-	-	-	50,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	50,000	-	-	-	-	50,000

Estimated Operating Cost Impact

This contribution to the City will not result in an operating cost impact to Capital Metro.

Project Benefits

This project will help the MetroRapid achieve its service timelines and meet its operating objectives.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness; Goal 4 - Be a regional leader, Objective 4.2 - Grow the service area and customer base.

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Project Name MetroRapid - Bus Rapid Transit

Project Type MetroRapid

Project Description

MetroRapid - Bus Rapid Transit (BRT) is a limited-stop bus service which initially will service the North Lamar/South Congress and Burnet/South Lamar routes. This project is part of the All Systems Go Long-Range Transit Plan.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
MetroRapid	4,927,108	24,029,697	18,431,240	123,580	109,375	-	-	47,621,000
Total	4,927,108	24,029,697	18,431,240	123,580	109,375	-	-	47,621,000
Funding Sources								
Local	985,422	4,805,939	3,686,248	24,716	21,875	-	-	9,524,200
Grants	3,941,686	19,223,758	14,744,992	98,864	87,500	-	-	38,096,800
Total	4,927,108	24,029,697	18,431,240	123,580	109,375	-	-	47,621,000

Estimated Operating Cost Impact

The estimated operating cost impact of this project for fuel and vehicle contract operation in FY2014 is estimated to be \$5.7 million and \$10.9 million in FY2015 when the operating costs for both lines are annualized.

Project Benefits

MetroRapid - Bus Rapid Transit (BRT) will provide real-time bus arrival information at all MetroRapid stops, 10-minute frequency during peak and 15 minutes during off-peak service with reduced travel times up to 20 percent aided by traffic signal preemption technology. MetroRapid uniquely branded bus stops will be near to local service bus stops and passengers will be able to connect to two MetroRail stations.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness; Goal 4 - Be a regional leader, Objective 4.2 - Grow the service area and customer base.

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Project Name Alternative Analysis

Project Type Planning

Project Description

This project is part of a grant application submitted to evaluate potential transportation improvements within the Central Texas region, to include north central Austin and the cities of Round Rock, Pflugerville, and Georgetown including roadway improvements, upgrades and/or expansion to the existing Capital Metro MetroRail Red Line, and other transit improvements such as the implementation of Bus Rapid Transit (BRT) corridors. Integral to this study is a review and refinement of the Capital Area Metropolitan Planning Organization (CAMPO) travel demand model. A grant application has been submitted under Fiscal Year 2010 Discretionary Livability Funding Opportunity: Alternatives Analysis Program.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	1,170,000	958,440	340,310	-	-	-	-	2,468,750
Total	1,170,000	958,440	340,310	-	-	-	-	2,468,750
Funding Sources								
Local	234,000	191,688	68,062	-	-	-	-	493,750
Grants	936,000	766,752	272,248	-	-	-	-	1,975,000
Total	1,170,000	958,440	340,310	-	-	-	-	2,468,750

Estimated Operating Cost Impact

No operating costs are expected to be incurred as a result of completing this study.

Project Benefits

The overarching goal of the proposed study is to determine a set of reasonable and feasible transportation options that could mitigate congestion and provide an alternative to vehicular traffic within the North Central Corridor. Other goals of the proposed study include finding an alternative transportation choice that links major traffic generators, serves existing communities and neighborhoods, and promotes economic development, while providing an alternative transportation option for residents of the City of Austin's planned affordable housing developments in and around Downtown Austin.

Strategic Objective

This project supports the following strategic objectives: Goal 4 - Be a regional leader, Objective 4.1 - Lead public transportation planning and innovation.



Project Name Austin WYE Realignment

Project Type Rail

Project Description

Remove the diamond at Austin Junction once Balcones relocates and realign the curvature to reduce rail wear and angle of attack on the switch points reducing the possibility of wheel climb derailments.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	325,000	-	-	-	-	325,000
Total	-	-	325,000	-	-	-	-	325,000
Funding Sources								
Local	-	-	325,000	-	-	-	-	325,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	325,000	-	-	-	-	325,000

Estimated Operating Cost Impact

Under the current contract, there will be no impact to operating costs due to fixed price for track maintenance, however, there will be less maintenance required due the diamond being removed from this location.

