A RESOLUTION

APPROVING AND ACCEPTING THE MONTHLY COMMITTEE REPORTS, INCLUDING FINANCIAL AND INVESTMENT REPORTS; AND MAKING FINDINGS AND PROVISIONS RELATED TO THE SUBJECT

WHEREAS, the METRO Board of Directors has conducted its monthly committee meetings; and

WHEREAS, the compliance report and such financial reports as the sales tax report, investment report, debt report, and monthly performance report comprise this month’s Finance and Audit committee report; and

WHEREAS, the Board should approve and accept the monthly committee reports, including the investment reports.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN TRANSIT AUTHORITY THAT:

Section 1. The Board of Directors hereby approves and accepts the monthly committee reports, including investment reports.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

Alva Trevino
General Counsel

PASSED this 25th day of May, 2017
APPROVED this 25th day of May, 2017

ATTEST:

Reca Perry
Assistant Secretary

Carrin F. Patman
Chair

Page 1 of 1
A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO NEGOTIATE, EXECUTE AND DELIVER ALL APPROPRIATE DOCUMENTS TO EFFECTUATE THE SALE OF LAND LOCATED AT 6000 NORTH MAIN STREET TO THE CITY OF HOUSTON FOR USE AS A PUBLIC PARK; AND MAKING FINDINGS AND PROVISIONS RELATED TO THE SUBJECT

WHEREAS, METRO owns the property located at 6000 North Main Street, formerly known as the Heights Transit Center; and

WHEREAS, Board Resolution 2015-160 declared the property surplus for METRO’s transit needs and authorized its sale; and

WHEREAS, The City of Houston has expressed written interest in acquiring the property for public park; and

WHEREAS, METRO staff recommends that the President & CEO negotiate, execute and deliver all appropriate documents to effectuate the sale of land located at 6000 North Main Street to the City of Houston for fair market value for the use as a public park.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN TRANSIT AUTHORITY THAT:

Section 1. The Board of Directors hereby authorizes the President & CEO to negotiate, execute and deliver all appropriate documents to effectuate the sale of land located at 6000 North Main Street to the City of Houston for fair market for the use as a public park.

Section 2. This Resolution is effective immediately upon passage.
I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

Alva Treviño
General Counsel

PASSED this 25th day of May, 2017
APPROVED this 25th day of May, 2017

ATTEST:

Reca Perry
Assistant Secretary

Carrin F. Patman
Chair
A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE AND DELIVER ALL APPROPRIATE DOCUMENTS TO EFFECTUATE THE SALE OF LAND LOCATED AT 1116 NAYLOR STREET TO THE UNIVERSITY OF HOUSTON SYSTEM; AND MAKING FINDINGS AND PROVISIONS RELATED TO THE SUBJECT

WHEREAS, METRO owns the property located at 1116 Naylor Street; and

WHEREAS, Board Resolution 2017-03 declared the property surplus for METRO’s transit needs and authorized its sale; and

WHEREAS, METRO’s President & CEO has negotiated the sale of the property to the University of Houston System for fair market value; and

WHEREAS, METRO staff recommends that the President & CEO execute and deliver all appropriate documents to effectuate the sale of land located at 1116 Naylor Street to the University of Houston System for fair market value.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN TRANSIT AUTHORITY THAT:

Section 1. The Board of Directors hereby authorizes the President & CEO to execute and deliver all appropriate documents to effectuate the sale of land located at 1116 Naylor Street to the University of Houston System for fair market value.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

Alva Trevino
General Counsel

PASSED this 25th day of May, 2017
APPROVED this 25th day of May, 2017

ATTEST:

Reca Perry
Assistant Secretary

Carrin F. Patman
Chair
A RESOLUTION

AUTHORIZING THE PRESIDENT & CEO TO EXECUTE AND DELIVER A CONTRACT WITH AXLE TECH, LLC FOR THE PURCHASE AND DELIVERY OF AXLE PARTS; AND MAKING FINDINGS AND PROVISIONS RELATED TO THE SUBJECT

WHEREAS, METRO is in need of axle parts for METRO’s transit vehicles; and

WHEREAS, Axle Tech, LLC was the lowest responsive and responsible bidder; and

WHEREAS, METRO staff recommends that the President & CEO execute and deliver a contract with Axle Tech, LLC for the purchase and delivery of axle parts as needed for a not-to-exceed amount of $256,356.69.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN TRANSIT AUTHORITY THAT:

Section 1. The Board of Directors hereby authorizes the President & CEO to execute and deliver a contract with Axle Tech, LLC for the purchase and delivery of axle parts as needed for a not-to-exceed amount of $256,356.69.

