

**MEETING MINUTES
 CARTS Board of Directors
 Thursday, August 29, 2019
 9:30am**

Board Members Present		Staff Present
	Present	
X	Commissioner Snowden, Bastrop County	X Dave Marsh
	Commissioner Granberg, Blanco County	Pearl Jackson
X	Commissioner Wall, Burnet County	X Lyle Nelson
X	Commissioner Knobloch, Lee County	X Dana Platt
X	Commissioner Berckenhoff, Fayette County	X Rachid Brier
X	David Salazar, Travis County (Proxy)	X Derek Goodall
X	Lisa Prewitt, City of San Marcos	X Ed Collins
	Ruben Becerra, Hays County Judge	X Tammy Atkins
X	Commissioner Shelton, Caldwell County	Guests
		Vanessa Owens, TxDOT
		Pete Binion, City of San Marcos
		Julie Mazur, Office of Mobility Management

Call to Order

Council member Lisa Prewitt, City of San Marcos (CARTS Board Chair) affirmed a quorum and called the Thursday August 29, 2019 meeting of the CARTS Board of Directors to order at 9:30am. Hays County Judge, Ruben Becerra and Commissioner Granberg were not in attendance.

Consideration/Action regarding the Minutes of the Board Meeting held Thursday, May 30, 2019

After discussion the following motion was made:

*To approve the minutes as presented for the May 30, 2018 meeting of the CARTS Board of Directors.
 (Moved by Snowden, second by Shelton, 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)*

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.

Consideration/Action regarding the adoption of CARTS FY20 Agency Budget.

Mr. Marsh reviewed the budget with the Board outlining the details of the budget, the elements and conditions of how it came to be defined and on the specifics of the revenues and expenditures outlined.

After that review and discussion was completed to the satisfaction of the Board, no amendments were offered, and the following resolution was made:

To adopt the CARTS FY20 Annual Budget in the amount of \$21,193,653 effective September 1, 2019.

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

Consideration/Action regarding the adoption of schedule for CARTS Board meetings for FY20.

After reviewing meeting schedule presented for the current fiscal year the following resolution was made:

To Adopt the Board Meeting Schedule for Fiscal Year 2020 as presented.

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

Consideration/Action regarding the adoption of the Interlocal Cooperation Agreement setting out the terms and conditions for the integration of CARTS and Capital Metro services at the Eastside Bus Plaza.

Mr. Marsh presented the final agreement that documents the terms and conditions for the joint use and construction of the Eastside Bus Plaza by CARTS and Capital Metro. It was adopted by the Capital Metro Board on July 29, 2019 and is the result of over a year of close coordination with Capital Metro to achieve our goal of an integrated service profile at this location. The Agreement also authorizes \$1.5M in local funds towards the project's construction from Capital Metro which will be added to the current revenues set aside for the completion of this facility.

After discussion the following resolution was made:

To approve the Agreement and to authorize the General Manager or his designee to execute the INTERLOCAL AGREEMENT, ("the Agreement") setting out the terms and conditions for the integration of CARTS and Capital Metro services at the Eastside Bus Plaza.

(Moved by Shelton, second by Snowden, unanimously approved)

**Consideration/Action regarding the renewal of the San Marcos Interlocal Agreement for Urban Transit Services for a one-year term beginning October 1, 2019 and update regarding the transfer of the Direct Recipient authority for FTA 5307 funding for the San Marcos/Redwood Urbanized Area from the CARTS District to the City of San Marcos.
Contracts, Grants and Project Applications for Discussion and/or Action**

Mr. Marsh reported that we have reached the conclusion of our process of transferring the Designated Recipient (DR) status and our Urban Transit District designation for the San Marcos/Redwood UZA to the City of San Marcos. He explained the most significant from our standpoint is the renewal of the ILA and its modification to reflect the new relationship wherein CARTS becomes the agent of the City providing turn-key bus transportation with our compensation being based on the hours of service provided. This and the drafting of a Memorandum of Understanding (MOU) that outlines the distribution of funds for capital grants now obligated for bus purchases are the outstanding items to be agreed to prior to the October 1, 2019, beginning of a new federal fiscal year.