Project Benefits

This project will lessen the curvature of this curve, reduce train noise, increase operating speeds, and lessen the chances of any derailment for the freight trains.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Convert Wood Deck Bridge to Open Deck Bridge @ MP52.44

Project Type Rail

Project Description

This project will convert the ballasted deck bridge section of this bridge to an open deck bridge section and eliminate the aging ballast deck.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	858,500	141,500	-	-	-	-	1,000,000
Total	-	858,500	141,500	-	-	-	-	1,000,000
Funding Sources								
Local	-	858,500	141,500	-	-	-	-	1,000,000
Grants	-	-	-	-	-	-	-	-
Total	-	858,500	141,500	-	-	-	-	1,000,000

Estimated Operating Cost Impact

This project can result in a decrease in inspection frequency of the ballasted deck once it has been converted to an open deck.

Project Benefits

This project will address the state of good repair.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Crossings improvements reimbursed by the Texas Department of Transportation (TxDot)

Project Type Rail

Project Description

This project provides surface or crossing signal system upgrades at TxDot selected grade railroad crossings reimbursed by the Texas Department of Transportation

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	1,000,000	-	-	-	-	1,000,000
Total	-	-	1,000,000	-	-	-	-	1,000,000
Funding Sources								
Local	-	-	-	-	-	-	-	-
TxDot Reimbursement	-	-	1,000,000	-	-	-	-	1,000,000
Total	-	-	1,000,000	-	-	-	-	1,000,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project because the work performed at these crossings is reimbursed by the Texas Department of Transportation.

Project Benefits

This project will provide smooth crossing surfaces for motor vehicles and lighting upgrades at TxDot selected crossings.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Diesel Multiple Unit (DMU) Powertrain Component Rebuild

Project Type Rail

Project Description

This project will rebuild or replace selected DMU powertrain, door, and truck componets per the manufacturer's recommendations at the rate of one DMU per year.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000
Total	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000
Funding Sources								
Local	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	500,000	500,000	500,000	500,000	500,000	2,500,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project.

Project Benefits

This project will ensure the continued high operating reliability of the DMU by rebuilding or replacing selected powertrain, truck, and door components in accordance with the manufacturer's recommendations.

Strategic Objective

This project supports the following strategic objectives: 1.2 Make Riding Safe, Reliable and Accessible; 2.2 Increase Accountability.

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Project Name East End Rail Track Rehabilitation - from 90 LB to 115 LB

Project Type Rail

Project Description

This project will replace 90 lb rail manufactured in the early 1900's with 115 lb rail. The limits of the project are from Austin Junction MP57 to MP40.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	1,315,043	2,784,957	900,000	-	-	-	5,000,000
Total	-	1,315,043	2,784,957	900,000	-	-	-	5,000,000
Funding Sources								
Local	-	1,315,043	2,784,957	900,000	-	-	-	5,000,000
Grants	-	-	-	-	-	-	-	-
Total	-	1,315,043	2,784,957	900,000	-	-	-	5,000,000

Estimated Operating Cost Impact

The number of broken rail may decrease resulting in a reduction in the number of broken rail repairs needed which may allow track maintenance staff to perform more preventative maintenance.

Project Benefits

This project will address the state of good repair.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Emergency Walkways for Bridges in the Commuter Corridor

Project Type Rail

Project Description

This project will install emergency walkways on three bridges in the commuter corridor.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	-	150,000	200,000	-	-	-	350,000
Total	-	-	150,000	200,000	-	-	-	350,000
Funding Sources								
Local	-	-	150,000	200,000	-	-	-	350,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	150,000	200,000	-	-	-	350,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project

Project Benefits

This project will install emergency walkways on the bridges located at MP 61.61, 67.34, and 78.63 in the commuter corridor so passengers exiting a train stopped on the bridge will have a pathway off the bridge.

Strategic Objective

This project supports the following strategic objectives: 1.2 Making Riding Safe, Reliable and Accessible.



Project Name Flashing lights and gates @ MP79.05

Project Type Rail

Project Description

This project will install active grade crossing warning devices (flashing lights and two gates) at this crossing to insure the motoring public stops when a train is approaching and crossing this location. This location is a private crossing.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	8,978	176,022	-	-	-	-	185,000
Total	-	8,978	176,022	-	-	-	-	185,000
Funding Sources								
Local	-	8,978	176,022	-	-	-	-	185,000
Grants	-	-	-	-	-	-	-	-
Total	-	8,978	176,022	-	-	-	-	185,000

Estimated Operating Cost Impact

Approximately four to eight hours of signal maintenance time per month are expected at this location.

