



Connect.
Transit.

AGENDA

GCTD Board of Directors Meeting

The meeting will be in-person 2:00 pm

November 14, 2023, at 1415 33rd St N, Texas City, Tx

1. Call to order.....Presiding Officer
2. Citizens Comments.....(3Min Max) Presiding Officer
3. Executive Director's Report.....Sean Middleton
 - a. Operations Report.....Ted Ross
 - b. Finance Report.....Sean Middleton
4. Consent Agenda.....Presiding Officer
Consideration and approval of recommendations and acceptance of consent for individual action items (Consent Agenda items may be pulled from form this consideration for individual action or presentation.)
 - a. Review and approval of the September 2023 Board Minutes.
 - b. Review and approval of the September and October 2023 Check Register.
- 5.Action Items.....Presiding Office
 - a. Consider approval of the FY 2024 Financial Budget
 - b. Consider approval for the cost-of-living increase of 4% for all GCTD employees. On December 1, 2023.

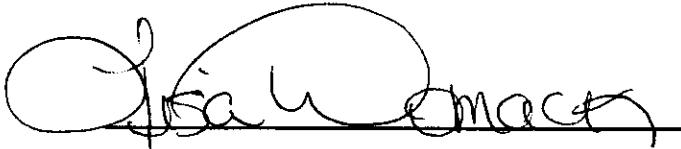
6. Next meeting:

January 16, 2024, 2:00 pm 101 Canna Lane Lake Jackson

7. Adjournment.....Presiding Officer

I hereby certify posting this Notice and Agenda at 12:00 pm. On November 9,2023

At Galveston County Court House and Brazoria County Courthouse.

A handwritten signature in black ink, appearing to read "Lisa Womack", written over a horizontal line.

Lisa Womack, Board secretary

"Pursuant to the Texas Government Code, Section 551.127, on a regular non-emergency basis members may attend and participate in the meeting remotely by video conference. Should that occur, a quorum of the members will be physically present at the location noted above on the agenda."

OPERATIONS REPORT

TED ROSS, DIRECTOR OF OPERATIONS
November 14, 2023

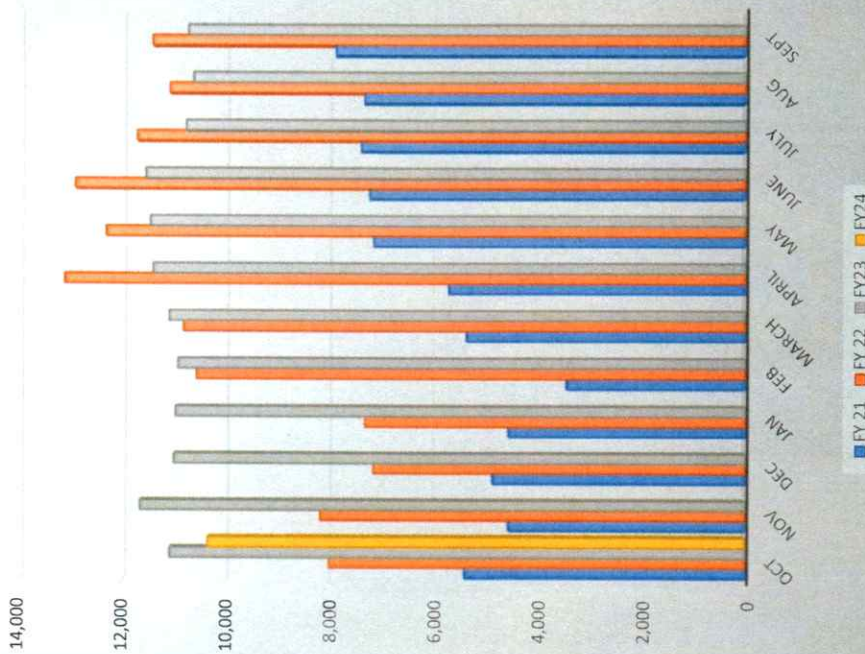
BRAZORIA AND GALVESTON COUNTY

PARA-TRANSIT
FIXED ROUTE
PARK AND RIDE





Galveston County Fixed Route



FIXED ROUTE:

