

MEETING MINUTES
CARTS Board of Directors
Thursday, September 25, 2014
9:30 am

Board Members Present		Staff Present	
X	Present	X	Present
X	Commissioner Bubba Snowden, Bastrop County	X	David Marsh
X	Commissioner Paul Granberg, Blanco County		Pearl Jackson
X	Commissioner Ronny Hibler, Burnet County		Lyle Nelson
	Commissioner Neto Madrigal, Caldwell County	X	Kristi Urkuski
X	Commissioner Linda Kovar, Lee County	X	Edna Johnson
X	Commissioner James Kubecka, Fayette County		
X	Commissioner Debbie Ingalsbe, Hays County		
X	Commissioner Ron Morrison, Williamson County		
	Commissioner Margaret Gomez, Travis County		
X	Edith Moreida, Travis County (Proxy)	GUESTS	
X	City of San Marcos Representative, Kim Porterfield	Annelese Jones, Office of Mobility Mgmt Michelle Meaux, Office of Mobility Mgmt	

Call to Order

Commissioner Hibler affirmed a quorum and called the Thursday, September 25, 2014 meeting of the CARTS Board of Directors to order at 9:30 am. Commissioner Madrigal was recorded absent.

Financial Reports

Commissioner Hibler requested any comments or corrections to the CARTS financial reports.
 After discussion, the following motion was made:

To approve and adopt the financial reports as presented by CARTS' staff
 (Moved by Ingalsbe, second by Granberg; unanimously approved)

Consideration/Approval of Minutes from Board Meetings held Thursday, August 21, 2014.

Commissioner Hibler requested any comments, additions or corrections to the minutes of the last meeting.

After discussion, the following motion was made:

To approve and adopt the minutes of the Board Meeting held Thursday, August 21, 2014.

(Moved by Porterfield, second by Kovar; unanimously approved)

Consideration/Action on annual COLA for CARTS employees for an effective date of October 1, 2014 based on CPI-U increase of 1.7% for the 12 months ending August 31, 2014.

Mr. Marsh presented the CPI ending August 31, 2014, indicating a 1.7% increase in the CPI for all wage earners. He noted the increase will constitute .70% of the adopted 2014 budget, less capital, and is calculated to cost \$63,183 when applied to the budgeted salaries for the remainder of this fiscal year.

After discussion, the following motion was made:

To authorize the annual COLA for CARTS employees for an effective date of October 1, 2014 based on CPI-U increase of 1.7% for the 12 months ending August 31, 2014.

(Moved by Ingalsbe, second by Morrison; unanimously approved)

Consideration/Action on Capital Purchases

A. Purchase of radio units for base station and mobile applications and associated electronic devices necessary for digital connection to buses and fare management per the adopted 2015 Agency Budget.

Mr. Marsh stated there was \$150,000 budgeted for this capital item, noting replacement of a number of radios is necessary to conform to the new Open Sky protocol that the LCRA radio system will transition to effective January 2015. Mr. Marsh discussed the processes necessary and provided specific information on the initial procurement and justification to the Board.

After discussion, the following motion was made:

To provide the General Manager authority to complete procurements of radio units for base station and mobile applications and associated electronic devices necessary for digital connection to buses and fare management by sole source procurements with the LCRA and the Trapeze Group pending approval of TxDOT, and per the adopted 2015 Agency Budget.

(Moved by Kovar, second by Moreida; unanimously approved)

B. Purchase of rolling stock per the adopted 2015 Agency Budget

Mr. Marsh stated the initial coordination with an approved vendor under the Texas General Services Cooperative Purchasing Program for the purchase of buses secured through

capital funding for this fiscal year has been completed. Mr. Marsh proceeded to explain how many buses were to be purchased and the where the bus would be utilized.

After discussion, the following motion was made:

To provide the General Manager approval to purchase rolling stock per the proposed plan to use the Texas Cooperative Purchasing program or sealed bid, as applicable, consistent with the availability of needed bus types under the Texas Co-Op, and per the adopted 2015 Agency Budget.

(Moved by Morrison, second by Kovar; unanimously approved)

Reports/Actions as required on TxDOT Contracts, Projects or Grant Agreements

Ms. Urkuski reviewed the September 25, 2014, Contracts and Funding Summary Addendum. She provided an updated chart and discussed all open contracts.

Consideration/Action on accepting Contract with Logisticare Solutions, LLC for that company's purchase of medical transportation services in the CARTS district and within the City of Georgetown.

