

Gulf Coast Transit District Board of Directors Meeting

Thursday June 13, 2024

2:30 PM

101 Canna Lane Court

Lake Jackson, Texas 77566

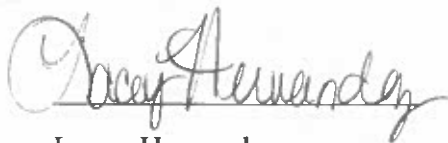


### Special Meeting Minutes

- 1. Call to Order and Roll Call** – Quorum was established at 2:30 p. m. Chairman Holmes opened the meeting. **Attending board members were present**, Stephen Holmes, Dude Payne, David Jordan, Rick Elizondo, Neal Cooper, Thelma Bowie, Chris Whittaker, Amy Shicki, Modesto Mundo, CJ Snipes, Jerald Roznovsky, Theo Melancon, and Neal Bess  
**Guest:** Travis Madison, Paige Baily, and Eileen Begle
- 2. Report from Director of Operations, Ted Ross** – Ted Ross discussed the operations in GCTD. We are fully staffed drivers in Galveston County, and we need to hire 3 non CDL full-time positions in Brazoria County. Ted Ross handed out the Income statement, and grants. He showed invoices that were due and a breakdown of the account. Ted also went over the audits GCTD is currently undergoing.
- 3. Citizen Comments** – None.
- 4. Closed Session 3:13pm: The Board will recess into closed session as authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, to wit:**
  - 4.1 Sec. 551.071 – Consultation with the Attorney regarding (a) a matter in which the duty of the Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with the Open Meetings Act, or (b) pending or contemplated litigation.**
- 5. Open Session 3:58: The Board reopened**
- 6. Discuss and take possible action related to the Executive Director position.** Ted Ross as acting Executive Director on motion by Dude Payne, seconded by Amy Skicki, motion carried by all members voting in favor.
- 7. Discuss and take possible action related to the Finance Director position.** This motion was tabled.

8. **Discuss and take possible action as it relates to former Executive Director Sean Midleton's Reimbursement of Accrued Leave.** This motion was denied by CJ Snipes, seconded by Neal Bess, all votes in favor.
  
9. **Discuss and take possible action related to conducting a special audit of the Gulf Coast Transit District, which may include discussion and taking possible action to direct the Chair to execute a professional services agreement with a forensic accountant.** This motion has been tabled until other audits have been conducted.
  
10. **Set a time and date for the next meeting.** Next meeting to take place June 27, 2024, at 2:00pm at 1415 33<sup>rd</sup> Street North Texas City, TX 77590
  
11. **Discuss and take possible action to identify items to be included on a future agenda.** Neal Bess wants to add Sweeney to our list of servicing cities. Any Skicki would like to address adding compensation to positions stepping up during this time of transition.
  
12. **Board member comments** – No additional comments were made.
  
13. **Adjournment** 4:03pm meeting was adjourned by Stephen Holmes.

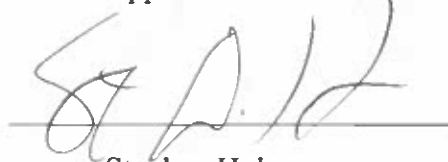
Respectfully submitted,



Lacey Hernandez

Secretary to Board of Directors

Approved as to Content and Forum,



Stephen Holmes

Chairman of the Board of Directors

Gulf Coast Transit District Board of Directors Meeting

Thursday June 13, 2024

2:30 PM

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Lake Jackson, Texas 77566

Special Meeting Agenda

1. Call to Order and Roll Call
2. Report from Director of Operations, Ted Ross
3. Citizen Comments
4. Discuss and take possible action related to the Executive Director position.
5. Discuss and take possible action related to the Finance Director position.
6. Discuss and take possible action as it relates to former Executive Director Sean Middleton's Reimbursement of Accrued Leave.
7. Discuss and take possible action related to conducting a special audit of the Gulf Coast Transit District, which may include discussion and taking possible action to direct the Chair to execute a professional services agreement with a forensic accountant.
8. Closed Session: The Board will recess into closed session as authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, to wit:
  - 8.1 Sec. 551.071 – Consultation with the Attorney regarding (a) a matter in which the duty of the Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with the Open Meetings Act, or (b) pending or contemplated litigation.
9. Set a time and date for next meeting.
10. Discuss and take possible action to identify items to be included on a future agenda.
11. Board member comments
12. Adjournment

I hereby certify posting this Notice and agenda at 12pm, on 6/10/2024  
at the Galveston County Courthouse and the Brazoria County Courthouse.