Section 2. This Resolution is effective immediately upon passage.

I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

Alva Trevino
General Counsel

PASSED this 25th day of May, 2017
APPROVED this 25th day of May, 2017

ATTEST:
Reca Perry
Assistant Secretary

Carrin F. Patman
Chair
A RESOLUTION

ADOPTING A POLICY TO PROVIDE FOR BUS SERVICE OUTSIDE OF METRO’S SERVICE AREA; AND MAKING FINDINGS AND PROVISIONS RELATED TO THE SUBJECT

WHEREAS, various governmental entities located beyond the boundary of the METRO Service Area have inquired about METRO’s willingness to operate and maintain bus service on their behalf to support the mobility needs of their residents and businesses; and

WHEREAS, such service expansions would increase METRO’s operating costs while largely benefiting these entities which do not contribute financially to the operation of METRO with a 1% sales tax levy as our member jurisdictions do; and

WHEREAS, the costs to METRO of operating and maintaining any such bus service should be strictly borne by the governmental entity requesting bus service and not subsidized by the existing METRO member jurisdictions; and

WHEREAS, Section 451.056 of the Texas Transportation Code Authorizes the Metropolitan Transit Authority of Harris County, (METRO) to contract with a municipality, county, or other political subdivisions for the authority to provide public transportation services outside the authority; and

WHEREAS, the METRO Board of Directors wishes to adopt a policy to clearly delineate under what circumstances METRO will consider entering into an agreement with a governmental entity to operate and maintain bus service in communities that are not part of METRO’s current Service Area; and

WHEREAS, this policy only applies to METRO and its fixed-route bus or alternative services (currently branded as Community Connector) and could include entirely new bus routes or extensions of existing bus routes; and
WHEREAS, the intent of this policy includes:

- Providing a method for governmental entities outside the METRO Service Area to contract with METRO for the operation and maintenance of bus service,
- Ensuring existing member jurisdictions do not subsidize these bus services requested by governmental entities outside the METRO Service Area,
- Delineating what facilities, buses, and activities must be provided by the requesting governmental entity and which can be contracted with METRO to provide,
- Developing a cost structure for charging for these bus services and handling the fare revenue collected from customers,
- Grandfathering all existing service contracts for bus service operated outside the METRO Service Area while continuing to update the variable costs used in these contracts annually.

WHEREAS, the METRO Board of Directors adopts the following Policy Statement:

METRO will consider entering into a contract with a government entity located outside the METRO Service Area for the provision of bus service if the following conditions are met:

Capital Facilities
All new capital facilities required for the operation of the requested bus service must be paid for by the requesting government entity. This includes any capital or operating costs associated with:

- Building or leasing a Park & Ride lot and/or Transit Center
- Purchasing/installing/maintaining bus stop signs, benches, shelters, trash receptacles, and/or accessible paths of travel
- Providing illumination, on-site security, striping, wayfinding signage, and/or trash pickup
- Compliance with the Americans with Disabilities Act (ADA) of 1990 and METRO Universal Accessibility as defined by METRO, including a signed letter from a qualified designer or engineer attesting to such
- Marketing of the facility and/or the bus service operated

Vehicles
Any vehicles operated on the contracted service that are maintained by METRO must either be:

- Purchased or leased by the government entity and provided to METRO, or
- Involve not more than ten (10) METRO owned or leased by METRO vehicles

Types of Service
METRO will consider operating the following types of bus service outside the Service Area, under certain conditions:

- Park & Ride – anywhere within Harris County or another County that is adjacent to Harris County
- Local or alternative service as an extension of an existing METRO route or that otherwise connects to other METRO operated service; includes the cost of any additional paratransit service as required by ADA and has a span of service consistent with other similar METRO bus routes
Pricing Structure
The basis for all pricing will be METRO’s Fully Allocated Cost, as derived from Office of Management & Budget’s (OMB’s) annual cost allocation model using audited financial numbers. Final pricing will be negotiated and vary depending upon the following factors:

- Type of Service (Local, Park & Ride, Alternative)
- Size of vehicle (transit, articulated, commuter, ARBOC)
- Who operates and maintains the service (METRO or contractor)
- Who owns the vehicle (METRO or requesting government entity)
- Whether it is an extension of an existing bus route or an entirely new bus service

Fare Structure
The fare structure for any contracted service should be consistent with current fare policy and practice by METRO at the time of the agreement, unless mutually agreed to by both parties. Typically, this will mean fares charged will be:

- $1.25 or the current base fare charged for Local Bus or Alternative Service
- The regular zone charge based on distance to the primary activity center for all Park & Ride Services

Revenue Assignment
Estimates of fare revenue generated on any of these contracted bus services will be credited against the price of operating and maintaining the bus service in the following manner:

- For entirely new bus services, all fare revenue will be included
- For extensions of existing bus routes, all fare revenue associated with the extension will be included (or all fares collected from riders who board or alight at locations outside the METRO Service Area)

Length of Agreement
Agreements to operate and maintain bus service outside the METRO Service Area must:

- Have an initial term of not less than 2 years
- Incorporate future extensions of not less than one (1) year
- Contain a termination clause of not less than one hundred eighty (180) days

Title VI and other Legal Requirements
Compliance with all Title VI and Environmental Justice laws pertaining to any contracted bus service will remain the responsibility of the government entity requesting said bus service.

Ridership and Federal Reporting
METRO will count and report ridership and related data to the National Transit Database (NTD) if the contracted service is within the Houston Urbanized Area (UZA), unless the government entity is an eligible recipient of federal funds.
Future METRO Membership
It shall not be a requirement for governmental jurisdictions outside the METRO Service Area to either join METRO or have a timeline to do so, in order to contract with METRO for the provision of bus service. But future membership in METRO shall be encouraged.

Existing Agreements for Bus Service
All existing contracts for service operated outside the METRO Service Area will be grandfathered into this Policy and be updated annually to reflect the most up-to-date variable costs of service available from METRO's annual cost allocation model. Requests to substantially change the amount of service provided in these existing agreements, defined as a change of more than 25% of the daily revenue hours, revenue miles, or number of peak vehicles required, would trigger a re-costing of the service provided. Under such a condition, the pricing for such a service would switch to the fully allocated cost model otherwise described in this Policy.

Collaboration between Transit Providers
METRO remains ready and eager to collaborate with other transit providers to connect to the METRO system by encouraging the use of our facilities (bus stops, transit centers, and park & ride lots), coordinating and cross-promoting passenger information, entering into shared fare agreements, and sharing technical assistance when appropriate.

Terms and Definitions

“Fully Allocated Cost” represents all costs METRO bears for operating and maintaining bus service, including agency overhead and capital depreciation of agency assets.

“Variable Cost” represents only the direct costs of operating and maintaining bus service, such as operator and mechanic wages, fuel, tires, and basic maintenance.

“Span of Service” is the time between the start of the first trip on a particular bus route or service and the start of the last trip.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE METROPOLITAN TRANSIT AUTHORITY THAT:

Section 1. The Board of Directors hereby adopts this Policy for Bus Service Outside of the METRO Service Area.

Section 2. This Resolution is effective immediately upon passage.
I hereby certify that the above resolution is accurate in describing the action herein of the Board of Directors on the date below.

Alva Trevino
General Counsel

PASSED this 25th day of May, 2017
APPROVED this 25th day of May, 2017

ATTEST:

Carrin F. Patman
Chair

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