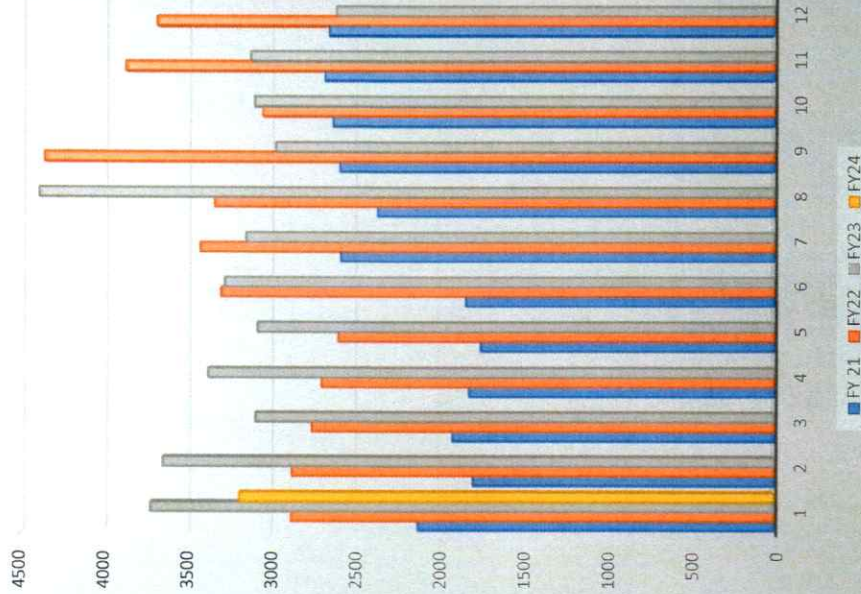
	FY21	FY22	FY23	FY24
OCT.	5,401	8,022	11,087	10,360
NOV.	4,558	8,190	11,659	
DEC.	4,868	7,174	11,010	
JAN.	4,559	7,340	10,980	
FEB.	3,429	10,577	10,930	
MAR.	5,370	10,823	11,101	
APRIL	5,713	13,115	11,408	
MAY	7,169	12,319	11,469	
JUNE	7,249	12,916	11,552	
JULY	7,413	11,722	10,782	
AUG.	7,350	11,097	10,641	
SEPT.	7,901	11,427	10,743	
TOTAL	70,980	124,722	133,362	

7% Increase





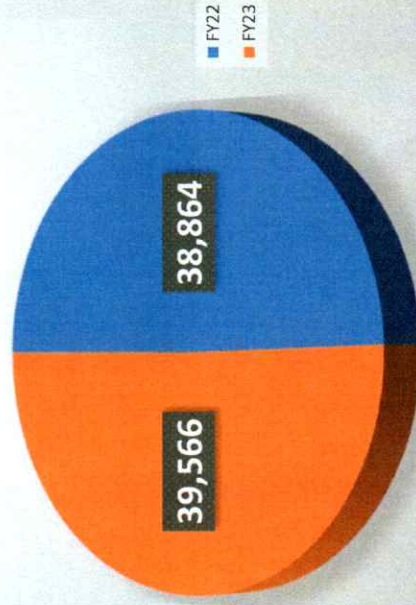
Galveston County Para Transit



Para-Transit:

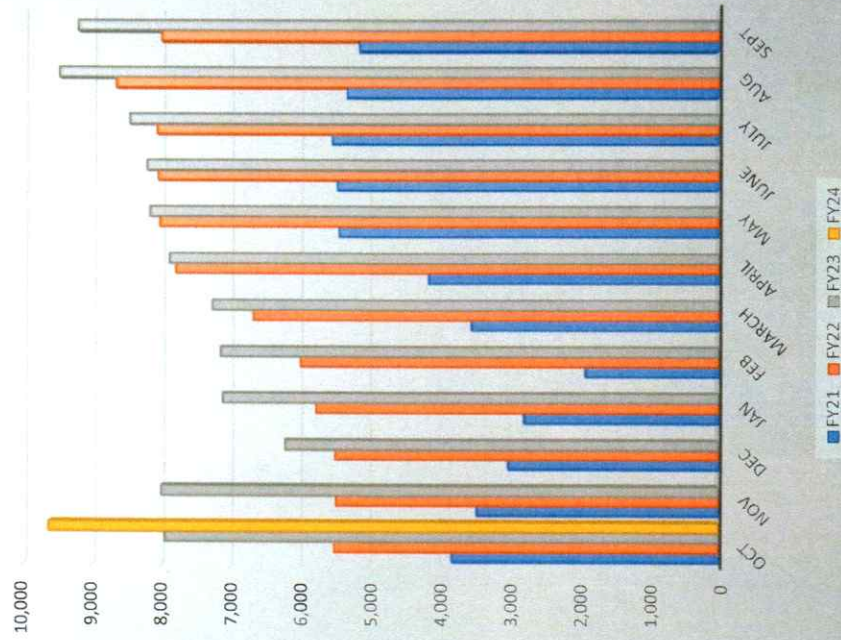
	FY21	FY22	FY23	FY24
Oct	2,124	2,882	3,722	3,192
Nov	1,795	2,878	3,648	
Dec	1,918	2,758	3,094	
Jan	1,818	2,701	3,379	
Feb	1,750	2,603	3,084	
March	1,839	3,303	3,281	
April	2,587	3,427	3,151	
May	2,369	3,342	4,388	
June	2,594	4,357	2,976	
July	2,635	3,054	3,102	
Aug	2,683	3,873	3,126	
Sept	2,658	3,686	2,615	
Total	26,770	38,864	39,566	

2% Increase





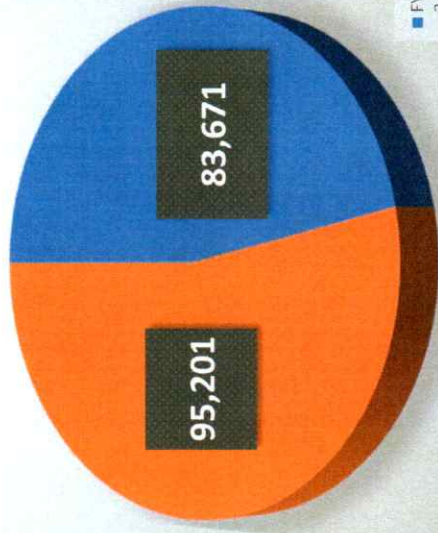
Brazoria County Fixed Route



Fixed Route:

