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AGENDA

1415 33rd St N
Texas City, TX 77590

T: (409) 944-4446
E: Contact@gulfcoasttransitdistrict.com

Social: @GulfCoastTransitDistrict

**Gulf Coast Transit District
Board of Directors
Tuesday July 20, 2021**

1. Call to order.....Chairman Holmes
2. Citizens Comments..... (3 Min Max. Chairman Holmes
3. Executive Directors Report Sean Middleton
 - Operations Report Ted Ross
 - Status of Congressional and Federal Funding.....Jim Webb
 - Status of Lake Jackson Maintenance Facility Improvements.....Sean Middleton
4. Budget and Finance Report Nathan Nevelow
5. Consent Agenda..... Chairman Holmes
Consideration and Approval of Recommendations and Acceptance of Consent
Agenda Items. (Consent agenda items may be pulled from form this consideration
For individual action or presentation.)
 - a. Review and approval of June 15,2021 Board Minutes.
 - b. Review and approval of May and June Check Register.
6. Action Items.....Chairman Holmes
 - a. Consider approval of GCTD Amendatory agreement for temporary use
of Brazoria County Community Center Resolution No. 21-17.
 - b. Consider approval of Mou between Brazoria and GCTD for
evacuation transit services.
 - c. Consider approval for the Executive Director to acknowledge and accept the
transfer of the ground lease for the League City Park and Ride from the
Gulf Coast Center



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7. Next meeting Date August 17, 2021, 2:00 PM

8. Scenario Discussion Workshop August 24, 2021

9.. Adjournment.....Chairman Holmes

GCTD is inviting you to a scheduled Zoom meeting.

Topic: GCTD Board Meeting

Time: Jul 20, 2021 02:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95736250301?pwd=SEVwRkZhSDRnZFRoZCtuT3ovMIJMUT09>

Meeting ID: 957 3625 0301

Passcode: 316105

One tap mobile

+13462487799,,95736250301#,,,,*316105# US (Houston)

+14086380968,,95736250301#,,,,*316105# US (San Jose)

Dial by your location

+1 346 248 7799 US (Houston)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 957 3625 0301

Passcode: 316105

Find your local number: <https://zoom.us/u/aKakOau2F>

To: Gulf Coast Transit District Board of Directors
From: Sean Middleton, Executive Director
Re: July 20th Board Meeting Executive Summary

On July 12th, staff submitted GCTD's RAISE Grant application prepared by The Goodman Corporation. We should find out if we were successful in a few months. Ridership continues to increase at a steady pace and operations have remained smooth as we move into the last month of Summer. Our bus order is still scheduled to arrive in August. Staff completed the final walk through and inspection for the Lake Jackson Facility. We fully expect to occupy this facility no later than August 31st.

There will three action items for the Board to consider this month. There is a need to extend our short-term temporary use agreement with the Gulf Coast Center for our continued occupancy of our office in Angleton. We are asking for this extension to ensure we have ample time to relocate to the new facility. Staff has worked in partnership with the Brazoria County Emergency Management office to prepare an MOU between the County and District for emergency evacuation services. The last action item is for the Board to consider approval to acknowledge the transfer of the League City Park & Ride lease from the Gulf Coast Center to the District.

As expected, the Governor has approved the Attorney General's request to lift the open meeting law suspension. As a result, all open meeting requirements will resume on September 1, 2021. Staff will bring a recommended schedule and location suggestion for future meetings for Board consideration in August.

We look forward to seeing you at the meeting.

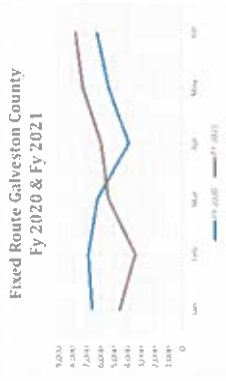


OPERATIONS REPORT
Ted Ross, Director of Operations
July 20, 2021



GALVESTON COUNTY TRANSIT DASHBOARD

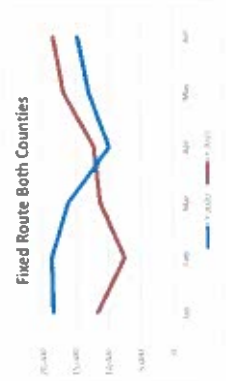
Fixed Route Dec 20 thru Jun 21



Demand Response / ADA



Fixed Route Combined



Operations Updates

- Currently, we have no Operator positions vacant.

