

**MEETING MINUTES**  
**CARTS Board of Directors**  
**Thursday, September 27, 2018**  
**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 Wall, Burnet County	X	Lyle Nelson
X	Commissioner Knobloch, Lee County	X	Dana Platt
	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	Ed Collins
	Commissioner Moses, Caldwell County	Guests	
		Julie Mazur and Michelle Meaux, Office of Mobility Management	
		Oscar O'Hairell and Rodney Cobb, City of San Marcos	

**Call to Order**

Councilmember Lisa Prewitt, City of San Marcos (CARTS Board Chair) affirmed a quorum and called the Thursday, September 27, 2018 meeting of the CARTS Board of Directors to order at 9:30am. Commissioner Ingalsbe, Commissioner Moses and Commissioner Berckenhoff were not in attendance.

**Consideration/Action regarding the Minutes of the Board Meeting held Thursday August 30, 2018**

After discussion the following motion was made:

*To approve the minutes as presented for the August 30, 2018 meeting of the CARTS Board of Directors.  
 (Moved by Wall, second by Granberg, unanimously approved)*

**Election of Officers**

Mr. Marsh stated it was time for the annual election of officers, terms will expire October 2019.

After discussion, the following motions were made:

*To elect the Lisa Prewitt to Chairman of the CARTS Board of Directors.*

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

*To elect the Paul Granberg to Vice Chair of the CARTS Board of Directors.*

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

*To elect the Debbie Ingalsbe to 2<sup>nd</sup> Vice Chair of the CARTS Board of Directors.*

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

*To elect the Harvey Berckenhoff to 3<sup>rd</sup> Vice Chair of the CARTS Board of Directors.*

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

*To elect the Bubba Snowden to Secretary of the CARTS Board of Directors.*

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

### **Adoption of Board Meeting Schedule for Fiscal Year 2018**

After reviewing the schedule for Fiscal Year 2018 the following resolution was made:

*To Adopt the Board Meeting Schedule for Fiscal Year 2018 as presented.*

*(Moved Snowden, second by Knobloch, 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 Knobloch, unanimously approved)*

### **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**

**Consideration/Action regarding the publication of Request for Proposals (RFP) for solicitation of a firm to conduct the Annual Report on CARTS Finances for Fiscal year 2018, and subsequent years as determined.**

After review the following resolution was made:

*To authorize staff to engage the firm of Atchley and Associates selected per the criteria set forth in CARTS RFP-2018-123-AA to conduct the Annual Report on CARTS Finances for Fiscal year 2018, and subsequent years as determined.*

**Consideration/Action on annual COLA for CARTS employees with an effective date of October 1, 2018 based on CPI-U increase of 2.7% for the 12 months ending August 31, 2018.**

**Discussion/Action for any adjustment to the 2.7% rate, its effective date or its application to the salary schedule.**

After consideration the following resolution was made:

*To authorize the annual COLA for CARTS employees based on CPI-U increase of 2.7% for the 12 months ending August 31, 2018 for an effective date of November 1, 2018  
(Moved by Granberg, second by Knobloch, unanimously approved)*

**Consideration/Action regarding a resolution in support of the transfer of the Direct Recipient status for FTA 5307 funding for the San Marcos/Redwood Urbanized Area from the CARTS Urban District to the City of San Marcos with an effective date of October 1, 2019.**

Mr. Marsh stated that in order to complete the agreed upon transfer of authority it is necessary that we pass a resolution authorizing staff to take actions specific to that anticipated transfer and its date.

After consideration the following motion was made:

*To authorize staff to issue necessary documentation to the Texas Department of Transportation affirming the concurrence of CARTS in the transfer of the Direct Recipient status for FTA 5307 funding for the San Marcos/Redwood Urbanized Area from the CARTS Urban District to the City of San Marcos with an effective date of October 1, 2019.  
(Moved by Granberg, second by Knobloch, unanimously approved)*

**Reports and Updates**

**Update on the CARTS San Marcos Urban Operations.**

Mr. Brier provided an update on San Marcos operations. Routine reports were included the background materials.

**Update regarding the Round Rock Station disposition**

Mr. Marsh updated the Board that On May 16<sup>th</sup> we filed a request for concurrence to TxDOT to initiate the disposition process for the Round Rock Station. We were directed to secure a more current appraisal and review appraisal which we have now done. We will be filing those documents and updating our request to TxDOT with the anticipated date of beginning the disposition process of October 1, 2018.

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

Mr. Nelson explained that there are no activities of the RTCC to report.

**Update on Pre-authorized Bus Procurements**

Mr. marsh outlined the current additions to standing bus procurements.

**Other items as presented for discussion/information**

Derek Goodall gave an update on THL Complex Construction.

Mr. Marsh announced that CARTS went live with system-wide electronic ticketing on September 17, 2018. Through an agreement with the Hop Thru ticketing platform customers can purchase rides or monthly passes for any of the routes provided under the CARTS family of services.

Mr. Marsh explained that FTA has issued an opportunity for funding for Access and Mobility Partnership Projects. A notice of the opportunity is enclosed in the background. We are looking at a collaborative relationship with a healthcare initiative in Bastrop County as a potential project to propose.

**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 November 30, 2018 at Tucker Hill Ln, Cedar Creek, TX 78612.

The following motion was made:

*To adjourn the September 27, 2018 meeting and set the next meeting for November 30, 2018 at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.*

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