### FTA Application-Level Budget Original Award Report

Federal Award ID	Recipient Acronym	Application /Award Fiscal Year	Amendment Number	Application Name	Number of Budget Revisions	Application Status	Total Eligible Cost	Total Unliquidated Amount
7394-2023-2	GCTD	2023	0	Gulf Coast Transit District Texas City and Lake Jackson FY22 5307 Preventive Maintenance, Operating, Planning	0	In-Progress, expected 07/15/2024	\$3,928,662.00	\$0.00
7394-2023-3	GCTD	2023	0	FY 21 METRO 5307	0	In-Progress	\$0.00	\$0.00
7394-2023-4	GCTD	2023	0	GCTD Section 5310 FY 22 lapsing Operating	0	In-Progress; expected 07/15/2024	\$250,000.00	\$0.00
7394-2023-6	GCTD	2023	0	FY 22 5307 METRO	0	In-Progress	\$0.00	\$0.00
7394-2023-8	GCTD	2023	0	FY 23 5307 for Texas City and Lake Jackson Urbanized Areas	0	In-Progress	\$0.00	\$0.00
7394-2023-9	GCTD	2023	0	Discretionary funding for Joint Development in Texas City	0	In-Progress	\$0.00	\$0.00
7394-2024-1	GCTD	2024	0	LAPSING: Gulf Coast Transit District (Lake Jackson) FY2019 and FY2020 5307 Operating Assistance	0	Initial Review / Concurrence; expected 07/15/2024	\$2,248,377.00	\$0.00
TX-2021-050-00	GCTD	2021	0	Gulf Coast Transit District FY20 5307 CARES ACT; Operating, Planning, and Construction of SBCT Facility	1	Active (Executed)	\$4,011,029.00	\$21,491.00
TX-2021-099-00	GCTD	2021	0	Gulf Coast Transit District FY19 CMAQ Gulf Coast (Texas City) FY19 CMAQ Engineering and Design for Park and Ride Facility portion of Connect Transit Administration and Operation Center	0	Active (Executed)	\$190,000.00	\$16,300.00
TX-2022-013-00	GCTD	2022	0	Gulf Coast Transit District FY21 5307 Preventative Maintenance, Operating, and Planning	0	Active (Executed)	\$2,946,807.00	\$223,135.00
TX-2022-077-00	GCTD	2022	0	GCTD FY 2020 LAPSING Section 5310-1c Formula Program at 100% Federal Share Replacement Rolling Stock	0	Active (Executed)	\$57,600.00	\$57,600.00

\$6,427,039.00	\$318,526.00
Expected 7/15/24	Currently Available

## TXDOT GRANTS

Instance	Document Number	FY	Begin Date	End Date	Activity	Award Amount	Balance Amount	Status
Section 5311 - Rural Area Federal Formula Program - 2022 Cycle	5311-2022-GCTD-00132	2023	09/01/2022	05/31/2024	Operating - 30.09.01	\$ 214,669	\$ 2,457	Grant Executed
Section 5311 - Rural Area Federal Formula Program - 2023 Cycle	5311-2023-GCTD-00085	2024	09/01/2023	11/30/2024	Operating - 30.09.01	\$ 202,391	\$ 59,484	Grant Executed
Section 5311 - Rural Area Federal Formula Program - 2023 Cycle	5311-2023-GCTD-00085	2024	09/01/2023	11/30/2024	Preventive Maintenance - 11.7A.00	\$ 120,000	\$ 16,996	Grant Executed
Section 5311 - Rural Area Federal Formula Program - 2023 Cycle	5311-2023-GCTD-00085	2024	09/01/2023	11/30/2024	Project Administration - 11.79.00	\$ 120,000	\$ 4,717	Grant Executed
Section 5311 - Rural Area Federal Formula Program - 2024 Cycle	5311-2024-GCTD-00071	-	-	-	Operating - 30.09.01	\$ 204,267	\$ 204,267	Application Approved.
Section 5311 - Rural Area Federal Formula Program - 2024 Cycle	5311-2024-GCTD-00071	-	-	-	Preventive Maintenance - 11.7A.00	\$ 150,000	\$ 150,000	Application Approved. Execution expected 09/01/2024
Section 5311 - Rural Area Federal Formula Program - 2024 Cycle	5311-2024-GCTD-00071	-	-	-	Project Administration - 11.79.00	\$ 175,000	\$ 175,000	Application Submitted for Review
Section 5339 - Rural Bus and Bus Facilities Program - 2024 Cycle	5339-R-2024-GCTD-00025	-	-	-	Replace - Van - 11.12.15	\$ 88,551	\$ 88,551	Application Submitted for Review
Section 5339 - Rural Bus and Bus Facilities Program - 2024 Cycle	5339-R-2024-GCTD-00025	-	-	-	Acquisition - Equipment - 11.42.06	\$ 10,000	\$ 10,000	Application Submitted for Review
Section 5339 - Rural Bus and Bus Facilities Program - 2024 Cycle	5339-R-2024-GCTD-00025	-	-	-	Acquisition - Acquired Software - 11.42.08	\$ 5,615	\$ 5,615	Application Submitted for Review
Rural State Program - 2022 Cycle	STATE-R-2022-GCTD-00169	2023	09/01/2022	08/31/2024	Preventive Maintenance - 11.7A.00	\$ 50,000	\$ 10,951	Grant Executed
Rural State Program - 2023 Cycle	STATE-R-2023-GCTD-00099	2024	09/01/2023	08/31/2024	Operating - 30.09.01	\$ 231,483	\$ 181,830	Grant Executed

