

# SAN MARCOS TRANSIT ADVISORY COMMITTEE

## Meeting Minutes

June 5, 2015 – 9:30 a.m.

---

---

### Committee Members Present

Charles O'Neil  
Steve Herrera  
Joseph Ptak  
Gwen Gholson

### CARTS Staff & City of San Marcos Present

Rachid Brier, Asst. General Mgr. of Operations  
Lyle Nelson, Chief of Staff  
Donna Aaron, Committee Secretary  
Oscar Hairell, City of San Marcos Liaison  
Pete Binion, City of San Marcos Liaison

### Committee Member Absent

Peter Wetterhall

#### I. Roll Call

The meeting came to order at 9:35 a.m. with roll call.

#### II. Approval of Minutes

A motion was made by Charles to approve the minutes from the April 17<sup>th</sup> meeting as written. The motion was seconded by Gwen. The motion carried with all in favor.

#### III. Staff Updates

##### A. Ridership Report

The ridership report was presented with the explanation that ridership numbers for route 4 had dropped off a little for the month of May due to flood waters in the neighborhood serviced by route 4 as well as on route 5 due to the University's summer schedule. Rachid explained further that, per a request from the City, route 4 was temporarily detoured for a set period of time to take the neighborhood residents to St. John's Church where they could access helpful resources. Discussion included the possibility of adjusting the ILA to establish set emergency procedures for route detours after major weather events and the importance of relaying detour information to the neighborhoods affected.

##### B. On-Time Performance

The on-time performance report was presented by Rachid, which showed the current on-time performance to be at 93%. He further explained that CARTS staff performed 5 morning checks at selected timing points, some observed (in a CARTS vehicle) and some non-observed (in a personal vehicle), on each route and 5 afternoon checks which occur as buses arrive at the station. When asked about reviewing the success of the route changes that were made in January Rachid explained that staff were currently taking notes and exploring options.

##### C. ADA Applications Update

The ADA applications update showed conditional and unconditional approvals to each be at 50% of the total approved, with only 5 denials.

- IV. ADA Appeals Board – Discussion/Recommendation  
Discussion of the ADA Appeals Board revealed that there is currently one person waiting for an appeal. It further revealed that the plan for the appeals board was to rotate six volunteers consisting of three members of the Advisory Committee, two CARTS staff and one City representative. Gwen, Charles and Joe volunteered to serve as Committee representatives on the Appeals Board.
- V. Review of Route Changes – Discussion/Recommendation  
In review of route changes, Gwen presented concerns, garnished from riding the routes, of the tight timing on route 4 and the distance of route 1 bus stops from the Post Office and the Government Center. Rachid stated that CARTS would review the possibility of making detours work on route 1 in order to service the Post Office and Government Center but he wanted to be careful not to lose recovery time essential to catching the routes up when unforeseen delays occur. He added that any changes made would have to go through public comment periods.
- VI. Addition of Public Comment Period – Discussion/Recommendation  
All members agreed to the adding of a Public Comment Period as a standing agenda item for all future meetings.
- VII. Consideration/Approval of Committee Workshop/Workshop Agenda  
Joe stated that the items he would like to address as workshop topics are to first, review the Five Year Transit Plan and, from that review, set goals and objectives and then prioritize the set goals and objectives. When asked who could refresh the Committee on the transit plan Lyle stated that, while CARTS staff could arrange to review the high points of the plan, he needed some clarification on the plan to set goals and objectives as they would pertain to the function of the committee being advisory in nature. Joe responded that the committee could recognize issues that need to be addressed and create advice from their observations. Discussion concluded with Lyle's admonition to be careful not to operate in a vacuum but to take into consideration findings of past studies and limitations of governing regulations.
- VIII. Any Other Business  
There was no other business.
- IX. Date and Time of Next Meeting  
All members agreed on Friday, July 17<sup>th</sup> as the next meeting date and that, at the next meeting, members would consider setting meeting dates for the upcoming year for the purpose of pre-posting meetings for the public.
- X. Adjournment  
The motion to adjourn was made by Steve at 10:50 a.m. The motion was seconded by Gwen and passed with all in favor.