MEETING MINUTES

CARTS Board of Directors
January 29, 2026, 9:34 a.m.
CARTS Board of Directors
Lee Dildy Operations Center, 5300 Tucker Hill Lane, Cedar Creek, Texas 78612

Board Members Present		Staff Present	
	Present	Present	
	Commissioner Glass, Bastrop County	X	Dave Marsh, General Manager
	Commissioner Riley, Blanco County	X	Pearl Jackson, Assistant General Manager
X	Commissioner Collier, Burnet County	X	Ed Collins, CARTS Planning
X	Commissioner Berckenhoff, Fayette County	X	Dana Platt, Community Outreach Director
X	Commissioner Cohen, Hays County	X	Rachid Breir, Director of Operations
X	Commissioner Knobloch, Lee County	X	Jo Tucker, Finance Director
	Commissioner Gomez, Travis County		Adrian Elliott, Director IT Services
	Commissioner Horne, Caldwell County		
	Commissioner Boles, Williamson County		
X	David Salazar, Travis County (Proxy)		
X	Amalia Puentes-ZuaZua Williamson County (Proxy)	Guests	
X	Peter Jones, Llano County Commissioner	Jaqueline Ipina, TxDOT Sandra Trevino and Jose Becerra, Travis County	

Call to Order

Chair Steven Knobloch confirmed a quorum and called the meeting to order at 9:34 AM. Commissioners Collier, Berckenhoff and Jones attended in person at CARTS HQ, while other members attended via TEAMS remote connection.

Board Elections

The Board conducted its annual election of officers. The following members were confirmed to serve on the Executive Committee:

- Chair – Steven Knobloch
- Vice-Chair – David Glass
- 2nd Vice-Chair – Charles Riley
- 3rd Vice-Chair – Chad Collier
- Secretary – Harvey Berckenhoff

Approval of Minutes

Motion: To approve the minutes as presented for November 20, 2025, meeting of the CARTS Board of Directors. (Moved by Berckenhoff, second by Collier unanimously approved)

Financial Reports

Jo Tucker, Finance Director, presented the Agency Financial Report.

Motion: To approve the financial reports as presented. (Moved by Jones, second by Collier, unanimously approved)

Contracts and Grants Summary Review

Jo Tucker provided an overview of all open contracts and grants.

Consideration/Action regarding the adoption of a policy requiring the use of seatbelts in CARTS vehicles.

Tina Schneider, Director of Safety and Training, presented a proposed seatbelt policy for all passengers and employees to enhance safety and reduce liability exposure.

Motion: To approve the implementation of the seat belt policy as presented with an effective date of March 1, 2026
(Moved by Jones, second by Berckenhoff, unanimously approved)

Consideration/Action regarding Drug and Alcohol Policy Update

Tina Schneider presented revisions to the CARTS Drug and Alcohol Policy to align with updated federal regulations (49 CFR Parts 40 & 655) using the FTA Policy Builder.

Motion: To approve and adopt the revised CARTS Drug Policy consistent with FTA regulatory guidance with an effective date of March 1, 2026.
(Moved Berckenhoff, second by Collier, unanimously approved)

Update on Pre-authorized Bus Procurements (Action Required)

Mr. Marsh reported on current and upcoming vehicle procurements, including:

- Four (4) Interurban buses ($879,990) from FY25 expected imminently
- Six (6) Manor Pickup vehicles funded by CapMetro ($1,020,000)
- Six (6) EV vans and two charging stations funded through TxDOT's Electric Vehicle Demonstration Project

Motion: To approve the purchase of six (6) EV powered vans in the amount of $977,238 from Model 1 Commercial Vehicles under the Oklahoma Cooperative Purchasing Program, authorized under an active TxDOT capital grant.
(Moved by Glass, second by Collier, unanimously approved)

Report on TxDOT Biannual Call for Projects Submittals

Mr. Marsh reported that CARTS submitted seven (7) projects totaling $7,262,357, including:

- Interurban operating funds
- Bus replacements
- Flatonia Station construction
- Bastrop Park-and-Ride expansion
- Eastside Bus Plaza improvements
- Lockhart Station planning and design
- Facility rehabilitation assessments

Reports and Updates

A. Update on CPRG Projects

1. *Route Services*

Mr. Marsh reported that CARTS has proposed launching two (2) new Express routes (1515X Smithville–Bastrop–Austin and 1511X Georgetown–Round Rock-Austin and final route development is underway.

2. *Bastrop Mobility Hub*

Mr. Marsh reported that CARTS is developing a Mobility Hub project in Bastrop in coordination with the City of Austin CPRG program. The project includes electric bike pods, EV charging stations, and enhanced passenger amenities. Design work has been incorporated into the Bastrop Park-and-Ride Expansion project.

B. Community Engagement

Ms. Platt provided updates on community outreach, marketing, and communications activities; reports are included in the background materials.

C. Operations

Mr. Breir provided updates on service performance and service expansion efforts; reports are included in the background materials.

1. *CARTS San Marcos Urban Operations*
2. *CARTS NOW Services*

D. Special Projects

Mr. Collins provided updates on the following projects: related exhibits are included in the background materials.

1. ***Eastside Bus Plaza Phase 4***

   Mr. Collins reported the project is substantially complete, with punch list items underway. Final completion is anticipated by February 28, 2026.
2. ***Flatonia Station Planning***

   Mr. Collins reported the design has reached approximately 50% construction documents. The project concludes in Spring 2026.
3. ***Bastrop Station Park-and-Ride Expansion Design***

   Design is at 25% construction documents, with anticipated completion in May 2026.
4. ***Planning Projects, Current and Pending***

   Mr. Collins reported ongoing progress on the FM 1209 Corridor Study, including coordination with regional partners and development of existing conditions analysis.

Other items as presented for discussion/information

Mr. Marsh reported plans for a grand opening ceremony for the Smithville Station in February, including the launch of the 1515X route. CARTS is also coordinating with Career Tracks to utilize classroom space at the facility.

Adjournment and set next meeting date and location. Action Requested

Motion: To adjourn the January 29, 2026, meeting and set the next meeting for March 26, 2026, at the Lee Dildy Operations Complex, Cedar Creek, TX at 9:30 AM. (Moved by Berckenhoff, second by Collier, unanimously approved)

Executive Session

The Board may adjourn into Executive Session to consider any item listed on this agenda if a matter is raised 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.