

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

**May 31, 2007– 2 PM**

**1. Introductions**

Stevie Greathouse (CAMPO) called the meeting to order and attendants provided introductions. See attached attendance list.

**2. Presentation on Lead Agency Transition, TxDOT Continuation Funding**

Stevie Greathouse stated that CAPCOG had previously been the lead agency for the Regional Transportation Coordination effort, but that the responsibility has been transferred over to CAMPO as the process moves into the implementation phase. The CAMPO Transportation Policy Board has formally recognized CAMPO's role by approving an amendment to CAMPO's Unified Planning Work Program. In addition, the Board has approved a resolution which designates Capital Metro as the "designated recipient" for FTA JARC-New Freedom Grants available to the urbanized area, and indicates that CAMPO would oversee the competitive selection process for these grants. TxDOT has approved \$60,000 in continuation funding that would be available to the region for continued work on regional transportation coordination in 2007 and 2008. This funding will be used to support staff work being undertaken by CAMPO, Capital Metro, CAPCOG and possibly others to support the regional transit coordination effort.

**3. Appoint New Members to Vacant Positions**

(1) Interested General Public. Dave Marsh moved to appoint Bill Hamilton to this vacant position. Motion was seconded and approved unanimously.

(2) Providers of Client Transportation (Vacancy #1). Vanessa Sarria moved to appoint Sherri Flemming (Travis County Health and Human Services) Dave Marsh seconded. Motion was approved unanimously.

(3) Providers of Client Transportation (Vacancy #2). Dave Marsh moved to appoint Janet McLaughlin (State Health and Human Services Commission). Bill Hamilton seconded. Motion was approved unanimously.

(4) Local Elected Official – Sean Moran reported that the Capital Area Council of Governments-Capital Area Regional Transportation Planning Organization Committee (CARTPO) had acted to nominate Hays County Commissioner Will Conley to the vacant local elected official slot. Dave Marsh moved to appoint Commissioner Conley to this position. Motion was seconded and approved unanimously.

**4. Elect Chair and Vice Chair**

Meredith Highsmith, Capital Metro nominated Bill Hamilton as Chair. Dave Marsh seconded. Motion was approved unanimously.

Sean Moran, CAPCOG, nominated Dave Marsh as Vice chair. The motion was seconded and approved unanimously.

#### **5. Consider Housekeeping Amendments to RTCC Bylaws**

Stevie Greathouse provided an overview of the current bylaws and the housekeeping amendments recommended. The amendments would modify the membership roster so that Hill Country Transit served as an Ex Officio, non-voting member, and would also change the regular meeting schedule from monthly to quarterly.

Sean moved approval of the amendments and Vanessa Sarria seconded approval of the amendments. The amendments to the Bylaws were approved unanimously.

#### **6. Review Draft Annual Work Plan**

Stevie Greathouse provided an overview of a Draft Annual Work Plan for Regional Transportation Coordination. The Work Plan would guide staff work on the effort, and a detailed version of the Work Plan would be submitted to TxDOT Public Transit Division.

Ed Collins, TxDOT moved to modify the draft to include a focus area to develop a list of potential state legislative fixes identified through the Capital Area RTCC effort. Dave Marsh seconded and the modification was approved.

Sean Moran moved approval of the Annual Work Plan for Regional Transportation Coordination with the approved modification. The motion was seconded and approved.

#### **7. Presentation on Job Access Reverse Commute and New Freedom Grant Programs**

Stevie Greathouse presented information to the group on the upcoming call for proposals for FTA Job Access Reverse Commute-New Freedom grants available to the urbanized area. Capital Metro will be the designated recipient for the urbanized area JARC NF grants. However, these grants will be awarded to subrecipients through a competitive selection process to be managed by CAMPO.

The group discussed the need for getting the word out early to potential applicants. Stevie Greathouse indicated that there would be an effort to develop and distribute an informational brochure in advance of the call for projects, and to conduct outreach in advance of and after the call for projects (tentatively scheduled for August 14, 2007).

#### **8. Presentations on Coordination Activities Underway:**

- Transportation Services Guide – Nancy Kroger, Capital Metro, presented a draft Transportation Services Guide. The guide has been developed by a coalition of organizations including CARTS, Capital Metro, ARCIL, TxDOT and others, and will be published soon. The Guide provides a listing of

potential transportation resources available by County throughout the Capital Area.

- o Green Ride Program – Cathy Stephens offered to postpone her presentation until the August meeting.

9. Other Business. Steve Wright, TxDOT, Public Transportation Division briefly stated that the Capital Area is doing a great job moving toward better coordination of transportation, and that the RTCC is a very positive example of a governing structure for the effort..

10. Public Comment. No one requested to speak.

11. Adjourn. **Next Meeting:** August 14, 2007, 2-4pm, One Texas Center Room 325