## TXDOT GRANTS

Instance	Document Number	FY	Begin Date	End Date	Activity	Award Amount	Balance Amount	Status
Rural State Program - 2023 Cycle	STATE-R-2023-GCTD-00099	2024	09/01/2023	08/31/2024	Project Administration - 11.79.00	\$ 50,000	\$ 41,406	Grant Executed
Urban State Program - 2023 Cycle	STATE-U-2023-GCTD-00098	2024	09/01/2023	08/31/2024	Operating - 30.09.01	\$ 164,751	\$ 164,751	Grant Executed
Urban State Program - 2023 Cycle	STATE-U-2023-GCTD-00098	2024	09/01/2023	08/31/2024	Project Administration - 11.79.00	\$ 150,000	\$ 150,000	Grant Executed
Urban State Program - 2023 Cycle	STATE-U-2023-GCTD-00104	2024	09/01/2023	08/31/2024	Project Administration - 11.79.00	\$ 235,098	\$ 28,332	Grant Executed

<b>\$ 660,924</b>	Currently Available
<b>\$ 529,267</b>	Expected 09/01/2024
<b>\$ 104,166</b>	Pending Application Approval

**Operating Account**

\$206,129.80 Bal  
-\$1,205.00 Outstanding Check  
\$137,272.00 TXDOT Funds  
-\$46,819.41 Fuel 6/13  
-\$178,687.43 P/R 6/14 (05/16-31)  
-\$16,335.62 Empower 6/14 Est  
-\$12,409.97 Utilities  
\$87,944.37

\$87,944.37  
\$154,505.00 TXDOT Funds  
-\$178,000.00 P/R 6/28 est (06/01-15)  
-\$73,000.00 UHC 7/1 est  
-\$9,000.00 Principal 7/1 est  
-\$3,500.00 Lease - Directors  
-\$8,282.00 Lease - Shop  
-\$29,332.63

**Pending Grants 7/15**

-\$29,322.63  
\$3,928,662.00 FTA  
\$250,000.00 FTA  
\$2,248,377.00 FTA  
\$6,397,716.37

**Income Statements**

Jan-24 \$842,941.35  
Feb-24 \$752,095.07  
Mar-24 \$839,779.54  
Apr-24  
May-24 \$264,712.97  
Jun-24 \$13,192.62

# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024 04/30/2024 04/01
1-6008-20-1 Dental	(\$179.64)
1-6008-21-1 Dental	(\$454.12)
1-6008-22-1 Dental	(\$294.42)
1-6008-25-1 Dental	(\$42.06)
1-6008-30-1 Dental	(\$84.12)
1-6008-31-1 Dental	(\$275.16)
1-6008-32-1 Dental	(\$84.12)
1-6009-10-1 STD/LTD, Life Insurance	(\$44.48)
1-6009-20-1 STD/LTD, Life Insurance	(\$118.72)
1-6009-21-1 STD/LTD, Life Insurance	(\$130.02)
1-6009-22-1 STD/LTD, Life Insurance	(\$118.78)
1-6009-25-1 STD/LTD, Life Insurance	(\$49.50)
1-6009-30-1 STD/LTD, Life Insurance	(\$44.82)
1-6009-31-1 STD/LTD, Life Insurance	(\$93.72)
1-6009-32-1 STD/LTD, Life Insurance	(\$73.22)
1-6010-10-1 Retirement	\$1,088.11
1-6010-12-1 Retirement	\$736.97
1-6010-13-1 Retirement	\$409.50
1-6010-15-1 Retirement	\$183.32
1-6010-19-1 Retirement	\$194.99
1-6010-20-1 Retirement	\$708.29
1-6010-21-1 Retirement	\$1,373.28
1-6010-22-1 Retirement	\$1,748.77
1-6010-25-1 Retirement	\$219.66
1-6010-31-1 Retirement	\$1,195.91
1-6010-32-1 Retirement	\$513.91
1-6027-28-1 Professional Services	\$17.90
1-6035-12-1 IT Purchases Under \$5,000	\$2,257.03
1-6035-15-1 IT Purchases Under \$5,000	\$125.01



# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024
	04/30/2024 04/01
1-6037-20-1 Postage	\$526.65
1-6040-20-1 Electricity	\$1,057.33
1-6040-25-1 Electricity	\$629.08
1-6040-30-1 Electricity	\$480.43
1-6041-20-1 Gas/Propane	\$38.53
1-6041-30-1 Gas/Propane	\$32.85
1-6042-20-1 Water	\$842.75
1-6042-25-1 Water	\$327.34
1-6044-20-1 Printing/Duplication	\$257.00
1-6045-20-1 Cleaning Supplies	\$244.21
1-6045-30-1 Cleaning Supplies	\$93.24
1-6046-10-1 Signage	\$116.44
1-6052-10-1 Property Insurance - Windstorm	\$6,608.33
1-6059-25-1 Shelter Maintenance / Repair	(\$13,250.00)
1-6059-30-1 Shelter Maintenance / Repair	(\$22.99)
1-6060-28-1 Vehicle Licensing and Registration	\$25.50
1-6061-20-1 Vehicle Insurance	\$31,549.42
1-6061-25-1 Vehicle Insurance	\$31,549.41
1-6061-30-1 Vehicle Insurance	\$31,549.42
1-6062-25-1 Vehicle Fuel	\$10,762.44
1-6062-28-1 Vehicle Fuel	\$19,574.93
1-6062-38-1 Vehicle Fuel	\$10,621.58
1-6063-20-1 Vehicle Oil/Lubricant	\$156.00
1-6064-16-1 Advertising	\$13.98
1-6065-12-1 Drug Testing/Physicals	\$842.19
1-6065-28-1 Drug Testing/Physicals	\$632.00
1-6065-38-1 Drug Testing/Physicals	\$763.00
1-6066-20-1 Shop Supplies	\$2,061.72
1-6066-30-1 Shop Supplies	\$92.36

# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024
	<u>04/30/2024 04/01</u>
1-6067-16-1 Advertising - Window Signage	\$528.00
1-6080-20-1 Safety Products	\$107.97
1-6090-10-1 Training	\$7,566.68
1-6093-10-1 Subscriptions	\$919.00
1-6093-11-1 Subscriptions	\$19.96
1-6093-20-1 Subscriptions	\$438.63
1-6093-30-1 Subscriptions	\$438.62
1-6096-10-1 Bank Charges	\$1,118.58
1-6220-09-1 Vehicle Lease	\$1,278.80
1-6220-10-1 Vehicle Lease	\$2,060.57
1-6220-19-1 Vehicle Lease	\$1,140.00
1-6220-20-1 Vehicle Lease	\$1,140.00
1-6220-28-1 Vehicle Lease	\$7,980.00
1-6220-38-1 Vehicle Lease	\$1,140.00
1-6222-09-1 Building Lease	\$8,282.00
1-6300-31-1 Operator Wages and Salaries- Angleton	\$3,108.32
1-6301-31-1 Operator Wages and Salaries- Lake Jackson-Clute	\$7,124.78
1-6302-31-1 Operator Wages and Salaries- Clute- Lake Jackson	\$8,142.42
1-6303-31-1 Operator Wages and Salaries- Freeport	\$3,130.60
1-6304-21-1 Operator Wages and Salaries- Regional	\$4,793.08
1-6305-21-1 Operator Wages and Salaries- Lamarque North	\$4,426.98
1-6306-21-1 Operator Wages and Salaries- Lamarque South	\$3,586.84
1-6307-21-1 Operator Wages and Salaries- Texas City North	\$7,724.56
1-6308-21-1 Operator Wages and Salaries- Texas City South	\$2,504.02
1-6309-21-1 Operator Wages and Salaries- Dickinson	\$11,147.69
1-6310-21-1 Operator Wages and Salaries- Express	\$3,239.65
1-6313-28-1 Operator Wages/Salaries Galveston	\$234.15
1-6350-10-1 Wages/Salaries- Fleet Management	\$9,100.00
1-6351-20-1 Wages/Salaries- Scheduler FT	\$9,988.29

# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024
	04/30/2024 04/01
1-6360-20-1 Operator Wages and Salaries-New Employee Training	\$5,200.00
1-6375-25-1 Operator Wages and Salaries-Park & Ride Route 1	\$5,843.82
1-6391-22-1 Operator Wages and Salaries-Full Time	\$35,302.81
1-6391-32-1 Operator Wages and Salaries-Full Time	\$8,166.01
1-6407-20-1 Other Vehicle Maintenance	\$25.00
1-6470-20-1 Office Supplies - General	\$578.41
1-6472-12-1 Office Supplies - Ink	\$210.39
1-6480-16-1 Marketing - Other	\$2,500.00
1-6485-19-1 Outreach	\$51.95
1-6500-15-1 Software & IT - GB Tech	\$5,280.00
1-6500-20-1 Software & IT - GB Tech	\$1,400.00
1-6502-10-1 Software & IT - AT&T	\$4,467.53
1-6502-12-1 Software & IT - AT&T	\$40.96
1-6502-14-1 Software & IT - AT&T	\$92.36
1-6502-15-1 Software & IT - AT&T	\$3,670.73
1-6502-20-1 Software & IT - AT&T	\$2,479.69
1-6502-25-1 Software & IT - AT&T	\$1,238.88
1-6502-28-1 Software & IT - AT&T	\$2,718.59
1-6502-30-1 Software & IT - AT&T	\$436.81
1-6502-38-1 Software & IT - AT&T	\$1,691.52
1-6503-20-1 Software & IT - Comcast	\$944.24
1-6503-30-1 Software & IT - Comcast	\$944.22
1-6511-20-1 Software & IT - Alert Alarms	\$190.00
1-6511-25-1 Software & IT - Alert Alarms	\$10.00
1-6511-30-1 Software & IT - Alert Alarms	\$140.00
1-6514-10-1 Software & IT - Datix	\$2,050.00
1-6515-20-1 Software & IT - Xerox	\$295.90
1-6515-30-1 Software & IT - Xerox	\$292.77
1-6600-31-1 Operator Bonus and Overtime - Angleton	\$612.35