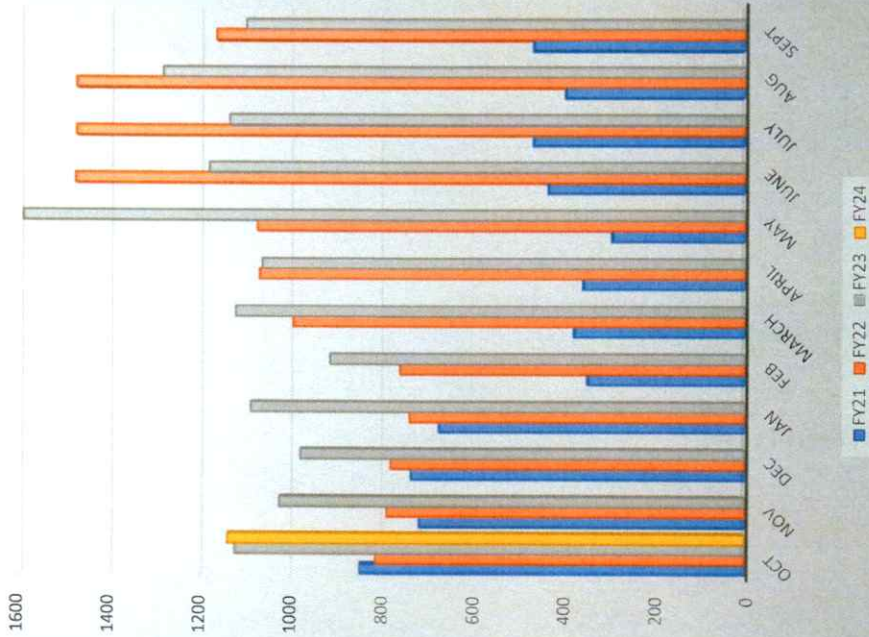
	FY21	FY22	FY23	FY24
Oct	3,830	5,526	7,957	9,624
Nov	3,474	5,500	8,010	
Dec	3,022	5,513	6,227	
Jan	2,790	5,787	7,131	
Feb	1,905	6,012	7,159	
March	3,553	6,686	7,279	
April	4,167	7,803	7,892	
May	5,458	8,034	8,176	
June	5,487	8,061	8,216	
July	5,560	8,075	8,467	
Aug	5,347	8,661	9,478	
Sept	5,173	8,013	9,209	
Total	49,766	83,671	95,201	

14% Increase





Brazoria County Para Transit



Para-Transit:

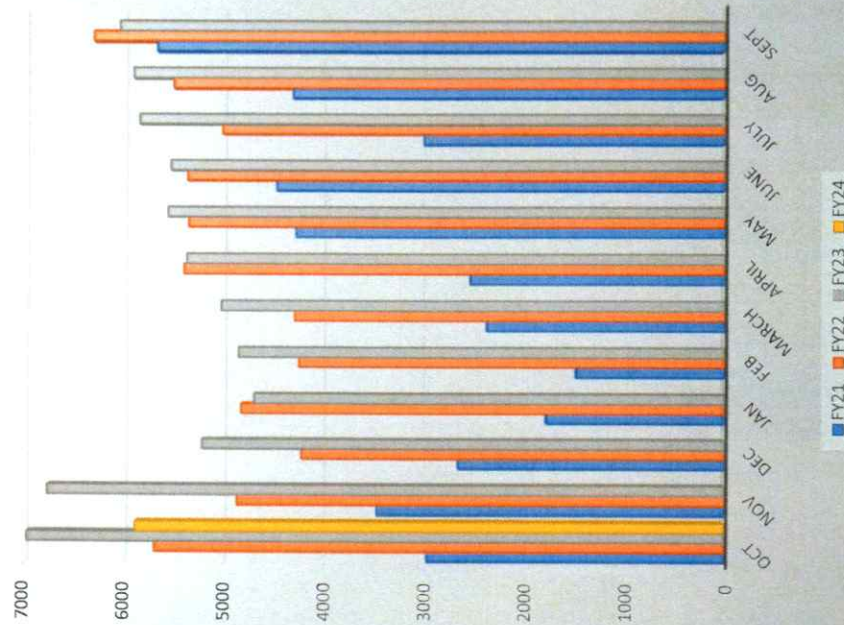
	FY21	FY22	FY23	FY24
Oct	848	814	1,123	1,139
Nov	717	789	1,025	
Dec	735	780	979	
Jan	674	739	1,088	
Feb	345	760	914	
March	375	995	1,122	
April	355	1,069	1,063	
May	291	1,074	1,589	
June	432	1,475	1,180	
July	321	1,168	1,136	
Aug	394	1,473	1,282	
Sept	465	1,165	1,099	
Total	5,952	12,301	13,600	

