



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 **August 17, 2022 @ 2:00pm virtually at:** <https://zoom.us/j/98220569430> 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 May 18, 2022 meeting is attached and submitted for review and consideration of approval.
- IV. New Transit Building Update – Staff to discuss and answer questions regarding progress and next steps of TAPS building project.
- V. Title VI Policy Update – Staff ask Board to consider and/or approve changes to the Title VI Policy.
- VI. FY2023 TAPS Budget – Staff will present Board with proposed budget for discussion and consideration for approval.
- VII. Transdev PPOP Agreement – Staff will present Board with proposed updated Transdev Agreement for discussion and consideration for approval.
- VIII. Monthly Financial Update – Staff have provided financial reports and will answer any questions Board has regarding reports.
- IX. Capital Projects – Staff will update the Board on planned capital projects.
- X. Operational Update – Staff provide operational reports and will answer any questions the Board has regarding reports.
- XI. Schedule next Board meeting – Next Board meeting to be tentatively scheduled for November 16, 2022 at 2pm.
- XII. Comments by TAPS Board of Directors
- XIII. Adjournment

BOARD MINUTES



TEXOMA AREA PARATRANSIT SYSTEM
MINUTES OF THE BOARD OF DIRECTORS

REGULAR MEETING

May 18, 2022

MEMBERS PRESENT: Bill Magers, Pamela Howeth, JD Clark, Dean Lackey, James Thorne

MEMBERS MISSING: Leon Klement, Mike Campbell, Kevin Benton, Kevin Hayes,

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

GUESTS PRESENT:

- I. **CALL TO ORDER:** Chairman Bill Magers declared a quorum, calling the meeting to order at 2:07 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. **APPROVAL OF BOARD MINUTES:** Chairman Bill Magers presented the minutes from the March 23, 2022 Board Meeting for approval. Treasurer Pamela Howeth made a motion to approve the board minutes as presented. Board member Dean Lackey seconded the motion. The motion was passed unanimously.
- IV. **NEW TRANSIT BUILDING UPDATE:** General Manager Shellie White updated the Board on progress of the grant applications for the New Admin building.
- V. **TAPS BUILDING COMMITMENT RESOLUTIONS:** General Manager Shellie White informed the Board that all Board Members had presented the resolution to their prospective boards for approval and all had been accepted.
- VI. **MONTHLY FINANCIAL UPDATE:** General Manager Shellie White gave the financial update for March and April 2022.
- VII. **CAPITAL PROJECTS UPDATE:** General Manager Shellie White updated the Board on the pavement project and covered parking will be completed by December 31, 2022. Bill Magers confirmed that the 5311 Funds were

successfully reappropriated for paving and covered parking funding projects.

- VIII. **OPERATIONAL UPDATES:** Staff informed Board of the ongoing trainings for new drivers and the current driver numbers employed. Trip data was also reviewed without any significant concern from the Board.
- IX. **SCHEDULING OF NEXT BOARD MEETING:** Set for August 17, 2022 at 2 PM.
- X. **ADJOURNMENT:** Meeting Adjourned by Bill Magers with Pam Howeth as second. Meeting ends at 2:31 PM.

Texoma Area Paratransit System, Inc. (TAPS)

Title VI Plan

Revised: August 2022

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TITLE VI Notice to the Public

The Texoma Area Paratransit System (TAPS) Notice to the Public is as follows:

Notifying the Public of Rights Under Title VI

TAPS

TAPS operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with TAPS.

For more information on TAPS' civil rights program, the procedures to file a complaint, or to file a complaint contact (844) 603-6048, Email: shellie.white@transdev.com, or visit our administrative office at Texoma Area Paratransit System (TAPS) 2001 Skyline Dr. Suite A-155, Sherman, TX 75092. For more information, visit www.tapsbus.com

A complaint may also be filed directly with the:

Texas Department of Transportation, Attn: TxDOT-PTN, 125 E. 11th Street, Austin, TX 78701-2483, or

Federal Transit Administration, Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, contact (903) 357-5714.

Notificación al Público de los Derechos Garantizados por Título VI - Español

TAPS

TAPS opera sus programas y servicios sin importar raza, color y origen nacional, de acuerdo con el Título VI de la Ley de Derechos Civiles. Cualquier persona que crea que ha sido agraviada por cualquier práctica discriminatoria ilegal bajo el Título VI puede presentar una queja con TAPS.

Para obtener mas información sobre el programa de derechos civiles de TAPS, para obtener información sobre las procedimientos para presentar una queja, llame al (844) 603-6048, Email: shellie.white@transdev.com, o visite nuestra oficinas administrativas en TAPS 2001 Skyline Dr. Suite A-155, Sherman, TX 75092. Para obtener más información, visite www.tapsbus.com

También se puede presentar una queja directamente con:

Departamento de Transporte de Texas, a la atención de: TxDOT-PTN, 125 E. 11th Street, Austin, TX 78701-2483, o

Administración Federal de Tránsito, Oficina de Derechos Civiles, Atención: Coordinador del Programa de Título VI, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

Si se necesita información en otro idioma de contacto 903 357-5714.

The Texoma Area Paratransit System's (TAPS) Notice to the Public is posted in the following locations:

Agency website: tapsbus.com

Public office

Reception areas

Meeting rooms

Inside vehicles

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Title VI Complaint Procedures

The Texoma Area Paratransit System's (TAPS) Title VI Complaint Procedure is made available in the following locations:

Agency website: tapsbus.com

Hard copy in the central office

Available in appropriate languages for LEP populations, meeting the Safe Harbor Threshold.

Any person who believes she or he has been discriminated against on the basis of race, color, or national origin by the Texoma Area Paratransit System (TAPS) may file a Title VI complaint by completing and submitting the agency's Title VI Complaint Form. Complaint forms can be found at: Texoma Area Paratransit System (TAPS), or requested at: 6104 Texoma Pkwy Sherman, TX 75090 via mail or in person at 2001 Skyline Dr. SuiteA-155 Sherman, TX 75092.

The Texoma Area Paratransit System (TAPS) investigates complaints received no more than 180 days after the alleged incident. The Texoma Area Paratransit System's (TAPS) will process complaints that are complete.

Once the complaint is received, the Texoma Area Paratransit System (TAPS) will review it to determine if our office has jurisdiction. (A copy of each Title VI complaint received will be forwarded to TxDOT Public Transportation Coordinator within ten (10) calendar days of receipt.) The complainant will receive an acknowledgement letter informing her/him whether the complaint will be investigated by our office.

The Texoma Area Paratransit System (TAPS) has 30 days to investigate the complaint. If more information is needed to resolve the case, Texoma Area Paratransit System (TAPS) may contact the complainant.

The complainant has 10 business days from the date of the letter to send requested information to the General Manager to investigate the case.

If the General Manager is not contacted by the complainant or does not receive the additional information within 10 business days, Texoma Area Paratransit System (TAPS) can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.

After the General Manager reviews the complaint, she/he will issue one of two (2) letters to the complainant: a closure letter or a letter of finding (LOF).

A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed.

A letter of finding (LOF) summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member, or other action will occur.