Project Benefits

This project, made at the request of the City of Cedar Park, will provide an active grade crossing warning system at a private crossing which has experienced a number of train/motor vehicle incidents.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Martin Luther King Crossing Preemption

Project Type Rail

Project Description

This project will insure that vehicles are not trapped in the area between the traffic signal at MLK and Alexander Avenue and the MetroRail tracks when the traffic signal at MLK and Alexander Avenue is red and an approaching train starts the grade crossing warning system.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	175,000	-	-	-	-	175,000
Total	-	-	175,000	-	-	-	-	175,000
Funding Sources								
Local	-	-	175,000	-	-	-	-	175,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	175,000	-	-	-	-	175,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

This project incorporates a crossing clear out time to insure that motor vehicles are not backed up on the tracks when a train is approaching the MLK crossing when the traffic signal at MLK and Alexander Avenue is red. This will allow the signal at the MLK and Alexander Avenue intersection to operate in its designed mode instead of flashing yellow.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Points of Conflict

Project Type Rail

Project Description

This project provides the ability to segment Capital Metro's track within the Centralized Traffic Control to allow freight and commuter to operate at the same time. This project would install two way, automatic derails at Castle and the Union Pacific Overpass which will allow for the Abbott Yard switching to take place while commuter would be able to operate between downtown and either Howard Station and/or Lakeline, depending on where the derails are located. The Federal Railroad Administration has indicated they would allow for segmenting Capital Metro's track once the proper equipment is in place to allow for the segmentation of the track to occur.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	300,000	300,000	-	-	-	600,000
Total	-	-	300,000	300,000	-	-	-	600,000
Funding Sources								
Local	-	-	300,000	300,000	-	-	-	600,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	300,000	300,000	-	-	-	600,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because the maintenance of way is fixed cost/rate for the entire line which is being maintained by a contractor.

Project Benefits

This project allows Capital Metro to run both commuter and freight operations (to McNeil Junction) at the same time. In addition, the project will allow for the Steam Train Association to operate on weekends while the commuter trains operate.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Positive Train Control

Project Type Rail

Project Description

The purpose of this project is to meet the Federal Railroad Administration requirements to install a positive train control systems on commuter rail systems.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	42,009	8,500	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	15,182,009
Total	42,009	8,500	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	15,182,009
Funding Sources								
Local	42,009	8,500	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	15,182,009
Grants	-	-	-	-	-	-	-	-
Total	42,009	8,500	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	15,182,009

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because the maintenance of way is a fixed cost/rate for the entire line which is being maintained by a contractor. However, software maintenance costs would be incurred when the project is completed.

Project Benefits

This project will provide enhanced train detection systems controls which will provide constant on board train control with the purpose of avoiding train collisions, work zone violations, and signal violations.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Private Crossing Signalization at MP 69.04

Project Type Rail

Project Description

This project will design and install an active highway grade crossing at the private passive private crossing located at MP 69.04.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	200,000	-	-	-	-	200,000
Total	-	-	200,000	-	-	-	-	200,000
Funding Sources								
Local	-	-	200,000	-	-	-	-	200,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	200,000	-	-	-	-	200,000

Estimated Operating Cost Impact

This project is expected to result in electricity and maintenance costs between \$500 and \$1,000 annually.

Project Benefits

This project will provide motorists and pedestrians who utilize this passive private grade crossing with an active highway grade crossing warning system.

Strategic Objective

This project supports the following strategic objectives: 1.2 Making Riding Safe, Reliable and Accessible.

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Project Name Railroad Bridge Maintenance

Project Type Rail

Project Description

This project continues the repairs/ upgrades of the timber bridges on the railroad (with the exception of 52.44) so that they are raised from condition 1 and 2 to condition 3.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	1,489,279	652,038	1,291,866	494,334	454,588	-	-	4,382,105
Total	1,489,279	652,038	1,291,866	494,334	454,588	-	-	4,382,105
Funding Sources								
Local	1,489,279	652,038	1,291,866	494,334	454,588	-	-	4,382,105
Grants	-	-	-	-	-	-	-	-
Total	1,489,279	652,038	1,291,866	494,334	454,588	-	-	4,382,105

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project.

Project Benefits

The Railroad Bridge Maintenance Program will be in compliance with federal guidelines for bridge safety.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Saltillo Track Relocation

Project Type Rail

Project Description

This project includes a shift in the current layout of the tracks at this location to allow for increased development of the site.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	127,723	5,272,277	-	-	-	-	5,400,000
Total	-	127,723	5,272,277	-	-	-	-	5,400,000
Funding Sources								
Local	-	25,545	1,054,455	-	-	-	-	1,080,000
Grants	-	102,178	4,217,822	-	-	-	-	4,320,000
Total	-	127,723	5,272,277	-	-	-	-	5,400,000

Estimated Operating Cost Impact

This project will require additional track maintenance, however due to the track being completely rebuilt and realigned, additional costs may not be required for five to ten years out.

Project Benefits

This project may result in increased development opportunities to allow for better value for developers.