10% Increase





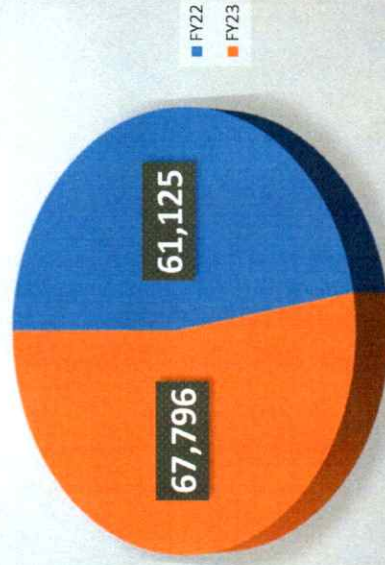
Commuter Service



Park and Ride

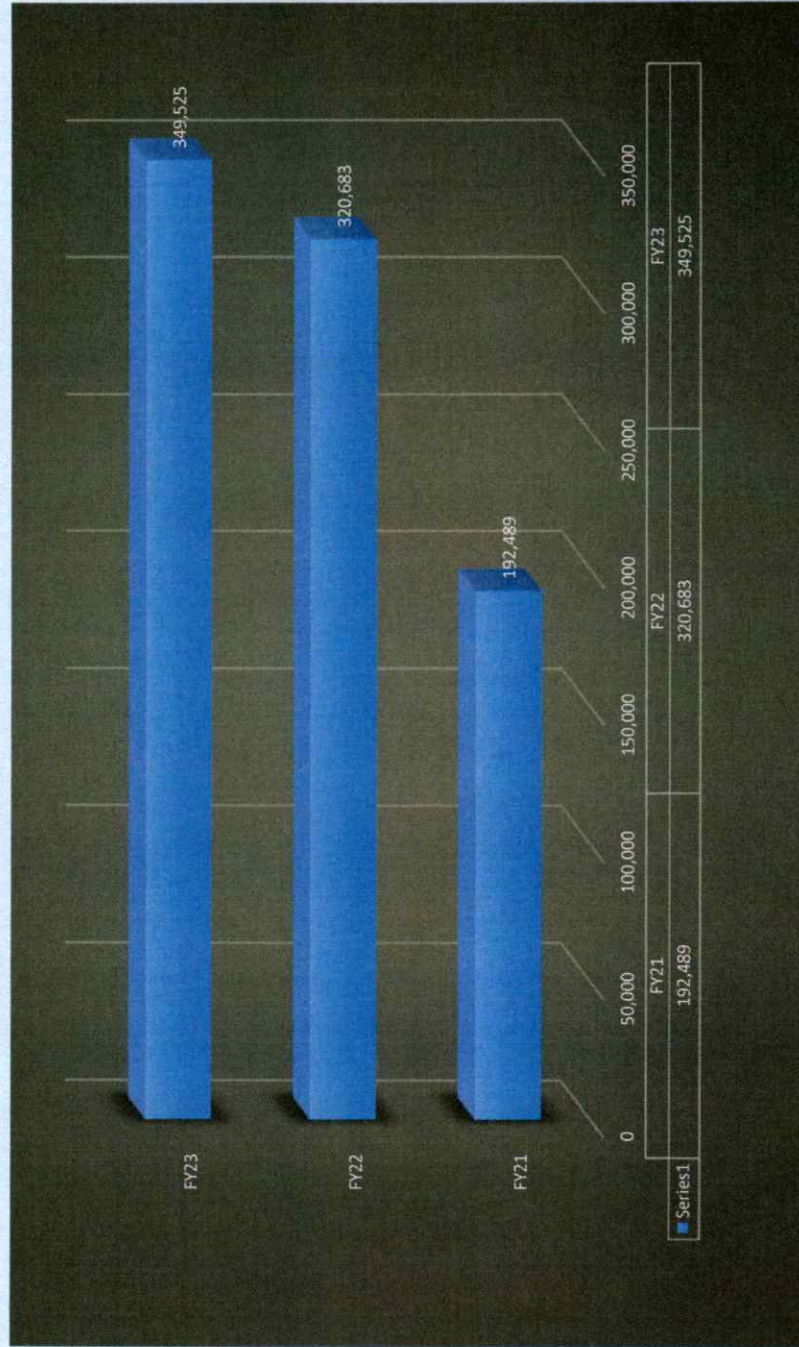
	FY21	FY22	FY23	FY24
Oct	2,972	5,693	6,968	5,885
Nov	3,474	4,868	6,767	
Dec	2,653	4,228	5,220	
Jan	1,777	4,828	4,699	
Feb	1,478	4,254	4,855	
March	2,377	4,298	5,030	
April	2,541	5,403	5,373	
May	4,284	5,355	5,562	
June	4,476	5,368	5,532	
July	3,005	5,020	5,845	
Aug	4,314	5,506	5,904	
Sept	5,670	6,304	6,041	
Total	39,021	61,125	67,796	67,796

