



TEXOMA AREA PARATRANSIT SYSTEM
MINUTES OF THE BOARD OF DIRECTORS
REGULAR MEETING

March 23, 2022

MEMBERS PRESENT: Bill Magers, Leon Klement, Pamela Howeth, JD Clark,

MEMBERS MISSING:

STAFF PRESENT: Joe Penson, Shellie White, Edwin Brunk, Scott Parten, Matthew Magee, Brenda Davis, Bill Null.

GUESTS PRESENT: Michelle Treschwig, Josh Walker

- I. **CALL TO ORDER:** Chairman Bill Magers declared a quorum, calling the meeting to order at 2:35 PM.
- 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. There were no speakers.
- III. **REVIEW OF FY20 and FY21 FINANCIAL AUDIT:** Michelle Treschwig presents the findings of the financial audit for the years ended September 30, 2020 and 2021. The conclusion was met that TAPS is in a strong financial position. Leon Klement motioned to approve, unanimously accepted.
- IV. **REVIEW OF NEW ADMIN BUILDING AND TERMINAL APPROVAL:** Josh Walker from Transdev was also in on the call. Chairman Bill Magers suggested that TAPS move quickly on the project given funding and supply costs. Motion was passed by Pam Howeth and Leon Klement to expedite the project moving forward.
- V. **ROLLING PLAINS:** Board and Staff discussed the ongoing request from Rolling Plains for operations in Clay County. Rolling Plains is privately owned and would want us to pay to carry them to the end of Clay County. Concern over costs and driver retention. Motion was passed to table and revisit with further research.
- VI. **MONTHLY FINANCIAL UPDATE:** Reviewed the last 4 months of financial data. August through December 2021 was reviewed along with the expenses. Shellie White reviewed before the Board with no concerns from the Board.

- VII. **CAPITAL PROJECTS:** Fixed Route Study, the final report was delivered, and conclusions were discussed for a possible total of 6 routes. 5311 Funds were successfully reappropriated for paving and covered funding projects. RFP was submitted at the time of the meeting, awaiting responses and selection.
- VIII. **OPERATIONAL UPDATES:** Staff informed Board of the ongoing trainings for new drivers and the current driver numbers employed. Of the one preventative maintenance listed as late. Disinfecting the buses was discussed and inquired by the board, wipe downs and mopping part of the process post operation. Trip data was also reviewed without any significant concern from the Board.
- IX. **SCHEDULING OF NEXT BOARD MEETING:** Set for May 18, 2022 at 2 PM.
- X. **ADJOURNMENT:** Meeting Adjourned by JD Clark with Pam Howeth as second. Meeting ends at 3:49 PM.