If the complainant wishes to appeal the decision, she/he has 30 days after the date of the letter or the LOF to do so.

A person may also file a complaint directly with the: Texas Department of Transportation, Attn: TxDOT-PTN, 125 E. 11th Street, Austin, TX 78701-2483, or Federal Transit Administration Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE Washington, DC, 20590.

If information is needed in another language, then contact (844) 603-6048.

Transit Related Title VI Investigations, Complaints and Lawsuits

The Texoma Area Paratransit System (TAPS) maintains a list or log of all Title VI investigations, complaints and lawsuits pertaining to its transit-related activities.

Check One:

✓ There have been no investigations, complaints, and/or lawsuits filed against us since the last plan submission.

___ There have been investigations, complaints and/or lawsuits filed against us. *See list below.*
Attach additional information as needed.

	Date (Month, Day, Year)	Summary (include basis of complaint Race, color, or national origin)	Status	Action(s) Taken
Investigation				
1.				
Lawsuits				
1.				
Complaints				
1.				

Public Outreach & Participation

Strategies and Desired Outcomes

To promote inclusive public participation, the Texoma Area Paratransit System (TAPS) will employ the following strategies, as appropriate:

- Provide for early, frequent, and continuous engagement by the public by holding open Board meetings.

- Accessible meeting locations and times.

- Employ different meeting sizes and formats.

- Use radio, television, or newspaper ads on stations and in publications that serve LEP populations.

- Outreach to LEP populations may also include audio.

- Expand traditional outreach methods by visiting ethnic stores/markets and restaurants, community centers, libraries, faith-based institutions, local festivals, etc.

Public Outreach Activities

The public outreach and involvement activities conducted by the Texoma Area Paratransit System (TAPS) since the last Title VI Program have consisted of open Board meetings, participation in updating the TIP in partnership with the Grayson County MPO, participation in updating the Texoma Regional Coordinated Transportation Plan, Access North Texas with NCTCOG, and Nortex Regionally Coordinated Transportation Planning Committee meetings.

Public Hearing Procedures for TAPS

Public hearing procedures regarding Major, Minor and Emergency service changes are covering in Appendix I of this document.

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Limited English Proficiency ("LEP")

Plan Components

As a recipient of federal US DOT funding, the Texoma Area Paratransit System (TAPS) is required to take reasonable steps to ensure meaningful access to our programs and activities by limited-English proficient (LEP) persons.

Limited English Proficient (LEP) refers to persons for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. This includes those who have reported to the U.S. Census that they speak English less than very well, not well, or not at all.

The Texoma Area Paratransit System (TAPS) Language Assistance Plan includes the following elements:

Item #1: The results of the *Four Factor Analysis*, including a description of the LEP population(s), served.

Item #2: A description of how language assistance services are provided by language

Item #3: A description of how LEP persons are informed of the availability of language assistance service

Item #4: A description of how the language assistance plan is monitored and updated

Item #5: A description of how employees are trained to provide language assistance to LEP persons

Four Factor Analysis Methodology

To determine if an individual is entitled to language assistance and what specific services are appropriate, the Texoma Area Paratransit System (TAPS) has conducted a *Four Factor Analysis* of the following areas: 1) LEP Demography, 2) Contact Frequency, 3) Importance of Service, and 4) Resources and Costs.

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the program or recipient. In addition to the number or proportion of LEP persons served, the Texoma Area Paratransit System (TAPS) will identify:

- (a) How LEP persons interact with the recipient's agency;
- (b) Identification of LEP communities, and assessing the number or proportion of LEP persons from each language group to determine the appropriate language services for each language;
- (c) The literacy skills of LEP populations in their native languages, in order to determine whether translation of documents will be an effective practice; and
- (d) Whether LEP persons are underserved by the recipient due to language barriers.

Factor 2: The frequency with which LEP persons come into contact with the program.: Identifies and assesses the frequency Texoma Area Paratransit System's (TAPS) staff comes into contact with LEP persons. Examples of contact could include:

- (a) Use of bus service;
- (b) Purchase of tickets through vending machines, outlets, websites, and over the phone;
- (c) Participation in public meetings;
- (d) Customer service interactions;
- (e) Ridership surveys and;
- (f) Operator surveys.

Factor 3: The nature and importance of the program, activity, or service provided by the program to people's lives. Generally speaking, the more important the program, the more frequent the contact and the likelihood that language services will be needed.

This section discusses how the Texoma Area Paratransit System's (TAPS) program and services impact the lives of people within the community. The Texoma Area Paratransit System (TAPS) will specify the community organizations that serve LEP persons, if available.

Factor 4: The resources available to the recipient for LEP outreach, as well as the costs associated with that outreach. Resource and cost issues can often be reduced by technological advances, reasonable business practices, and the sharing of language assistance materials and services among and between recipients, advocacy groups, LEP populations and Federal agencies. Large entities and those entities serving a significant number of LEP persons should ensure that their resource limitations are well substantiated before using this factor as a reason to limit language assistance.

The summary below discusses the low-cost methods the Texoma Area Paratransit System (TAPS) uses to provide outreach to LEP persons as well as train staff (and transit provider/lessee, if applicable) on Title VI and LEP principles.

Item #1 - Results of the Four Factor Analysis *(including a description of the LEP population(s) served)*

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered.

Staff reviewed the 2018 ACS 5 Year Estimates and determined that 46,858 persons in the TAPS service area (16.8% of the total population) speak a language other than English. Spanish is the dominant other language with 29,617 of the 46,858 persons speaking Spanish. The remaining 5,714 persons speak various other languages but make up only 2.05% of the total population. Of the 29,617 persons who speak Spanish, 11,527 have limited English proficiency, or they speak English "less than very well". No other language group exceeds 1,000 persons in the TAPS service area.

Factor 2: The frequency with which LEP persons come into contact with the program.

Based on surveying staff it has been determined that contact with the LEP population has been limited. Bus operators have advised staff that there is very little if any contact with LEP persons. As of this date, TAPS has not received any request for language or document translation. Based on review of Census Bureau ACS data from 2018, Spanish remains the dominant language with less than half of the Spanish speaking population speaking English less than very well.

Factor 3: The nature and importance of the program, activity, or service provided by the program to people's lives.

The nature of TAPS services to the LEP persons is to provide information and documents discussing its services in both English and Spanish. Spanish is the predominant language other than English found in the TAPS service area. Information is available on the vehicles and on the website. As TAPS continues to recover and grow, public input sessions will be held to gather information on the needs of the LEP population.

Factor 4: The resources available for LEP outreach, as well as the costs associated with that outreach.

Although TAPS is operating on a very limited budget, every effort is being made to ensure resources are utilized to provide LEP assistance. As new and existing documents are reprinted, they will be reviewed to determine if they need to be translated into languages utilized in the service area. I-Speak cards are available on the vehicles and from staff members. Information is also available on the website. TAPS has not experienced any request for translator or interpreter services. The TAPS website can be translated into a variety of languages. Notices on vehicles are provided in English and Spanish.

Based on the four-factor analysis, TAPS developed its Language Assistance Plan (LAP) as outlined in the following section. As TAPS has no paid staff and relies on contracted services for operations and professional services, all staff are referred to as contractors below.