After discussion the following resolution was made:

To authorize the General Manager or his designee to renew and execute the PUBLIC TRANSIT SYSTEM INTERLOCAL AGREEMENT, ("the Agreement") as modified with the City of San Marcos for an effective date of October 1, 2019 and to provide the General Manager or his designee the authority to negotiate on behalf of CARTS for any changes necessary for a timely renewal of the Agreement.

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

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

Discussion/Action regarding the potential for an ILA with the Central Texas Regional Mobility Authority (CTRMA) for certain aspects of the roadway improvements for East Side Bus Plaza project

Mr. Marsh updated the Board on the ongoing coordination and collaboration that have been the hallmark of our Eastside Bus Plaza (EBP) project. At the suggestion of Randy Clarke, CEO of Capital Metro, we approached the CTRMA to see if we could coordinate some of the roadway work with their US183 South Express Tolloed lane project which terminates adjacent to our project. They have been very accommodating and seem genuinely interested in providing us some level of assistance. He indicated that he required no action on the item, as the consideration of the item by the CTRMA Board has been delayed to October. He indicated that he would report on any progress, and request any authority necessary to proceed at the September meeting.

Reports on Department of Energy (DOE) Advanced Vehicle Technologies Research (AVTR) grant for the electric taxi project in Bastrop and on the CARTS Via project in Bastrop.

Mr. Marsh reported that CARTS participated with the Central Texas Clean Air Coalition in the submittal of a proposal under the DOE AVTR grant program that would establish electric taxi or shuttle services in Bastrop. The project was selected for funding pending contract negotiations with the DOE.

Reports and Updates

Update on Eastside Bus Plaza project. Ed Collins, Project Manager

Mr. Collins on the gave an update on the progress of the Eastside Bus Plaza.

Update on the THL Construction project. Derek Goodall, Director of Facility Development

Derek Goodall, Director of Facility Development reported on the Operations and Administration building construction.

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 on the disposition process for the Round Rock Station. He noted that we closed on the sale on July 25th and that the Seller's Statement is enclosed in the background. Per our agreement with TxDOT on the disposition of the funds they will be invested in capital projects per our Capital Improvement Program FY18-21, or amendments to same, also enclosed.

Once we complete the reconciliation of our expenses for the sale, we will establish a final amount realized and program the use of the funds in consultation with TxDOT.

He mentioned that the Board will need to approve a bank resolution necessary for authorization of the General Manager or his designee to open an account for the management of the proceeds for the proceeds of the disposition of the Round Rock Station that will be on the September 26, 2019 agenda.

Update regarding TxDOT ROW acquisition

Mr. Marsh stated that consultants for the Department came out on June 26, 2019 and we signed all the necessary paperwork to transfer our property that they required. Per the agreement there will be a \$25,000 allotment for deeding the property immediately, and compensation in the amount of \$487,888, less ten dollars for retaining the improvements (entrance gate). No closing has yet been set by TxDOT. Once we close, we will begin the process of re-locating our entrance gate and appurtenances.

Update on Pre-authorized Bus Procurements

Mr. Marsh outlined the current additions to budgeted bus procurements.

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

Mr. Nelson provided a brief report on the Regional Transportation Coordination Council (RTCC).

Other items as presented for discussion/information

Mr. Marsh announced the CARTS Fun Day is set for September 21st. This event is to give all of our employees an opportunity, along with their family, to come have a day at CARTS just for fun, no work, and to enjoy our new facility. He invited the Board and guests to attend.

Adjournment and set next meeting date and location

Meeting Minutes

CARTS Board of Directors

August 29, 2019

After discussion, the Board determined that the next scheduled meeting of the board per our adopted schedule would be September 26, 2019 at Tucker Hill Ln, Cedar Creek, TX 78612.

The following motion was made:

To adjourn the August 29, 2019 meeting and set the next meeting for September 26, 2019 at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.

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