Facilities Report

Texas City Administration Building
1415 33rd St North
Texas City, Tx

Condition: New / Excellent

Fleet Report

Revenue Fleet – 15 MD Cutaway
Revenue Van – 10 Light Van
Revenue In Service – 22
Revenue Out of Service – 3 PM's /
Minor Repairs
3 Commuter buses awaiting FTA
transfer of ownership
State of Good Repair – 86%

BRAZORIA COUNTY TRANSIT DASHBOARD

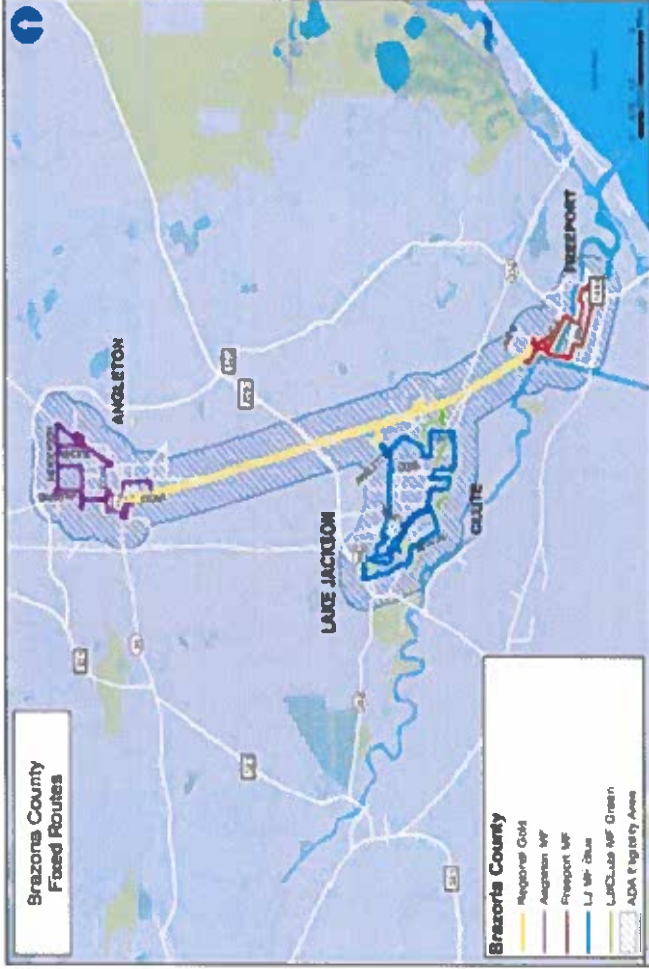
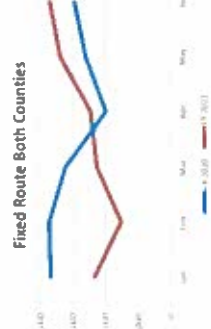
Fixed Route Dec 20 Thru Jun 21



Demand Response / ADA



Demand Response Combined



Operations Updates

- Lake Jackson facility is 95% complete and is slightly behind schedule awaiting garage doors (Jun 19 Delivery), punch list repairs completed, and City occupancy certificate.

- We have one DR position open due to Darnell Mack's retirement on June 15, 2021. We have posted this position. We have created two maintenance positions to provide bus preventative maintenance and bus repair which we expect will substantially cut costs for maintenance labor and parts.

