



Regular Scheduled Board Meeting  
Tuesday, February 19, 2019

STAR Transit Operations Center

500 Industrial Blvd.

Terrell, Texas 75160

A regular meeting of the Board of Directors of STAR Transit was held at 2:00 p.m. on February 19, 2019, in the training room of STAR Transit Operations Center under the Texas Governmental Code, CH. 551.

Four (4) Primary Members and Three (3) Alternate Members of STAR Transit were present, those being:

Roy Ferrell – Place 1  
David Magness – Place 3  
Carlton Tidwell – Place 4  
Carrie Gordon – Place 5 (entered @ 2:20 p.m.)

**Members with Excused Absences:**  
Jakie Allen – Alt. Place 1

Bobby Aga – Alt. Place 2  
Warren Kettelman – Alt. Place 4  
Tartisha Hill – Alt. Place 5 (entered @ 2:38 p.m.)

STAR Transit personnel present:

Omega Hawkins – STAR Transit Executive Director  
Mike Sims – STAR Transit Deputy Executive Director  
Tommy Henricks – STAR Transit Chief Financial Officer  
Aaron Reece – STAR Transit Chief Operations Officer  
Kim Britton – STAR Transit Chief Communications Officer  
Teresa Elliott – STAR Transit Executive Assistant serving as Recording Secretary

Guest(s) Present:

Sean Fox – City of Mesquite’s Special Projects Director

**1. CALL TO ORDER**

The meeting was called to order by the Chairman, Roy Ferrell; at 2:02 p.m. noting a quorum was present.

**2. INVOCATION**

Meeting opened with prayer by David Magness.

**3. CONSENT AGENDA**

- a. Consider Approval of January 15, 2019 Board Meeting Minutes
- b. Consider Approval of Transportation Asset Management (TAM) Plan
- c. Consider Approval of Revised Policy # 62 Americans with Disabilities Act (ADA) Transportation Policy and Procedure

Mr. Magness made motion to accept the Consent Agenda as presented. Mr. Tidwell seconded. No dissenting votes.

#### 4. BUSINESS AGENDA

a. CONSIDER APPROVAL OF JANUARY 2019 FINANCIAL STATEMENT

Mr. Henricks reviewed and discussed January 2019 Financial Statement with highlights. After discussion and all questions answered satisfactorily. Mr. Tidwell made motion to accept January 2019 Financial Statement as presented. Mr. Magness seconded. No dissenting votes.

b. CONSIDER APPROVAL TO REMOVE JOE FOX AS ALTERNATE BOARD MEMBER PLACE 3

Mr. Sims asked the Board to consider removing Joe Fox as Alternate Board Member Place 3. After discussion, Mr. Magness made motion to remove Joe Fox as Alternate Board Member Place 3. Mr. Tidwell seconded. No dissenting votes.

c. CONSIDER APPROVAL TO REMOVE VALERIE BRADLEY AS ALTERNATE BOARD MEMBER PLACE 6

Mr. Sims asked the Board to consider removing Valerie Bradley as Alternate Board Member Place 6. After discussion, Mr. Tidwell made motion to remove Valerie Bradley as Alternate Board Member Place 6. Mrs. Gordon seconded. No dissenting votes.

d. CONSIDER APPROVAL OF NOMINEE SEAN FOX TO SERVE AS ALTERNATE BOARD MEMBER PLACE 6

Mr. Sims stated that Mayor Pickett of the City of Mesquite had nominated Sean Fox to serve as Alternate Board Member Place 6. Mr. Fox advised the Board, he had just recently turned in his resignation with the City of Mesquite. Mrs. Gordon made motion to accept the nomination for Sean Fox to serve as Alternate Board Member Place 6. Due to lack of a second, Chairman Ferrell stated the motion died. No further discussion.

e. CONSIDER APPROVAL OF RENEWAL OF \$200,000 LINE OF CREDIT WITH AMERICAN NATIONAL BANK

Mr. Henricks asked the Board to consider approval of renewal of STAR Transit's \$200,000 Line of Credit with American National Bank. After discussion, Mr. Tidwell made motion to approve the renewal of STAR Transit's \$200,000 Line of Credit with American National Bank. Mr. Aga seconded. No dissenting votes.

f. REVIEW AND DISCUSS FEDERAL FUNDING

Mr. Henricks reviewed with the Board the different areas of funding that STAR Transit receives along with the waiting periods and what Government Shut downs due to the agency.