Item# 2 - Description of how Language Assistance Services are Provided, by Language

1. Census Bureau Language Identification Flashcards are on all transit vehicles to assist vehicle operators in identifying specific language assistance needs of passengers. If such individuals are encountered, vehicle operators will be instructed to try to obtain contact information so that the General Manager or designate may follow up.
2. Examine records to see if requests for language assistance have been received in the past, either at meetings or over the phone to determine whether language assistance might be needed for future events or meetings.
3. Have contractors greet participants as they arrive to TAPS events or meetings. By informally engaging participants in conversation, it is possible to gauge each attendee's ability to speak and understand English
4. Vehicle operators and dispatchers will be surveyed periodically on their experience concerning any contacts with LEP persons since the previous plan update.

Item# 3 - Description of how LEP Persons are Informed of the Availability of Language Assistance Service

When TAPS contractors prepare a document or schedule a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed

in an alternative language based on the known LEP population. Interpreters will be made available as needed.

J Item# 4 -Description of how the Language Assistance Plan is Monitored and Updated

TAPS will update the LEP Plan as required by USDOT. At a minimum, the plan will be reviewed and updated if it becomes clear that higher concentrations of LEP individuals are present in the TAPS service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area
- Determination as to whether the need for translation services has changed
- Determine whether local language assistance programs have been effective and sufficient to meet the needs of the LEP population
- Determine whether TAPS's financial resources are sufficient to fund language assistance resources if needed
- Determine whether TAPS has fully complied with the goals of this LEP Plan
- Determine whether complaints have been received concerning TAPS failure to meet the needs of LEP individuals

J Item# 5 - Description of how Employees are Trained to Provide Language Assistance to LEP Persons

The following training will be provided to Contractor/Staff:

1. Information on TAPS Title VI Procedures and LEP responsibilities
2. Description of language assistance programs available to the public
3. Use of Language Identification Flashcards ("I Speak Cards")
4. Documentation of language assistance requests
5. How to handle a potential Title VI/LEP complaint

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Dissemination of the TAPS LEP Plan

TAPS will post notices in accessible locations notifying LEP persons of the LEP Plan,

Monitoring and Updating the LEP Plan

TAPS will update the LEP Plan as required. At a minimum the plan will be reviewed and updated when new Census data is made available. The Plan will also be updated when it is determined that there is a higher concentration of LEP individuals in the service area.

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Membership of Non-elected Committees and Councils.

Recipients that have transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, must provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of minorities on such committees.

A. Minority Representation Table

Table Depicting Membership of Board, Committees, Councils, Broken Down by Race

Body	Caucasian	Hispanic	African American	Asian American	Native American	Two or More Races
Population	%	%	%	%	%	%
	%	%	%	%	%	%

TAPS does not currently have transit-related, non-elected planning boards, advisory councils or committees, or similar bodies, the membership of which is selected by the TAPS.

Equity Analysis for Facilities

Any construction of transit facilities with federal financial assistance will include a Title VI equity analysis during the planning stage with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin.

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Appendix A. Title VI Complaint Form

Title VI Complaint Form

The Texoma Area Paratransit System (TAPS) Title VI Complaint Procedure is made available in the following locations:

Agency website

Hard copy in the central office

Available in appropriate languages for LEP populations, meeting the Safe Harbor Threshold.

Section I:		
Name:		
Address: Telephone (Home):		Telephone (Work):
Email Address:		
Accessible Format Requirements?	Large Print TDD	Audio Tane Other
Section II:		
Are you filing this complaint on your own behalf?		Yes* No
*If you answered "yes" to this question, go to Section III.		
If not, please supply the name and relationship of the person for whom you are complaining:		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you		Yes No
are filing on behalf of a third party.		
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race	<input type="checkbox"/> Color	<input type="checkbox"/> National Origin
Date of Alleged Discrimination (Month, Day, Year):		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		
Section IV		
Have you previously filed a Title VI complaint with this agency?		Yes No
Section V		

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?	
<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, check all that apply:	
<input type="checkbox"/> Federal Agency:	
<input type="checkbox"/> Federal Court	<input type="checkbox"/> State Agency
<input type="checkbox"/> State Court	<input type="checkbox"/> Local Agency
Please provide information about a contact person at the agency/court where the complaint was filed.	
Name:	
Title:	
Agency:	
Address:	
Telephone:	
Section VI	
Name of agency complaint is against:	
Contact person:	
Title:	
Telephone number:	

You may attach any written materials or other information that you think is relevant to your complaint.

Signature and date required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:

Texoma Area Paratransit System (TAPS)

2001 Skyline Dr. Suite A-155

Sherman, TX 75092

Titulo VI Queja Forma- Espanol

El Texoma area Paratransit sistema (TAPS) titulo VI procedimiento de quejas esta a su disposici6n en los siguientes lugares:

sitio web de la Agencia
copia en la oficina central

Disponible en idiomas apropiados para las poblaciones de LEP, el umbral de puerto seguro de reunion.

Sección I:			
Nombre:			
Dirección:			
Dirección de correo electrónico:			
Requisitos de formato accesible?	Letra Grande		Adjetivo de Audio
	TDD		Otro
Sección II:			
¿Esta presentando esta denuncia en su nombre?		Si*	No
* Si usted contestó "sí" a esta pregunta, vaya a la Sección III.			
Si no, por favor proporcione el nombre y la relación de la persona para quien se queja:			
Por favor explique por qué han presentado por un tercero:			
Por favor confirme que ha obtenido el permiso de la parte agraviada si esta presentando en nombre de un tercero.		Si	No
Sección III:			
Creo que la discriminación que viví fue basada en (marque todos que aplican):			
<input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> Origen Nacional			
Fecha de la su última discriminación (mes, día, año):			
Explicarlo mas claramente posible lo que sucedió y por qué usted cree que fueron discriminados. Describa todas las personas que participaron. Incluir el nombre información de contacto de la persona que discriminó (si se conoce) así como los nombres y la información de contacto de cualquier testigo. Si necesitamos espacio, utilice el dorso de este formulario.			
Sección IV:			
¿Usted ha presentado anteriormente una queja del título VI con esta agencia?		Si	No
Sección V:			
¿Se presentó esta queja con cualquier otro Federal, estado o agencia local o con cualquier Tribunal Federal o estatal?			
<input type="checkbox"/> Si <input type="checkbox"/> No			

En caso afirmativo, marque todas las que aplican:	
<input type="checkbox"/> Agencia Federal:	
<input type="checkbox"/> Corte Federal:	<input type="checkbox"/> Agencia Estatal:
<input type="checkbox"/> Corte Estatal:	<input type="checkbox"/> Agencia Local:
Sirvanse facilitar información sobre una persona de contacto en la Agencia/tribunal donde se presentó la queja.	
Nombre:	
Título:	
Agencia:	
Dirección:	
Teléfono:	
Sección VI	
Nombre de denuncia de la agencia esta en contra de:	
Persona de contacto:	
Título:	
El número de teléfono:	

usted puede conectar cualquier material escrito u otra información que crees que es relevante a su queja.
 Pinna y fecha especificadas a continuación

