

MEETING MINUTES
CARTS Board of Directors
May 26, 2022, CARTS Board of Directors Web Conference Link
Found at RideCARTS.com/about/board
Thursday, May 26, 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	X	Ed Collins, CARTS Planning
	Commissioner Shelton, Caldwell County		Kelly Brasseaux, CARTS Intern
X	David Salazar, Travis County (Proxy)		Guests
			Ricardo Rendon, Travis County
			Julie Mazur and Kathryn Cromwell, OMM
			Haley Partin, CD&P
			Vanessa Owens, TxDOT
			Jeremy Meyers, Atchley and Associates
			Amy Codgill, COSM

Call to Order

Blanco County Commissioner, Paul Granberg (CARTS Chair) affirmed a quorum and called the May 26, 2022, meeting to order at 9:33 am.

Commissioners Snowden, Wall, Berckenhoff, Snowden, Knobloch and Granberg were on-site at CARTS HQ, other Board members present attended by a TEAM'S remote connection. Commissioner Shelton and Boles were not in attendance.

Consideration/Action regarding the Minutes of the Board Meeting held Thursday, March 31, 2022.

After discussion, the following motion was made:

*To approve the minutes as presented for the March 31, 2022, meeting of the CARTS Board of Directors.
 (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:

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

Consideration/Action regarding the adoption of the Annual Report on CARTS Finances for Fiscal year 2021. Presentation by Jeremy Meyers of Atchley and Associates

Jeremy Myers of Atchley and Associates presented the Annual Report on CARTS Finances for the FY21 audit of our finances.

The audit report was included in the background materials.

After discussion, the following motion was made:

To accept the Annual Report on CARTS Finances for Fiscal year 2021 as presented and to authorize the publication and distribution of a final report.

(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.

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 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 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 integration of Greyhound at the Eastside Bus Plaza.

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.

This item was slated for action, but Mr. Marsh explained that he was not asking for authorization as planned for the order of two (2) Promasters from Creative Bus Sales for the CARTS *Now* fleet as those units are not available and that he will defer that purchase until those units are back in production.

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.

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).

Consideration/Action regarding amendments to the CARTS salary schedule for driver wages.

Mr. Marsh presented an amendment to the current driver salary schedule, explaining the market pressures that have made recruitment of drivers to be very difficult, and outlining the impact of the increased salary costs recommended.

After discussion the following motion was made:

*To approve the amendment to the CARTS salary schedule increasing by \$2 per hour each of the three categories (A,B&C) of driver wages with an effective date of June 1, 2022.
(Moved by Snowden, second by Berckenhoff, unanimously approved.)*

Other items as presented for discussion/information

Mr. Marsh reported that CARTS received approval of all five (5) proposals it submitted under the TXDOT bi-annual coordinated call for projects. These projects will be funded effective September 1, 2022.

1. Flatonia AMTRAK connection: Planning
2. Interurban Coach Services: 5311(f) Operating
3. Smithville Station rehab: Capital
4. Operating Assistance for Microtransit services and service hours expansion: RD
5. Update CARTS Website: RTAP

He mentioned that AUS-SA bus service project has not progressed any further, but we will continue with our efforts.

And lastly, Marsh mentioned that the Elgin station is reaching completion and we will set a date for the Grand Opening in July.

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Adjournment and set next meeting date and location

The Board determined that the next scheduled meeting of the Board would be July 28, 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 May 26, 2022, and set the next regular meeting for July 28, 2022, at the Lee Dildy Operations Complex located at 5300 Tucker Hill Ln, Cedar Creek, TX 78612 at 9:30am.
(Moved by Berckenhoff, Knobloch 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.