Strategic Objective

This project supports the following strategic objectives: Goal 4 - Be a regional leader, Objective 4.3 - Play key role in smart growth and sustainable development.

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Project Name Serta Yard Rail Material Relocation

Project Type Rail

Project Description

This project relocates all materials on the north side of the Serta building to make way for MetroRapid buses.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	51,734	4,104	-	-	-	-	55,838
Total	-	51,734	4,104	-	-	-	-	55,838
Funding Sources								
Local	-	51,734	4,104	-	-	-	-	55,838
Grants	-	-	-	-	-	-	-	-
Total	-	51,734	4,104	-	-	-	-	55,838

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of this project because this move of material is a result of MetroRapid buses needing the north side of the Serta Yard.

Project Benefits

This project will provide room at the Serta facility for the MetroRapid project by relocating maintenance material to another location.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.1 - Increase user friendliness; Goal 4 - Be a regional leader, Objective 4.2 - Grow the service area and customer base.



Project Name Capital Project Contingency

Project Type Contingency

Project Description

This is a capital project reserve for contingencies.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	565,000	-	-	-	-	565,000
Total	-	-	565,000	-	-	-	-	565,000
Funding Sources								
Local	-	-	565,000	-	-	-	-	565,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	565,000	-	-	-	-	565,000

Estimated Operating Cost Impact

This is a proposed capital project reserve for contingencies and there is no operating cost impact expected.

Project Benefits

This capital project reserve funds for project contingencies if needed.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

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Project Name Diesel Multiple Unit (DMU) Security Cameras Upgrade

Project Type Security

Project Description

This project upgrades existing security cameras to the commuter railcars.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	150,000	-	-	-	-	150,000
Total	-	-	150,000	-	-	-	-	150,000
Funding Sources								
Local	-	-	30,000	-	-	-	-	30,000
Grants	-	-	120,000	-	-	-	-	120,000
Total	-	-	150,000	-	-	-	-	150,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because this project only upgrades existing cameras on the Diesel Multiple Unit (DMU) fleet.

Project Benefits

This project upgrades existing security cameras to the commuter railcars.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name Security Camera Software Replacement

Project Type Security

Project Description

This project will replace the existing security camera software with newer technology.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	100,000	-	-	-	-	100,000
Total	-	-	100,000	-	-	-	-	100,000
Funding Sources								
Local	-	-	20,000	-	-	-	-	20,000
Grants	-	-	80,000	-	-	-	-	80,000
Total	-	-	100,000	-	-	-	-	100,000

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because existing technology is being replaced and current maintenance costs will continue.

Project Benefits

This project will replace the existing security camera software with newer technology.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Bus Replacements

Project Type Vehicles

Project Description

This project will replace revenue transit buses on a scheduled basis based on vehicles meeting and exceeding their useful life expectancy prior to replacement.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	20,174,475	2,497,359	-	22,578,753	22,761,305	15,260,357	15,048,357	98,320,606
Total	20,174,475	2,497,359	-	22,578,753	22,761,305	15,260,357	15,048,357	98,320,606
Funding Sources								
Local	1,217,475	154,359	-	10,426,830	22,761,305	15,260,357	15,048,357	64,868,683
Loan	8,900,000	1,100,000	-	10,000,000	-	-	-	20,000,000
Grants	10,057,000	1,243,000	-	2,151,923	-	-	-	13,451,923
Total	20,174,475	2,497,359	-	22,578,753	22,761,305	15,260,357	15,048,357	98,320,606

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because existing buses are being replaced on a replacement schedule.

Project Benefits

The project replaces revenue transit buses which are past their useful life expectancy. Maintenance costs are expected to be reduced.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

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Project Name Portable Lifts

Project Type Facilities

Project Description

This project will upgrade ground lifts which have had problems with leaking seals and are past the warranty period.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	75,000	-	-	-	-	75,000
Total	-	-	75,000	-	-	-	-	75,000
Funding Sources								
Local	-	-	75,000	-	-	-	-	75,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	75,000	-	-	-	-	75,000

Estimated Operating Cost Impact

No operating costs are expected to be incurred as a result of completing this project due to no anticipated increased maintenance costs for the units.

Project Benefits

This project will upgrade ground lifts which have had problems with leaking seals and are past the warranty period.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Project Name High-Rail Vehicles

Project Type Vehicles

Project Description

This project will replace life expired high rail vehicles with new high rail vehicles.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	120,000	-	-	-	-	120,000
Total	-	-	120,000	-	-	-	-	120,000
Funding Sources								
Local	-	-	120,000	-	-	-	-	120,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	120,000	-	-	-	-	120,000

Estimated Operating Cost Impact

The purchase of the high rail vehicles will not negatively affect operating costs, as it replaces old vehicles.