 -Firma

 Fecha

Por favor enviar este formulario personalmente en la siguiente dirección, o enviar por correo este formulario a:

Sistema de paratransito de area de Texoma (golpecitos)

2001 Skyline Dr. Suite A-155

Sherman, TX 75092

Appendix B. Language Identification Flashcard

(Documents Attached)

LANGUAGE IDENTIFICATION FLASHCARD

- | | | |
|--------------------------|---|------------------------|
| <input type="checkbox"/> | ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية. | 1. Arabic |
| <input type="checkbox"/> | Խոսողո՞ւմ ե՞ս, կ՞արգում կամ արգում ե՞ս լատինական, իսկ խոսում կամ կարգում ե՞ս հայերեն: | 2. Armenian |
| <input type="checkbox"/> | যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন। | 3. Bengali |
| <input type="checkbox"/> | ឈ្មួញក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។ | 4. Cambodian |
| <input type="checkbox"/> | Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro. | 5. Chamorro |
| <input type="checkbox"/> | 如果你能读中文或讲中文, 请选择此框。 | 6. Simplified Chinese |
| <input type="checkbox"/> | 如果你能讀中文或講中文, 請選擇此框。 | 7. Traditional Chinese |
| <input type="checkbox"/> | Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik. | 8. Croatian |
| <input type="checkbox"/> | Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky. | 9. Czech |
| <input type="checkbox"/> | Kruis dit vakje aan als u Nederlands kunt lezen of spreken. | 10. Dutch |
| <input type="checkbox"/> | Mark this box if you read or speak English. | 11. English |
| <input type="checkbox"/> | اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بنید. | 12. Farsi |

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	13. French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	14. German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάσετε ή μιλάτε Ελληνικά.	15. Greek
<input type="checkbox"/>	Make kazyé sa a si ou li oswa ou pale kreyòl ayisyen.	16. Haitian Creole
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ।	17. Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	18. Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérti vagy beszél a magyar nyelvet.	19. Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	20. Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	21. Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	22. Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	23. Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ.	24. Laotian
<input type="checkbox"/>	Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim.	25. Polish

- ☐ Assinale este quadrado se você lê ou fala português. 26. Portuguese
- ☐ Însemnați această căsuță dacă citiți sau vorbiți românește. 27. Romanian
- ☐ Пометьте этот квадратик, если вы читаете или говорите по-русски. 28. Russian
- ☐ Обележите овај квадратик уколико читате или говорите српски језик. 29. Serbian
- ☐ Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky. 30. Slovak
- ☐ Marque esta casilla si lee o habla español. 31. Spanish
- ☐ Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog. 32. Tagalog
- ☐ ให้การเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย. 33. Thai
- ☐ Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga. 34. Tongan
- ☐ Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою. 35. Ukrainian
- ☐ اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔ 36. Urdu
- ☐ Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ. 37. Vietnamese
- ☐ באצייענט דעם קעסטל אויב איר לייענט אדער רעדט אידיש. 38. Yiddish

Appendix C. TAPS Language Table

APPENDIX C. TEXOMA AREA PARATRANSIT SYSTEM LANGUAGE TABLE							
Languages	Clay County	Cooke County	Fannin County	Grayson County	Montague County	Wise County	Total
Total:	9,923	36,894	32,453	120,494	18,301	60,337	278,402
Speak only English	9,363	31,420	29,197	107,009	16,471	51,108	244,568
Spanish:	490	4,864	2,527	11,286	1,701	8,749	29,617
Speak English less than "very well"	186	1,863	967	3,910	757	3,844	11,527
French, Haitian, or Cajun:	7	19	60	151	0	32	269
Speak English less than "very well"	0	0	0	44	0	7	51
German or other West Germanic languages:	9	133	285	162	85	12	686
Speak English less than "very well"	3	0	31	21	0	3	58
Russian, Polish, or other Slavic languages:	0	45	0	46	0	38	129
Speak English less than "very well"	0	20	0	2	0	3	25
Other Indo-European languages:	0	71	283	338	44	107	843
Speak English less than "very well"	0	11	166	98	0	17	292
Korean:	0	113	16	80	0	7	216
Speak English less than "very well"	0	100	16	54	0	7	177
Chinese (incl. Mandarin, Cantonese):	0	29	0	370	0	36	435
Speak English less than "very well"	0	29	0	97	0	8	134
Vietnamese:	22	76	10	18	0	0	126
Speak English less than "very well"	22	66	0	3	0	0	91
Tagalog (incl. Filipino):	22	41	7	115	0	69	254
Speak English less than "very well"	22	37	4	32	0	35	130
Other Asian and Pacific Island languages:	10	33	46	591	0	122	802
Speak English less than "very well"	10	17	17	338	0	9	391
Arabic:	0	17	0	138	0	53	208
Speak English less than "very well"	0	0	0	0	0	36	36
Other and unspecified languages:	0	33	22	190	0	4	249
Speak English less than "very well"	0	0	7	102	0	3	112
Source: U.S. Census Bureau, 2018 ACS 5-Year Estimates, Table C16001							

Appendix D. Log of LEP Encounters

Date	Time	Language Spoken By Individual (if available)	Name and Phone Number of Individual (if available)	Service Requested	Follow Up Required	Staff Member Providing Assistance	Notes
6 times weekly		Spanish	Pedro Santana	Transportation	No	Karen Kemp	Dialysis Transport
6 times weekly		Spanish	Maria Alvarado	Transportation	No	Karen Kemp	Dialysis Transport

Appendix E. Title VI Plan Approval

Title VI Plan

Adopted on: 8/17/22

Adopted by:

Judge Bill Magers, TAPS Board Chairman

Appendix F. Title VI Plan Revision Log

Date	Section Revised	Summary of Revisions
1-29-2020	Various sections related to phone number and address change	Various sections related to phone number and address change
1-29-2020	Four factor Analysis	Updated based on population tables for ACS 2018
1-29-2020	Appendix I	Public hearing procedures regarding major service changes.
8-17-2022	Equity Analysis For Facilities	TAPS is in the process of building a new facility on property previously owned by TAPS.

Appendix G. Description of Organization and Services Provided

Texoma Area Paratransit System (TAPS) is a political subdivision of the State of Texas. It has been established as a rural transportation district. TAPS operates public transportation service for a six-county area in North Texas. The counties TAPS operates in are Clay, Cooke, Fannin, Grayson, Montague and Wise. TAPS also provides public transportation service in the Urbanized Area of Sherman and Denison within Grayson County. TAPS is governed by a nine (9) member Board of Directors. The members are comprised of elected officials from each of the counties and larger cities served by the TAPS region.

TAPS operates demand response public transportation within its region. Currently the number of transit-related employees is 33. TAPS operates 16 vehicles at maximum service.

Appendix H. Title VI Policy Statement

Policy Statement

The Texoma Area Paratransit System (TAPS), as a recipient of Federal Transit Administration (FTA) grant dollars either directly from FTA or through the Texas Department of Transportation (TxDOT), will comply with the Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), the U.S. Department of Transportation implementing regulations, FTA Circular 4702. IB, and TxDOT PTN requirements as specified in Master Grant Agreement, and State Management Plan.

