

MEETING MINUTES

CARTS Board of Directors

Thursday, August 22nd, 2013

9:30 am

Board Members Present		Staff Present	
X	Present	X	Present
X	Commissioner Bubba Snowden, Bastrop County	X	David Marsh
X	Commissioner Paul Granberg, Blanco County	X	Pearl Jackson
X	Commissioner Ronny Hibler, Burnet County	X	Lyle Nelson
	Commissioner Neto Madrigal, Caldwell County	X	Kristi Urkuski
X	Commissioner Linda Kovar, Lee County	X	Edna Johnson
X	Commissioner James Kubecka, Fayette County		
X	Commissioner Debbie Ingalsbe, Hays County		
X	Commissioner Ron Morrison, Williamson County		
	Commissioner Margaret Gomez, Travis County		
X	Edith Moreida, Travis County (Proxy)	GUESTS	
X	San Marcos City Council – Place 1, Kim Porterfield	Vanessa Owens, TxDOT Oscar Hairell, City of San Marcos	

Call to Order

Commissioner Hibler affirmed a quorum and called the Thursday, August 22nd, 2013 meeting of the CARTS Board of Directors to order at 9:30 am. Recorded absent was Commissioner Madrigal.

Consideration/Approval of Minutes from Board Meetings held Thursday, July 25th, 2013.

Commissioner Hibler requested any comments, additions or corrections to the minutes of the last meeting.

After discussion, the following motion was made:

*To approve and adopt the minutes of the Board Meeting held Thursday, July 25th, 2013.
(Moved by Ingalsbe, second by Kovar; unanimously approved)*

Consideration/Action regarding the adoption of CARTS FY14 Agency Budget

Mr. Marsh discussed and presented a review of CARTS 2014 Agency Budget. He reviewed the items in the budget package with the Board Members including the 2014 Agency-wide budget proposed for adoption, a key to understanding how the adopted budget and the line items budgets are connected, a 1-page version of the line item budget, a multi-page version of the line item budget and a side-by-side comparison of the FY 13 budget and the FY14 budget.

Mr. Marsh discussed how the Agency budget reflects the geographic changes to the District with the effects of the 2010 Census change resolved and the CARTS District now including an urban component, the San Marcos urbanized area.

Mr. Marsh pointed out the largest single funding source was that of the HHSC medical contract, which was extended for another year as HHSC prepares to implement reform legislation that sets out Managed Transportation Organizations throughout the state to provide the service. Mr. Marsh stated CARTS would be working in conjunction with Brazos Transit District and Hill Country Transit District to implement an MTO in a 39-county region.

Mr. Marsh noted within this budget is the largest capital project to-date, being the first phase of development of the Vehicle Maintenance Center. He reminded of the importance of this project due to the increasing vehicle maintenance costs escalating as dependency on outside vendors to maintain our fleet becomes more predominant. Mr. Marsh forecasted no relief this budget year, but over the next 24 months a better realization of economies being this is an essential aspect of CARTS' business.

Mr. Marsh explained that the San Marcos UZA was included in the CARTS Agency-wide budget, but that it would have its own operating budget and that budget was distributed. He outlined the budget and the local share shortfall, and how that came about, explaining the FTA match requirements and how those requirements limited how we could Match the UZA expenses. Ms. Porterfield asked about the unidentified local share of \$274,815, and what we planned to do to meet it. Mr. Marsh indicated we had some contingency plans that included contributions from Martindale and Guadalupe County, using locally generated MTP dollars, applying for Census Adjustment funds, and moving CARTS Title 3 contract revenues into the budget, but that we would also ask the city to increase their funding by as much as \$100,000. He also added that the budget deficit was ultimately a CARTS problem, not the City's.

After discussion, the following motion was made:

To adopt the CARTS FY14 Agency Budget in the amount of \$20,576,080 effective September 1, 2013.