Project Benefits

This project will improve reliability for the rail maintenance team.

Strategic Objective

This project supports the following strategic objectives: Provide a great customer experience. 1.2 Make riding safe, and reliable.

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Project Name ITS and DMS Vehicle Spare Parts

Project Type Vehicles

Project Description

This project will provide for the procurement of critical spare parts and components that will enable the maintenance and repair of these systems.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	250,000	-	-	-	-	250,000
Total	-	-	250,000	-	-	-	-	250,000
Funding Sources								
Local	-	-	250,000	-	-	-	-	250,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	250,000	-	-	-	-	250,000

Estimated Operating Cost Impact

The spare parts for the Intelligent Transportation System (ITS) and Dynamic Message Signs (DMS) equipment will not impact the operating costs and without these spare parts, the operating costs would increase.

Project Benefits

This project will allow for the continued operation of the communications systems while failed components are repaired as needed.

Strategic Objective

This project supports the following strategic objectives: 1, Increase user friendliness by facilitating system operation in the case of failed parts and components.

Capital Metropolitan Transportation Authority
Approved FY2014-FY2018 Capital Improvement Plan



Project Name Non-Revenue Vehicle Replacement

Project Type Vehicles

Project Description

This project replaces non revenue vehicles that have been used to support the transit operations after they have met their service life expectancy.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	642,870	180,000	-	-	180,000	180,000	1,182,870
Total	-	642,870	180,000	-	-	180,000	180,000	1,182,870
Funding Sources								
Local	-	128,574	180,000	-	-	180,000	180,000	668,574
Grants	-	514,296	-	-	-	-	-	514,296
Total	-	642,870	180,000	-	-	180,000	180,000	1,182,870

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because existing vehicles are being replaced on a replacement schedule.

Project Benefits

The project replaces non-revenue vehicles which are past their useful life expectancy, and maintenance costs are expected to be reduced.

Strategic Objective

This project supports the following strategic objectives: Goal 2 - Improve business practices.

Capital Metropolitan Transportation Authority
 Approved FY2014-FY2018 Capital Improvement Plan



Project Name Northbase Open Sky Console

Project Type Vehicles

Project Description

This project will provide for a new Open Sky radio console for the North Base Paratransit operations. By providing this for the contractor, Capital Metro will not have to pay for the contractor to purchase or rent one.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	-	-	100,000	-	-	-	-	100,000
Total	-	-	100,000	-	-	-	-	100,000
Funding Sources								
Local	-	-	100,000	-	-	-	-	100,000
Grants	-	-	-	-	-	-	-	-
Total	-	-	100,000	-	-	-	-	100,000

Estimated Operating Cost Impact

The purchase of this console will not increase the operating costs.

Project Benefits

This project will provide for a new Open Sky radio console for the North Base Paratransit operations.

Strategic Objective

This project supports the following strategic objectives: Provide for a great customer experience. 1.2 Make riding safe, reliable and accessible.

Capital Metropolitan Transportation Authority
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Project Name Paratransit Vehicle Replacement

Project Type Vehicles

Project Description

This project replaces revenue paratransit vehicles on a scheduled basis based on vehicles meeting and exceeding their useful life expectancy prior to replacement.

	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Spending Categories								
Other:	1,156,872	843,128	5,692,664	1,500,000	-	2,161,503	-	11,354,167
Total	1,156,872	843,128	5,692,664	1,500,000	-	2,161,503	-	11,354,167
Funding Sources								
Local	231,374	168,626	3,114,540	1,500,000	-	2,161,503	-	7,176,043
Grants	925,498	674,502	2,578,124	-	-	-	-	4,178,124
Total	1,156,872	843,128	5,692,664	1,500,000	-	2,161,503	-	11,354,167

Estimated Operating Cost Impact

No new operating costs are expected to be incurred as a result of completing this project because existing vehicles are being replaced on a replacement schedule.

Project Benefits

The project replaces revenue paratransit vehicles which are past their useful life expectancy. Maintenance costs are expected to be reduced.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.

Capital Metropolitan Transportation Authority
 Approved FY2014-FY2018 Capital Improvement Plan



Project Name Radio Communication System Replacement

Project Type Vehicles

Project Description

Capital Metro has an interlocal agreement with the Lower Colorado River Authority for the provision of air time and the use of communication towers and infrastructure. Capital Metro's analog radio system has reached the end of its useful life and needs to be replaced in preparation for the Lower Colorado River Authority's plans to change over to a digital trunked radio system which will require system changes by 2014.