Appendix I. Public Hearing Procedures Related to Service Changes

Public Hearing Procedures for Texoma Area Paratransit System (TAPS)

TAPS will use the following procedures to obtain, record, and incorporate comments obtained in a public forum as dictated by federal protocol in the event of that recommended service changes warrant. Depending on the type and extent of the proposed changes, TAPS will advertise a public hearing. In addition, TAPS will include a public comment period during its monthly regularly scheduled Board meetings, as per procedure.

TAPS Board regularly meets at 2:00 pm on a Wednesday determined by the Board during at Board meeting and set the venue for the meeting at that time as well. As advertised via the Agenda posted on the front door of the administrative office at 1d on the website.

TAPS Board meetings are advertised on the TAPS website (tapsbus.com) and on the front door of the administrative offices (2001 Skyline Dr. Suite A-155 Sherman, TX 75092) prior to the regularly scheduled Board meetings as are the approved meeting minutes which include the next meeting date. The TAPS website will include a public hearing notice at least 72 hours in advance of a Board meeting accompanied by announcements of all major or minor service changes under consideration.

I. Fare Increases or Major Service Changes -- Public Hearing Requirements

A major service change constitutes: 1) a fare increase; 2) reducing or increasing overall service provided by more than 10%; or 3) making schedule changes that comprise more than 25% of all TAPS service provided. When it is necessary to implement a major service change, a special public hearing will be called and advertised 10 days in advance.

II. Minor Service Changes -- Public Comment Period at TAPS Meetings

TAPS will review all minor service changes in a public forum at the regular Board meetings. All changes that do not meet the definition of a major service increase or fare increase will be considered to be minor service changes. Minor service changes will not require a public hearing process but must be reviewed and approved by the TAPS Board at a regularly scheduled Board meeting. Any request for minor service changes will be announced at a regularly scheduled Board meeting, and related changes will be posted on the TAPS website and on the vehicles.

Fare decreases, service increases, or special fares that are considered minor service changes will be announced at the TAPS meetings. The TAPS Board will hear public comment on these changes as part of their regularly scheduled TAPS meetings.

III. Emergency Changes -- Public Hearing Requirements

In the event of an emergency that makes it necessary for the TAPS to act quickly and implement changes without a public hearing or public comment period advertised 10 days in advance, the TAPS Executive Committee will confer in person or via phone to implement the following emergency procedures. Any changes implemented on an emergency basis will be submitted to the full board for ratification at the next TAPS board meeting. Such emergencies will include an immediate need to address an unforeseen budgetary crisis.

- Review the emergency changes with the TAPS and obtain approval.
- At least two weeks (10 business days) prior to the proposed changes, the TAPS will announce the proposed emergency changes along with the option of a public hearing to the public by placing notices on all vehicles, requesting public announcement of emergency changes by the local newspaper, and placing one ad in the major local newspaper (Herald Democrat).

- The TAPS will hold a public hearing only if it receives substantial feedback from the public and the public demonstrates a significant interest in holding a public hearing.
- If there is no upcoming required public hearing, the General Manager can implement the emergency changes following the two-week public notification requirement with TAPS Executive Committee approval.

IV. Annual Public Hearings

There will be no regularly scheduled public hearings unless one is required to comply with federal procedure.

V. Public Notification Procedures for TAPS Public Hearings

- For public hearings required in Sections I, II, III or IV above, the TAPS will notify the public as follows:
- Run ads in the major local newspaper, Herald Democrat, at least two times within the two weeks (10 business days) preceding the meetings.
- Post notices regarding the public hearings in every vehicle two weeks prior to the hearings. The telephone number of the TAPS office will also be posted with instructions to call if there are any questions.
- Post a public hearing notice on the TAPS website, www.tapsbus.com, at least two weeks before the hearings.

VI. Procedures for TAPS Public Hearings

- Public hearings shall be advertised a minimum of ten (10) days prior to the date of the scheduled public hearing date.
- At least one member of the Board shall be present for the conduct of public hearings.
- The Chairman, Vice Chairman or in their absence another member of the Board shall preside at the hearing.
- The presiding member of the Board shall call the public hearing to order at the prescribed time.
- A summary statement explaining the topic of the hearing shall be read after which the Chair shall open the floor for comments from the general public.
- Each speaker shall provide his or her name, address and name of agency or group being represented if appropriate, for the record using a comment card provided at the meeting.
- All speakers shall address the Board and only one person shall be allowed to speak at a time.
- Comments shall be limited to those pertaining to the topic of the public hearing.
- Speakers shall not address others in the audience.
- Each speaker shall be allowed three minutes.
- Written comments on the matter shall be received for three (3) working days after the close of the public hearing.
- All comments received shall be taken under advisement and reviewed during the course of addressing the particular matter for which the hearing was called.
- A summary of comments shall be prepared and presented to the Board.

FY23 TAPS BUDGET

FY 2023 Operating Budget

Operating Revenues

	<u>FY 2023</u> <u>Budget</u>
FTA 5307 Urban	565,000
FTA 5311 Rural	721,819
FTA 5310 Elderly & Disabled	61,993
TX DOT Urban	219,081
TX DOT Rural	770,519
Operating Revenue	42,000
In-kind Contributions	16,200
Public Contributions	377,807
Total Revenues	<u>2,774,419</u>

Operating Expenses

Transdev Fixed Cost	1,491,037	3% increase
Transdev Variable Cost	1,005,970	3% increase
hours of service	23,078	3% increase
Utilities	32,400	
Fuel	210,000	increased due to rising fuel costs and increase in service hours
Board Insurance	18,812	
Rent - In-kind Expense	16,200	
Total Expenses	<u>2,774,419</u>	
Net Income(Loss)	(0)	

**ITEM VII TAPS/TRANSDEV
AGREEMENT AMENDMENT**

**ELEVENTH AMENDMENT TO
PUBLIC PRIVATE PARTNERSHIP AGREEMENT**

By and Between
TEXOMA AREA PARTRANSIT SYSTEM, INC.
And
TRANSDEV SERVICES, INC.

This Eleventh Amendment to Public Private Partnership Agreement (this "Eleventh Amendment") is entered into October 1, 2022 (the "Effective Date") by and between the TEXOMA AREA PARATransit SYSTEM, INC. ("TAPS" or "Authority"), a political subdivision of the State of Texas, whose address is 6104 Texoma Parkway, Sherman, Texas 75090, and TRANSDEV SERVICES, INC., a Maryland corporation ("Transdev") (collectively "Parties"), which is qualified to do business in the State of Texas and whose principal offices are located at 700 E Butterfield Road, Suite 300 Lombard, IL 60148.

Recital Statement

TAPS and Transdev entered into a certain Public Private Partnership Agreement, dated March 8, 2016 (the "Agreement"), which was subsequently amended on or about: September 19, 2016; April 24, 2017; October 2, 2017; December 21, 2017; April 30, 2018; September 25, 2019; April 29, 2020; July 29, 2020; November 18, 2020; and October 1, 2021. All references herein to the "Agreement" shall include the amendments thereto. All amendments are incorporated herein to the "Agreement".

