

**MEETING MINUTES**  
**CARTS Board of Directors**  
**March 25, 2021 CARTS Board of Directors Web Conference Link**  
**Found at RideCARTS.com/about/board**  
**Thursday, March 25, 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
X	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	Tammy Atkins, Chief Financial Officer
	Margaret Gomez, Travis County	X	Derek Goodall, Director of Facilities
	Michael Cooper, Williamson County (Proxy)	X	Adrian Elliott
X	Commissioner Shelton, Caldwell County	Guests	
X	David Salazar, Travis County (Proxy)	Vanessa Owens, TxDOT	
		Julie Mazur, OMM	

**Call to Order**

Blanco County Commissioner, Paul Granberg (CARTS Chair) affirmed a quorum and called the March 25, 2021 meeting to order at 9:32 am.

Commissioners Snowden, Knobloch, Berckenhoff and Granberg were on-site at the CARTS HQ, other Board members present attended by a TEAMS remote connection and phone conference.

**Consideration/Action regarding the Minutes of the Board Meeting held Thursday, September 24, 2020.**

After discussion, the following motion was made:

*To approve the minutes as presented for the November 19, 2020 meeting of the CARTS Board of Directors.  
 (Moved by Wall, second by Knobloch, unanimously approved)*

**Financial Reports**

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

*To approve the financial reports as presented.  
 (Moved by Berckenhoff, second by Shelton, unanimously approved)*

### **Contracts and Grants Summary Review: Discussion/ Action as Necessary**

Tammy Atkins, CARTS CFO, provided an overview of all open contracts and grants as noted the agenda under this item.

### **Update on CDC practices applicable to CARTS as mandated by Federal Transit Administration/TXDOT.**

Details of the requirements and detail of the directive of the first Executive Orders issued by the White House instituted mandatory guidelines under CDC recommendations for all agencies subject to Federal Transit Funding and were included in the background. Mr. Marsh reported that with a few minor exceptions, they were consistent with the practices we have been following since March 2020.

### **Update on Planning projects to be launched in FY21.**

Mr. Marsh gave an update on planning projects including the ILA with City of Taylor for the review and technical assessment of passenger facilities for the downtown stop of the Texas Eagle in Taylor, Texas. He also stated that the Board will be able to select a qualified firm at the May Board Meeting for our District-wide Community Engagement project.

### **Update on CARTS Now pilot in Bastrop and planned June launch in Taylor**

Mr. Marsh reported steady ridership gains on the CARTS NOW microtransit pilot in Bastrop and announced plans to launch in Taylor in June.

### **Update regarding the adoption of an ILA with the City of Taylor for 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 stated that the ILA has been fully executed and a copy was provided in the background materials. The project schedule and tasks are included in the ILA, which will be led by HDR under city contract.

## **Reports and Updates**

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

Mr. Breir 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.

### **Update on Pre-authorized Bus Procurements**

Mr. Marsh reported that only 6 buses remain to be delivered this year, and with no other grants for bus capital currently under contract, he indicated that this would complete our bus orders. Two of the buses are 30 ft. units for San Marcos, and four are LPG powered 22 ft. Country Buses.

### **Update on the RTCC, Lyle Nelson, Chief of Staff**

Mr. Nelson, Chief of Staff and RTCC, Board Chair provided an update on the RTCC.

### **Other items as presented for discussion/information**

Mr. Marsh reported on the difficulty of hiring drivers and anticipated bringing a plan to the Board in May to assist in the recruitment and retaining employees by adjusting the pay scale for drivers.

Mr. Marsh gave an update on non-emergency medical transportation funded by the Texas HHSC with Medicaid dollars and our anticipation of entering into providing these services again.

Mr. Marsh stated a letter sent to TxDOT on behalf of our Rural Transit Association regarding a rider that would disrupt the state funding we use to match federal grants in enclosed in the Board package. This rider was introduced by Senator Nichols. We will reach out to Senate members in our District.

Chair Granberg announced an executive session to discuss personnel issues, and asked staff to leave the meeting room and for others to disconnect from electronic connections to the meeting.

*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.*

The Board went into an executive session at 11:30am to discuss personnel.  
The Board re-convened into open session at 11:45

After discussion, the following motion was made:

To discuss an adjustment in the increase of the salary of the General Manager in the upcoming budget deliberations for FY2022.  
*(Moved by Wall, second by Shelton, unanimously approved)*

### **Adjournment and set next meeting date and location**

The Board determined that the next scheduled meeting of the Board would be May 27, 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 March 25, 2021 and set the next regular meeting for May 27, 2021 at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.  
(Moved by Berckenhoff, second by Knobloch, unanimously approved)*