



CONCHO VALL TRANSIT

BOARD OF DIRECTORS MEETING

Wednesday, November 8, 2023 at 2:45 p.m.

Concho Valley Council of Governments

5430 Link Rd, San Angelo, Texas 76904 and via Teleconference

The meeting place is accessible to persons with disabilities. If assistance is needed to observe or comment, please call the CVCOG office at 325-944-9666 at least 24 hours prior to the meeting.

Join By Zoom Teleconference - <https://us06web.zoom.us/j/85780720930>

*Meeting ID: 857 8072 0930 *Passcode: 494777

833 548 0282 US Toll-free

877 853 5247 US Toll-free

888 788 0099 US Toll-free

833 548 0276 US Toll-free

Agenda

NOTICE: The Concho Valley Council of Governments may discuss, deliberate and take all appropriate action on any matter listed on this Agenda. Items on this Agenda may be taken out of the order listed. The Executive Committee reserves the right to deliberate in closed session pursuant to 551 of the Texas Government Code. Public comment is limited to five minutes per person on any agenda item.

BUSINESS

1. Determination of Quorum and Call to Order
2. Invocation and Pledge of Allegiance
3. Public Comment
4. Consider and take appropriate action concerning the minutes from the September 13, 2023 Meeting.

REGULAR AGENDA

5. Consider and take appropriate action to accept TxDOT Grant 5310-2023-CVTD-00107 (Urban) in the amount of \$99,000.
6. Consider and take appropriate action concerning the request to purchase one trolley from Model1 off the State of Oklahoma Contract SW0797C in an amount not to exceed \$500,000.
7. Consider and take appropriate action concerning the request to purchase two ADA mini-vans from Model1 off the State of Oklahoma Contract SW0797C in an amount not to exceed \$200,000.
8. Consider and take appropriate action concerning the request to extend the contract with Ecolane USA for an additional six-months in an amount not to exceed \$40,000.
9. Consider and take appropriate action concerning the request to post a formal solicitation for CVT Maintenance Facility.
10. Consider and take appropriate action concerning the request to post a formal solicitation for CVT Audio Equipment.

11. INFORMATION ITEMS AND REPORTS

a. Report from the Director of Transportation – Jeff York

12. Consideration of any other business.

13. ADJOURNMENT

The Concho Valley Council of Governments reserves the right to conduct an executive/closed session at any time during the course of this meeting to discuss any matter listed on the agenda posted for this meeting, as needed, pursuant to one or more authorized and applicable exceptions to an open meeting described in Chapter 551 of the Texas Government Code (the Texas Open Meeting Act), including but not limited to the following statutory exceptions: Texas Government Code Sections 551.071 and 551.129 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gift or Donation), 551.074 (Personnel Matters), 551.076 and 551.089 (Deliberation Regarding Security Devices or Security Audits), or 551.087 (Deliberation Regarding Economic Development Negotiations).

Posted in accordance with the Texas Government Code, Title V, Chapter 551, Section .053 this, 3rd day of November 2023.



John Austin Stokes, Executive Director



**BOARD OF DIRECTORS MEETING MINUTES
Wednesday, September 13, 2023**

The Concho Valley Transit District Board of Directors met on Wednesday, September 13, 2023 at 3:00 p.m. at 5430 Link Rd., San Angelo, Texas 76904 and via Zoom Teleconference.

Members present were:

Harry Thomas, Chairman, COSA Council Member, District 3
Molly Criner, Vice-Chairman, Irion County Judge
Jim O'Bryan, Reagan County Judge
Hal Spain, Coke County Judge
Hal Rose, Kimble County Judge
Frank Tambunga, Crockett County Judge
Brandon Corbin, Menard County Judge
Charlie Bradley, Schleicher County Judge
Karen Hesse Smith, COSA Council Member, District 5
David Dillard, Concho County Judge
Larry Miller, COSA Council Member, District 6
Lane Carter, Tom Green County Judge

Members absent were:

Jody Harris, Sutton County Judge
Frank Trull, McCulloch County Judge
Deborah Horwood, Sterling City Judge

BUSINESS

Councilman Harry Thomas, Chairman, announced the presence of a quorum and called the meeting to order at 3:35 p.m.

Judge Lane Carter gave the invocation and led the Pledge of Allegiance.

There was no public comment.

