



NOTICE OF A PUBLIC MEETING
CONCHO VALLEY TRANSIT DISTRICT

3:30 P.M.

WEDNESDAY, APRIL 8, 2015

Concho Valley Regional Conference and Training Center
2801 W. Loop 306, Suite A., San Angelo, TX 76904

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the Council office at 944-9666 at least 24 hours prior to the meeting.

BUSINESS

- (1) DETERMINATION OF QUORUM AND CALL TO ORDER
- (2) INVOCATION & PLEDGE OF ALLEGIANCE
- (3) APPROVAL OF MINUTES of March 11, 2015 meeting (See **Attachment A**)
- (4) APPROVAL OF CHECKS over \$2,000 written since last meeting (See **Attachment B**)
- (5) DISCUSSION & APPOINTMENT of a Policy Board Member and Technical Advisory Committee Representative(s) to the San Angelo Metropolitan Planning Organization (See **Attachment C**)
- (6) REVIEW & APPROVAL of Amendments to the CVTD Procurement Policy **Resolution 040815 A** (See **Attachment D- the Policy will be sent via email**)
- (7) AUTHORIZATION for change of signatures on the bank signature cards for Concho Valley Transit District
- (8) REVIEW Financial Reports/Balance Sheet (**Attachment E will be distributed at the meeting**)
- (9) REPORTS AND INFORMATION ITEMS (**No Attachments**)
 - CVTD Executive Director's Report
 - Designation of CVTD as the lead agency for Regional Planning & Coordination for the Concho Valley Region
- (10) RECOMENDATION of Future Agenda Items
- (11) ADJOURN

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053, this
Wednesday, April 1, 2015


John A. Stokes, Executive Director

Concho Valley Transit District (CVTD)

Minutes of Meeting for March 11, 2015

The Concho Valley Transit District met on Wednesday, March 11, 2015 in the Concho Valley Regional Conference and Training Center, 2801 W. Loop 306, Suite A, San Angelo, TX.

Board members present:

Allen Amos, Concho County Judge, Chairman
Roy Blair, Coke County Judge
Charlie Bradley, Schleicher County Judge
Fred Deaton, Crockett County Judge
Charlotte Farmer, City of San Angelo Council Member
Steve Floyd, Tom Green County Judge, Vice Chairman
Leslie Mackie, Sterling County Judge
Dwain Morrison, Mayor, City of San Angelo, Secretary
John Nanny, Irion County Commissioner
Danny Neal, McCulloch County Judge
Delbert Roberts, Kimble County Judge
Miguel Villanueva, Sutton County Commissioner

Board members not present:

Richard Cordes, Menard County Judge
Larry Isom, Reagan County Judge
Johnny Silvas, City of San Angelo Council Member

Call to Order

Chairman Allen Amos announced the presence of a quorum and called the meeting to order at 3:00 p.m.

Invocation and Pledge of Allegiance

Judge Danny Neal gave the invocation and Judge Allen Amos led the Pledge of Allegiance.

Approval of Meeting Minutes

Upon a motion by Commissioner John Nanny, seconded by Judge Roy Blair, meeting minutes from the February 11, 2015 meeting were unanimously approved.

Approval of the CVTD Annual Audit for Year Ending September 30, 2014 Resolution 031115

A representative from Pattillo Brown & Hill, L.L.P., gave a brief report on the CVCOG Annual Audit performed by the firm which includes financial statements and compliance. Pattillo Brown & Hill, L.L.P. reported an unqualified opinion which means that the financial statements are presented in all material respects in accordance with generally accepted accounting procedures. Upon a motion by Judge Danny Neal seconded by Judge Fred Deaton, the CVTD Annual Independent Audit for the year ending September 30, 2014 Resolution 031115 was unanimously approved.

Approval of Checks over \$2,000 written since last meeting

Upon a motion by Mayor Dwain Morrison, seconded by Commissioner Miguel Villanueva, checks written in excess of \$2,000 written since last meeting were unanimously approved.

Review Financial Reports/Balance Sheet

No action required.