11% Increase

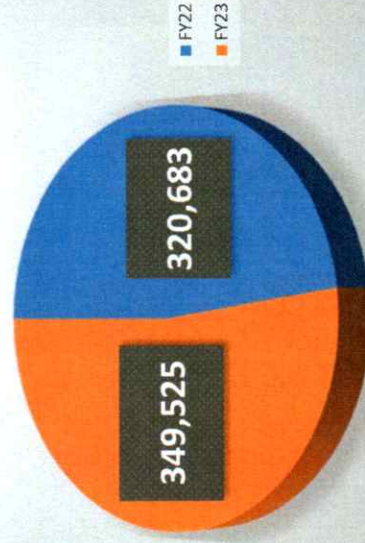




Total Ridership For all Modes of Transportation



9% Increase



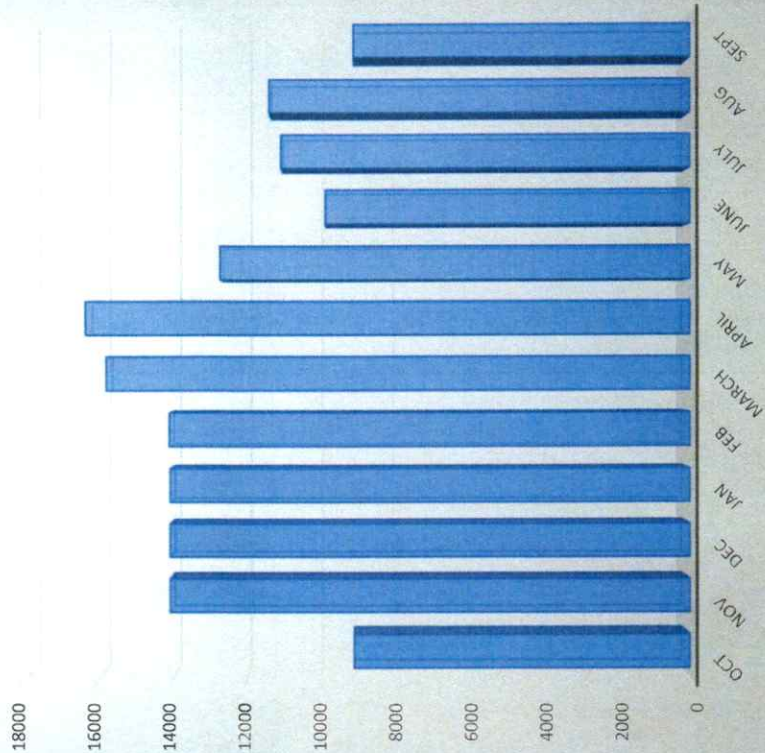
BUS ADVERTISING SALES FY23



ANNUAL REPORT

	Per month	Months	Collected
Angleton Flag Company	\$538.00	5	2,690
Care Builders at Home Lake Jackson	\$468.00	12	5,616
Burns Family Practice	\$627.00	8	3,762
St. Luke's Health	\$3,188.00	12	38,256
M&R Fleet Services	1,398.00	7	11,184
Gulf Coast Auto Park	2,083.00	10	20,830
Marco's Pizza	\$500.00	12	6,190
The Post Newspaper	\$298.00	12	3,278
Care Builders at Home Friendswood	\$446.00	11	4,906
Coastal Health & Wellness	2,550.00	11	28,050
Galveston County Health Disparity	1,980.00	7	13,860
Mainland City Center	\$1,396.00	2	2,792
Crunch Fitness	\$1,167.00	2	2,334
Gold Star Finance Texas City	\$350.00	5	1,750
Gold Star Finance Lake Jackson	\$350.00	3	1,050
Costa Verde Apts. Lake Jackson	\$975.00	2	1,950
Closed			
Nonrenewal/Cancelled/Breach			
TOTAL	\$18,314.00		148,498

TOTAL SALES



STAFFING REPORT

- Brazoria County:
 - 0 – CDL Positions Open
 - 1 – Non CDL Position Open
 - 2 – Part Time Position Open
 - 0 – Porter Position Open
 - 0 – Mechanic Position Open
- Galveston County:
 - 0 – CDL Position Open
 - 1 – Park and Ride Position Open
 - 3 – Non CDL Position Open
 - 0 – Porter Position Open
 - 0 – Mechanic Position Open
 - 0 – Dispatcher Position Open



Connect
Transit.

September 19, 2023
Board Meeting Minutes

1. Call to order: Quorum was established at 2:04pm

In attendance Chairman Holmes, Chris Whittaker, Tim Kelty, Thelma Bowie, David Jordan, Amy Skicki, Neal Cooper, Dude Payne, Gerald Roznovsky, CJ Snipes, Modesto Mundo.

Guest attendance Jill Keith, RJ Rabe, Lanny Brown, Dedrick Johnson, Shirley Gilliard, Andrew Martinez, Gilbert Paul, Kenneth Hibbard

2. Citizens Comments: KJ Rabe, Lanny Brown Andrew Martinez

3. Operations Report: Ted spoke about the increase in ridership in Paratransit. In both Brazoria and Galveston County, Ted showed the new Operations report he

4. Budget Report: Worth spoke on the completion of the Audit and the upcoming budget.

5 Consent Agenda:

- a. Review and approval of July Board minutes on motion by David Jordan, seconded by Dude Payne the board voted to approve July Board minutes the motion carried with all members voting in favor approved.
- b. Review and approval of check register: on motion by David Jordan, seconded by Dude Payne the board voted to approve the July and August check register the motion carried with all members voting in favor.

6 Action Items:

a. Consider approval for the Executive Director to enter into a lease for office space not to exceed \$3500.00 monthly on motion by Thelma Bowie, seconded by Amy Skicki the board voted on approval for the Executive Director to enter into a lease for office space not to enter into a lease not to exceed \$3500.00 motion carried with all members voting in favor

b Consider approval to renew the UTMB interlocal agreement contract provision of Park & Ride services for a rate not exceed \$250,008 annually or \$20,834 monthly on motion by Tim Kelty Seconded by Amy Skicki, the board voted to approve to renew the UTMB interlocal agreement. Contract provision of Park & Ride services for a rate not to exceed \$250,008 annually or \$20,834

Monthly motion carried with all members voting in favor.

