

**MEETING MINUTES
 CARTS Board of Directors
 Thursday, December 17, 2015
 9:30am**

Board Members Present		Staff Present	
<input type="checkbox"/>	Present	<input type="checkbox"/>	Present
<input type="checkbox"/>	Commissioner Snowden, Bastrop County	<input checked="" type="checkbox"/>	David Marsh
<input checked="" type="checkbox"/>	Commissioner Granberg, Blanco County	<input checked="" type="checkbox"/>	Pearl Jackson
<input type="checkbox"/>	Commissioner Hibler, Burnet County	<input checked="" type="checkbox"/>	Lyle Nelson
<input checked="" type="checkbox"/>	Commissioner Knobloch, Lee County	<input type="checkbox"/>	Dana Platt
<input checked="" type="checkbox"/>	Commissioner Ron Morrison, Williamson County	<input type="checkbox"/>	Les Dase
<input checked="" type="checkbox"/>	Commissioner Berckenhoff, Fayette County	<input checked="" type="checkbox"/>	Rachid Breir
<input checked="" type="checkbox"/>	Edith Moreida, Travis County (Proxy)	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Lisa Prewitt, City of San Marcos	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Commissioner Ingalsbe, Hays County	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Commissioner Madrigal, Caldwell County	Guests	
<input type="checkbox"/>		Vanessa Owens, TxDOT via conference call	
<input type="checkbox"/>		Oscar Hairell, Operations Manager Fleet	
<input type="checkbox"/>		Transit and Facilities, City of San Marcos	
<input type="checkbox"/>		Michelle Meaux, Mobility Management	

Call to Order

City of San Marcos Representative Lis Prewitt (Chairman of the CARTS Board), affirmed a quorum and called the Thursday, December 17, 2015 meeting of the CARTS Board of Directors to order at 9:30am. She affirmed a quorum present and indicated that Commissioner Snowden and Commissioner Hibler would not be attending.

Consideration/Approval of Minutes from Board Meeting held Thursday, December 17, 2015.

After discussion the following motion was made:

To approve and adopt the minutes of the Board Meeting held Thursday, December 17, 2016.

(Moved by Ingalsbe, second by Granberg, unanimously approved)

Financial Report

Update on Financial report was given by Dave Marsh. After discussion, a motion was made:

To approve the Financial Reports
(Moved by Moreida, second Madrigal, unanimously approved)

Report/Updates on Surplus Property Disposition

Mr. Marsh gave an update on the Tiger Grant and how it has changed the approach to the disposition of our surplus property in Round Rock and CARTS Headquarters in Austin.

Consideration/Action regarding funds to be allocated to CARTS pursuant to the TIGER grant awarded to the Texas DOT.

Mr. Marsh explained that on October 29, 2015 the U.S. Department of Transportation and the Federal Transit Administration announced that the Texas Department of Transportation proposal offered under the TIGER Grant VII call for projects, *The Rural Transit Asset Replacement Project*, had been selected for funding. The project, totaling \$50,347,202, requested \$20,802,400 in TIGER funds, with \$29,544,802 in other funds programmed by TxDOT included as leverage for the TIGER fund request.

Of the over \$50M to be invested in Texas rural transit assets there are two (2) CARTS projects including the completion of the Tucker Hill Lane complex and the replacement of up to 25 buses that have exceeded their useful life.. After discussion, he asked the Board to consider the following resolution:

To provide the General Manager the authority to accept and execute TxDOT contract agreements granted pursuant to the U.S. Department of Transportation TIGER Grant VII funding for the TxDOT Rural Transit Asset Replacement Project.
(Moved by Ingalsbe, second Madrigal, unanimously approved)

Consideration/Action regarding award pursuant to FTA 5307 contract TX-95-X090-00 of a bus contract for the purchase of four (4) 40' transit buses to Nova Bus using options provided by the Capital Metropolitan Transit Authority for express services operated by CARTS into the San Marcos Urban District.

Mr. Marsh explained that In order to streamline the procurement for needed buses to operate on our Interurban Express routes we have secured options available from a Federal Transit Administration (FTA) approved procurement conducted by Capital Metro. Related documents are enclosed requesting the concurrence of Capital Metro. If the Board concurs we will proceed with the process.

To approve the award of a bus contract for the purchase of four (4) 40' transit buses for the Interurban Express and other regional routes to Nova Bus using options provided by the Capital Metropolitan Transportation Authority.
(Moved by Ingalsbe, second Madrigal, unanimously approved)

Consideration/Action regarding necessary amendments to certain policies to address areas cited in the FTA Triennial review of San Marcos urban operations.