APPROVAL of the Minutes

Judge Charlie Bradley made a motion to approve the Meeting Minutes from August 9, 2023. Judge Jim O'Bryan seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of Checks

Audrey Aguirre, Finance Manager, presented the checks in excess of \$2,000 written for July 2023. Judge Hal Spain made a motion to approve the checks as presented. Judge Molly Criner seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant STATE-U-2023-CVTD-00036 in the amount of \$376,309.

Aspen Robert presented the action to accept TxDOT Grant STATE-U-2023-CVTD-00036 in the amount of \$376,309 for approval. Judge David Dillard made a motion to approve the acceptance of the grant as presented. Judge Charlie Bradley seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant 5311-2023-CVTD-00031 in the amount of \$875,993

Aspen Robert presented the action to accept TxDOT Grant 5311-2023-CVTD-00031 in the amount of \$875,993 for approval. Judge David Dillard made a motion to approve the acceptance of the grant as presented. Judge Brandon Corbin seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant 5311-2023-CVTD-00049 (Rural) in the amount of \$66,000

Aspen Robert presented the action to accept TxDOT Grant 5311-2023-CVTD-00049 (Rural) in the amount of \$66,000 for approval. Ms. Robert noted that there was a change in the grant code. The code should be 5310 instead of 5311. Judge David Dillard made a motion to approve the acceptance of the grant as amended. Judge Brandon Corbin seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to accept TxDOT Grant RPTCP-2024-CVTD-00015 in the amount of \$40,000

Aspen Robert presented the action to accept TxDOT Grant RPTCP-2024-CVTD-00015 in the amount of \$40,000 for approval. Judge Brandon Corbin made a motion to approve the acceptance of the grant as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL to purchase scheduling and planning software not to exceed the amount of \$175,000

Jeff York, Director of Transportation, presented the request to purchase scheduling and planning software not to exceed the amount of \$175,000. Judge Brandon Corbin made a motion to approve the purchase as presented. Judge Frank Tambunga seconded the motion. No questions or discussion. The motion passed unanimously.

APPROVAL of the CVTD/EDD MOU for 5310 services

Erin Hernandez, Assistant Executive Director, presented the CVTD/EDD MOU for 5310 services. Judge Lane Carter made a motion to approve the MOU as presented. Judge David Dillard seconded the motion. No questions or discussion. The motion passed unanimously.

INFORMATIONAL ITEMS

- a. Audrey Aguirre, Finance Manager, presented the Balance Sheet and Finance Report for July 2023. She gave an overview of the balance sheet, schedule of revenue and cash flow.

DIRECTOR'S REPORT

Jeff York, Director of Transportation, reported on the statistics, rural ridership, county ridership statistics, urban ridership, fixed route ridership comparison, and the fixed route comparison, all for the month of August. Mr. York also reported on CVT's safety metrics and the recent topics of their safety meetings for August. August's safety topic was on Intersection Awareness and Injury Prevention: Back Safety, Slips, Trips, and Falls. There is no action to take, as this is an informational item only.

ADJOURNMENT

There being no other items to discuss, Judge Hal Spain made a motion to adjourn the meeting. Judge Frank Tambunga seconded the motion. Councilman Harry Thomas adjourned the meeting at 3:50 p.m.

Duly adopted at the meeting of the Concho Valley Transit District Board of the Concho Valley Council of Governments on this 8th day of November 2023.

Councilman Harry Thomas, Chairman

Judge Molly Criner, Vice-Chairman



Memo

To: CVTD Board of Directors

From: Aspen Robert

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 5

ITEM 5

Aspen Robert is seeking consideration and approval to accept TxDOT Grant 5310-2023-CVTD-00107 (Urban) in the amount of \$99,000.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Memo

To: CVTD Board of Directors

From: Jeff York, Director of Transportation

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 6

ITEM 6

Jeff York, Director of Transportation, is seeking consideration and approval to purchase one trolley from Model1 off the State of Oklahoma Contract SW0797C in an amount not to exceed \$500,000.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Memo

To: CVTD Board of Directors

From: Jeff York, Director of Transportation

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 7

ITEM 7

Jeff York, Director of Transportation, is seeking consideration and approval to purchase two ADA mini-vans from Model1 off the State of Oklahoma Contract SW0797C in an amount not to exceed \$200,000.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Memo

To: CVTD Board of Directors

From: Jeff York, Director of Transportation

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 8

ITEM 8

Jeff York, Director of Transportation, is seeking consideration and approval to extend the contract with Ecolane USA for an additional six-months in an amount not to exceed \$40,000.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Memo