- c. Consider approval for the Executive Director to enter into the renewal agreement between Harris County Rides and the Gulf Coast Transit District not to exceed \$72,000 for FY 2024 on motion by Dude Payne seconded by CJ Snipes the board voted on approval for the Executive Director to enter into the renewal agreement between Harris County Rides and the Gulf Coast Transit District not to exceed \$72,000 for FY 2024 motion carried with all members voting in favor.

D Consider approval for the Executive Director to enter into a contract with Sparelabs and provide for the transition from traditional fixed route service to a pure Micro transit service one—year pilot project across Galveston and Brazoria Counties on motion by Chris Whittaker, seconded by Amy Skicki the board voted on approval for the Executive Director to enter into a contract with Sparelabs and provide for the transition from traditional fixed route service to a pure Micro transit service one—year pilot project across Galveston and Brazoria Counties motion carried with all members voting in favor

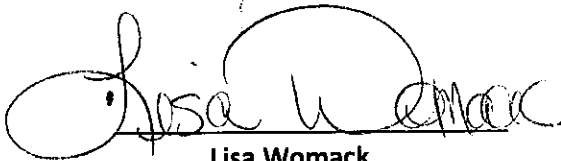
- E. Consider approval for the Executive Director to renew 1 year period with 2 one-year extensions options interlocal agreements to provide public transportation for the cities of Texas City, Angleton, Clute, Lake Jackson. Dickinson, LaMarque, Freeport and San Leon/Bacliff on motion by Tim Kelty seconded by Amy Skicki the board voted to table this item.
- F. Consider approval to reimburse the Gulf Coast Center for construction costs not to exceed \$370,563.04 on motion by Dude Payne seconded by Chris Whittaker the board voted on approval to reimburse the Gulf Coast Center for construction costs not to exceed \$370,563.04 motion carried with all members voting in favor.
- G. Consider approval to pay the Goodman Corporation for services rendered not to exceed \$162,132.74 on motion by Amy Skicki, seconded by Dude Payne the board voted on approval to pay The Goodman Corporation for services rendered not to exceed \$162,132.74 motion carried with all members voting in favor.
- H. Consider approval of the FY 2024 Financial Budget on motion by Tim Kelty seconded by David Jordan the board voted to table this item.
- I. Consider approval for the cost-of-living increase of 4% for all GCTD employees on October 1, 2024, on motion by Chris Whittaker seconded by CJ Snipes the board approved to table this item.
- J. Consider approval of the FY 2024 Texas Municipal League insurance coverage increasing liability insurance rates by 6% on motion by Amy Skicki seconded by CJ Snipes the board voted on approval of the FY 2024 Texas Municipal League insurance coverage increasing liability insurance rates by 6% motion carried with all members voting in favor.
- K. Consider approval to increase the Executive Directors salary from \$1,22,400 to \$140,000 annually This item was struck and will be revisited in Executive Session.
- L. Consider approval to purchase Lytx cameras for all vehicles with on-time installation cost not to exceed \$125,000 and monthly subscription not to exceed \$1800.00 month on motion by Chris Whittaker seconded by CJ Snipes the board voted to table this item.

M. Consider approval for facility security cameras with one-time charge not to exceed \$17,000.00 and monthly subscription fee not to exceed \$2,000 monthly for 60 months on motion by David Jordan seconded by CJ Snipes board voted to table this item.

7. Next Board of Directors meeting will be in person November 14, 2023, at Texas City Admin building

8. Adjournment:

There being no further business to bring before the Board of Directors, the meeting was adjourned at 3:02pm



Lisa Womack
Secretary to the Board of Directors

Stephen Holmes
Chairman to the board of directors

September 2023 Check Register

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>Date</u>
3598	Auto Plus Auto Parts	\$ 4,407.94	9/1/2023
3599	Gillig LLC	\$ 5,440.65	9/1/2023
3600	Coastal Welding	\$ 624.39	9/1/2023
3601	Doris Williams	\$ 100.00	9/1/2023
3602	Gay Walker	\$ 234.36	9/1/2023
3603	GB Tech	\$ 4,680.00	9/1/2023
3604	Auto Zone	12.86	9/1/2023
3605	N-Stiches Embroidery	\$ 440.00	9/1/2023
3606	AFCO Insurance	\$6,608.33	9/14/2023
3607	AIRGAS USA	\$35.14	9/14/2023
3608	Alert Alarms	\$450.00	9/14/2023
3609	Allen & Kerber	\$3,843.86	9/14/2023
3610	Blender Direct	\$1,589.50	9/14/2023
3611	Brazosport Tire	\$125.00	9/14/2023
3612	City of Lake Jackson	\$174.76	9/14/2023
3613	City of Lake Jackson - IRR	\$31.00	9/14/2023
3614	Coastal Direct Auto and Fleet Services	\$40.00	9/14/2023
3615	Coastal Welding	\$33.91	9/14/2023
3616	Comcast Business	\$784.41	9/14/2023
3617	DISA Global Solutions	\$2,261.98	9/14/2023
3618	Engie Resources LLC	\$1,757.47	9/14/2023
3619	Kleen Supply Company	\$67.08	9/14/2023
3620	Lacey Hernandez	\$290.32	9/14/2023
3621	Language Line Services	\$49.08	9/14/2023
3622	Lone Star Oil Recovery	\$195.00	9/14/2023
3623	O'Reilly	\$266.85	9/14/2023
3624	Santa Fe FFA Alumni	\$1,000.00	9/14/2023
3625	T&W Tire	\$8,233.76	9/14/2023
3626	The Hertz Corp	\$1,198.20	9/14/2023
3627	TNT Signs	\$25.00	9/14/2023
3628	Yaklin Ford	\$2,198.76	9/14/2023
3629	Alert Alarms	\$500.00	9/14/2023
3630	Allen & Kerber	\$6,654.80	9/14/2023
3631	Alsco	\$427.45	9/14/2023
3632	Amazon	\$2,776.99	9/14/2023
3633	Dell Business Credit	\$1,653.00	9/14/2023
3634	Dreyfus Printing	\$65.00	9/14/2023
3635	Gerald Young	\$30.50	9/14/2023
3636	Grease Monkey	\$153.00	9/14/2023
3637	Kleen Supply Company	\$96.05	9/14/2023
3638	Lacey Hernandez	\$120.00	9/14/2023
3639	O'Reilly	\$1,785.41	9/14/2023
3640	T&W Tire	\$8,963.69	9/14/2023
3641	The Hertz Corp	\$9,565.40	9/14/2023
3642	Xerox Financial Services	\$292.77	9/14/2023

