

**MEETING NOTES
CAPITAL AREA REGIONAL TRANSIT COORDINATION COMMITTEE (RTCC)
MEETING**

May 20, 2008– 2 PM

1. Introductions

Bill Hamilton opened the meeting

Stevie introduced CAMPO's new director, Joe Cantalupo; and intern Andrea Hall
RTCC members introduced themselves. See attendance list.

2. Approve amendment to by-laws adding representation from City of Round Rock (as public transportation service provider)

Stevie reminded to the committee that during the last meeting, RTCC discussed amending the by-laws to add

1. Austin-San Antonio Commuter Rail District, however, rail district staff and RTCC decided that adding them should wait until service had commenced.
2. City of Round Rock, because they would be initiating commuter bus service by the end of the year.

Stevie presented proposed amendments to the by laws to add Round Rock as a representative on the committee. Dave Marsh moved approval of the amendments. Jeanie Teel seconded approval of the minutes, and the motion was approved unanimously.

3. Consider nominations and approve City of Round Rock representative on RTCC

Stevie Greathouse introduced David Bartels who was present representing the City of Round Rock.

Bill Hamilton asked how many riders the City of Round Rock system is expecting.

David Bartels indicated that Round Rock has not yet performed specific ridership analysis, but that the population of the City was currently almost 100,000 residents and there was considerable job density adjacent to the proposed route.

Meredith Highsmith moved approval of nomination of David Bartels as representative from Round Rock. Joe Holland seconded approval of the nomination, and the motion was approved unanimously.

4. Approve a Vision and Mission Statement for the Regional Transit Coordination Committee

Stevie presented a draft Vision and Mission statement based on existing text in the Regional Transportation Coordination Plan. The committee discussed the need for a mission and vision, in particular for inclusion on the updated RTCC website, and for submittal to the Community Action Network in support of the RTCC's petition to become an Issue Area Group of the Community Action Network.

The committee discussed possible modifications resulting in placing the vision statement before the mission statement and modifying the draft text as shown:

Mission Statement:

~~The goal of the committee is T~~to foster the development and implement a plan for of a seamless public transportation system that should achieves efficiencies, eliminates duplications, increases coordination, and addresses service gaps.

Vision Statement:

~~To cost-effectively meet the transportation needs of Central Texas,~~ striving Tto provide full mobility and greater access to healthcare, human services, employment education, commerce, social, and community services for all persons in the region.

Joyce Lauck moved approval of the modified vision and mission statement and Dave Marsh seconded the motion. Bill Hamilton requested that the edited version be provided to the motioners for review prior to finalizing to ensure that it made sense. The committee approved the modified vision, mission and process unanimously.

5. Approve September 2008-August 2009 Work Program overview

Stevie introduced the final draft of the work program overview and informed the Committee that a detailed version of the work program had been submitted in a grant application to TxDOT. The RTCC members agreed overall with the focus areas of the Work Program.

There was considerable discussion regarding the details, in particular work being performed under Focus Area 2, Overcome Jurisdiction and Boundary Issues.

David Marsh suggested an amendment to focus area two to add a bullet which stated: "Convene a meeting with jurisdictions to address jurisdictional boundaries."

Mildred Duelberg suggested that the Committee should find information regarding how many people it takes to run and create a system.

Stevie explained to the Committee what a point of contact person is. Joe Holland noted that he would like to be added as a Point of Contact Person for listed item number two.

Dave Marsh motioned to approve the Work Program as modified to include an extra bullet under focus area 2, and to include Joe Holland as a point of contact under focus area 2. Joe Holland seconded the motion and the modified work program was approved.

6. Endorse 3 members of RTCC to attend TxDOT- sponsored Regional Coordination Workshop July 23-24

Stevie provided an overview of this upcoming workshop and solicited interested members. Up to three RTCC members would be able to attend in addition to CAMPO staff and public transit providers. The group agreed on the following nominees:

Jeanie Teel

Joyce Lauck

Vanessa Sarria

*If they cannot go, then they should report back to the committee so that replacements can be found.

David Marsh motioned for approval of the nominees

7. Urban JARC/New Freedom Grants

Stevie led the discussion about the anticipated timeline

The anticipated timeline has been moved up slightly to avoid decision during the legislative session. Under the revised timeline, applications will be due by October 15, 2008.

The call will include 2008 and 2009 funding, as well as 2007 funding left over from the previous call for projects..

Bill Hamilton would like to pledge this year to get more applicants. Stevie discussed methods for attracting more applications. Meredith noted that these are good for joint projects. Vanessa expressed her concerns that people will not know how to complete the applications and proposals.

Bill Hamilton asked if the money is not used, will someone else get it? Stevie replied, no, but only as long as we spend the money in a timely fashion.

8. Review and comment on existing conditions analysis supporting RTCC Work Plan Focus Area 2: overcome jurisdictional boundary issues.

Chris Ramser presented maps developed by CAPCOG. Map one showed demand based on housing and employment density, and transit supply as described by fixed routes. Density was shown on the map on a quarter mile grid.

Chris asked the Committee if they respond better to a map of this nature or to one that showed transit level of service in a grid based on frequency, stop proximity, etc. Stevie replied that it would be helpful to know the frequency and number of stops for the fixed routes. David Marsh added that it would help to have additional service displayed—not just fixed routes. Chris discussed adding curb-to-curb lines in the map. The group provided the feedback that more detail needed to be added to the legend to clarify the purpose and limitations of the map.

Joe Holland noted that not every dark color on the map should show up as a gap because they are not all truly gaps.

Map two is based on data from the US Census and shows a major employment site and where its employees live in terms of frequency.

CAPCOG's next step will be use this and other data to analyze commuter sheds

(i.e. origins and destinations of commute trips that may indicate a need for transit service).

David Marsh added that the maps need to have metro service boundaries and urbanized area boundary so that the Committee can easily see where the true service gaps are.

Joe Holland commented that some service gaps are self induced because they opted out of taxing. Opting out is not permanent.

Stevie indicated that the analysis that was being developed by CAPCOG would be combined with data on the urbanized area, and Capital Metro's service area, and additional analysis conducted by the Texas Transportation Institute to provide a picture of existing conditions in terms of transit needs and financing and jurisdictional boundary issues. Once the existing conditions report was finalized, it would become the data foundation for identifying possible strategies to overcome the issues and deficiencies.

Bill Hamilton asked Stevie to convene a group to discuss this focus area and other steps to take, and Stevie indicated that she would try to set up an initial strategy meeting in early June.

9. Other Business

- Stevie indicated that there would be a forum focused on health and human services Coordination in Belton, Texas on June 12, and that invitations had been sent out for the forum.
- Stevie indicated that the website had been relaunched and business cards updated
- Dave Marsh provided a presentation on CARTS' RideCARTS card launch
 - The program, Launched May 5, will allow funding agencies and others to prepay particular rides for clients on the CARTS system and allow tracking.

10. Meeting Adjourned at 4:15 PM. Next quarterly meeting scheduled for **August 12, 2008, 2-4 pm.**