

# SAN MARCOS TRANSIT ADVISORY COMMITTEE

## Meeting Minutes

January 26, 2018 – 9:30 a.m.

---

### Committee Members Present

Charles O'Neil  
Sara Lee Underwood-Myers (@9:44)  
Joseph Ptak  
Steve Herrera  
Carina Pinales (@9:36)

### CARTS Staff & City of San Marcos Present

Rachid Breir, Asst. General Mgr. of Operations  
Oscar Hairell, City of San Marcos Liaison  
Pete Binion, City of San Marcos Liaison  
Donna Aaron, Committee Secretary

#### I. Roll Call

The meeting came to order at 9:35 a.m. with roll call.

#### Public Comment Period

II. No public comments were offered.

#### III. Approval of Minutes

A motion was made by Charles to approve the minutes from the October 27, 2017 meeting as written. The motion was seconded by Joe. The motion carried with all in favor.

#### IV. Staff Updates

##### A. Ridership Report

The Ridership Reports for October, November and December were presented by Rachid who stated that ridership is remaining fairly consistent but an increase is expected in February when Texas State students return. Charles asked if San Marcos service was able to continue during the two ice days on January 16<sup>th</sup> and 17<sup>th</sup>. Rachid replied that service shut down on the 16<sup>th</sup> but was able to operate on its regular schedule on the 17<sup>th</sup>. He briefly added an explanation of the internal decision making process for bad weather days and Oscar stated that he would ask Rachel Ingle with the City's Emergency Management department to include Rachid in hourly updates during bad weather going forward so it can be better understood what routes, if any, can remain open.

##### B. On-Time Performance

The OTP Reports for the months of October, November and December were also presented by Rachid. He explained that the overall on-time percentage is being affected by route four's inability to remain on time but was unsure of what changes had occurred to cause it to begin to run behind schedule.

C. ADA Application Update

The ADA Application Update was presented which showed 193 of the total passengers processed as current, with 12 approvals having recently expired. Charles asked if notices were sent out to applicants whose approval was due to expire. It was explained that a renewal notice along with a new application was mailed two months prior to expiration.

V. Planning for Route Changes

Oscar stated that this year CARTS and the City will come together to begin the first fixed route review since the current routes were established four years ago. The review will take into account changes that have occurred in San Marcos over the past four years such as ridership, construction and the addition of train frequency as well as the preferences of the citizens and City Council. Charles asked if a consultant would be hired to incorporate the recommended changes. Rachid stated that hiring a consultant is an FTA requirement due to studies that are necessary prior to changes and grant money would have to be found to cover the cost.

VI. Review of 2017 Goals and Objectives

The Committee reviewed the goals and objectives set in 2017 as a precursor to the setting of 2018 goals and objectives at the planned February workshop. The goal of the review was to decide which goals had been accomplished and which goals need to be carried over with continuing efforts. The goals considered to be ongoing were Goals 1, 3, 4, 5 & 6 under Objective 1 and Goals 1, 2 & 4 under Objective 2. The goals considered accomplished were Goal 7 under Objective 1 and Goal 3 under Objective 2. Goal 2 under Objective 1 was met in part when service extended to 8:00 p.m. but priorities have changed in regards to further extension of service hours in the morning.

VII. Report on Goals Accomplished

Oscar reported that his meeting with the City Manager went very well.

VIII. 2018 Goals and Objectives Workshop Planning

Joe stated that a workshop would allow for more of a brain-storming session as opposed to presenting ideas according to a rigid agenda. Committee members agreed to the inclusion of a workshop immediately following the next regular meeting.

IX. New Business

No new business was presented.

X. Date and Time of Next Meeting

Committee members agreed on February 23, 2018 at 9:30 a.m. as the next meeting date.

XII. Adjournment

The motion to adjourn was made by Charles. It was seconded by Carina and the meeting adjourned at 10:55 a.m. with all in favor.