3643 Alert Alarms	\$475.00	9/14/2023
3644 Alert Alarms	\$10.00	9/14/2023
3645 O'Reilly	\$1,661.72	9/14/2023
3646 The Hertz Corp	\$8,904.34	9/14/2023
3647 Xerox Financial Services	\$295.90	9/14/2023
3648 O'Reilly	\$952.31	9/14/2023
3649 O'Reilly	\$1,779.91	9/14/2023
3650 O'Reilly	\$1,005.57	9/14/2023
3651 O'Reilly	\$750.66	9/14/2023
3652 O'Reilly	\$1,758.53	9/14/2023
3653 AT&T	\$ 403.40	9/26/2023
3654 Barbra Edds	\$ 12.00	9/26/2023
3655 Bevis Pest Control	\$ 305.00	9/26/2023
3656 BlueTriton Brands	\$ 255.30	9/26/2023
3657 BTG	\$ 22.01	9/26/2023
3658 Centerpoint Energy	\$ 31.83	9/26/2023
3659 City of League City	\$ 327.24	9/26/2023
3660 City of Texas City	\$ 133.23	9/26/2023
3661 Coastal Direct Auto and Fleet Services	\$ 120.00	9/26/2023
3662 Coastal Welding	\$ 17.50	9/26/2023
3663 Devin Warner	\$ 26.91	9/26/2023
3664 DISA Global Solutions	\$ 1,063.06	9/26/2023
3665 Engie Resources LLC	\$ 624.70	9/26/2023
3666 Floyd Rowe	\$ 36.00	9/26/2023
3667 Full Source	\$ 774.49	9/26/2023
3668 Gass Automotive	\$ 462.00	9/26/2023
3669 Gay Walker - VOID	\$ 304.32	9/26/2023
3670 GB Tech	\$ 579.00	9/26/2023
3671 Gillig LLC	\$ 3,731.92	9/26/2023
3672 Harris County Accounts Reveivable	\$ 62.38	9/26/2023
3673 Harris County Toll Road Authority	\$ 5.60	9/26/2023
3674 Heritage-Crystal Clean	\$ 569.55	9/26/2023
3675 Hunton Services	\$ 875.00	9/26/2023
3676 Intermotive	\$ 300.00	9/26/2023
3677 Johnson Controls	\$ 1,049.52	9/26/2023
3678 Model 1	\$ 14,478.17	9/26/2023
3679 Raymond Damian	\$ 16.00	9/26/2023
3680 Rosie Hatter - VOID	\$ 48.93	9/26/2023
3681 Transportation Equipment Sales Corp	\$ 138.70	9/26/2023
3682 Waste Connections	\$ 181.17	9/26/2023
3683 Engie Resources LLC	\$ 554.54	9/26/2023
3684 Engie Resources LLC	\$ 529.08	9/26/2023

