

MEETING MINUTES
CARTS Board of Directors
Thursday, January 28, 2016
9:30am

Board Members Present		Staff Present	
	Present		Present
x	Commissioner Snowden, Bastrop County	X	David Marsh
X	Commissioner Granberg, Blanco County	X	Pearl Jackson
X	Commissioner Hibler, Burnet County	X	Lyle Nelson
	Commissioner Knobloch, Lee County	X	Dana Platt
	Commissioner Ron Morrison, Williamson County	X	Les Dase
X	Commissioner Berckenhoff, Fayette County		Rachid Breir
X	Edith Moreida, Travis County (Proxy)	X	Derek Goodall
X	Lisa Prewitt, City of San Marcos		
X	Commissioner Ingalsbe, Hays County		
	Commissioner Madrigal, Caldwell County	Guests	
		Oscar Hairell, Operations Manager Fleet Transit and Facilities, City of San Marcos	
		Michelle Meaux, Mobility Management	
		Robert Jackson and Rebecca with Jackson-McElhaney Architects	

Call to Order

City of San Marcos Representative Lis Prewitt (Chairman of the CARTS Board), affirmed a quorum and called the Thursday, January 28, 2016 meeting of the CARTS Board of Directors to order at 9:30am. She affirmed a quorum present and indicated that Commissioner Knobloch, Morrison and Madrigal were not in attendance.

Consideration/Approval of Minutes from Board Meeting held Thursday, December 17, 2015.

After discussion the following motion was made:

To approve and adopt the minutes of the Board Meeting held Thursday, December 17, 2016.

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

Financial Report

Update on Financial report was given by Dave Marsh. After discussion, a motion was made:

To approve the Financial Reports
(Moved by Ingalsbe, second Hibler, unanimously approved)

Report/Update on Surplus Property Disposition and Development of Replacement Infrastructure

Mr. Marsh gave an update on the how the Tiger Grant has changed the approach to the disposition of our surplus property in Round Rock and CARTS Headquarters in Austin.

Consideration/Action regarding CARTS proposing for funding pursuant to TxDOT Public Transportation Coordinated Call For Projects Various Programs

Mr. Marsh explained each year CARTS applies for available funding from TxDOT at their Annual Call for Projects. TxDOT has decided that this process will now be conducted only every other year, so we have to project projects out further. Consequently this year we are planning to make application for the following projects:

CARTS Regional Intercity Bus Service: Continuation of eight (8) CARTS Interurban Coach routes \$710,000 per year and the purchase of one (bus) at \$180,000.

Planning Assistance to support TTI ancillary work at CARTS: As we lost the TxDOT District financial support we are requesting assistance from the Rural Transit Assistance Program (RTAP) to continue the work they do for us.

Elgin Station: Construction funds for the station in Elgin now under development.

Expand Bastrop Park-n-Ride and Renovate Facility: The Bastrop facility was built in 1990 and is at capacity and needs renovation. This would expand the parking on the site using existing property.

Flatonia and Taylor AMTRAK: This would construct passenger platforms that connect AMTRAK to the existing Taylor Station, and will construct a passenger platform and the initial stage of the Flatonia Station, which can be expanded to a full station at a later date.

The first 2 of these projects are our highest priority and we will focus on those submittals and file the remaining 4 in order of priority as time permits.

After discussion, he asked the Board to consider the following resolution:

To approve the submission to TxDOT the staff recommendations presented for up to six (6) projects as identified on the preliminary project listing for CARTS projects to be submitted in response to the TxDOT Bi-Annual Coordinated Call for Rural and Small Urban Public Transit Projects.
(Moved by Hibler, second Prewitt, unanimously approved)

Consideration/Action regarding award of contract for bus shelters pursuant to IFB No. 134350 issued by the Capital Metropolitan Transit Authority.

Mr. Marsh explained that CARTS has teamed with Capital Metro on their recent IFB for bus shelters. CARTS will have options to purchase up to fifteen shelters in year one, and additional fifteen in year two, and ten in year three. The shelters will be used in San Marcos, Bastrop and along our Interurban routes. He requested consideration of the following resolution:

To approve the award of bus shelters for CARTS pursuant to the award as is determined under IFB No. 134350 issued by the Capital Metropolitan Transit Authority.
(Moved by Ingalsbe, second Granberg, unanimously approved)

Contracts and Grants Summary Review: Discussion/Action as Necessary

Mr. Marsh provided an overview of all open contracts and grants as noted on the agenda under this item. Information was provided in the background for this item.

Contracts, Grants and Project Applications for Discussion and/or Action

Mr. Marsh gave an update regarding funds to be allocated to CARTS pursuant to the TIGER grant awarded to the Texas DOT.

