

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

November 20, 2007– 2 PM

1. Introductions

Bill Hamilton, Chair called the meeting to order and committee members and other attendants provided introductions. See attached attendance list.

2. Set Meeting Dates for 2008.

By consensus the Committee agreed on quarterly meeting dates for 2008. Meetings will occur from 2-4 pm on the following dates:

- Tuesday, February 12, 2008;
- Tuesday, May 20, 2008;
- Tuesday, August 12, 2008; and
- Tuesday, November 11, 2008.

Pending room availability, meetings will be held in Room 325 of One Texas Center.

3. Presentation on JARC/New Freedom Grants and Collaboration on Future Projects

Stevie Greathouse provided an overview of the applications received by CAMPO, and recommended thinking about collaboration for future applications in order to ensure full spending of the amount of funding available, and develop collaborative applications. Joe Holland noted that Easter Seals was not able to attend today due to a previous commitment. CAMPO received 3 applications for the most recent call for projects:

- Easter Seals application to purchase and operate a bus to provide connections to job sites in Williamson County.
- Round Rock application to contract to provide commuter service and a bus shelter serving Capital Metro's Tech Ridge park and ride, downtown Round Rock and SH 45.
- Faith in Action Caregivers is seeking funding for hardware and software to expedite record processing, and extend staff time for volunteer recruitment and training.

Stevie described that 2006 funds must be obligated by October 2008, and explained local match requirements and funding under the program.

Vanessa Sarria suggested that in the future new applicants could be well served with technical assistance on their applications. Stevie recommended that the best approach might be a collaborative application where an experienced service provider could work with new applicants on a joint application.

CARTS mentioned the rural JARC/New Freedom application is due to TxDOT in February, which makes work planning on the urban call challenging. Stevie informed the group of work occurring to better coordinate state and local timelines in the future. Stevie also asked the group to begin thinking of potential collaborative projects that could be discussed in more detail at the February meeting.

4. Submit letter of support to CAMPO endorsing urbanized area JARC/New Freedom Applications

Bill Hamilton presented a draft letter to the group for consideration, which would provide RTCC endorsement for the three grant applications submitted. Bill suggested two minor amendments to the letter, one to specify 45 North, and one to replace “folks” with “persons”. Edna Johnson moved approval of the letter for Bill Hamilton’s signature with modifications. Jerry Prestridge seconded approval. Michael clarified that the recommended projects will be sent to CAMPO's Technical Advisory Committee, then the Transportation Policy Board for approval. The motion passed with two abstentions, based on potential conflict of interest: Michael Aulick, and Jeanie Teel.

5. Presentation on public transportation projects that have applied for Surface Transportation-Metropolitan Mobility Funding

Stevie introduced the STP-MM grant funding, as a flexible federal funding source for roadway, bicycle and pedestrian, and transit projects. Page 5 in the packet includes only the transit-related project applications received by CAMPO during a recent call for projects, totalling \$12.5 million. ASA Rail District is requesting funding for engineering studies, though clarification from FHWA on its eligibility is forthcoming. Texas State University is requesting bus service expansion, and real-time bus information and amenity station. Bill asked if ASARD asked for funding through San Antonio; and Stevie responded that they have already received funding from San Antonio's MPO, but she wasn't certain which funding source was used. Michael mentioned that the February 11 TPB meeting will be the presentation, with a public hearing in March. Sean mentioned that the RTCC should offer a voice on recommending STP-MM grants before the Policy Board meeting. Bill asked for clarification on whether the TAC votes to recommend projects that they submit. Michael responded that has been the tradition. Bill recommended that the RTCC take opportunities to comment.

6. Implementation of Work Program Goal 2 (Consider and Recommend Mechanisms to Overcome Jurisdictional Boundary Issues) and Discussion of RTCC Involvement

Stevie introduced Work Program Goal 2, and Chris Ramser presented a detailed update. Chris explained that the first stages of work under Work Program Goal 2 will be completed by CAPCOG under an interlocal agreement with CAMPO. CAPCOG will develop an Existing Conditions report by February 2008, and will work with the RTCC and others to develop a Strategies report by

July, 2008. He presented a project plan with draft dates to be refined. CAPCOG intern Stephen Allen provided a preliminary draft of a sales tax analysis by jurisdiction. For the Commuter Shed Analysis, Chris requested any recommendations on major employers for analysis. CAPCOG will also be performing stakeholder interviews for gathering qualitative data. Bill summarized that these studies set the stage for future meetings. This information could be used for recommendation to the legislature to expand use of rural taxes for transit use. Edna Johnson recommended seeking a state transit tax.

7. Discussion of next Statewide “Sharing Approaches” Workshop

Stevie briefed the committee on work that TxDOT-Public Transit Division is doing to develop a statewide transit coordination conference in Austin in the summer 2008. Stevie is serving on the committee to plan for the conference, and will keep the RTCC posted on the agenda and opportunities to participate.

8. Other Business.

- RTCC as topic at December CAN Community Council Meeting
 - Vanessa Sarria provided a brief overview of an upcoming CAN Community Council Meeting which will focus on transportation as it relates to equity. Capital Metro and the RTCC will both play a role in presenting during the meeting.
- Grant and Training Opportunities.
 - Stevie provided a links and information relating to several upcoming grant and training opportunities.
- Transportation Research Board Poster Session
 - Stevie and Meredith Highsmith provided the group with information about a poster session at the upcoming Transportation Research Board Conference in Washington, DC. Capital Metro successfully applied for an opportunity to present a poster on the RTCC community involvement effort, and Meredith will be attending the conference to present the poster. RTCC members will be asked to comment on the poster before it is finalized.
- Bill Hamilton indicated that he thought the sales tax analysis being performed by CAPCOG might highlight the importance of seeking state tax funding, versus the specialized funding sources each jurisdiction holds. Sean confirmed that this data hopefully will allow a more robust discussion to take place on strategies.

9. Discussion of priorities for additional public transportation work within CAMPO Area

Due to a recent change in how TXDOT provides local match for Federal Transit Administration Planning Funds that come to CAMPO, about \$90k in 2008 funds is available to CAMPO for transit planning activities, which has not yet been programmed. Stevie requested that RTCC members provide input to CAMPO in

advance of the next quarterly meeting on any transit-planning needs that might be able to be addressed with this funding, in particular through one time uses such as consultant contracts.

10. Adjourn. Next Meeting: February 12, 2008. Capital Metro Board Room, 2910 E Fifth, Austin, TX.