

MEETING MINUTES
CARTS Board of Directors
Thursday, March 31, 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
X	Commissioner Knobloch, Lee County	X	Dana Platt
	Commissioner Ron Morrison, Williamson County	X	Rachid Breir
X	Commissioner Berckenhoff, Fayette County		
X	Edith Moreida, Travis County (Proxy)		
X	Lisa Prewitt, City of San Marcos		
X	Commissioner Ingalsbe, Hays County		
	Commissioner Madrigal, Caldwell County	Guests	
		Joe Ptak, San Marcos Transit Advisory Committee, Vanessa Owens, TxDOT, Rachel Clampffer and Joe Lessard, Lone Star Rail District	

Call to Order

Commissioner Granberg (CARTS Vice Chair), affirmed a quorum and called the Thursday, March 31, 2016 meeting of the CARTS Board of Directors to order at 9:30am. He affirmed a quorum present and indicated that Commissioner Morrison and Madrigal were not in attendance. San Marcos City Council Member Lisa Prewitt arrived shortly after.

Consideration/Approval of Minutes from Board Meeting held Thursday, January 28, 2016.

After discussion the following motion was made:

To approve and adopt the minutes of the Board Meeting held Thursday, January 28, 2016.

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

Executive Session Pursuant To Texas Government Code Section 551.074, Briefing to Board by General Manager on Personnel Matters

Update on personnel matters related to the Finance Department was deferred until later.

Financial Report

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

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

Consideration/Action regarding comments or action from the CARTS Board concerning the Lone Star Rail District. Update from CARTS delegate to LSRD Board, Lisa Prewitt

Joe Lessard and Rachel Clampffer from the Lone Star Rail District gave an update on recent developments regarding the Union Pacific Railroad (UP) abrogating the MOU agreement they had entered into with the Lone Star Rail District (LSRD) regarding the development of passenger rail on the existing UP right of way between San Antonio and Austin in exchange for a bypass railroad to be constructed for UP traffic by the LSRD. Lisa Prewitt asked approval of the CARTS Board of Directors to have Mr. Marsh draft a letter of support for the Lone Star Rail District for the Board to review and approve.

To approve a draft of a letter of support for the Lone Star Rail District
(Moved by Snowden, second by Granberg; the motion was approved with (2) abstaining, Moreida and Ingalsbe and (1) nay by Hibler)

Update on CARTS driver Kim Haskins

Kim Haskins was able to visit the CARTS Board of Directors and speak about where she is to date with her recovery and progress.

Update on the CARTS San Marcos Urban Operations

Joe Ptak, Chairman of the San Marcos Transit Advisory Committee (SMTAC) thanked the Board of Directors for creating the committee and gave an update on recent meetings, resolutions and objectives for the year.

Mr. Marsh gave an update on the transportation surge occurring in San Marcos. Marketing campaign, new fleet, shelters, and service hour expansion are all activities which are keys to the next phase of transit we wish to introduce in San Marcos.

Mr. Breir provided an update on San Marcos operations. He explained that installation of signage was 99 percent complete and ridership was up.

Executive Session Pursuant To Texas Government Code Section 551.074, Briefing to Board by General Manager on Personnel Matters.

Mr. Marsh deferred the executive session.

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 on schedule and parameters of the disposition activities for CARTS HQ beginning April 2016.

Mr. Marsh introduced the bid package, schedule and plan for the sale of the CARTS HQ facility.

To approve the disposition plan for the CARTS HQ facility as presented and to authorize staff to proceed in issuing a Bid Package for the sale of real property located at 2010 E 6th St, Austin TX 78702 for the purpose of soliciting bids for the sale of said property.

(Moved by Ingalsbe, second by 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

Update regarding funds allocated to CARTS pursuant to the TIGER grant awarded to the Texas DOT

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

Update regarding CARTS proposals for funding pursuant to TxDOT Public Transportation Coordinated Call For Projects Various Programs

He also gave an update regarding CARTS application for funding to TxDOT Third Call for 2010 Census Adjustment Fund. Three proposals were submitted on February 16, 2016. Decisions on the projects selected for funding in June.

Update regarding CARTS application for funding to TxDOT Third Call for 2010 Census Adjustment Funds

We received an informal notification that our proposal was accepted. The proposal was for \$250,000 to expand service hours on the San Marcos fixed routes by 2 hours, extending the service to 8p each day, beginning in June 2016 and continuing to August 31, 2017, and provide planning and marketing of the route changes.

Update on Consultant Services contract for Intergovernmental Assistance

Mr. Marsh provided an oral report on the details of the work underway.

Consideration/Action regarding a Consultant Services contract for Accounting Services

Mr. Marsh gave an overview of the re-staffing and re-structuring of our accounting and financial operations and requested the following resolution:

To engage FMG CPA,LLC for the purposes of an evaluation and re-structuring of the CARTS accounting and grants management functions
(Moved by Hibler, second by Moreida, unanimously approved)

Reports and Updates

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.

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

Contract documents are executed and schematic design phase are underway.

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

The Metro shelters are now passed the delay in bid protest and are now ready to proceed. Each shelter fabrication will cost \$ 5,387.00 and can proceed with those projects.

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 informed the Board that we continue to work through this order, which is not yet completed. We hope to have the order placed in the next 30 days.

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 begin 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)

Mr. Marsh announced that Lyle Nelson was elected Chair of the Regional Transportation Coordination Council (RTCC). Mr. Nelson provided and an update on the RTCC activities and the goals to fill in the urban gaps in services.

Other items as presented for discussion/information.

Mr. Marsh gave an update on the Marble Falls depot project stating that CARTS and the City of Marble Falls have agreed to continue the Depot rehabilitation for its use as a CARTS Station, with the City pitching in to assist in the completing the work necessary to make the facility ADA accessible.

Mr. Marsh explained he was not prepared to raise driver's wages at this time but would like to revisit in June.

Adjournment and set next meeting date and location

After discussion, there was a need to re-schedule the next Board meeting, delaying it 2 weeks from May 26th to June 9th so we would have time to review bids and recommend award for the Board's consideration, and action. The following motion was made:

*To adjourn the March 31st meeting and set the next meeting for June 9th, 2016 at the CARTS Headquarters located at 2010 E. 6th St, Austin, TX 78602 at 9:30 am.
(Moved by Hibler, second by Moreida, unanimously approved)*