(Moved by Ingalsbe with the understanding of the needed continuation to work with San Marcos, second by Porterfield; unanimously approved)

Consideration/Action regarding the award of CARTS RFP 2013-02-SM, San Marcos Urbanized Area 5-Year Strategic Plan for Transit Development pursuant to RFP process ended July 16, 2013.

Mr. Marsh reviewed the solicitation process of the RFP 2013-02-SM, ending with the interviewing procedure held on August 12th, with the top two firms of Nelson Nygaard and KFH Group. He noted the firms provided a presentation and had back and forth discussion with committee members consisting of Edna Johnson, Lyle Nelson, Oscar Hairell, Kim Porterfield and Ed Collins. Mr. Marsh stated that after the interviews and discussion, the committee selected Nelson Nygaard on a 3-2 vote. Ms. Porterfield elaborated on the process and the merits of each firm, and her approval of the process and the selection, and commented on the opportunity the planning work would provide for San Marcos developing transit services locally.

After discussion, the following motion was made:

To provide authority to the General Manager to award the consulting contract to Nelson Nygaard for the San Marcos Urbanized Area 5-year Strategic Plan for Transit Development pursuant to CARTS RFP 2013-02-SM process ended July 16, 2013 and to authorize the General Manager or his designee to negotiate a contract with Nelson Nygaard not to exceed the firm's proposed fee of \$139,984.

(Moved by Porterfield, second by Morrison; unanimously approved)

Consideration/Action regarding amendment to the CARTS Fare Policy establishing an Express fare for the Interurban Coach Express route service and declaring an effective date.

Mr. Marsh presented the current fare policy for the Interurban Coach, full amendment and preliminary fliers. He announced a new addition of, "Route E", which is an express route running limited stop service between Austin and the San Marcos Texas State campus.

Mr. Marsh introduced an Express fare of \$6 one-way for this premium level service. He made clear the pricing is consistent with the range of pricing in the current policy (\$2, \$4, and \$6) and reflects the value of the Express service over slower multi-stop services on the Interurban.

After discussion, the following motion was made:

To provide the authority to the General Manager of adoption of the amendment to the CARTS Fare Policy establishing an Express fare of \$6 per one-way trip for Interurban Coach Express routes and other routes providing limited-stop Express services.

(Moved by Morrison, second by Moreida; unanimously approved)

Report/Update on Tucker Hill Lane project, Phase I VMC construction and establish date for groundbreaking event.

Mr. Marsh was pleased to announce the project was falling into place. He stated TxDOT released the first grant on August 12th in the amount of \$1.75M State of Good Repair, which was awarded last summer and on the same day, Travis County issued documents which enables a security deposit for erosion control imposed from its environmental plan review in the form of a letter of credit. Mr. Marsh also anticipated planning the groundbreaking event with certainty.

Other items as presented for discussion / information

Mr. Marsh welcomed any items for discussion from Board members to be slated for future agendas.

Mr. Marsh enclosed the response to the HHSC RFI on how to provide service for Medicaid for the members' review.

Mr. Marsh discussed the City of Marble Falls offer to provide us bus depot facilities in the old railroad depot formerly home to the local visitors' center. Mr. Marsh said he had in mind arranging a lease for the property that would include CARTS bringing the facility up to ADA standards in exchange for an agreement for CARTS use of the facility that would amortize our expenses over the

term of the lease. Commissioner Hibler indicated a bus depot to be a great idea for Marble Falls and asked Mr. Marsh to continue exploring the opportunity and to report back to the Board.

Adjournment and set next meeting date and location

Commissioner Hibler indicated the next meeting is scheduled for Thursday, September 26th, 2013 at 9:30 a.m.

The following motion was made:

To adjourn the August 22nd, 2013 meeting and to set the next meeting date to Thursday, September 26th, 2013.

(Moved by Granberg, second by Moreida; unanimously approved)

Executive Session: The CARTS Board may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made of the basis for the Executive Session discussion. The CARTS Board may also publicly discuss any item listed on the agenda for Executive Session.