#### 5. INFORMATION AND ANNOUNCEMENTS

a. DISCUSS PARTNERSHIPS

Mr. Sims updated the Board on some changes made to the Terrell Fixed Route 803 along with a ridership increase of 36 rides per month from November 2018 to January 2019. Mr. Sims also updated the Board on the success of the Terrell Mobility on Demand with a total increase of 101 rides per month from November 2018 to January 2019.

b. UPDATE ON MARKETING AND COMMUNICATIONS

Mrs. Britton updated the Board on Marketing and Communications completed in 2018. The launch of a new website and brochure updates can be expected in 2019. STAR Transit will continue to attend and sponsor events and promote services.

c. DISCUSS RIDERSHIP REPORTS

Mr. Henricks reviewed ridership highlights. Demand Response trips decreased 7% from prior year with efficiency increasing at 73% Passengers per Hour (1.45% from 1.25%). Fixed Routes increased 13% from prior year with efficiency increasing 82% Passengers per Hour (2.6% from 1.5%). Total trips decreased 2.4% over prior year with efficiency increasing 33% Passengers per Hour (2.0% from 1.5%).

d. FEBRUARY 2019 NEWSLETTER

For informational purposes.

e. BOARD ATTENDANCE

For informational purposes, however, Mr. Sims did review with the Board the guidelines that staff will follow to track the attendance.

**EXECUTIVE**

STAR TRANSIT WILL HOLD A CLOSED EXECUTIVE SESSION PURSUANT TO CHAPTER 551, GOVERNMENT CODE V.T.C.A. (OPEN MEETINGS LAW), IN ACCORDANCE WITH THE AUTHORITY CONTAINED IN TEX. GOV'T CODE SECTION 551.074 PERSONNEL MATTERS, 551.077 AGENCY FINANCED BY FEDERAL GOVERNMENT.

***No Executive Session***

ANY FINAL ACTION, DECISION, OR VOTE ON A MATTER DELIBERATED IN EXECUTIVE SESSION MEETING OR ON INFORMATION RECEIVED IN A CONFERENCE WITH EMPLOYEES WILL ONLY BE TAKEN IN AN OPEN MEETING THAT IS HELD IN COMPLIANCE WITH TEX. GOV'T CODE CH. 551. THE STAR TRANSIT BOARD OF DIRECTORS, RESERVE THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AS AUTHORIZED BY TEX. GOV'T CODE SEC. 551.001, ET SEQ. (TEXAS OPEN MEETINGS ACT) ON ANY ITEM ON ITS OPEN MEETING AGENDA OR TO RECONVENE IN A CONTINUATION OF EXECUTIVE SESSION ON THE EXECUTIVE SESSION MEETING ITEMS NOTED ABOVE, WITHOUT LIMITATION, SECTIONS 551.072 – 551.085 OF THE OPEN MEETINGS ACT.

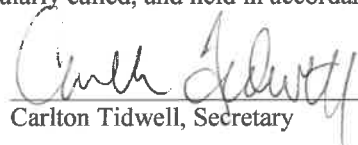
**END OF EXECUTIVE SESSION**

1. CONSIDER ANY OFFICIAL ACTION ON THE EXECUTIVE SESSION CLOSED MEETING ITEMS:

Meeting adjourned at 3:32 p.m.

I, Carlton Tidwell, Secretary of the STAR Transit Board of Directors, do hereby certify that the above and foregoing minutes are the true record of the regular meeting of the Board of Directors of STAR Transit, held on the 19<sup>th</sup> day of February 2019, wherein a quorum was present. The meeting was duly and regularly called, and held in accordance with the articles and bylaws of the Agency.

APPROVED:

  
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Carlton Tidwell, Secretary