



**TAPS PUBLIC TRANSIT  
BOARD OF DIRECTORS  
REGULAR MEETING  
May 2, 2016**

**MEMBERS PRESENT:** Ken Brawley, Spanky Carter, J. D. Clark, Leon Klement, Kenneth Liggitt, Steve Terrell, Bill Magers, and Terrence Steele.

**MEMBERS ABSENT:** H.L. Compton and Rick Lewis

**STAFF PRESENT:** Scott McClellan and Josh Walker

The TAPS Board of Directors met at the TAPS Administrative offices, located at 3400 Texoma Parkway, Sherman, TX 75090 for a regular board meeting.

- I. **CALL TO ORDER:** Chairman Spanky Carter welcomed guests and declared a quorum, calling the meeting to order at 2:34 pm. An invocation was given by Board Member Terrence Steele.\_
  
- II. **PUBLIC HEARINGS:** Citizens may speak on items listed on the agenda as Public Hearings. A “Request to Speak Card” should be completed and returned to the Board Secretary before the Board considers the item listed under Public Hearings. Citizen comments on public hearings are limited to three (3) minutes. Chairman Spanky Carter opened the floor and called upon the individuals who submitted a Request to Speak Card.

Richard Hose, a concerned citizen who submitted an open records request on April 4<sup>th</sup>, stated that he is still waiting for additional information from Bill Magers. Mr. Magers stated this requested information could not be located. Mr. Hose requested Mr. Magers response in writing.

- III. **EXECUTIVE SESSION:** Pursuant to Chapter 551 of the *Texas Government Code*, to discuss the following subjects and reconvene to take any action resulting from the Executive Session (the board reserves the right to convene into executive session throughout the meeting):
  1. Deliberation of contract negotiation with a third party. Section 551.0725



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2. Consult with attorney regarding contemplated litigation. Section 551.071
3. Discuss the appointment, employment, evaluation, reassignment of duties, discipline, or dismissal of or to hear a complaint against a public officer or employee. Section 551.074

Following the closed Executive Session, the Board of Directors will reconvene in open and public session and take any such action as may be desirable or necessary as a result of the closed deliberations.

Motion was made by Board Member Ken Brawley to convene in Executive Session. Board Member J.D. Clark seconded the motion. Motion carried unanimously and the TAPS Board of Directors entered Executive Session at 2:39 pm.

At 4:23 pm, the Board returned to open session and went to agenda IV.

IV. TAPS ORGANIZATIONAL UPDATE:

Scott McClellan announced that operations are stable with a little over 430 trips provided for the week of April 25th and over 500 trips were booked. Approximately 20% were cancellations or no shows due to the inclement weather. Ecolane came in last week to train. Ecolane is a dispatch management software that Taps will be using for all demand response trips. Karen Kemp has been doing a great job responding to all their questions and keeping this project ahead of schedule. Launch date is set for May 16<sup>th</sup>.

Maintenance has done a great job getting buses repaired with currently over 50 revenue vehicles that have been prepped and are ready for service. The staff has been supplemented with an outside vendor to assist up until last Friday (April 29<sup>th</sup>). Since starting the maintenance program back up, Taps has installed over \$34K in parts including brakes, oil changes, tune-ups, windshields, and approximately 60 new tires. In addition to working on the fleet, they played an important role in getting storm water plans and permits prepared, completing a tier I environmental study and completing waste water paperwork and files.

Activities Scheduled for the Month of May

- Have auditors working on two A133 audits;
- Meeting with FTA to present work in responding to the Triennial Review findings;
- Working on selling assets associated with the Landmark Bank loans in hopes to retire a portion of that debt;



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- Packing up and moving to the rear end of the building. The front portion of this building will be leased effective June 1<sup>st</sup>;
- Hopes to finish a delinquent report for the National Transit Database;
- Working on developing debt recovery options for the board to consider.
- Expecting to close the DCTA bus transfer soon
- Listing NCTCOG vehicles for sale
- Waiting on \$32K reimbursement from NCTCOG

- V. APPROVAL OF BOARD MINUTES: Chairman Spanky Carter presented minutes from the November 13, 24, and 30, 2015, December 7, 2015, January 20, 2016 and April 18, 2016 meetings for approval. Board Member Kenneth Liggitt made a motion to approve the minutes as presented. Board Member J.D. Clark seconded the motion. Motion carried unanimously.
- VI. SCHEDULE NEXT BOARD MEETING: Chairman Spanky Carter announced the next Board meeting will be held on Monday, May 23, 2016 at 2:30 p.m.
- VII. ADJOURNMENT: Motion was made by Board Member Kenneth Liggett to adjourn the meeting. Board Member J.D. Clark seconded the motion. Motion carried and the meeting was adjourned at 4:35 p.m.

Passed, Approved and Adopted at Board meeting held on May 23, 2016.