

MEETING MINUTES
CARTS Board of Directors
November 18, 2021, CARTS Board of Directors Web Conference Link
Found at RideCARTS.com/about/board
Thursday, November 18, 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 | 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 | X | Ed Collins, CARTS Planning |
| X | Commissioner Shelton, Caldwell County | Guests | |
| X | David Salazar, Travis County (Proxy) | Ricardo Rendon, Travis County | |
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Call to Order

Blanco County Commissioner, Paul Granberg (CARTS Chair) affirmed a quorum and called the November 18, 2021, meeting to order at 9:30 am.

Commissioners Snowden, Knobloch, Wall, Berckenhoff, and Granberg 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, September 30, 2021.

After discussion, the following motion was made:

*To approve the minutes as presented for the September 30, 2021, meeting of the CARTS Board of Directors.
 (Moved by Wall, second by Berckenhoff, 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 Berckenhoff, second by Knobloch, unanimously approved)*

Schedule Executive Committee Meeting, Action requested

Mr. Marsh explained that we have a procurement underway for Access Control system installation at all of our facilities that was delayed, and the consideration for award does not fit in our Board Meeting schedule as we normally schedule them. In order to facilitate getting the work started as soon as we are able, I am requesting an Executive Committee meeting be scheduled between meetings to consider the award of the project.

After discussion the following motion was made:

To authorize the Executive Committee to meet in December to consider the award for RFP-2021-137-AC CARTS ACQUISITION AND DEPLOYMENT OF DOOR AND GATE ACCESS CONTROL TECHNOLOGY.

(Moved by Wall, second by Snowden, 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.

Preview of Coordinated Call Projects for FY23

Mr. Marsh provided a list of Public Transportation Division of TXDOT opportunities that are eligible to apply for discretionary projects. He indicated that process is estimated to begin November 12, 2021, with proposals due February 4, 2022. He reported that the following is a list of potential projects we have developed and will work to submit. He went on to say that if other opportunities for needed projects come up during the time-period allotted and if we have time we will consider other projects, but the 6 identified are our priority projects.

1. Flatonia AMTRAK connection: Planning
2. Taylor AMTRAK improvements: Capital
3. Smithville Station rehab: capital
4. Rehab and update of Solar and wind energy assets, Taylor, and Georgetown
5. Update CARTS Website
6. Other projects identified during the preparation of proposals

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 Transportation Development Planning project to be launched in FY22, Ed Collins, Project Manager.

Mr. Collins, Project Manager, reported on the Transportation Development Planning project and schedule for RFP.

Update on other Planning Projects, TXDOT, David Marsh

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 said that CARTS will meet with the consultant team and TXDOT staff on November 17th to begin the project.

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 and Elgin Station, construction updates.

Report of activities of the RTCC, Lyle Nelson, Chief of Staff

Mr. Nelson reported on the activities Regional Transit Coordination Committee (RTCC).

Update on Pre-authorized Bus Procurements and consideration of Alternative Vehicles purchase using unrestricted capital reserves, Action Requested.

Mr. Marsh stated that the extreme popularity of the electric cabs (ECabs) with the public in our microtransit launch in Bastrop is such that we have to consider if we might wish to add one or two of these units to our fleet. We envision that they would be rotated among our CARTS Now locations to enhance and promote the services. These types of vehicles are not eligible for purchase using grant funds, but we could use the unrestricted capital reserves we have on hand for the purchase. He suggested we start out with one unit and a trailer.

After discussion the following motion was made:

*To authorize the use of non-dedicated capital reserve funds for the procurement of one (1) accessible electric cab and trailer.
(Moved by Wall, second by Snowden, unanimously approved)*

General Manager's Report: Threat Assessments and the Future

Mr. Marsh presented matters under consideration that are on the horizon he is monitoring and wish to discuss with the Board regarding the potential effects it could have on CARTS finances and operations:

1. 2020 Census Changes

2. Re-calibration by TxDOT in the function and purpose of the Intercity Bus Program
3. Greyhound ownership change and Austin terminal re-location
4. Changes to be made for the Formula Allocation of state and federal transit funding.
5. Infrastructure Bill
6. Capital Metro and Project Connect
7. Bus services on the Austin -San Antonio corridor
8. Park-n-Ride Development
9. Human Service and Senior Transportation

Other items as presented for discussion/information

The annual audit of our finances begins this month for an anticipated schedule to be completed for consideration of the Board at the March or the May meeting.

Board members are invited to bring up items for discussion or to slate for future action.

Adjournment and set next meeting date and location

The Board determined that the next scheduled meeting of the Board would be January 27, 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 November 18, 2021, and set the next regular meeting for January 27, 2022, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.

(Moved by Snowden, 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.