Lyle Nelson gave an overview regarding the necessary amendments to certain policies to address areas cited in the FTA Triennial review of the San Marcos urban operations. After the update Mr. Nelson provided on the CARTS response, and actions taken, to address the findings of the FTA Triennial Review a motion was made:

To approve the amendments as presented to three agency policies (Procurement Policy, Drug & Alcohol, and the San Marcos ADA Policy) to comply with Federal and State requirements as detailed in the 5307 Triennial review of San Marcos urban operations.

(Moved by Ingalsbe, second by Prewitt, unanimously approved)

Contracts and Grants Summary Review: Discussion/Action as Necessary

Mr. Marsh provided an overview of all open contracts and grants as noted on the agenda under this item. Information was provided in the background for this item.

Consideration/Action to accept contract with Bluebonnet Electric Coop for services related to bus shelter projects.

Mr. Marsh briefed the Board on the project.

A motion was made:

To accept contract with Bluebonnet Electric Coop for services related to bus shelter projects.

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

Consideration/Action to accept contract regarding CARTS application for funding to TxDOT for the Third Call for 2010 Census Adjustment Funds.

Mr. Marsh reviewed the proposal filed with TxDOT for the Third Call for 2010 Census Adjustment Funds.

After discussion the following motion was made:

To approve the submittal and to accept any contract resulting from the CARTS application for funding to TxDOT Third Call for 2010 Census Adjustment Funds.

(Moved by Ingalsbe, second by Moreida, unanimously approved)

Lyle Nelson gave an update regarding contract services provided to the Travis County Health and Human Services Department and application to Travis County for FY16 funds in support of CARTS services provided in the County.

Reports and Updates

Update on the CARTS San Marcos Urban Operations

Rachid Breir, CARTS Director of Urban Operations Interim, reported on bus service performance, ridership satisfaction surveys and included a summary of the last advisory board meeting.

Update on the award for the design, engineering and environmental investigation for the CARTS Elgin Station project.

Mr. Marsh explained the scoping meeting has been conducted with the consultant selected and the project is underway.

Update on the award for the design and engineering of the CARTS Operating/Headquarters Facility, Tucker Hill Lane

Mr. Marsh explained that the contract is in place and design work is set to start in January.

Update regarding a Consultant Services contract for the Intergovernmental Assistance

Mr. Marsh advised the Board that the work as agreed to and contracted with the consultant was underway.

Report/Update on Texas Transportation Institute CARTS work plan, activities & products for FY's14-15.

Mr. Marsh reported that as indicated last meeting funding has been suspended, and we are seeking other avenues to continue TTI's work.

Report/Update on STP-MM award by CAMPO for San Marcos Fixed Route bus replacement.

Mr. Marsh explained that we are still waiting on CAMPO to commit to providing funding granted to CARTS for this project.

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

Information provided and update on the RTCC activities.

Report on CARTS re-organization planning.

Mr. Marsh briefed the Board on a plan to amend the CARTS organization by forming six divisions.

Other items as presented for discussion/information.

Mr. Marsh gave an update on CARTS driver, Kim Haskins. She is moving to the spinal cord hospital in Houston. CARTS employees all sent Christmas cards to Kim in rehab over the holidays and she

received over 100 cards. Rachid Breir mentioned staff visits her weekly and we continue to provide transportation to her family. Mr. Marsh mentioned in lieu of sending flowers on the Boards behalf, he plans to plant a tree for her and will coordinate with her mother.

Mr. Marsh mentioned that a few members of the Board had expressed interest in the annual Community Transportation Expo May 22-27 in Portland and more information is provided in Board package.

Mr. Marsh also asked the Board for to consider the annual schedule for 2016 Board Meetings for discussion at next month's meeting in January.

Executive Session Pursuant To Texas Government Code Section 551.074, Briefing to Board by General Manager on Personnel Matters.

At 11:05 the Board convened in Executive Session. At 11:25 the Board reconvened in Open Session, no action was taken or anticipated pursuant to the Executive Session.

Adjournment and set next meeting date and location

After discussion, Board Chair Lisa Prewitt indicated that the next meeting date and location was scheduled for January 28, 2016 at the CARTS Headquarters, 2010 E. 6th St., Austin, TX 78702 at 9:30am. The following motion was made:

*To adjourn the December 17th meeting and set the next meeting for January 28, 2016 at the CARTS Headquarters located at 2010 E. 6th St, Austin, TX 78602 at 9:30 am.
(Moved by Prewitt, second by Granberg, unanimously approved)*