

MEETING MINUTES
CARTS Board of Directors
Thursday, July, 2017
9:30am

Board Members Present		Staff Present	
	Present		Present
	Commissioner Snowden, Bastrop County	X	David Marsh
X	Commissioner Granberg, Blanco County	X	Pearl Jackson
X	Commissioner Wall, Burnet County	X	Lyle Nelson
X	Commissioner Knobloch, Lee County	X	Dana Platt
X	Commissioner Berckenhoff, Fayette County	X	Tammy Atkins
X	David Salazar, Travis County (Proxy)	X	Derek Goodall
X	Lisa Prewitt, City of San Marcos	X	Rachid Breir
	Commissioner Ingalsbe, Hays County	X	Derek Goodall
X	Commissioner Moses, Caldwell County	Guests	
		Vanessa Owens, TxDOT	
		Oscar O'Hairell, City of San Marcos	

Call to Order

Lisa Prewitt, Council member City of San Marcos (CARTS Chair), affirmed a quorum and called the Thursday, July 27, 2017 meeting of the CARTS Board of Directors to order at 9:30am. Commissioner Ingalsbe and Commissioner Snowden were not in attendance.

After discussion the following motion was made:

To approve the minutes as presented for the May 25, 2017 meeting of the CARTS Board of Directors.

(Moved by Granberg, second by Wall, unanimously approved)

Financial Reports

Update on Financial Report was given by Tammy Atkins. After discussion, the following motion was made:

To approve the financial report as presented.

(Moved by Wall, second Berckenhoff, unanimously approved)

Presentation and review of CARTS Internal Compliance Program and Code of Conduct and Board Orientation and Training regarding same.

After presentation, the following motion was made:

To accept and sign a copy stating presentation and review of CARTS Internal Compliance Program and Code of Conduct and Board Orientation and Training regarding same until the next Board Meeting.

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

Consideration/Action regarding the selection of a firm to guide the development of the CARTS Urban Terminal project pursuant to the Request for Qualifications (RFQ) for the Development of the CARTS Eastside Bus Plaza (Urban Terminal) Project issued May 1, 2017.

After reviewing the scoresheet totals and the individual scoring for each of the proposals, and the criteria for scoring the following resolution was made:

To award the Development of the CARTS Eastside Bus Plaza (Urban Terminal) project pursuant to the Request for Qualifications (RFQ) issued June 19, 2017 to the firm scoring highest on the established criteria for selection, McCann Adams Studio, and to authorize the General Manager to negotiate an acceptable agreement for the completion of the project scope with the selected firm, and if that agreement cannot be satisfactorily reached to go to the second highest scoring firm, Huitt-Zolars for negotiation and potential award of the project.

(Moved by Moses, second by Knobloch, unanimously approved)

Update/Report on the Tucker Hill Lane campus construction project.

Mr. Goodall, CARTS Facility Superintendent provided a detailed presentation on the construction process at the meeting.

Report/Forecast on FY18 CARTS budget and revenues.

Mr. Marsh stated in August we will consider for adoption the FY18 Agency budget. There are no significant changes anticipated from the FY17 budget, but there are budget challenges yet to be resolved.

Contracts and Grants Summary Review: Discussion /Action as Necessary

Tammy Atkins provided an overview of all open contracts and grants as noted on the agenda under this item.

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

Update on Federal Transit Administration Fiscal Year 2016 Award for Bus and Bus Facility Projects to Capital Metro and CARTS.

Mr. Marsh gave an update that CARTS is awaiting notification as to when the awarded funds will be available. No time estimate was provided by Metro, but we anticipate it will be September.

Report on ongoing discussions regarding transit options in unincorporated Travis County and CARTS interface with the Travis County Department of Human Services for essential transportation to that agency's clients.

Mr. Marsh explained that we have been working directly with the Travis County Department of Human Services (TCDHS) to devise a service profile that best fits their needs within the budget parameters that exist for that program. We expect to participate in the planning exercise recommending that solutions or services proposed be comprehensive in scope, and to avoid creating separate silos of funds for transportation within the county.

Report Update on Start-Up for Georgetown fixed route services.

Mr. Marsh stated we are scheduled to implement fixed route bus services in Georgetown on August 21st. This project is a joint venture of Capital Metro and the City of Georgetown, but CARTS is the implementing agency for the city, and will be operating as a contractor to Capital Metro. We are working steadily through the necessary steps, and remain confident we will have a successful start-up.

Other Reports and Updates

Report and review information regarding the CARTS San Marcos Urban Operations.

Rachid Breir gave an update on Urban Operations in San Marcos.

Update on the sale of real property located at 402 W. Bowman, Round Rock, Texas 78664

Mr. Marsh informed the Board that the broker has been notified that we will begin marketing the property in September. We still need to coordinate the sale and schedule with TxDOT and do our appraisals. Proposals for the appraisal work are due on July 21st and we will commission that work to begin in August. We will move to the Round Rock Intermodal Center on August 21st and begin vacating the premises on Bowman preparing it for sale.

Report/Update regarding entering into a Mutual Use Agreement with TxDOT for use of property located at Cesar Chavez and 5th for the CARTS Urban Terminal project and report on the preliminary planning and project coordination completed to-date.

Mr. Marsh stated the MUA has been finalized and executed by CARTS and TxDOT.

Update regarding 2014 award from CAMPO for \$2.1M of STP-MM funds for rolling stock.

Mr. Marsh mentioned we have no additional information to report on this item, but that we continue to work with the Austin District of TxDOT and CAMPO to move the release of these funds up.

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

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There was no news to update on the Regional Transportation Coordination Council (RTCC).

Adjournment and set next meeting date and location

After discussion, the Board determined that the next scheduled meeting of the board per our adopted schedule would be August 31, 2017 at Tucker Hill Ln, Cedar Creek, TX 78612.

The following motion was made:

To adjourn the July 27th meeting and set the next meeting for August 31, 2017 at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.

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