Mr. Marsh reported the contract with Logisticare Solutions, LLC for providing transportation services for assigned medical transportation trips in the CARTS District and selected jurisdictions was completed with a reasonably happy outcome. Mr. Marsh noted the attorney was the difference in obtaining the best possible agreement.

He stated the Reduction in Force issued on August 1st was minimized and CARTS was able to retain 24 positions out of the original 42 projected to be lost. Mr. Marsh presented new terms, the rate sheet, and indicated we were successful in the removal of ALL liquidated damages. He also said we have the full agreement available for anyone wishing to review it, or have a copy.

After discussion, the following motion was made:

To accept the Contract with Logisticare Solutions, LLC for that company's purchase of medical transportation services in the CARTS District and within the City of Georgetown.

(Moved by Moreida, second by Porterfield; unanimously approved)

Consideration / Action on accepting Interlocal Contract with the City of Marble Falls for use of Railroad Depot in exchange for ADA modifications to be made by CARTS.

Mr. Marsh stated the negotiations with the City of Marble Falls for the terms of use of the historic railroad depot as an operations hub for Burnet County were completed. He explained the arrangement provides a two year rent abatement in exchange for an investment of \$12,000 for ADA improvements that will be necessary to use it as a bus depot.

After discussion, the following motion was made:

To approve the Interlocal Contract with the City of Marble Falls for the lease of the historic railroad depot for use as a CARTS Station and to provide the General Manager the authority to execute the Interlocal Contract and to proceed with necessary actions to abide by the terms of the lease.

(Moved by Hibler, second by Morrison; unanimously approved)

Consideration/Action on accepting an Interlocal Agreement with the City of San Marcos, Urbanized Area Operations.

Ms. Johnson stated the City of San Marcos has approved the ILA for FY2015 which outlines the funding and responsibilities for the system operation from October 1, 2014 through September 30, 2015. Mr. Marsh reminded that the Board provided authority to renew and execute the PUBLIC TRANSIT SYSTEM INTERLOCAL AGREEMENT, (“the Agreement”) with the city of San Marcos for an effective date of October 1, 2014.

After discussion, the following motion was made:

To accept the PUBLIC TRANSIT SYSTEM INTERLOCAL AGREEMENT, (“the Agreement”) with the City of San Marcos for an effective date of October 1, 2014.

(Moved by Ingalsbe, second by Kovar; unanimously approved)

Update regarding application to the Federal Transit Administration (FTA) for US DOT Tiger Grant VI Discretionary Grant Program to complete all phases of the Tucker Hill Lane Project.

Mr. Marsh stated there was no success in being selected for this discretionary grant program. He also mentioned, if funds were appropriated by Congress for the next year, we would try again.

Report on applications to CAMPO and/or local governments for available STP-MM funds for CARTS capital projects

Mr. Marsh discussed the review of the projects submitted for the call for projects CAMPO issued. He enclosed the list of rankings/scorings provided by CAMPO staff and TAC for review. Mr. Marsh said several CARTS projects received favorable scoring, but it is unclear if the final selection will follow the scoring or other considerations in the determination of the award.

Report on CARTS request for capital funding through the transfer of CAMPO allocated funds from Capital Metro to TxDOT, then to CARTS for bus purchases for CARTS 1510 Interurban and 1517 Interurban Express routes to Texas State University.

Mr. Marsh reviewed earlier reporting of pursuing \$3.28M in capital funds award by CAMPO in 2011 to Texas State for the purchase of buses operating in commuter operation on the IH35 corridor. He noted all parties (Texas State, TxDOT and Capital Metro) agreed the funds should be transferred to CARTS to properly operate the service but have had no success in getting CAMPO's attention.

Mr. Marsh cannot offer a prognosis on whether there will be success in having the funds transferred, but the new Executive Director, Ashby Johnson, has assured us that he's working on it.

Consideration/Action regarding JARC funding from the CAPITAL Metropolitan Transit Authority (CMTA) in the amount of \$240,000 to support the operation of CARTS route 1517 Interurban Express.

