

MEETING MINUTES
CARTS Board of Directors
March 31, 2022, CARTS Board of Directors Web Conference Link
Found at RideCARTS.com/about/board
Thursday, March 31, 2022, 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
	Commissioner Knobloch, Lee County	X	Jo Tucker, Finance Director
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		Ed Collins, CARTS Planning
X	Commissioner Shelton, Caldwell County	Guests	
X	David Salazar, Travis County (Proxy)	Ricardo Rendon, Travis County	
		Julie Mazur and Kathryn Cromwell, OMM	
		Haley Partin, CD&P	
		Vanessa Owens, TxDOT	

Call to Order

Blanco County Commissioner, Paul Granberg (CARTS Chair) affirmed a quorum and called the March 31, 2022, meeting to order at 9:31 am.

Commissioners Snowden, Wall, Berckenhoff and Granberg were on-site at CARTS HQ, other Board members present attended by a TEAM'S remote connection.

Annual Election of Officers

After discussion, the Board made a motion to:

To re-elect the current slate of officers for the balance of calendar year 2022, so we can chart a path for the transition to new leadership during the balance of this year.
 (Moved by Wall, second by Shelton, unanimously approved)

Consideration/Action regarding the Minutes of the Board Meeting held Thursday, January 27, 2022.

After discussion, the following motion was made:

To approve the minutes as presented for the January 27, 2022, meeting of the CARTS Board of Directors.
 (Moved by Berckenhoff, second by Snowden, unanimously approved)

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Consideration/Action regarding entering into contract (Facility Use and Operation Agreement) with Greyhound Lines, Inc. for CARTS operation of that company's Austin bus terminal operations at the Eastside Bus Plaza with an effective date of June 1, 2022.

Mr. Marsh reported on the continued negotiations with Greyhound on the plan for Eastside Bus Plaza becoming the location for the Austin Greyhound terminal operations. He outlined the opportunity it presents but affirmed the challenges it will present as well.

After discussion, the following motion was made:

*To authorize the General Manager to complete negotiations and enter into and execute a contract with Greyhound Lines, Inc. for CARTS operation of that company's Austin bus terminal operations at the Eastside Bus Plaza with an effective date of June 1, 2022.
(Moved by Gomez, second by Wall, 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 Gomez, second by Wall, 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.

Reports and Updates

Community Engagement Report, "Getting to Know CARTS."

Dana Platt, Community Engagement Director, along with Hailey Partin of CD&P briefed the Board on the plans for the engagement process and enclosed a number of documents related to this activity.

Update on project "Connecting People and Communities in the CARTS District" to develop a Transportation Development Plan (TDP) to guide the implementation of CARTS services for the time period 2023-2027. Ed Collins, Project Manager

Mr. Marsh reported on the Transportation Development Planning project for Mr. Collins, Project Manager.

Update on the Project "CARTS Acquisition and Deployment of Door and Gate Access Control Technology." Lyle Nelson, Chief of Staff

Mr. Nelson gave a report on the CARTS Acquisition and Deployment of Door and Gate Access Control Technology project.

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Briefing on Federal Transit Administration (FTA) Triennial Review of CARTS Urban District for San Marcos/Redwood Urbanized area for FFY2019 (October 2018-September 30, 2019). Lyle Nelson, Chief of Staff

Mr. Nelson briefed the Board on the Federal Transit Administration (FTA) Triennial Review of CARTS Urban District for San Marcos/Redwood Urbanized area for FFY2019 (October 2018-September 30, 2019).

Update on current Planning Projects, Report on Coordinated Call Projects for FY23

Mr. Marsh stated that TXDOT Public Transportation offers planning assistance for smaller projects using a consultant team they have under contract and that we have requested assistance for two projects, both related to our microtransit initiatives:

1. To do a case study and review of the launch of microtransit in the CARTS District for the evaluation of its performance and the potential replicability of the project in other transit districts.
2. To evaluate strategies for the improvement and potential changes in the CARTS Country Bus operations and the effect the microtransit services may have on the profile for Country Bus services in the CARTS District.

He reported that we met with the consultant team and TXDOT staff and set a date for March 16th to launch projects with a completion date in May.

He also reported that he had requested extensions on all the remaining projects due to various reasons that will require we have more time to complete them.

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

Mr. Brier 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 and Elgin Station, construction updates.

Update on Pre-authorized Bus Procurements.

Mr. Marsh stated that we have completed all of our active bus capital projects and we anticipate additional funds in the coming months.

General Manager's Report: TXDOT and formula funding changes

Mr. Marsh reported that we have been closely following the process wherein TXDOT will publish a rule change to alter the distribution of rural transit funding (Section 5311) by implementing a new formula distribution process for the funds Texas receives to support rural transit services. As Texas distributes its federal funding for rural transit one-year behind its authorization this formula funding change will affect our funds for the next fiscal year.

Other items as presented for discussion/information

Mr. Marsh reported that he consulted legal counsel when questioned with the legality of Mr. Nelson working for CARTS while engaged in a primary election for elective office.

He mentioned that October 1, 2019, CARTS was no longer a Direct Recipient to FTA 5307 funds. However, CARTS is the responsible party for FY2019. Staff is currently assembling the twenty-three (23) review areas required in the Recipient Information Request (RIR) for that single year of service. The City of San Marcos will be responsible for subsequent years.

And lastly, Marsh explained that we are working with a group interested in establishing a through service route from Austin to San Antonio. Thoughts are to extend our current Route 1517 from San Marcos to New Braunfels and San Antonio.

Adjournment and set next meeting date and location

The Board determined that the next scheduled meeting of the Board would be May 26, 2022, 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 31, 2022, and set the next regular meeting for May 26, 2022, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.
(Moved by Gomez, second by Berckenhoff, 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.