He also explained the contract services provided to the Travis County Health and Human Services Department and application to Travis County for FY16 funds in support of CARTS services provided in the County began its transition on January 1st with reduced service and it did not go well. A fact sheet was included in the background. Mr. Nelson gave an overview of how we continue to work to make it clearer, but it is difficult as the services we provided are not available from other sources, including even in those areas that are part of the CapMetro service area.

He also gave an update regarding CARTS application for funding to TxDOT Third Call for 2010 Census Adjustment Fund.

Consideration/Action to accept contract regarding CARTS application for funding to TxDOT for the Third Call for 2010 Census Adjustment Funds.

Mr. Marsh reviewed the proposal filed with TxDOT for the Third Call for 2010 Census Adjustment Funds.

After discussion the following motion was made:

To approve the submittal and to accept any contract resulting from the CARTS application for funding to TxDOT Third Call for 2010 Census Adjustment Funds.
(Moved by Ingalsbe, second by Moreida, unanimously approved)

Lyle Nelson gave an update regarding contract services provided to the Travis County Health and Human Services Department and application to Travis County for FY16 funds in support of CARTS services provided in the County.

Reports and Updates

Update on the CARTS San Marcos Urban Operations

Mr. Marsh informed the Board of the meeting with Council Member Prewitt and Oscar Hairell, the city liaison for transit and the discussion of upcoming projects in San Marcos and the potential for a marketing campaign to promote the improvements anticipated for this year.

Lyle Nelson, reported on bus service performance, ridership satisfaction surveys and included a summary of the bus stop boardings and deboardings.

Update on the award for the design, engineering and environmental investigation for the CARTS Elgin Station project.

Mr. Marsh explained that there have been two coordination meetings with architects and the city steering committee and design team to discuss preliminary site and floor plans. The latest renderings were enclosed in the board package and a presentation is scheduled for the March meeting.

Update on the design and engineering of the CARTS Operating/Headquarters Facility, Tucker Hill Lane. Presentation by Jackson-McElhaney Architects.

Robert McElhaney with Jackson - McElhaney Architects gave a presentation on the latest renderings and broad conceptual view of the building to the Board.

Update regarding award pursuant to FTA 5307 contract TX-95-X090-00 of a bus contract for the purchase of four (4) 40' transit buses to Nova Bus using options provided by the Capital Metropolitan Transit Authority for express services operated by CARTS into the San Marcos Urban District.

Mr. Marsh advised the Board that we have reduced the unit cost down from \$460,000 each to \$420,000 each to meet our budget constraints for this order.

Report/Update on Texas Transportation Institute CARTS work plan, activities & products for FY16.

Mr. Marsh reported that the Public Transportation Division stepped up to help fund this work and TTI is scheduled to do some work in February.

Report/Update on STP-MM award by CAMPO for San Marcos Fixed Route bus replacement.

Mr. Marsh explained that we are still waiting on CAMPO to commit to providing funding granted to CARTS for this project.

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

Information provided and update on the RTCC activities.

Other items as presented for discussion/information.

Mr. Marsh gave an update on the Marble Falls depot project and expressed suspending the project.

Mr. Marsh mentioned that our long-time attorney has retired. At her suggestion we have engaged Hudson & O'Leary as our counsel to continue the work now underway. That engagement was effective January 20, 2016.

Mr. Marsh noted a report on Kim Haskins, our injured driver is covered in the Newsletter, enclosed in the background materials.

Mr. Marsh reported that Don Hill a long time CARTS employee has retired.

The Board was asked to consider the annual schedule for 2016 Board Meetings with the frequency of meetings. The Board discussed to adopt, be it monthly, every other month (odd-numbered) with the addition of August as the exception, or otherwise. CARTS will continue the established practice that the meeting day be the last Thursday of each designated month. We will publish the adopted schedule on our website and follow-up with written communication to the Board on the schedule once determined.

After discussion the following motion was made:

To adopt an annual schedule for 2016 for Board Meetings with every other month (odd-numbered) with the addition of August as the exception, or otherwise and continue the established practice that the meeting day be the last Thursday of each designated month.

(Moved by Hibler, second by Ingalsbe, unanimously approved)

Adjournment and set next meeting date and location

After discussion, Board Chair Lisa Prewitt indicated that the next meeting date and location was scheduled for March 31, 2016 at the CARTS Headquarters, 2010 E. 6th St., Austin, TX 78702 at 9:30am. The following motion was made:

To adjourn the January 28th meeting and set the next meeting for March 31, 2016 at the CARTS Headquarters located at 2010 E. 6th St, Austin, TX 78602 at 9:30 am.

(Moved by Hibler, second by Berckenhoff, unanimously approved)