

## **TTA October Board Meeting**

October 21, 2015, 11am

Waco Transit

### **Attendees:**

In Person--Eron Linn, Jeff Arndt, Mario Delgado, John Hendrickson, JR Salazar, Jesse Arriaga, Jeff Johnson, Bryan Chappell, Charlotte Payne, Maurice Pearl, Dr. John Meyer, Sarah Hidalgo-Cook, Paul Moon

Conference—Tom Jaisen, Lylene Springer, Gary Thomas, Norma Zamora, Lloyd Williams

John Hendrickson called meeting to order at 11:09am

### **Item 1: Approval of meeting minutes.**

SHC--made motion; JM--2nd JR--make change--I was there. Approved unanimously.

### **Item 2: Financial Report--Gary Thomas**

Eron and Meredith are working with the financial committee to clean up a number of charges to the TTA bank account. These charges amount to ~\$100/month that were completely unnecessary.

The finance committee discussed budgeting for TTA in future years, including establishing a budget going into 2016 that identifies the amount of dollars that we can put towards activities throughout the year, including sponsorships. Also looking at how to build savings and reserves.

TTA needs to develop an investment strategy and potentially include it in the by-laws.

Cvent bill--finance committee has asked Meredith to contact them about the money that has been paid, but not used for anything. JM--We need to give Cvent 60 days written notice that we no longer wish to use them.

Payroll has been established and Meredith is now on TTA's checking and savings accounts. We've removed the former members and staff that are no longer associated with TTA.

TTA Credit Card--The guarantor is Ky Camero; Eron set up fraudulent activity and cancelled the card, and sent the bank a note let them know that Ky Camero is no longer with the agency.

We need to ensure that from here on out, all cards and accounts are in TTA's name, not individual names. SHC--we also need a protocol for payments to avoid fraudulent charges.

JH--motion to accept financials as presented. JM--seconded motion. Accepting of financials passed unanimously.

### **Item 3: Committee Reports**

By-laws committee--will meet next Tuesday, 10/27

Financial committee--report delivered, above. Will meet again in November and the first week of December prior to the December board meeting to ensure the 2016 draft budget can be presented and approved, and include additional recommendations.

-Additionally, need to work with TxDOT on budget and funding for 2016 Roadeo and Conference.

-JH--once the financial committee establishes a reserve amount, we will need to include it in the by-laws.

Legislative committee--meeting scheduled for 10/26 at 3pm

Activity going on in the house with the mark-up tomorrow in committee. On the call Monday, we will discuss what needs to happen in the near future for a statewide voice and prepare for the conference in December.

### **Item 4: PTAC Update--JR Salazar**

Discussion of 2-year cycles. PTAC has had much difficulty lately making quorum.

Discussed impact of upcoming census and the affect on levels of service for metropolitan areas that may not meet LOS for the entire area. It went from census to "gaps" in UZAs. Those areas will continue to get bigger--what can we do about it?

Struggling with what to do with Mr. Underwood's place on PTAC.

### **Item 6: New Business**

TxDOT--Paul Moon--new rules on asset management

What interest does TTA have in asset management commentary? Can we include our comments? TxDOT would like to know what the opinions are. The deadline is the 30th of November.

General Comments: The proposed rules are rather onerous, even for Tier 1. It's a 9-point plan for transit agencies. IT's worse for the states, because they'll have to conduct reporting on all agencies through NTD, and begin reporting for 5310 agencies.

TxDOT's Comments:

1. Make a number of assumptions related to costs; especially that agencies will be able to absorb the costs in house. They estimate that even for a small agency with 6 vehicles, it would cost ~\$20,000.
2. Definition of state of good repair that states "full level of performance". TxDOT stats show that after 2 years, the vehicle is no longer at full level of important.
3. Like that they will include requirements in NTD. Some terminology includes "system" vs. "asset" and the need to report changes. dThe rule may be causing a "loop", if we're constantly reporting "changes" in assets year after year.

In summary, TxDOT is questioning the assumptions, and asking for requirements to be scaled back, and ask that at a minimum, Tier 1 agencies can begin to implement changes first so that

Tier 2 and other smaller agencies can look at how the process is working. They are recommending against 5310 requirements, and they do not like the definition of "state of good repair."

Also, transit asset management plans must be included in the TIPs and STIPs.

TTA will put together an Ad-Hoc Committee for Asset Management:

-Gary Glasscock (VIA)

-Maurice Pearl

-Dr. John

-Sarah Hidalgo Cook

-Lauren Cochran (or someone from Houston Metro)

November 20th--VIA opening central plaza & executive train station.

Meeting adjourned at 12:50pm