Spending Categories	Spending from project inception to FY2012	Forecast spending FY2013	FY2014 - FY2018 Capital Improvement Plan					Total
			FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Other:	-	3,259,662	1,328,434	-	-	-	-	4,588,096
Total	-	3,259,662	1,328,434	-	-	-	-	4,588,096
Funding Sources								
Local	-	3,259,662	1,328,434	-	-	-	-	4,588,096
Grants	-	-	-	-	-	-	-	-
Total	-	3,259,662	1,328,434	-	-	-	-	4,588,096

Estimated Operating Cost Impact

No new operating cost changes are expected to be incurred as a result of completing this project because this is a replacement of technology and current maintenance costs will continue.

Project Benefits

A radio technology based on a digital platform would allow more talking paths to occur simultaneously and bandwidth consumption is expected to be reduced along with external background noises.

Strategic Objective

This project supports the following strategic objectives: Goal 1 - Provide a great customer experience, Objective 1.2 - Make riding safe, reliable and accessible.



Consistent with the Budget and Financial Planning Policy, the Long Range Financial Plan incorporates the forecasts for revenue and expenditures and financing options for Capital Metro through FY 2020. The Long Range Financial Plan assumes ongoing improvement in Capital Metro's financial condition over the forecast period based on known economic and operational factors which are subject to change.

The Long Range Financial Plan assumes meeting reserve targets per the requirement of Senate Bill 650, 82nd Texas legislature regular session; maintaining current service levels; planning for MetroRapid service on current planned schedule; planning for Positive Train Control fiscal impact; providing funding for bus replacement; and addressing other state of good repair requirements, including IT infrastructure.

The Long Range Financial Plan also assumes a sales tax growth at 4.5% annually, moderate growth in ridership, payout of some interlocal agreements, additional funding of the pension plan for 10 years beginning in FY2013 and estimated levels of federal funding. Known risks within the Long Range Financial Plan are changing federal grant levels and a prolonged economic recovery. However, these risks will continue to be assessed and the Long Range Financial Plan would be modified as needed.