Facilities Report

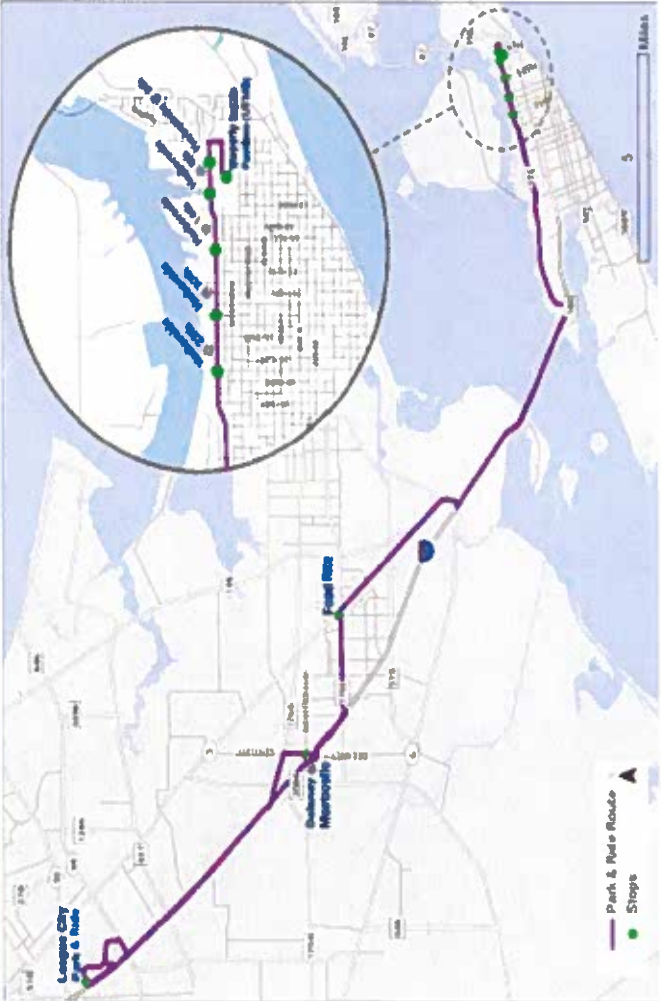
Lake Jackson Maintenance Facility
101 Canna Ln.
Lake Jackson, Tx 77566

Condition: Under Construction

Fleet Report

Revenue Fleet – 10 MD Cutaway
Revenue Van – 3 Light Van
Revenue In Service – 12
Revenue Out of Service – 1 PM's /
Minor Repairs
State of Good Repair – 91%

LEAGUE CITY PARK & RIDE TRANSIT DASHBOARD



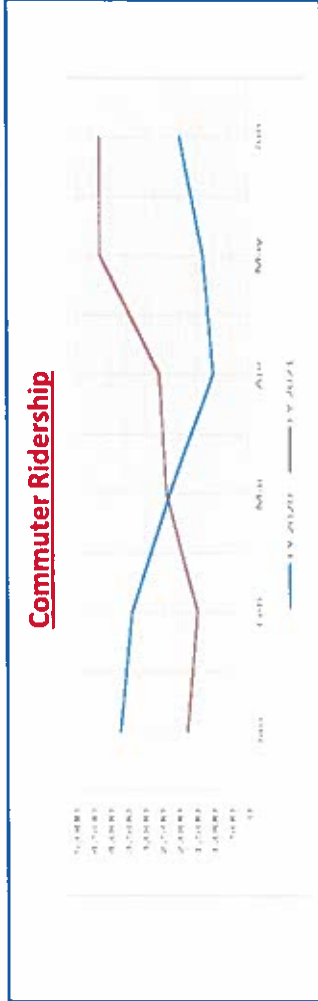
Fleet Report

Revenue Fleet – 11 HD Commuter
 Revenue In Service – 8
 Revenue Out of Service – 0
 Awaiting Final Transfer Approval – 3
 State of Good Repair – 87.5%

Facilities Report

League City Park & Ride
 2214 Gulf Fwy S.
 League City, Tx 77573

Condition: Excellent



Staffing Report

- We have no vacant positions at the Park & Ride.



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MEMO

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Budget and Financial Update

1. CARES Act has been executed. Initial FFR has been completed. Funds will be available for drawdown in 3 days' time (Wednesday July 14th). The amount of the initial draw will be \$473,810. Rural drawdown will be in the amount of \$141,528.
2. In the process of applying for TDCs, through H-GAC, for all projects that are eligible, but do not currently have them. Once completed, and approved by H-GAC, GCTD will complete and submit the 5307 Super Grant. TDCs will minimize local funding needed to match the grant.
3. Received official split letter from METRO regarding 5307 ARP funding. GCTD was awarded \$2,000,000.
4. Fuel cost for the month was \$52,456,58. That puts us on pace to spend \$630K, in fuel alone this year.