Transdev and TAPS continue to share the goals of restoring public transit services; reducing the cost structure for delivering such public transit services; finding alternative public transit service delivery systems to respond to the varying needs of its riders; making capital and service improvements while recognizing TAPS' budget limitations; finding new sources of funding in support capital improvements and improved services to the transit ridership; and developing a professional organization respecting the inherent worth and dignity of its employees.

The purpose of this Tenth Amendment is to negotiate/renegeotiate the annual Transdev rates as stated in Sections 6.1 and 6.2 of the "Agreement".

NOW THEREFORE, in consideration of the mutual promises and covenants recited herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby amend the Agreement (as amended) as follows:

1. Per section 1 "Term of Agreement" of the Agreement, the Initial Term of the Agreement shall be for five (5) years, commencing on the "Effective Date" and ending on February 28, 2021 (the "Initial Term").
2. Per Section "Term of Agreement" of the Agreement, "Upon the Expiration of the Initial Term TAPS shall have the option to extend the agreement for a term of five (5) additional years upon terms and condition to be mutually agreed upon by the parties".

3. TAPS has indicated that it wishes to exercise the option to extend the agreement for five (5) additional years ("Option Years") and the Parties have agreed that the Effective Date of the Option Years will coincide with TAPS fiscal year and that the Option Years will be effective October 1, 2020.
4. The Parties further agree that the term of the Option Years will end on February 28, 2026.
5. The Parties acknowledge that Sections 6.1 and 6.2 of the Agreement allow for an annual negotiation/renegotiation of Transdev's rate and affirmatively state that it is their intention to allow for an annual negotiation/renegotiation of Transdev's rate for the Option Years.
6. The Parties agree that the annual negotiation/renegotiation of Transdev's rate shall coincide with TAPS fiscal year (October 1st) and Transdev shall have the immediate right to negotiate/renegotiate its current rate upon the execution of this Amendment, with the new rate postdating to October 1, 2022. For the purpose of this amendment the monthly rates as proposed for the period of October 1, 2022 to September 30, 2023 are as follows: Fixed Fee Rate \$124,253.12 and the Service Hour Rate \$43.59 per platform service hour.
7. Should an epidemic, pandemic, outbreak, quarantine/shelter-in-place order by local, state or federal government, etc. ("Event") occur resulting in a decrease/reduction of services of 15% or more of the cumulative monthly service hours, the Transdev and TAPS acknowledge the importance of retaining as much of Transdev's workforce as possible during the Event to avoid delays, disruptions in services, additional costs (drug testing, retraining, rehiring, licensing, etc) when the Event is over and service returns to pre-Event levels and to maintain the public's confidence in the services provided by TAPS.

If an Event should occur and there is an anticipated decrease/reduction of services of 15% or more of cumulative monthly service hours, the Transdev and TAPS shall confer and agree on one or more of the following actions.

- a) Maintaining payments from TAPS to Transdev at 100% of pre-Event services levels/contracted rates, with Transdev committing to retaining its pre-Event workforce;
- b) Allow for drivers' wages to be switched from a variable rate to a fixed rate;
- c) Work to identify alternative sources of trips, service, revenue (e.g. meal delivery, medical supply delivery, etc.);
- d) Agree to amend the per trip rate to a level that allows Transdev to maintain as much of its workforce as possible and/or switching the per trip rate to an hourly rate to be agreed upon by TAPS and Transdev;
- e) Notwithstanding a decline in revenue hours, to determine a fixed monthly rate to permit Transdev to maintain its workforce devoted to the Service;
- f) Allow the Transdev to renegotiate, reduce and/or suspend its contracts with subcontractors, including DBE, SBE, etc., without having to confer and/or seek approval from Customer;

- g) Allow for Transdev to pass through to TAPS any "Start Up" costs to bring its workforce up to pre-Event levels, including but not limited to, drug testing, retraining, rehiring, licensing, etc.;
- h) Suspension of all Liquidated Damages, performance guarantees, penalties, etc. during the Event and/or after the event should the Transdev have to reduce its workforce; or
- i) Any other solutions/arrangements that the TAPS and Transdev should agree upon.

Any requirement in the Contract for a formal Written Amendment to the Contract shall not apply to this section and TAPS and Transdev have the right to bind themselves hereunder to one or more of the aforementioned actions via Memorandum of Understanding, Letter or email ("Event Agreement"), with said agreement having full force and effect as though it were a Written Amendment to the Contract

The Event Agreement shall remain in effect for 90 days. If the Event should last longer than 90 days and/or services levels have not returned to pre-Event levels within 90 days, the Transdev and TAPS will enter into a new Agreement.

All invoicing by the Transdev and payments by TAPS under the Event Agreement shall adhere to the same invoicing and payment requirements/instructions outlined in this contract and neither party shall deviate from same.

8. Notices.

Any notice required under this Agreement shall be as follows:

To the Authority:
Texoma Area Paratransit Services
6104 Texoma Pkwy
Sherman, Texas, 75090
Attn: TAPS Board of Directors

To Transdev:
Transdev Services, Inc.
720 East Butterfield Road
Suite 300
Lombard, IL 60148
Attention: President

With a copy to:
Jennifer Coyne
EVP and General Counsel
Transdev North America, Inc.
720 East Butterfield Road
Suite 300
Lombard, IL 60148

9. **Confidentiality.**

The Parties shall endeavor to maintain the strict confidentiality of the terms of this Tenth Amendment, to the extent permitted by law or order of court, except as may be necessary to enforce the terms of this Tenth Amendment or to comply with state or federal law.

To the extent not addressed in this Amendment, all other terms and conditions of the Agreement and Amendments remain in full force and effect. Including, all invoicing by Transdev and payments by TAPS under this Agreement shall adhere to the same invoicing and payment requirements/instructions outlined in the Agreement and Amendments and neither party shall deviate from same.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed by their duly authorized officers.

ATTEST: _____

Secretary

BY: _____

RVP
Transdev Services, Inc.

ATTEST: _____

Secretary

BY: _____

Regional Controller
Transdev Services, Inc.

ATTEST: _____

TAPS Board Treasurer

BY: _____

TAPS Board Chair
Texoma Area Paratransit System

ITEM VIII MONTHLY FINANCIAL UPDATE

FY 2022 OPERATING FINANCIAL REPORT

FY 2022		Actual	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Operating Revenues		YTD												
FTA 5307 CARES ACT		70,707	17,445	10,478	9,099	10,240	11,588	11,857						
FTA 5307 Urban		213,737		30,030	26,566	5,617	8,077	37,565	45,152	45,423	7,977	7,330		
FTA 5311 Rural		801,346	32,722	78,214	129,466	38,752	30,733	71,699	74,469	80,597	16,978	17,787		
FTA 5310 Elderly & Disabled		270,812	145,848	978	-	61,993	61,993	-						
TX DOT Rural		599,288	7,103	51,781	11,300	51,183	44,981	49,166	51,253	56,664	155,990	119,867		
TX DOT Urban		368,399		30,030	26,566	30,414	32,874	37,566	36,097	36,801	72,340	65,711		
Operating Revenue		42,000	2,854	4,313	3,454	2,597	1,854	4,331	3,077	3,226	5,087	3,245		
In-kind Contributions		16,200	1,350	1,350	1,350	1,350	1,350	1,350	1,350	1,350	1,350	1,350		
Public Contributions		279,626	50,056	50	45,206	15,100	50	50	50,006	50	50	4,950		
Advertising Revenue		2,700	2,700	-	-	-	-	-	-	-	-	-		
Miscellaneous		342	43	143	43	-	-	-	-	-	-	-		
Total Revenues		2,633,419	2,310,509	260,121	253,050	217,246	193,500	213,698	261,404	224,111	259,772	220,240		