**Capital Metropolitan Transportation Authority
Long Range Financial Plan
FY 2013 - FY 2020**

	2013	2014	2015	2016	2017	2018	2019	2020
Revenues:								
Passenger Revenue								
-Bus Fixed Route	9,196,106	9,032,633	8,132,636	8,219,498	8,355,405	8,376,294	8,531,107	8,409,286
-Fixed Route Express	340,058	603,657	609,066	606,578	608,095	609,612	611,129	612,647
-CARTS	33,064	44,809	44,921	45,034	45,146	45,258	45,370	45,482
-MetroAccess	864,709	864,709	864,709	864,709	864,709	864,709	864,709	864,709
-UT Shuttle	6,203,741	6,488,640	6,615,777	6,748,908	6,883,037	7,021,564	7,161,996	7,302,235
-Ridershare	533,258	512,550	513,829	515,113	516,400	517,687	518,974	520,261
-MetroRapid	640,951	740,354	740,354	740,354	740,354	740,354	740,354	740,354
-MetroRail	756,880	856,518	856,518	856,518	856,518	856,518	856,518	856,518
Subtotal-Passenger Revenue	18,136,732	19,161,820	19,415,873	19,664,583	19,965,641	20,193,896	20,540,309	21,114,159
Freight Income	4,594,053	4,844,467	4,861,419	4,883,307	4,766,634	4,766,634	4,766,634	4,997,239
Sales Tax	175,999,186	182,159,158	190,356,320	198,522,355	207,873,860	217,228,184	227,003,452	237,218,608
5307 Formula Grant - Operating Grant, I.A., GeoTown	30,301,130	29,130,890	28,000,000	28,000,000	28,000,000	28,000,000	28,000,000	28,000,000
Other Non-Operating Revenue	2,713,138	3,415,460	3,528,170	3,644,600	3,764,872	3,889,112	4,017,453	4,150,029
Commuter Rail weekend service	-	-	104,662	104,924	105,188	105,449	105,713	105,977
Long term debt proceeds	-	-	-	-	-	-	20,000,000	20,000,000
Total Revenue	231,784,239	238,711,818	248,008,444	255,019,768	264,476,153	274,183,276	304,433,581	295,548,072
Operating Expenses:								
Operating expense less contracted service/fuel	58,415,168	73,848,460	76,802,398	79,874,494	83,069,474	86,392,253	90,845,577	94,479,400
Fuel	17,613,928	19,444,993	20,222,783	21,031,704	21,872,973	22,747,862	23,667,807	24,634,119
Commuter rail weekend service	5,998,012	6,903,624	7,110,733	7,324,055	7,543,792	7,770,090	8,003,192	8,243,288
Fuel route contracted services	78,745,151	84,408,036	86,637,475	89,245,950	91,877,212	93,425,702	96,068,498	98,730,119
MetroAccess contracted services	19,007,251	22,679,808	25,740,815	28,666,710	28,815,178	27,743,796	29,061,955	30,571,850
Operating expenses	179,284,921	207,284,921	217,532,539	225,214,428	233,319,854	240,285,213	249,909,633	261,058,914
Railcar Lease Payments	2,578,081	2,642,614	2,708,763	2,776,569	2,846,070	2,917,312	2,991,607	3,067,902
Long term debt payment 2012 loan	1,790,000	1,855,000	1,895,000	1,935,000	1,975,000	2,020,000	2,065,000	2,110,000
Long term debt payment on 2019 loan	-	-	-	-	-	-	1,750,000	1,750,000
Total Operating Expense	184,147,081	214,782,535	222,136,303	229,927,997	238,140,924	245,222,625	262,715,300	264,958,914
Intercostal Agreements								
City of Austin - I.A.	7,751,983	8,785,590	10,561,250	12,120,373	6,166,466	-	-	-
City of Austin - Traffic Signal Prioritization	-	210,000	-	-	-	-	-	-
City of Austin-BGA/BCT	1,800,000	1,200,000	-	-	-	-	-	-
Build Central Texas/Regional Mobility	3,700,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Texas County I.A.	-	1,168,929	-	-	-	-	-	-
City of Round Rock	-	522,536	574,790	632,269	695,495	765,045	813,308	894,639
City of Cedar Park	-	272,341	299,575	329,533	362,486	398,734	432,629	442,891
City of Rollingwood	-	7,608	8,369	9,206	10,120	11,139	12,274	13,431
City of Buda	-	34,947	38,442	42,286	46,514	51,166	56,210	61,641
City of Killeen	-	17,467	19,263	21,263	23,486	25,943	28,636	31,566
Total Commitments	13,251,983	12,537,408	11,833,628	13,459,959	7,664,043	1,627,335	1,668,738	1,815,665
Total All Operating Commitments	197,399,074	224,319,943	233,969,930	243,427,956	245,804,967	246,849,960	254,384,036	266,774,573
Net Available	34,364,665	14,391,875	12,036,515	11,591,782	18,671,228	27,333,415	50,049,475	28,771,450
Capital Projects								
Grants Available for Capital Projects								
Metro Rapid BRT TX03-0304, TX03-0298	19,223,758	14,744,992	98,864	87,500	-	-	-	-
Section 5307 Formula Grant - Capital Projects	7,849,191	-	5,813,837	240,000	240,000	240,000	-	-
Section 5307 Formula Grant - Prior Year	-	14,301,981	-	-	-	-	-	-
TXDOT Reimbursement	-	1,000,000	-	-	-	-	-	-
ARRA grants	-	-	-	-	-	-	-	-