# Gulf Coast Transit District

## Income Statement

05/31/2024

		Actual 04/01/2024
		<u>04/30/2024 04/01</u>
1-6601-31-1	Operator Bonus and Overtime - Lake Jackson - Clute	\$1,151.38
1-6602-31-1	Operator Bonus and Overtime - Clute-Lake Jackson	\$547.43
1-6603-31-1	Operator Bonus and Overtime - Freeport	\$531.20
1-6604-21-1	Operator Bonus and Overtime - Regional	\$1,377.54
1-6605-21-1	Operator Bonus and Overtime - La Marque North	\$852.63
1-6606-21-1	Operator Bonus and Overtime - La Marque South	\$566.12
1-6607-21-1	Operator Bonus and Overtime - Texas City North	\$337.60
1-6608-21-1	Operator Bonus and Overtime - Texas City South	\$345.07
1-6609-21-1	Operator Bonus and Overtime - Dickinson	\$845.14
1-6610-21-1	Operator Bonus and Overtime - Express	\$172.97
1-6651-20-1	Bonus/Overtime-Scheduler FT	\$281.04
1-6675-25-1	Operator Bonus and Overtime - Park and Ride route 1	\$634.30
1-6691-22-1	Operator Bonus and Overtime - Full Time	\$5,247.35
1-6691-32-1	Operator Bonus and Overtime - Full Time	\$1,772.63
1-6981-20-1	Employee Unreturned Assets	(\$50.00)
1-6981-32-1	Employee Unreturned Assets	(\$245.00)
1-6998-10-1	Miscellaneous - Not Eligible	\$3,369.67
1-6998-30-1	Miscellaneous - Not Eligible	(\$44.97)
1-6999-20-1	Miscellaneous - Eligible	\$578.00
Totals for Function Code(s) 1 - Operating:		<u>\$416,077.82</u>
1-6006-10-3	Payroll Taxes	\$1,516.34
Totals for Function Code(s) 3 - Maintenance - Non Vehicle:		<u>\$1,516.34</u>
1-6006-21-2	Payroll Taxes	\$2,358.34
1-6006-31-2	Payroll Taxes	\$1,696.03
Totals for Function Code(s) 2 - Vehicle Maintenance:		<u>\$4,054.37</u>
1-6007-10-3	Health,	(\$265.05)
Totals for Function Code(s) 3 - Maintenance - Non Vehicle:		<u>(\$265.05)</u>

# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024
	04/30/2024 04/01
1-6007-20-2 Health,	(\$563.32)
1-6007-21-2 Health,	(\$538.02)
1-6007-30-2 Health,	(\$261.50)
1-6007-31-2 Health,	(\$103.86)
Totals for Function Code(s) 2 - Vehicle Maintenance:	(\$1,466.70)
1-6008-10-3 Dental	(\$84.12)
Totals for Function Code(s) 3 - Maintenance - Non Vehicle:	(\$84.12)
1-6008-21-2 Dental	(\$210.30)
1-6008-31-2 Dental	(\$126.18)
Totals for Function Code(s) 2 - Vehicle Maintenance:	(\$336.48)
1-6009-10-3 STD/LTD, Life Insurance	(\$110.08)
Totals for Function Code(s) 3 - Maintenance - Non Vehicle:	(\$110.08)
1-6009-21-2 STD/LTD, Life Insurance	(\$142.10)
1-6009-31-2 STD/LTD, Life Insurance	(\$125.88)
Totals for Function Code(s) 2 - Vehicle Maintenance:	(\$267.98)
1-6010-10-3 Retirement	\$410.69
Totals for Function Code(s) 3 - Maintenance - Non Vehicle:	\$410.69
1-6010-20-2 Retirement	\$1,413.09
1-6010-21-2 Retirement	\$159.39
1-6010-30-2 Retirement	\$746.47
Totals for Function Code(s) 2 - Vehicle Maintenance:	\$2,318.95
1-6020-20-2 Vehicle Parts	\$309.41
1-6020-28-2 Vehicle Parts	\$17,559.26

# Gulf Coast Transit District

## Income Statement

05/31/2024

		Actual 04/01/2024
		<u>04/30/2024 04/01</u>
1-6020-30-2	Vehicle Parts	\$127.59
1-6020-38-2	Vehicle Parts	\$3,484.82
Totals for Function Code(s) 2 - Vehicle Maintenance:		<u>\$21,481.08</u>
1-6023-30-2	Towing	\$350.00
Totals for Function Code(s) 2 - Vehicle Maintenance:		<u>\$350.00</u>
1-6027-30-2	Professional Services	\$40.00
Totals for Function Code(s) 2 - Vehicle Maintenance:		<u>\$40.00</u>
1-6038-21-2	Shipping/Freight Costs	\$17.22
1-6040-20-2	Electricity	\$433.74
Totals for Function Code(s) 2 - Vehicle Maintenance:		<u>\$450.96</u>
1-6062-20-2	Vehicle Fuel	\$524.87
1-6063-30-2	Vehicle Oil/Lubricant	\$123.35
1-6066-20-2	Shop Supplies	\$1,432.80
1-6066-30-2	Shop Supplies	\$207.88
1-6090-30-2	Training	\$159.96
1-6093-20-2	Subscriptions	\$50.00
1-6353-21-2	Wages/Salaries-Porter FT	\$16,796.89
1-6353-31-2	Wages/Salaries-Porter FT	\$11,305.57
1-6355-21-2	Wages/Salaries-Mechanic FT	\$14,447.93
1-6355-31-2	Wages/Salaries-Mechanic FT	\$10,986.16
1-6400-20-2	Preventative Maintenance (Oil change/other)	\$163.88
1-6400-22-2	Preventative Maintenance (Oil change/other)	\$125.00
1-6400-38-2	Preventative Maintenance (Oil change/other)	\$250.00
1-6404-28-2	Transmission Repair/Replacement	\$3,862.20
1-6405-28-2	Body Work	\$5,381.31
1-6411-25-2	Parts - Park & Ride	\$4,659.35

# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024 04/30/2024 04/01
1-6473-30-2 Dry cleaning	\$89.28
1-6502-20-2 Software & IT - AT&T	\$317.85
1-6502-30-2 Software & IT - AT&T	\$64.96
1-6511-20-2 Software & IT - Alert Alarms	\$75.00
1-6511-25-2 Software & IT - Alert Alarms	\$10.00
1-6653-21-2 Bonus/Overtime-Porter FT	\$205.03
1-6653-31-2 Bonus/Overtime-Porter FT	\$37.07
1-6655-21-2 Bonus/Overtime-Mechanic FT	\$64.33
1-6655-31-2 Bonus/Overtime-Mechanic FT	\$10.05
Totals for Function Code(s) 2 - Vehicle Maintenance:	\$71,350.72
1-6007-20-3 Health	\$51.64
1-6007-30-3 Health	(\$45.68)
1-6032-20-3 Building Maintenance/Repair	\$456.25
1-6042-20-3 Water	\$113.23
1-6062-09-3 Vehicle Fuel	\$576.91
1-6065-20-3 Drug Testing/Physicals	\$155.00
1-6066-09-3 Shop Supplies	\$210.88
1-6066-10-3 Shop Supplies	\$107.59
1-6066-20-3 Shop Supplies	\$692.75
1-6066-30-3 Shop Supplies	\$65.40
1-6072-09-3 Lawn Supplies	\$112.98
1-6391-10-3 Operator Wages and Salaries-Full Time	\$19,818.80
1-6470-20-3 Office Supplies - General	\$44.79
1-6473-30-3 Dry cleaning	\$184.08
1-6502-10-3 Software & IT - AT&T	\$30.65
1-6502-20-3 Software & IT - AT&T	\$63.02
1-6502-30-3 Software & IT - AT&T	\$12.00
1-6691-10-3 Operator Bonus and Overtime - Full Time	\$91.26
1-6981-10-3 Employee Unreturned Assets	(\$50.00)

# Gulf Coast Transit District

## Income Statement

05/31/2024

Totals for Function Code(s) 3 - Maintenance - Non Vehicle:

	Actual 04/01/2024
	<u>04/30/2024 04/01</u>
1-6004-10-4 Admin Salary and Wages	\$28,808.00
1-6004-11-4 Admin Salary and Wages (1099s Included)	\$9,850.00
1-6004-12-4 Admin Salary and Wages (1099s Included)	\$16,683.00
1-6004-14-4 Admin Salary and Wages (1099s Included)	\$8,933.00
1-6004-16-4 Admin Salary and Wages (1099s Included)	\$3,917.00
1-6004-17-4 Admin Salary and Wages (1099s Included)	\$7,626.00
1-6006-10-4 Payroll Taxes	\$2,138.68
1-6006-11-4 Payroll Taxes	\$754.10
1-6006-12-4 Payroll Taxes	\$1,247.70
1-6006-14-4 Payroll Taxes	\$676.78
1-6006-16-4 Payroll Taxes	\$299.98
1-6006-17-4 Payroll Taxes	\$575.84
1-6007-10-4 Health,	\$922.00
1-6007-11-4 Health,	(\$27.24)
1-6007-12-4 Health,	\$107.15
1-6007-14-4 Health,	\$574.71
1-6007-17-4 Health,	(\$1,613.06)
1-6008-10-4 Dental	(\$179.64)
1-6008-12-4 Dental	(\$137.58)
1-6008-14-4 Dental	(\$42.06)
1-6008-17-4 Dental	(\$42.06)
1-6009-10-4 STD/LTD, Life Insurance	(\$503.56)
1-6009-12-4 STD/LTD, Life Insurance	(\$170.46)
1-6009-14-4 STD/LTD, Life Insurance	(\$34.48)
1-6009-17-4 STD/LTD, Life Insurance	(\$44.24)
1-6010-11-4 Retirement	\$583.44
1-6010-14-4 Retirement	\$578.52
1-6010-17-4 Retirement	\$329.32



# Gulf Coast Transit District

## Income Statement

05/31/2024

	Actual 04/01/2024 04/30/2024 04/01
1-6010-20-4 Retirement	\$500.50
1-6027-12-4 Professional Services	\$1,191.26
1-6040-20-4 Electricity	\$378.25
1-6062-09-4 Vehicle Fuel	\$239.02
1-6062-10-4 Vehicle Fuel	\$632.42
1-6062-11-4 Vehicle Fuel	\$269.21
1-6062-14-4 Vehicle Fuel	\$247.02
1-6062-19-4 Vehicle Fuel	\$79.15
1-6091-10-4 Travel	\$144.64
1-6093-14-4 Subscriptions	\$620.15
1-6220-10-4 Vehicle Lease	\$5,594.80
1-6220-11-4 Vehicle Lease	\$1,973.95
1-6220-12-4 Vehicle Lease	\$2,537.40
1-6222-20-4 Building Lease	\$3,500.00
1-6470-14-4 Office Supplies - General	\$163.16
1-6491-10-4 Vending Machine Expenses	\$1,084.46
1-6503-20-4 Software & IT - Comcast	\$412.77
1-6517-10-4 Software and IT - ADP	\$6,390.91
1-6998-10-4 Miscellaneous - Not Eligible	\$206.21
1-6998-11-4 Miscellaneous - Not Eligible	\$70.00
1-6998-14-4 Miscellaneous - Not Eligible	\$86.37
Totals for Function Code(s) 4 - General Administration:	\$108,132.49
<b>Total Expenses</b>	<b>\$646,385.52</b>