Operating Expenses

[illegible]

TEXOMA AREA PARATRANSIT SYSTEM, INC
BOARD REPORT - BANK DETAIL

End of Month Totals
May 2022

Landmark Bank Acct # 9534

Balance at 4/30/2022	\$ 246,801.25
Deposits	161,875.79
Debits	-
Account Balance at 5/31/2022	<u>\$ 408,677.04</u>

Checks/Debits

\$ -

* Local Contributions Honey Grove

Landmark Bank Acct # 9693

Balance at 4/30/2022	\$ 161,670.11
Deposits	-
Debits	-
Account Balance at 5/31/2022	<u>\$ 161,670.11</u>

Deposits/Credits

TXDOT Reimbursements (Mar)	\$ 158,600.00
Farebox	\$ 3,225.79
Local Contributions	\$ 50.00

\$ 161,875.79

TEXOMA AREA PARATRANSIT SYSTEM, INC
BOARD REPORT - BANK DETAIL

End of Month Totals
June 2022

Landmark Bank Acct # 9534

Balance at 5/31/2022	\$ 408,677.04
Deposits	237,236.36
Debits	(453,451.68)
Account Balance at 6/30/2022	<u>\$ 192,461.72</u>

Checks/Debits

Transdev (April Invoice)	\$ 221,399.17
Transdev (May Invoice)	\$ 231,852.51
Replenish Petty Cash	\$ 200.00

\$ 453,451.68

Landmark Bank Acct # 9693

Balance at 5/31/2022	\$ 161,670.11
Deposits	-
Debits	-
Account Balance at 6/30/2022	<u>\$ 161,670.11</u>

Deposits/Credits

TXDOT Reimbursements (Apr)	\$ 162,598.00
FTA Reimbursements (Mar/Apr)	\$ 69,501.00
Farebox	\$ 5,087.36
Local Contributions	\$ 50.00

\$ 237,236.36

* Local Contributions Honey Grove

TEXOMA AREA PARATRANSIT SYSTEM, INC BOARD REPORT - BANK DETAIL

End of Month Totals
July 2022

Landmark Bank Acct # 9534

Balance at 6/30/2022	\$ 192,461.72
Deposits	182,257.00
Debits	(245,823.50)
Account Balance at 7/31/2022	<u>\$ 128,895.22</u>

Checks/Debits

Transdev (June Invoice)	\$ 245,800.51
Column (Herald Democrat)	\$ 22.99

\$ 245,823.50

Landmark Bank Acct # 9693

Balance at 6/30/2022	\$ 161,670.11
Deposits	-
Debits	-
Account Balance at 7/31/2022	<u>\$ 161,670.11</u>

Deposits/Credits

TXDOT Reimbursement (May)	\$ 174,062.00
Farebox	\$ 3,245.00
Local Contributions	\$ 4,950.00

\$ 182,257.00

* Local Contributions Honey Grove, Cooke County United Way, Wise County United Way



Simmons Bank
MEMBER FDIC | 866.246.2400

Date 5/31/22 Page 1
Primary Account XXXXXXXXXXXX9534
Enclosures 7

Texoma Area Paratransit System Inc
3400 Texoma Pkwy
Sherman TX 75090-1916

CHECKING ACCOUNTS

Business Checking 2		Number of Enclosures	7
Account Number	XXXXXXXXXXXX9534	Statement Dates	5/02/22 thru 5/31/22
Previous Balance	246,801.25	Days in the statement period	30
10 Deposits/Credits	161,875.79	Average Ledger	285,591.95
Checks/Debits	.00	Average Collected	285,589.09
Service Charge	.00		
Interest Paid	.00		
Current Balance	408,677.04		

Deposits and Additions

Date	Description	Amount
5/04	Deposit	
5/11	Deposit	724.25
5/11	Deposit	40.20
5/19	Deposit	837.40
5/20	Deposit	8.00
5/25	INV-PAYMTS TX DEPT OF TRNSP	785.50
	17521272678004	37,614.00
5/25	INV-PAYMTS TX DEPT OF TRNSP	
	17521272678004	49,226.00
5/25	INV-PAYMTS TX DEPT OF TRNSP	
	17521272678004	71,760.00
5/26	Deposit	50.00
5/26	Deposit	830.44

Daily Balance Information

Date	Balance	Date	Balance	Date	Balance
5/02	246,801.25	5/19	248,411.10	5/26	408,677.04
5/04	247,525.50	5/20	249,196.60		
5/11	248,403.10	5/25	407,796.60		

Thank you for banking with Simmons Bank.

END OF STATEMENT *****

Simmons Bank.
MEMBER FDIC

DEPOSIT TICKET
TRAN CODE ☒ CASH

SIGN HERE FOR CASH RECEIVED

NAME TAPS
ADDRESS 6104 Texoma Pkwy
CITY/STATE Sherman TX 75090
DATE 5-11-22 BY CH
ACCOUNT NUMBER 4180009534

NET DEPOSIT \$ 720.45
4.00
716.45
720.25

5000 0 1 2 1

Deposit Date: 05/04 Amount: \$724.25

Simmons Bank.
MEMBER FDIC

DEPOSIT TICKET
TRAN CODE ☒ CASH

SIGN HERE FOR CASH RECEIVED

NAME TAPS
ADDRESS 6104 Texoma Pkwy
CITY/STATE Sherman TX 75090
DATE 5-11-22 BY CH
ACCOUNT NUMBER 4180009534

NET DEPOSIT \$ 837.50
837.50

5000 0 1 2 1

Deposit Date: 05/11 Amount: \$837.40

Simmons Bank.
MEMBER FDIC

DEPOSIT TICKET
TRAN CODE ☒ CASH

SIGN HERE FOR CASH RECEIVED

NAME TAPS
ADDRESS 6104 Texoma Pkwy
CITY/STATE Sherman TX 75090
DATE 5-11-22 BY CH
ACCOUNT NUMBER 4180009534

NET DEPOSIT \$ 777.50
8.00
785.50

5000 0 1 2 1

Deposit Date: 05/20 Amount: \$785.50

Simmons Bank.
MEMBER FDIC

DEPOSIT TICKET
TRAN CODE ☒ CASH

SIGN HERE FOR CASH RECEIVED

NAME TAPS
ADDRESS 6104 Texoma Pkwy
CITY/STATE Sherman TX 75090
DATE 5-19-22 BY CH
ACCOUNT NUMBER 4180009534

