



Regular Scheduled Board Meeting  
Tuesday, November 17, 2020

Zoom Meeting (COVID-19)

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 November 17, 2020, virtually via Zoom 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  
Jerry Dittman – Place 2  
Carlton Tidwell – Place 4 (entered @ 2:03)  
Dan Aléman – Place 6 (entered @ 2:06)  
Omega Hawkins – Alt. Place 1  
Tartisha Hill – Alt. Place 5 (seated or C. Gordon)  
Kimberly Garduno – Alt. Place 6

**Members with Excused Absences:**  
None

STAR Transit personnel present:

Tommy Henricks – STAR Transit Executive Director  
Aaron Reece – STAR Transit Chief Operations Officer  
Kim Britton – STAR Transit VP, Planning and Development  
Teresa Elliott – STAR Transit Executive Assistant serving as Recording Secretary

**1. CALL TO ORDER**

*Under the current circumstances of COVID-19, the decision was made by Chairman, Roy Ferrell prior to meeting that the Executive Director, Tommy Henricks would be allowed to run the meeting in his place. All attendees were notified prior to calling the meeting to order.*

The meeting was called to order by the Executive Director, Tommy Henricks; at 2:02 p.m. noting a quorum was present.

**2. INVOCATION**

Meeting opened with prayer by Roy Ferrell.

**3. PUBLIC COMMENT**

No Public Comments.

**4. PRESENTATIONS**

Mr. Plesko, Interim Executive Vice President of Dallas Area Rapid Transit presented to the Board the new service in the Inland Port known as Inland Port Connect Go Link. Mr. Plesko acknowledged what a pleasure it was working with the staff at STAR Transit during this process and thanked the Board for their continuous support.

## **5. CONSENT AGENDA**

- a. Consider Approval of September 15, 2020 Board Meeting Minutes

Mr. Dittman made motion to approve the consent agenda as presented. Mr. Ferrell seconded. None opposed. Motion passed.

## **6. BUSINESS AGENDA**

- a. CONSIDER APPROVAL OF POLICY # 127 FARE POLICY  
Mrs. Britton reviewed the background and purpose of the policy, which is to outline the principles which will govern fare adjustments, as well as define the most current fare structure and fare payments. After discussion, Mr. Aléman made motion to approve Policy #127 as presented. Mr. Tidwell seconded. None opposed. Motion passed.
- b. CONSIDER APPROVAL OF SEPTEMBER 2020 FINANCIAL STATEMENT  
This item was discussed with item 6c.
- c. CONSIDER APPROVAL OF OCTOBER 2020 FINANCIAL STATEMENT  
Mr. Henricks reviewed and discussed the September and October 2020 Financial Statements with highlights. After discussion and all questions answered satisfactorily. Mr. Dittman made motion to accept September and October 2020 Financials as presented. Mr. Ferrell seconded. None opposed. Motion passed.
- d. REVIEW AND DISCUSS FY 2020 FINANCIALS  
Mr. Henricks stated to the Board that this report is based on feedback from the September 15, 2020 Board Meeting. Mr. Henricks reviewed the FY2020 Financial Report with explanations for actual compared to budget variances that exceeded 5% and greater than \$5,000.
- e. DISCUSS AND CONSIDER AMENDMENT TO FY2021 OPERATING BUDGET  
Mr. Henricks presented to the Board an Amendment request for the FY2021 Operating Budget. Since the Board approval of FY2021 Operating Budget on August 25, 2020, STAR Transit has executed three new service Agreements that will increase revenue by \$363,171 for FY21. The Agreements will increase total service hours by 8,484 or 7.7%. Salaries and benefits are budgeted to increase \$236,239 and other Operating expenses to increase \$55,839. Mr. Henricks also stated that staff would also like to make budget Amendment to Insurance Benefits to increase by \$36,000 for FY2021 due to increased enrollment and employer portion expenses, and increase Communications budget line by \$25,000 to include Verizon mobile internet expense that was excluded from the original FY2021 Operating Budget. After discussion and all questions answered satisfactorily. Mr. Aléman made motion to approve the FY2021 Operating Budget as presented. Mr. Dittman seconded. None opposed. Motion passed.

## **7. INFORMATION AND ANNOUNCEMENTS**

- a. DISCUSS PARTNERSHIP PROGRAMS  
Mrs. Britton did a brief update on partnership programs.
- b. DISCUSS RIDERSHIP REPORTS
- c. Mrs. Britton reviewed November 2020 Ridership Reports.
- d. TRANSIT STUDY RESULTS  
Mrs. Britton reviewed highlights from the Transit Studies.
- e. SPECIAL RECOGNITIONS

Mr. Henricks acknowledged Reservationist Nicole Blanton for 5 years of service, Kenyatta Brown for receiving Employee of the Quarter, Yolanda Hamilton for receiving Driver of the Quarter. The 2020 Bus Rodeo Winners; 1<sup>st</sup> Place – Gabriela Rodriguez, 2<sup>nd</sup> Place – Sid Abdalla and 3<sup>rd</sup> Place – Yolanda Hamilton.

f. NOVEMBER 2020 NEWSLETTER  
For informational purposes only.

g. TRANSIT NEWS  
For informational purposes only.

h. BOARD ATTENDANCE  
For informational purposes only.

## 8. EXECUTIVE SESSION

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:  
No Action needed.

Mr. Ferrell made motion to adjourn. Mr. Aléman seconded. None opposed. Meeting adjourned at 3:22 p.m.

I, Dana Macalik, 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 17<sup>th</sup> day of November 2020, 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:

**Dana K Macalik**

Dana Macalik, Secretary

Signature:   
Dana K Macalik (Mar 3, 2021 08:56 CST)

Email: danamacalik@rockwall.com






# Minutes 11.17.20 e\_signature

Final Audit Report

2021-03-03

Created:	2021-02-09
By:	Teresa Elliott (telliott@startransit.org)
Status:	Signed
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2021-03-03 - 2:55:54 PM GMT- IP address: 107.77.201.210
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