Rails with Trails TX06-0204-01	1,095,000	-	-	-	-	-	-	-
Total Grants Available for Capital Projects	27,967,949	30,046,983	5,911,701	327,500	240,000	240,000	-	-
Capital Projects								
Unbudgeted Capital Costs								
Facilities								
Fitness Equipment	-	30,000	-	-	-	-	-	-
Fuel System Upgrade - Thompson Lane	-	90,000	-	-	-	-	-	-
Metro Bike Shelters	-	150,000	-	-	-	-	-	-
Rail Maintenance Building Drainage	-	45,000	-	-	-	-	-	-
Rail Maintenance Building Ventilation System	-	45,000	-	-	-	-	-	-
Reduced Fare ID Card System	-	10,000	-	-	-	-	-	-
Station and Platform Place-Making	-	50,000	-	-	-	-	-	-
UPS System Replacement	-	75,000	-	-	-	-	-	-
Video Development Equipment	-	45,000	-	-	-	-	-	-
CNG Rehabilitation 2910	-	-	-	-	-	1,900,000	500,000	3,000,000
CNG North Ops	-	-	-	-	-	-	-	-
Headquarters Facility-Shop Lighting	25,000	75,000	-	-	-	-	-	-
Rails with Trails	1,065,000	-	-	-	-	-	-	-
Bus Stop Accessibility Improvements	2,328,129	3,087,021	1,855,550	1,122,180	-	-	-	-
Fuel System	-	35,000	-	-	-	-	-	-
North Ops Facility - HVAC control system	-	75,000	-	-	-	-	-	-
Portable Lifts	-	75,000	-	-	-	-	-	-
High Capacity Litter Containers	86,000	100,000	100,000	100,000	100,000	100,000	-	-
Oak Hill Replacement Interim Park & Ride	208,812	-	-	-	-	-	-	-
Manor Park and Ride	-	-	-	-	-	-	-	-
North Lamar Transit Center Facility Enhancements	-	350,000	-	-	-	-	-	-
Kramer Station	-	-	-	975,000	-	-	-	-
Bus Stop Signage	79,394	720,696	191,789	-	-	-	-	-
Replenish Bus Benches	21,500	100,000	100,000	100,000	100,000	100,000	100,000	
Replenish Bus Shelters	6,000	154,000	100,000	100,000	100,000	100,000	100,000	
HVAC Replacement Chilling System - 2910	35,000	165,000	-	-	-	-	-	-
Bike Cages	450,000	184,454	-	-	-	-	-	-
Kramer - Bike Landscaping	9,488	5,512	-	-	-	-	-	-
Digital Clocks - Tech Ridge	7,000	28,000	-	-	-	-	-	-
Child Care Security Fencing	12,000	-	-	-	-	-	-	-
Surround Improvement	32,000	-	-	-	-	-	-	-
Office Furniture Legal	13,300	-	-	-	-	-	-	-
Information Technology								
Network Upgrade	-	400,000	-	-	-	-	-	-
CH2Dad Test System	-	125,000	-	-	-	-	-	-
Ridership Analysis System	-	200,000	-	-	-	-	-	-
Risk Management System	-	100,000	-	-	-	-	-	-
ServiceNow System	-	75,000	-	-	-	-	-	-
Trapeze Integration System	-	50,000	-	-	-	-	-	-
Intelligent Transportation Systems (ITS)	2,741,523	5,768,610	4,084,374	-	-	-	-	-
Interactive Voice Response (IVR) System	102,939	921,990	-	-	-	-	-	-
IT Infrastructure Equipment	350,000	300,000	300,000	300,000	-	-	-	-
IT SaaS Unit	750,000	-	-	-	-	-	-	-
Productivity Software	252,702	295,098	-	-	-	-	-	-
IT Infrastructure	457,500	17,500	-	-	-	-	-	-
Server Backup System	300,000	-	-	-	-	-	-	-
Telephone Switch	300,000	120,000	-	-	-	-	-	-
CMS Replacement	100,000	-	-	-	-	-	-	-
10 inch Vehicle Laptops & Infrastructure	498,700	-	-	-	-	-	-	-
Financial System Upgrade	106,641	401,300	250,000	150,000	-	-	-	-
Data Warehousing	-	100,000	-	-	-	-	-	-
Forebox System and TVM Upgrade	-	473,359	-	-	-	-	-	-
DBE Compliance Software	-	50,000	-	-	-	-	-	-
Paratransit Module Expansion	-	-	-	-	-	-	-	-
Automatic Passenger Counter Replacements	110,000	-	-	-	-	-	-	-
MetroRapid								
MetroRapid	24,029,697	18,431,240	123,580	109,375	-	-	-	-
MetroRapid Dedicated Transit Lane	-	50,000	-	-	-	-	-	-
Planning								
Alternatives Analysis	958,440	340,310	-	-	-	-	-	-
Rail								
DMU Powertrain Component Rebuild	-	500,000	500,000	500,000	500,000	500,000	500,000	-
Emergency Walkway/Guardrail for Bridges	-	150,000	200,000	-	-	-	-	-
Private Crossing Signalization at MP 69.04	-	200,000	-	-	-	-	-	-
Positive Train Control	8,500	1,091,500	1,000,000	1,000,000	2,185,000	9,855,000	13,140,000	3,677,991
Railroad Bridge Maintenance	652,038	1,291,986	494,334	454,588	-	-	-	-
Quiet Zones - Rosewood Crossing	54,162	-	-	-	-	-	-	-
Bridge Replacement @ MP02.44	858,500	141,500	-	-	-	-	-	-
Rail Track Rehabilitation - 90 lb	1,151,043	2,784,697	900,000	-	-	-	-	-
Serta Yard Reconfiguration	51,734	4,104	-	-	-	-	-	-
Satellite Track Relocation	127,723	5,272,277	-	-	-	-	-	-
TXDOT Reimbursable Crossings	-	1,000,000	-	-	-	-	-	-
Quiet Gates @MP79.05	8,978	176,022	-	-	-	-	-	-
M.L.K. Crossing Preemption	-	175,000	-	-	-	-	-	-
Austin WYE Realignment	-	325,000	300,000	-	-	-	-	-
Points								