Acceptance of Board Appointments for member counties and Election of Officers

Judge Allen Amos volunteered to continue on as the Chairman of the Board. Upon a motion by Councilwoman Charlotte Farmer, seconded by Judge Charlie Bradley, a motion to accept the board appointments for member counties and to retain Judge Allen Amos as the CVTD Board Chairman was unanimously approved. Upon a motion by Mayor Dwain Morrison, seconded by Judge Charlie Bradley, a nomination to appoint Judge Steve Floyd as the CVTD Board Vice-Chairman was unanimously approved. Upon a motion by Judge Delbert Roberts, seconded by Commissioner John Nanny, a nomination to elect Mayor Dwain Morrison as the CVTD Board Secretary was unanimously approved.

Reports and Information Items

- CVTD Executive Director's Report – John Austin Stokes reported on the progress of the FTA Triennial Review for FY 14. CVTD is awaiting response from FTA Civil Rights on our ADA Policy and once that is approved we will receive the final report. The CVTD General Manager Contract is progressing and CVTD Procurement staff is working with TTI on the contract.
- CVTD Fleet Condition Report - Major Hofiens, CVTD Operations Manager, gave a presentation informing the board of the number of active fleet vehicles, contingency vehicles and vehicles being prepared for disposition.
- CVTD Planning Surveys Report - Major Hofiens, CVTD Operations Manager, reported that the Regional Planning & Coordination project requires that CVTD staff reach out to member cities and counties to provide input on regional transportation needs and issues for their jurisdictions. CVTD staff will be reaching out to the member cities and counties to schedule meetings and forums for this purpose.

Future Agenda Items

- The Executive Director will brief the board on the CVTD General Manager RFP at next month's meeting.

Adjournment The meeting was adjourned at 3:34 p.m.

Duly adopted at the meeting of the Concho Valley Transit District of the Concho Valley Council of Governments this 8th day of April 2015.

Allen Amos, Chairman

Dwain Morrison, Secretary

ATTACHMENT - B

CVTD
 Check/Voucher Register
 From 2/1/2015 Through 2/28/2015

Document Nu...	Document Date	Name	Transaction Description	Document Amount
15795	2/4/2015	CITY OF BRADY	Fuel Purchases 10-23-14 to 12-31-14	3,121.62
15796	2/4/2015	G&G AUTOMOTIVE	18-54 Oil Chg. Fltrs, LOF, Pts-Lbr on Brks & Trans DEC 2014	2,047.40
15805	2/11/2015	CONCHO VALLEY COUNCL...	2nd Payment on expense balance paid by CVCOG - JAN 2015	148,632.57
15821	2/20/2015	CITY OF SAN ANGELO-ACC...	Cust No 1924-1952 Fuel Purchases DEC 2014	22,188.01
15822	2/20/2015	COMMERCIAL BILLING SE...	11640 Pts-Lbr on Fuel Leak, Lights, & Bulbs JAN 2015	2,358.06
15824	2/20/2015	CONCHO VALLEY COUNCL...	Payment on expense balance paid by CVCOG - FEB 2015	214,523.48
15839	2/20/2015	SHELL FLEET PLUS	Acct 81-265-0058-9 Fuel Purchases JAN 2015	2,445.47
15843	2/20/2015	TML INTERGOVERNMENT...	FEBRUARY 2015 INSURANCE	10,867.84
Report Total				406,184.45

**San Angelo Metropolitan Planning Organization
Policy Board Member Appointment Form**

Policy Board Representative

Name: _____

Organization: _____

Position: _____

Signature: _____

Technical Advisory Committee Representative

Name: _____

Position: _____

Technical Advisory Committee Representative

Name: _____

Position: _____

Proxy Voting Representative

Name: _____

Position: _____

Date: _____



**Concho Valley Transit District
RESOLUTION 040815 A**

WHEREAS, the Concho Valley Transit District (CVTD) is the principal provider of public transportation services to the Concho Valley, and

WHEREAS, the CVTD must have a Procurement Policy and it must be in compliance with the Federal Transit Administration (FTA), and

WHEREAS, on November 13, 2013 at a regular board meeting of the Concho Valley Transit District (CVTD), the Board approved revisions to the procurement policy in compliance with FTA requirements, and

Now therefore be it resolved the Board of Directors of the Concho Valley Transit District approve the following:

- 1. The Concho Valley Transit District Board of Directors does hereby adopt the amendments to the CVTD Procurement Policy.**

Duly adopted at the meeting of the Board of Directors of the Concho Valley Transit District this 8th day of April 2015.

Allen Amos, Chairman

Dwain Morrision, Secretary