

MEETING MINUTES
CARTS Board of Directors
March 30, 2023, CARTS Board of Directors Web Conference Link
Found at RideCARTS.com/about/board
Thursday, March 30, 2023, 9:30 AM
Lee Dildy Operations Center, 5300 Tucker Hill Lane
Cedar Creek, Texas 78612

Board Members Present		Staff Present	
	Present		Present
X	Commissioner Glass, Bastrop County	X	Dave Marsh, General Manager
X	Commissioner Riley, Blanco County		Pearl Jackson, Assistant General Manager
X	Commissioner Wall, Burnet County	X	Ed Collins, CARTS Planning
X	Commissioner Berckenhoff, Fayette County	X	Lyle Nelson, Chief of Staff
X	Commissioner Cohen, Hays County	X	Dana Platt, Community Outreach Director
X	Commissioner Knobloch, Lee County	X	Rachid Breir, Director of Operations
	Commissioner Gomez, Travis County	X	Jo Tucker, Finance Director
	Commissioner Horne, Caldwell County		Adrian Elliott, Director IT Services
	Commissioner Boles, Williamson County		
X	David Salazar, Travis County (Proxy)		
			Guests
			Vanessa Owens, TxDOT Ricardo Rendon, Travis County Amy Codgill, City of San Marcos

Call to Order

Lee County Commissioner, Steven Knobloch (CARTS Chair) affirmed a quorum and called the March 30, 2023, meeting to order at 9:30 am.

Commissioners Glass, Berckenhoff, Wall, Knobloch and Riley were on-site at CARTS HQ, other Board members present attended by a TEAM’S remote connection.

Consideration/Action regarding the Minutes of the Board Meeting held Thursday, January 26, 2023

After discussion, the following motion was made:

*To approve the minutes as presented for the January 26, 2023, meeting of the CARTS Board of Directors.
 (Moved by Wall, second by Glass, unanimously approved)*

Financial Reports

The Agency Financial Report was given by Jo Tucker, Finance Director. After discussion, the following motion was made:

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

Contracts and Grants Summary Review: Discussion/ Action as Necessary

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

Consideration /Action for the award for professional services for the CARTS Website Redesign and Redevelopment project pursuant to CARTS Procurement RFQ-2023-140-SV-WEB ending March 21, 2023.

Mr. Marsh gave an update on the Website Project and the procurement results for the referenced RFQ and presented the scoring of the proposal submitted by A3 Design.

After discussion and consideration the following motion was made:

*To authorize the General Manager or his designee to engage A3 Design for the Website Redesign/Redevelopment in order to upgrade the current website presence that is outdated in appearance, structure, functionality and the presence of content.
(Moved by Glass, second by Berckenhoff, unanimously approved)*

Consideration /Action regarding the renewal and revisions to the contract with Greyhound Lines, Inc. to align to the revised Agreements and new ticketing system instituted by FlixBus, the owner of Greyhound Lines, Inc., specifically the TICKET RESELLER AGREEMENT and the AGREEMENT FOR LOCATION-RELATED SERVICES BETWEEN TICKET RESELLER AND GREYHOUND LINES, INC.

Mr. Marsh presented two agreements from Greyhound. After discussion the following motion was made:

*To endorse the execution of the TICKET RESELLER AGREEMENT by the General Manager and to authorize the General Manager to negotiate and execute and the AGREEMENT FOR LOCATION-RELATED SERVICES BETWEEN TICKET RESELLER AND GREYHOUND LINES, INC. and to approve both Agreements.
(Moved Berckenhoff, second by Wall, unanimously approved)*

Reports and Updates

A. Update on Microtransit Operations: Planning for the pilot project in Bastrop County

Mr. Marsh updated the Board providing an overview of the planning project for the expanded service area of the Bastrop CARTS NOW/Country Bus pilot service zone to align with the existing CARTS NOW service operating in the city and advised the Board that the project is tentatively scheduled for implementation on June 1, 2023.

B. Update on Transportation Development Planning project

Mr. Collins reported on the progress of the transportation development planning project.

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

Mr. Brier provided an update on the operations of the San Marcos system that we oversee on behalf of the City of San Marcos.

D. Update on the Electric Vehicle deployment for CARTS *Now* in Bastrop

Mr. Marsh reported that this project has been delayed due to inadequate electrical service at Bastrop Station, but we are working with the City and have an electrician under contract.

E. Construction Updates

Mr. Marsh reported on the CARTS Eastside Bus Plaza Phase 3 and the Smithville station rehabilitation

F. Update on Pre-authorized Bus Procurements, Consideration/Action as Necessary

Mr. Marsh stated that we have an outstanding grant of \$100,000 for the purchase of a CARTS *Now* unit, since the time that grant became active the pricing for those units has increased by 75%. A subsequent capital grant was provided to CARTS, and we intended to combine the two to afford the price of these units. However, the 2nd capital grant has been held up. Once it is released, we will order the units under a Cooperative Purchasing arrangement.

Other items as presented for discussion/information

Mr. Marsh announced that the Richard A. Moya Eastside Bus Plaza achieved 85 points and a silver level SITES certification for sustainability.

Adjournment and set next meeting date and location.

The Board determined that the next scheduled meeting of the Board would be May 25, 2023, 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 30, 2023, and set the next regular meeting for May 25, 2023, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.
(Moved by Glass, Riley second by, 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.