October 2023 Check Register

<u>Date</u>	<u>Vendor</u>	<u>Amount</u>	<u>Date</u>
3685	Alert Alarms	\$ 385.00	10/9/2023
3686	Allen & Kerber	\$ 485.76	10/9/2023
3687	Alsco	\$ 349.90	10/9/2023
3688	Amazon Capital Services	\$ 5,024.26	10/9/2023
3689	AT&T	\$ 224.30	10/9/2023
3690	Bevis Pest Control	\$ 200.00	10/9/2023
3691	Centerpoint Energy	\$ 36.35	10/9/2023
3692	Chris & Phil's Body Shop	\$ 538.79	10/9/2023
3693	Cintas	\$ 467.32	10/9/2023
3694	City of Lake Jackson	\$ 152.50	10/9/2023
3695	City of Lake Jackson - IRR	\$ 31.00	10/9/2023
3696	Comcast Business	\$ 784.41	10/9/2023
3697	DISA Global Solutions	\$ 1,510.12	10/9/2023
3698	Dreyfus Printing	\$ 325.00	10/9/2023
3699	Engie Resources LLC	\$ 1,736.65	10/9/2023
3700	Full Source	\$ 1,281.84	10/9/2023
3701	GB Tech	\$ 5,280.00	10/9/2023
3702	Grease Monkey	\$ 25.50	10/9/2023
3703	Harris County Toll Road Authority	\$ 27.61	10/9/2023
3704	Kleen Supply Company	\$ 85.90	10/9/2023
3705	Lacey Hernandez	\$ 230.93	10/9/2023
3706	Language Line Services	\$ 96.44	10/9/2023
3707	ODP Business Solutions LLC	\$ 17.85	10/9/2023
3708	TJ's Lube Shop	\$ 25.50	10/9/2023
3709	TML Intergovernmental Risk Pool	\$ 137,783.25	10/9/2023
3710	TNT Signs	\$ 335.00	10/9/2023
3711	Transportation Equipment Sales Corp	\$ 490.32	10/9/2023
3712	ULINE	\$ 14,075.15	10/9/2023
3713	Yaklin Ford	\$ 1,668.16	10/9/2023
3714	N-Stiches Embroidery	\$ 1,030.00	10/13/2023
3715	T&C Speciality	\$ 97.27	10/13/2023
3716	LaMarque Outlet Development	\$ 3,500.00	10/16/2023
3717	VOID - LaMarque Outlet Development (3000.00)	\$ -	10/16/2023
3718	LaMarque Outlet Development	\$ 3,500.00	10/16/2023
3719	A-Teams Heating & AC	\$ 350.00	10/23/2023
3720	AFCO Insurance	\$ 6,608.33	10/23/2023
3721	AIRGAS USA	\$ 34.18	10/23/2023
3722	Amazon Capital	\$ 1,025.92	10/23/2023
3723	BlueTriton	\$ 245.31	10/23/2023
3724	City of League City	\$ 327.34	10/23/2023
3725	Engie Resources LLC	\$ 429.36	10/23/2023
3726	Full Source	\$ 146.23	10/23/2023
3727	Gass Automotive	\$ 462.00	10/23/2023
3728	GIA Insurance	\$ 6,251.00	10/23/2023
3729	Gillig LLC	\$ 2,503.09	10/23/2023

3730 Harris County Toll Road Authority	\$	24.98	10/23/2023
3731 HiTouch	\$	210.57	10/23/2023
3732 Johnson Controls	\$	1,161.84	10/23/2023
3733 Julie Davis	\$	34.00	10/23/2023
3734 Kleen Supply Company	\$	952.03	10/23/2023
3735 Olson & Olson	\$	900.00	10/23/2023
3736 Sun Coast Resources	\$	345.28	10/23/2023
3737 Texas Work Force Commission	\$	3,967.66	10/23/2023
3738 The Hertz Corp	\$	3,675.20	10/23/2023
3739 The Home Depot	\$	40.05	10/23/2023
3740 TNT Signs	\$	585.00	10/23/2023
3741 Xerox Financial Services	\$	333.80	10/23/2023
3742 Xerox Financial Services	\$	292.77	10/23/2023
3743 The Hertz Corp	\$	9,477.48	10/23/2023
3744 O'Reilly	\$	270.37	10/23/2023
3745 SB Window Films	\$	2,620.00	10/23/2023
3746 O'Reilly	\$	904.80	10/23/2023
3747 The Hertz Corp	\$	8,637.97	10/23/2023
3748 O'Reilly	\$	947.92	10/23/2023
3749 O'Reilly	\$	1,203.12	10/23/2023
3750 O'Reilly	\$	485.67	10/23/2023
3751 O'Reilly	\$	2,109.37	10/23/2023
3752 O'Reilly	\$	210.15	10/23/2023
3753 A-Teams Heating & AC	\$	2,370.00	10/27/2023
3754 Amazon Capital Services	\$	3,817.46	10/27/2023
3755 AT&T	\$	386.20	10/27/2023
3756 Centerpoint Energy	\$	31.28	10/27/2023
3757 Coastal Welding	\$	301.71	10/27/2023
3758 DISA Global Solutions	\$	1,951.62	10/27/2023
3759 Engie Resources LLC	\$	589.45	10/27/2023
3760 Full Source	\$	2,356.06	10/27/2023
3761 Harris County Toll Road Authority	\$	3.86	10/27/2023
3762 Johnson Controls	\$	2,343.42	10/27/2023
3763 Kleen Supply Company	\$	171.34	10/27/2023
3764 Model 1	\$	748.54	10/27/2023
3765 N-Stiches Embroidery	\$	930.00	10/27/2023
3766 Rosie Hatter	\$	48.93	10/27/2023
3767 Spare Labs	\$	30,000.00	10/27/2023
3768 Sun Coast Resources	\$	337.84	10/27/2023
3769 The Aftermarket Parts Company LLC	\$	1,003.55	10/27/2023
3770 TrackIt, LLC	\$	15,435.00	10/27/2023
3771 TxTag	\$	4.55	10/27/2023
3772 ULINE	\$	3,625.62	10/27/2023
3773 Waste Connections	\$	181.17	10/27/2023
3774 Engie Resources LLC	\$	1,129.92	10/27/2023
3775 Centerpoint Energy	\$	37.84	10/27/2023