

TEXOMA AREA PARATRANSIT SYSTEM, INC.
AGENDA
BOARD OF DIRECTORS MEETING

Notice is hereby given that a regular meeting of the Board of Directors of the Texoma Area Paratransit System will be held **October 31, 2016 @ 2:30 p.m.** at TAPS Public Transit, 3400 Texoma Pkwy, Sherman, Texas as follows:

- I. Establish Quorum, Call to Order and Invocation
- II. Public Comments - Citizens may speak on items listed on this agenda. A "Request to Speak Card" should be completed and returned to the Board Secretary before the Board meeting convenes. Citizen comments are limited to three (3) minutes.
- III. Approval of Board Minutes - minutes from the September 19, 2016 meetings are attached and submitted for review and consideration of approval.
- IV. Financial & Grant Management Policies and Procedures: Attached is an amendment to the adopted policies and procedures. Following review of the recently completed A133 annual audits and Management Response letter for fiscal years 2014 & 2015; TXDOT has suggested some changes to more accurately reference applicable accounting standards. Staff request the board's adoption of the amended policy for use at TAPS.
- V. Transit Services Agreement - Attached is a proposed agreement between TAPS and Wise County, Texas for the continued provision of transit services in the county between October 1, 2016 and September 30, 2017. Wise County would make a lump sum payment to TAPS, not to exceed \$18,000. The agreement outlines reporting requirements on how funds are spent that TAPS is willing and capable of providing. Staff recommends the board authorize the Chairman to execute this agreement with Wise County.
- VI. NCTCOG Asset Transfer Agreement - Attached is a letter from NCTCOG explaining the background of a cooperative vehicle procurement to benefit public transportation. Two vehicles were purchased for use by My Possibilities and titled to TAPS. Since TAPS is no longer an active partner with My Possibilities, formal transfer of the assets is in order. Staff request the board's authorization for the chairman to execute the Asset Transfer Agreement between TAPS, NCTCOG and My Possibilities.
- VII. Draft Policy on Late Cancellation, No Show and Client Conduct - Attached is a draft of the Policy for Managing Trip Late Cancellation, No Shows, and Client Conduct. Staff is proposing a public comment process and returning to the board with a final recommended policy in December for Board adoption and implementation of the policy effective January 1, 2017.

TEXOMA AREA PARATRANSIT SYSTEM, INC.
AGENDA
BOARD OF DIRECTORS MEETING

- VIII. Monthly Financial and Operational update - staff will review monthly financial statements and report on operations.
- IX. Executive Session - Pursuant to Chapter 551.071 of the *Texas Government Code*, to discuss pending litigation and reconvene to take any action resulting from the Executive Session (the board reserves the right to convene into executive session throughout this meeting)
- X. Schedule next Board meeting - Chairman will establish date and time for next board meeting.
- XI. Adjournment