

MEETING MINUTES
CARTS Board of Directors
August 26, 2021, CARTS Board of Directors Web Conference Link
Found at RideCARTS.com/about/board
Thursday, July 29, 2021, 9:30 AM
Lee Dildy Operations Center, 5300 Tucker Hill Lane
Cedar Creek, Texas 78612

Board Members Present		Staff Present	
	Present		Present
X	Commissioner Snowden, Bastrop County	X	Dave Marsh, General Manager
X	Commissioner Granberg, Blanco County	X	Pearl Jackson, Assistant General Manager
X	Commissioner Wall, Burnet County	X	Lyle Nelson, Chief of Staff
	Commissioner Berckenhoff, Fayette County	X	Dana Platt, Community Outreach Director
X	Ruben Becerra, Hays County Judge	X	Rachid Breir, Director of Operations
X	Commissioner Knobloch, Lee County	X	Jo Tucker, Business Manager
X	Margaret Gomez, Travis County	X	Derek Goodall, Director of Facilities
X	Michael Cooper, Williamson County (Proxy)		Adrian Elliott, Director IT Services
	Russ Boles, Williamson County	X	Ed Collins, CARTS Planning
X	Commissioner Shelton, Caldwell County	Guests	
X	David Salazar, Travis County (Proxy)	Pete Binion, City of San Marcos	

Call to Order

Blanco County Commissioner, Paul Granberg (CARTS Chair) affirmed a quorum and called the August 26, 2021, meeting to order at 9:30 am.

Commissioners Snowden, Knobloch, Wall and Granberg were on-site at CARTS HQ, other Board members present attended by a TEAM’S remote connection. Commissioner Berckenhoff, and Commissioner Boles were unable to attend.

Consideration/Action regarding the Minutes of the Board Meeting held Thursday, July 29, 2021.

After discussion, the following motion was made:

To approve the minutes as presented for the July 29, 2021, meeting of the CARTS Board of Directors.
(Moved by Wall, second by Snowden, unanimously approved)

Financial Reports

Update on Financial Report was given by Jo Tucker. After discussion, the following motion was made:

To approve the financial reports as presented.
(Moved by Snowden, second by Gomez, unanimously approved)

Contracts and Grants Summary Review: Discussion/ Action as Necessary

Jo Tucker, CARTS Business Manager, provided an overview of all open contracts and grants as noted the agenda under this item.

Consideration/Action regarding the adoption of CARTS FY22 Agency Budget.

Mr. Marsh presented the upcoming budget and provided the Board a full discussion 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 review, the following motion was made:

*To authorize the adoption of the CARTS FY22 Annual Budget in the amount of \$13,032,263 effective September 1, 2021.
(Moved by Wall, second by Snowden, unanimously approved)*

Consideration/Action regarding the adoption of schedule for CARTS Board meetings for FY22.

The meeting Schedule for the current fiscal year was presented and the following motion was made:

*To Adopt the Board Meeting Schedule for Fiscal Year 2022 as presented.
(Moved by Knobloch, second by Wall, unanimously approved)*

Consideration/Action regarding the exercising a fourth-year option to Atchley and Associates for the Annual Report on CARTS Finances for Fiscal year 2021 and providing the General Manager or his designee authority to schedule and authorize the engagement.

Mr. Marsh presented the engagement letter which he had requested from the firm for the Board's consideration for CARTS to exercise another option year for the audit of the CARTS FY21 finances. We recommend exercising the option. After discussion, the following motion was made:

*To authorize the General Manager or his designee to exercise a fourth-year option to engage Atchley and Associates for the Annual Report on CARTS Finances for Fiscal year 2021 and to schedule and authorize the engagement
(Moved by Wall, second by Shelton, 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, 2021.

The City of San Marcos provided an ILA for the continuation of CARTS as the service provider for the San Marcos-Redwood Urbanized area. The agreement is unchanged from the previous year, and recommendation for execution was made.

To authorize the General Manager or his designee to renew and execute the PUBLIC TRANSIT SYSTEM INTERLOCAL AGREEMENT, ("the Agreement") with the City of San Marcos for an effective date of October 1, 2021, 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.

Meeting Minutes
CARTS Board of Directors
August 26, 2021

Receive Board direction on scheduling the Grand Opening for Eastside Bus Plaza September 16, 2021.

After discussion the Board felt we should postpone the Grand Opening of the Eastside Bus Plaza due to Austin and Travis County being at Stage 5 with restrictions in place.

Reports and Updates

Community Engagement Report, "Getting to Know CARTS."

Dana Platt, Community Engagement Director, briefed the Board on the plans for the engagement process and enclosed a number of documents related to this activity.

Update on CARTS Now pilot in Bastrop and July 1st launch in Taylor

Dan Platt briefed the Board on the performance of these two pilots. Both pilots have shown an increase in ridership to date.

Update on activities of the City of Taylor regarding the management and execution of the CARTS project for feasibility review and technical assessment of passenger facilities for the downtown stop of the Texas Eagle in Taylor, Texas.

Mr. Marsh reported on the project kick off meeting.

Update on the CARTS San Marcos Urban Operations, Rachid Breir, Director of Operations

Mr. Brier was on vacation, so Mr. Nelson provided an update on San Marcos operations. Routine reports were included in the background materials.

Construction Updates, Derek Goodall, Director of Facility Development

Derek Goodall, Director of Facility Development, reported on the Eastside Bus Plaza, Bastrop Station, Elgin Station, THL Entry Relocation, THL Complex Construction and the THL Park-n-Ride construction updates.

Other items as presented for discussion/information

Mr. Marsh announced that we have requested and been approved for a TXDOT-funded targeted planning project that will provide a case study of our microtransit launch in Bastrop and evaluate and provide recommendations on how to adapt and improve Country Bus services that are affected by the introduction of the local microtransit services.

Adjournment and set next meeting date and location

The Board determined that the next scheduled meeting of the Board would be September 30, 2021, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am, or remotely dependent on conditions at that time.

The following motion was made:

To adjourn the August 26, 2021, and set the next regular meeting for September 30, 2021, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.

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

Executive Session: The 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 Board may also publicly discuss any item listed on the agenda.