**BEGINNING FUND BALANCE** **\$0.00**

**NET SURPLUS/(DEFICIT)** **(\$646,385.52)**

April Expenses 2024

<b>Vendor</b>	<b>Amount</b>	<b>Due Date</b>	<b>Late/ Finance Fees</b>
AirGas	\$76.63	4/30/2024	Finance Charges
Alert Alarms	\$425.00	5/10/2024	
A-Line	\$7.99	5/15/2024	
Alsco	\$427.45	5/10/2024	
Amazon	\$616.78	5/15/2024	Finance Charges
A-Teams AC	\$156.96	4/30/2024	
Avix One Consulting	\$1,191.26	5/18/2024	
Bosone Auto	\$3,401.98	Holding	
Brazosport Tire	\$125.00	5/18/2024	
Campbells Towing	\$700.00	4/16/2024	
Coastal Direct Auto	\$163.88	4/19/2024	
Coastal Welding	\$24.81	6/7/2024	
Crystal Clean	\$156.00	4/10/2024	\$20.00
Cummins	\$104.51	5/10/2024	
Dreyfus	\$257.00	4/11/2024	
Gass	\$480.00	5/9/2024	
GB Tech	\$6,680.00	5/15/2024	
Gillig	\$2,374.09	5/10/2024	
HiTouch	\$159.99	5/24/2024	Finance Charges
Irrigation Concepts	\$456.25	4/15/2024	
Kleen	\$185.92	2/3/2024	
Language Line Services	\$116.44	5/30/2024	
Leo Martin	\$556.70	5/10/2024	
Lowe's	\$783.16	5/30/2024	
Napa	\$2,206.00	5/10/2024	Finance Charges
O'Reilly	\$5,739.27	5/20/2024	Finance Charges
Ready Fresh	\$157.60	5/4/2024	
Ron Carter	\$2,626.04	5/8/2024	
TESCO	\$17.22	9/16/2023	
TNT Signs	\$2,830.00	5/23/2024	
Yaklin	\$2,641.32	4/22/2024	
Hertz	\$25,638.38	5/13/2024	Late Fees
	\$61,483.63		

May Expenses 2024

<b>Vendor</b>	<b>Amount</b>	<b>Due Date</b>	<b>Late/ Finance Fees</b>
Aftermarket Parts	\$832.81	6/1/2024	
Alert Alarms	\$385.00	7/1/2024	
Alert Alarms	\$430.00	6/24/2024	
Alsco	\$341.96	6/10/2024	
Amazon	\$451.15	6/13/2024	
Amazon	\$189.10	5/30/2024	Finance Charges
AT&T	\$234.34	6/8/2024	
Avix One Consulting	\$704.18	6/30/2024	
Blender Direct	\$2,761.50	6/21/2024	
Bosone Auto	\$3,401.98	Holding	
City of Lake Jackson	\$31.00	6/18/2024	
City of Lake Jackson	\$168.50	6/18/2024	
City of League City	\$8.11	6/12/2024	
Coastal Welding	\$24.81	6/7/2024	
ComCast	\$806.02	6/15/2024	
ComCast	\$1,252.75	6/1/2024	
ComCast	\$650.85	6/1/2024	
Disa	\$1,470.22	6/30/2024	
Double G Electric	\$120.00	5/23/2024	
Dreyfus	\$185.00	5/8/2024	
Engie	\$1,402.85	6/18/2024	
Gillig	\$2,422.26	6/1/2024	
Harbor Freight	\$349.99	6/5/2024	Finance Charges
Harris County	\$83.73	5/2/2024	
Hertz	\$26,277.57	6/4/2024	
Karen Shortt	\$23.27	Open	
Kleen	\$191.45	6/6/2024	
La Marque Lease	\$34.28	Past Due	
Leo Martin	\$18.36	6/24/2024	
Napa	\$2,053.36	6/4/2024	Finance Charges
O'Reilly	\$7,879.22	6/20/2024	Finance Charges
Ready Fresh	\$157.60	6/3/2024	\$20.00
Ron Carter	\$2,521.08	6/15/2024	
Sandy (petty cash)	\$487.73	Open	
Sun Coast Resources	\$197.52	6/24/2024	
Texas Bus Sales	\$4,203.71	Past Due	
TNT Signs	\$2,749.00	6/2/2024	
Tony Bros	\$1,800.00	5/31/2024	
UHC	\$73,387.30	6/1/2024	
Yaklin	\$649.58	6/20/2024	
	\$141,339.14		