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June 15, 2021

Board Meeting Minutes

- 1. Call to order** Quorum was established at 2:01pm. Chairman Holmes opened the meeting.
Following Board Members were present: Stephen Holmes, Dude Payne, Chris Whitaker, Doug Kneupper, Gerald Roznovsky, CJ Snipes, Tim Kelty, David Jordan, Neal Bess Jr., Rick Elizondo, Melissa Meadows, Neal Cooper.
Other Attendees present: Larry Millican, Monica Ledet, Ted Ross, Jason Andrews, Paula Jackson, Nathan Nevelow, Travis Madison, Alan Rodenstein, Barry Goodman, Jim Webb, Donna Elliot, John Bowen, Karen Hart
- 2. Citizens Comments:** none
- 3. Executive Directors Report:**
 - Operations Report:** Sean Middleton gave brief discussion on GCTD's increased ridership for the month of May, with rider numbers at 4,284. From last year's 1,308 riders. Ridership is back to Pre-Pandemic numbers especially for Park and Ride, Demand Response has increased numbers across both Counties. Sean also spoke on the influx of application for employment. Reporting that all positions should be filled by end of month.
- 4. Budget and Finance Report:** Nathan Nevelow gave a brief discussion on raising the threshold on check writing amount policy. Nathan gave an update on FTA grant activities.

5. Consent Agenda:

Consideration and Approval of Recommendations and Acceptance of Consent Agenda items.
(Consent agenda items may be pulled from this consideration for individual action or presentation)

a. Review and approval of May 18,2021 Board Minutes.

On motion by Chris Whitaker, seconded by Neal Bess Jr. the board voted to approve the May 18, 2021, Board minutes. The motion carried with all members voting in favor.

b. Review and approval of February March and April check Register:

On motion by CJ Snipes, seconded by Dude Payne, the board voted to approve March, April, and May Check Register. The motion carried with all members voting in favor.

6. Action Items:

a. Consider Approval of Resolution by the Board of Directors of GCTD approving the Districts Program of Project Scopes for FY21

Administration (FTA) Section 5307 Apportionment.

On motion by Dude Payne, seconded by David Jordan, the board voted to approve the Resolution approving the Districts Program of Project Scope for FY21 Federal Administration (FTA) Section 5307 Apportionments. The motion carried with all members voting in favor.

b. Consider approval of Resolution by the Board of Directors of the GCTD authorizing the Executive Director to submit an application to the United States Department of Transportation for funding pursuant to "Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grand Program On motion by Tim Kelty, seconded by Gerald Roznovsky, the board voted on approval for resolution Authorizing the Executive Director to submit an application to the United States Department of Transportation for funding pursuant to the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Program. Motion carried all members voting in favor.

c. Consider approval of the agreement with the Goodman Corporation for Projected Scope for Angleton and Clute Pedestrian-Transit Materials Testing Services Term 18 Months.

On motion by CJ Snipes, seconded by Doug Kneupper, the board voted on approval of agreement with Goodman Corporation for Projected Scope for Angleton and Clute Pedestrian-Transit Material Testing Service. After brief discussion, motion carried with all members voting in favor.

d. Consider approval of the agreement with Goodman Corporation for Projected Scope continued GCTD General Planning & Operating Assistance Services. Not to exceed \$354,750 Term 15 months.

On motion by Neal Bess Jr, Seconded by Dude Payne, the board voted on approval of an agreement with Goodman Corporation for Projected Scope of continued GCTD General Planning & Operating Assistance Services not to exceed \$354,750 Term of 15 months Motion carried with all members voting in favor.

e. Motion to approve GCTD Credit Card Policy and Execution of Checks.

On motion by Dude Payne, seconded by CJ Snipes, motion to approve GCTD Credit Card Policy and Execution of checks motion carried with all members voting in favor.

7. Adjournment

There being no further business to bring before the Board of Directors, the meeting was adjourned at 2:28pm.

Respectfully,



Lisa Womack
Secretary to Board of Directors

Approved as to Content and Forum,

Stephen Holmes
Chairman of the Board of Directors