Mr. Marsh presented background material for review in regards to the success in getting JARC funds originally allocated to Texas State by CAMPO for the purchase of fare kiosks transferred to CARTS to provide operating costs in the Interurban 1517. Mr. Marsh explained that, as previously discussed, in August of 2013 Texas State University discontinued commuter service between Austin and San Marcos. Prior to that discontinuation, the University was awarded \$240K to procure ticket vending machines utilizing JARC funds, and at CapMetro and CARTS request those funds were approved by CAMPO to be transferred to CARTS to support its commuter operations provided by Interurban Express Route 1517

After discussion, the following motion was made:

To provide the General Manager authority to negotiate, accept and execute an ILA or PGA with Capital Metro for \$240,000 in JARC funds originally allocated to Texas State by CAMPO to be transferred to CARTS to support the Interurban 1517 route services.

(Moved by Ingalsbe, second by Granberg; unanimously approved)

Report/Update on Tucker Hill project, dedication ceremony date/logistics

Mr. Marsh indicated as of now, we were still on schedule for completion in late October, with the exception of the water service.

Mr. Marsh stated Aqua Water had yet to provide a schedule for work to be completed, with easement issues cited as the reason they cannot proceed. Mr. Marsh was assured all of the easements required to provide connection had been agreed upon.

Report/Update on upcoming route changes or deployments, Interurban Coach services.

Mr. Marsh discussed a comprehensive review and re-alignment of the services provided on the IH 35 corridor. He anticipates with the transfer of the JARC funds from Metro to CARTS,

expansion of the service will be possible to better meet the demand. Mr. Marsh also discussed performance being reviewed on all Interurban routes and reduction of days of service where demand does not warrant continuing it. Mr. Marsh enclosed draft schedules for the Interurban IH 35 routes and a map of the extensions and additions to the rural Interurban services for review.

Consideration/Action regarding adopting recommendations for the Route Modifications proposed pursuant to the Comprehensive Transit Plan.

Ms. Johnson presented a new route structure which streamlines existing routes and aligns them to provide 30 minute frequency. She said the route restructure does not require any additional hours. Ms. Johnson enclosed a detailed map showing the changes for review. After discussion, the following motion was made:

To the adopt recommendations for Route Modifications proposed pursuant to the Comprehensive Transit Plan for the CARTS San Marcos Urban District fixed route system.

(Moved by Porterfield, second by Ingalsbe; unanimously approved)

Consideration/Action regarding the adoption of the ADA plan for the San Marcos Urban Operations.

Ms. Johnson enclosed the ADA paratransit plan which provides detail on levels of service, eligibility requirements, service area, fares and service days and hours and other requirements that meet the ADA standards. She discussed a no-show policy which would be implemented to comply with the ADA, noting it is also necessary in order to recognize the negative impact no-shows have on valuable resources and services which are provided to others. She also indicated that persons aged 65 and older would be included as eligible patrons for paratransit.

After discussion, the following motion was made:

To adopt the 2015 ADA plan for CARTS San Marcos Urban District fixed route system.

(Moved by Porterfield, second by Morrison; unanimously approved)

Consideration/Action regarding endorsing The Bus - Fare Policy for Fare Adjustments, San Marcos Urban Operations

Ms. Johnson presented a chart reflecting the current and proposed San Marcos fare structure. She pointed out the current fare structure was established in 1995 and has not been changed.

After discussion, the following motion was made:

To adopt the amended 2015 Fare Policy and Fare Adjustments for the CARTS San Marcos Urban District fixed route system.

(Moved by Porterfield, second by Snowden; unanimously approved)

Report/Update regarding the Regional Transportation Coordination Council (RTCC)

Mr. Nelson briefed committee members on the workshop held in July and discussed future actions. He presented a RTCC newsletter detailing the agenda of the last meeting. Mr. Nelson introduced Ms. Michelle Meaux and Ms. Annelese Jones from the Office of Mobility Management (OMM). Ms. Meaux made a brief statement to the Board about the OMM and its function.

Other items as presented for discussion / information

Mr. Marsh welcomed any items for discussion from Board members to be slated for future agendas

Mr. Marsh included the “Best of Austin” award notice received for the Interurban Coach services from the Austin Chronicle for their 25th annual recognition of what they think is best in Austin.

Adjournment and set next meeting date and location

Commissioner Hibler indicated the next meeting will be scheduled for Thursday, November 20, 2014 at 9:30 a.m, indicating if a Certificate of Occupancy was acquired for the Vehicle Maintenance Center, the meeting would be held there at that time.

The following motion was made:

To adjourn the September 25, 2014 meeting and to set the next meeting date to Thursday, November 20, 2014.

(Moved by Ingalsbe, second by Moreida; unanimously approved)

Executive Session: The CARTS Board may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion. The CARTS Board may also publicly discuss any item listed on the agenda for Executive Session.