# Gulf Coast Center

# INVOICE

10000 Emmett F. Lowry Exp, Suite  
 Texas City, TX 77591  
 Phone 409.763.2373

**DATE:**  
**INVOICE #**  
**FOR:**

September 3, 2021  
 GCC082021-1  
 Transit Services

**Bill To:**  
 Gulf Coast Transit District  
 Attn: Finance  
 1415 33rd St North  
 Texas City, TX 77591

DESCRIPTION			AMOUNT	
<b>FY SUMMARY of GCTD Invoices</b>				
Rural Operation			\$	116,437.61 FY21
TC Operation			\$	656,585.84 FY21
Harris Riders Operation			\$	16,330.16 FY21
LJ Operation			\$	245,565.31 FY21
LJ Facility Construction	Goodman-Const. Mgmt	LKJ100 Invoice 2-2021-24	\$	20,050.00 FY21
	Goodman-Const. Mgmt	LKJ100 Invoice 3-2021-17	\$	20,050.00 FY21
	BrookStone	Pay App #7	\$	151,516.00 FY21
	BrookStone	Pay App #7	\$	126,294.00
	BrookStone	Pay App #8	\$	140,010.00 FY21
GCTD check reimbursement 1/4/2022			\$	(266,304.00) From RD-2020-GC
	BrookStone	Pay App #8	\$	73,531.00 FY21
	BrookStone	Pay App #9	\$	111,658.00 FY21
	BrookStone	Pay App #10	\$	14,267.00 FY21
	BrookStone	Pay App #11	\$	75,364.58 FY22
	BrookStone	Pay App #12	\$	30,420.46 FY22
<b>TOTAL</b>			\$	<b>1,405,481.96</b>

Make all checks payable: **Gulf Coast Center**  
 If you have any questions concerning this invoice, contact Wiedong Lin, 409.944.4357,  
 WeidonL@gulfcoastcenter.org

**THANK YOU FOR YOUR BUSINESS!**

## Theodore Ross

---

**From:** Cantu, Mason <M-Cantu@tti.tamu.edu>  
**Sent:** Thursday, June 13, 2024 10:39 AM  
**To:** Sean Middleton  
**Cc:** Blume, Kelly  
**Subject:** [EXTERNAL] RE: Data Request for Texas Transit Performance Dashboard  
**Attachments:** UR04 GCTD-2024.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged



**Caution:** External (m-cantu@tti.tamu.edu)

First-Time Sender [Details](#)

**GB TECH**  
Information Technology

[Report This Email](#) [FAQ](#) [Protection by INKY](#)

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

Our team at TTI would like to request that you review the attached draft profile that we have prepared for your transit district. You may add comments to the PDF directly or list changes in a subsequent email. Please let us know by **June 17, 2024** if revisions are needed or if the profile looks complete and correct. Once finalized, the profile will be used and distributed by PTN and uploaded to the Dashboard web site. *Note: The quantitative data in the profile reflects FY2023 data from PTN-128.*

If we do not hear from you by the response deadline, we will assume that your draft profile is complete and correct.

Thank you! Please call 512-407-1128 or e-mail [m-cantu@tti.tamu.edu](mailto:m-cantu@tti.tamu.edu) if you have any questions about this request.

Best,  
Mason Cantu

**TTI** **Mason Cantu**  
Assistant Research Scientist  
Mobility Analysis

### TEXAS A&M TRANSPORTATION INSTITUTE

1100 NW Loop 410, Suite 605  
San Antonio, TX 78213  
T: 512-407-1128 <http://tti.tamu.edu>

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**From:** Cantu, Mason  
**Sent:** Tuesday, April 2, 2024 12:22 PM  
**To:** Sean Middleton <[smiddleton@gulfcoasttransitdistrict.com](mailto:smiddleton@gulfcoasttransitdistrict.com)>  
**Cc:** Blume, Kelly <[K-Blume@tti.tamu.edu](mailto:K-Blume@tti.tamu.edu)>  
**Subject:** Data Request for Texas Transit Performance Dashboard

## Fleet List

### Running

6899	9426
7298	6697
1967	6692
9716	3823
7072 <i>- Down</i>	5279
9784	6669
7073	9424
7074	9428
332	5281
3964 Got insurance appraisal for damage	9423 - <i>5281 + 5280</i>
3971	
3980	
6879	
6896 at Repair shop	
6874	
6877	
5689	
6882	
639	
6893	
7300	
7299	
7301	
7303 Insurance claim for damage	
7304	
7305	
6674	
7663	

### Wrecked

3301 engine	auction bus soon
3329 no engine	Auction bus soon
3267 wreck	totaled
3512 cracked fr	totaled
6898 axle shifter	totaled
6900 cracked fr	totaled
9430 Parts Bus	

### Broke-Down

9429 brake pads	waiting on parts
9427 oil leak	waiting on parts
9425 wiper motor	
<del>5280 - safe</del>	

### Other Units

6911 Auction	5533 Lawn Care
7711 Auction	7837 Fleet Manager/Tire Truck
5906 Auction	3716 BC Shop Truck
5907 Auction	5149 GC Shop Truck
1181 Porter BC	
8379 Porter GC	
1185 Parked	



Connect  
Transit.

# GCTD Board Meeting

Thursday, June 13, 2024

Lake Jackson, Texas - 2:30pm

Print Name	Signature
Neal Bess Jr	
DAVID JORDAN	
Rick Elizondo	
Neal Cooper	
Thelma Bowie	
Tavis Madison	
Dull Dude "Payne"	
CHRIS WHITTAKER	
Stephen D. Holmes	
Ted Ross	
Amy Skicki	
Modesto Mundo	
G. SPIRES	
Gerald Koznovsky	