NET DEPOSIT \$ 830.44
830.44

5000 0 1 2 1

Deposit Date: 05/26 Amount: \$830.44

Simmons Bank.
MEMBER FDIC

DEPOSIT TICKET
TRAN CODE ☒ CASH

SIGN HERE FOR CASH RECEIVED

NAME TAPS
ADDRESS 6104 Texoma Pkwy
CITY/STATE Sherman TX 75090
DATE 5-11-22 BY CH
ACCOUNT NUMBER 4180009534

NET DEPOSIT \$ 40.20
40.20

5000 0 1 2 1

Deposit Date: 05/11 Amount: \$40.20

Credit

Bank: SIMMONS BANK
Branch #: 318
Branch Name: TX Sherman Branch
Teller ID: B09C109630
Drawer #: 37104
Trans #: 71
Misc: Ten Deposits, Inst TAPS

Virtual DDA Deposit

Date/Time: 5/19/2022 3:51 PM
Workstation: D2808H13
HIN #: 817437720000206
Owner: Texoma Area Paratransit Sys

SUBSTITUTE IMAGE / VIRTUAL DOCUMENT

AUXILIARY R/T ACCOUNT PC/TC AMOUNT
5001-0120 4180009534 20 \$8.00

Deposit Date: 05/19 Amount: \$8.00

Credit

Bank: SIMMONS BANK
Branch #: 318
Branch Name: TX Sherman Branch
Teller ID: B09B109647
Drawer #: 37108
Trans #: 61
Misc: Ten Deposits, Inst TAPS

Virtual DDA Deposit

Date/Time: 5/26/2022 3:55 PM
Workstation: D28071113
HIN #: 818140390000195
Owner: Texoma Area Paratransit Sys

SUBSTITUTE IMAGE / VIRTUAL DOCUMENT

AUXILIARY R/T ACCOUNT PC/TC AMOUNT
5001-0120 4180009534 20 \$50.00

Deposit Date: 05/26 Amount: \$50.00

IF YOUR ADDRESS IS INCORRECT, MARK THROUGH THE ADDRESS SHOWN ON THE FRONT OF THIS STATEMENT. COMPLETE THE FORM AT THE RIGHT, DETACH AND MAIL TO P. O. BOX 7009, PINE BLUFF, AR 71603-7009.

PLEASE CHANGE MY ADDRESS TO:			
STREET			
CITY		STATE	ZIP CODE
EFFECTIVE DATE	SIGNATURE		

List all accounts you want changed.
We will change only the accounts you
indicate since some customers prefer
to maintain separate account
addresses.

TYPE OF ACCOUNT	CHECKING	SAVINGS	LOAN	CD	ATM / DEBIT CARD	OTHER
ACCOUNT NUMBER						
ACCOUNT NUMBER						

PLEASE EXAMINE YOUR STATEMENT PROMPTLY AND NOTIFY US OF ANY ERRORS

(1) Balance now shown in your checking..... \$ _____

(2) Add interest shown on the statement..... \$ _____

(3) Subtract bank charges included in this statement, (be sure
to enter any Bank charges and unrecorded checks in your
checkbook)..... \$ _____

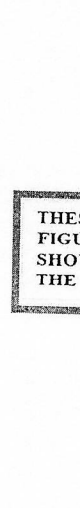
NEW BALANCE SHOWN
IN YOUR CHECKBOOK..... \$ _____

(4) Last balance shown on this statement..... \$ _____

(5) Add total of those deposits which have been made
and shown in your checkbook, but not yet shown
on this statement..... \$ _____

SUB-TOTALS
\$ _____

(6) List outstanding checks below (checks which are shown
in your checkbook, but not yet paid by the bank.)



**THESE TWO
FIGURES
SHOULD BE
THE SAME**

If they
figures
call C

1-866

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
		TOTAL	\$

SUBTRACT THIS TOTAL
OF OUTSTANDING S _____
CHECKS FROM SUB-TOTAL ABOVE S _____

ELECTRONIC TRANSFER ERROR RESOLUTION NOTICE (CONSUMER ACCOUNTS ONLY)

In case of Errors or Questions about your Electronic Transfer, call us at 1-866-246-2400 or write to us at P. O. Box 7009, Pine Bluff, AR 71611-7009, as soon as you can, if you think your statement or receipt is wrong, or if you need more information about a transfer listed on a statement or a receipt. We must hear from you no later than 60 days after we sent the FIRST statement on which the problem or error appeared.

- (1) Tell us your name and account number (if any).
- (2) Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information.
- (3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.



Simmons Bank.
MEMBER FDIC | 866.246.2400

Date 5/31/22 Page 1
Primary Account XXXXXXXXXXXX9693
Enclosures

Texoma Area Paratransit System Inc
3400 Texoma Pkwy
Sherman TX 75090-1916

CHECKING ACCOUNTS

Business Checking 2		Number of Enclosures	0
Account Number	XXXXXXXXXXXX9693	Statement Dates	5/02/22 thru 5/31/22
Previous Balance	161,670.11	Days in the statement period	30
Deposits/Credits	.00	Average Ledger	161,670.11
Checks/Debits	.00	Average Collected	161,670.11
Service Charge	.00		
Interest Paid	.00		
Current Balance	161,670.11		

Daily Balance Information

Date	Balance
5/02	161,670.11

Thank you for banking with Simmons Bank.

END OF STATEMENT *****

IF YOUR ADDRESS IS INCORRECT, MARK THROUGH THE ADDRESS SHOWN ON THE FRONT OF THIS STATEMENT. COMPLETE THE FORM AT THE RIGHT, DETACH AND MAIL TO P. O. BOX 7009, PINE BLUFF, AR 71603-7009.

PLEASE CHANGE MY ADDRESS TO:			
STREET			
CITY		STATE	ZIP CODE
EFFECTIVE DATE	SIGNATURE		

PLEASE CHANGE MY ADDRESS
ON FOLLOWING ACCOUNTS.

List all accounts you want changed. We will change only the accounts you indicate since some customers prefer to maintain separate account addresses.

TYPE OF ACCOUNT	CHECKING	SAVINGS	LOAN	CD	ATM / DEBIT CARD	OTHER
ACCOUNT NUMBER						
ACCOUNT NUMBER						

PLEASE EXAMINE YOUR STATEMENT PROMPTLY AND NOTIFY US OF ANY ERRORS

RECONCILEMENT INFORMATION

- (1) Balance now shown in your checking..... \$
- (2) Add interest shown on the statement..... \$
- (3) Subtract bank charges included in this statement. (be sure
to enter any Bank charges and unrecorded checks in your
checkbook)..... \$
- NEW BALANCE SHOWN
IN YOUR CHECKBOOK..... \$
- (4) Last balance shown on this statement..... \$
- (5) Add total of those deposits which have been made
and shown in your checkbook, but not yet shown
on this statement..... \$
- SUB-TOTALS \$
- (6) List outstanding checks below (checks which are shown
in your checkbook, but not yet paid by the bank.)

THESE TWO FIGURES SHOULD BE THE SAME

[illegible]

SUBTRACT THIS TOTAL
OF OUTSTANDING
CHECKS FROM SUB-TOTAL ABOVE

ELECTRONIC TRANSFER ERROR RESOLUTION NOTICE (CONSUMER ACCOUNTS ONLY)

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