To: CVTD Board of Directors

From: Jaylon Seales

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 9

ITEM 9

Jaylon Seales is seeking consideration and approval to post a formal solicitation for CVT Maintenance Facility.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Memo

To: CVTD Board of Directors

From: Jaylon Seales

Date: 11/8/2023

Re: CONSIDER AND TAKE APPROPRIATE ACTION – ITEM 10

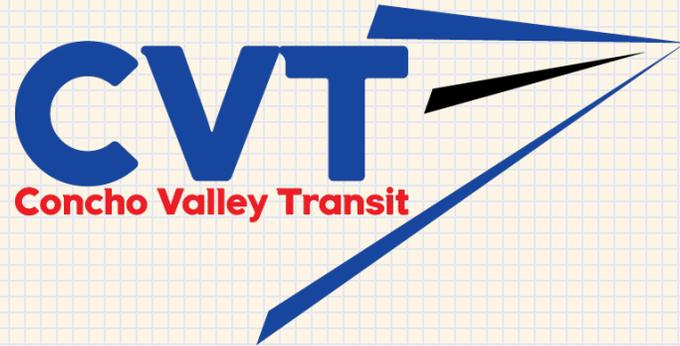
ITEM 10

Jaylon Seales is seeking consideration and approval to post a formal solicitation for CVT Audio Equipment.

Approved at the CVTD Board Meeting on November 8, 2023.

Chairman – Councilman Harry Thomas

Vice-chairman – Judge Molly Criner



Concho Valley Transit District Director's Report

OCTOBER 2023

Director of Transit – Jeff York



Statistics - October

- Fixed Route Passengers: **17,202** (Up 7% from October 2022)
- ASU Ridership: **948** (Down 29% from October 2022)
- Goodfellow Ridership: **319** (Up 50% from October 2022)
- Rural Passengers: **1,972** (Down 5% from October 2022)
- Rural On Time Performance: **91%**
- Demand Response Passengers: **4,443** (Up 13% from October 2022)
- Boys & Girls Club Ridership: **477** (Down 34% from October 2022)
- Demand Response On Time Performance: **92%**



Rural Ridership Comparison

FY 2021-2022	
Month	# of Passengers
September	1842
October	1738
November	1544
December	1455
January	1282
February	1325
March	2049
April	1685
May	1692
June	1904
July	1627
August	2066
Total	20209

FY 2022-2023	
Month	# of Passengers
September	1934
October	2083
November	1906
December	1752
January	1808
February	1674
March	2339
April	2213
May	2275
June	1888
July	1705
August	2179
Total	23756

FY 2023-2024	
Month	# of Passengers
September	1790
October	1972
November	
December	
January	
February	
March	
April	
May	
June	
July	
August	
Total	3762

County Ridership Statistics - October

- Coke County: **141 Trips, 5,597 miles**
- Concho County: **90 Trips, 2,700 miles**
- Crockett County: **132 Trips, 9,506 miles**
- Irion County: **83 Trips, 2,638 miles**
- Kimble County: **50 Trips, 1,497 miles**
- Menard County: **57 Trips, 2,409 miles**
- McCulloch County: **642 Trips, 19,458 miles**
- Reagan County: **93 Trips, 7,083 miles**
- Schleicher County: **69 Trips, 3,449 miles**
- Sterling County: **41 Trips, 1,927 miles**
- Sutton County: **72 Trips, 4,958 miles**
- Tom Green County (Rural): **340 Trips, 7,809 miles**

Urban Ridership Comparison

FY 2021-2022	
Month	# of Passengers
September	2638
October	2957
November	3129
December	3949
January	2993
February	2771
March	3546
April	4469
May	3410
June	4108
July	3306
August	4644
Total	41920

FY 2022-2023	
Month	# of Passengers
September	4045
October	4667
November	4414
December	5591
January	4487
February	4624
March	4787
April	4976
May	4265
June	4011
July	3781
August	4452
Total	54100

FY 2023-2024	
Month	# of Passengers
September	6338
October	4920
November	
December	
January	
February	
March	
April	
May	
June	
July	
August	
Total	11258

Fixed Route Comparison- October

FY 2021-2022

October			
Route #	AM Ridership	PM Ridership	Totals
Route 1	1085	925	2010
Route 2	1264	981	2245
Route 3	1069	848	1917
Route 4	1543	1366	2909
Route 5	1352	1272	2624
Route7	368	358	726
Total	6681	5750	12431

FY 2022-2023

October			
Route #	AM Ridership	PM Ridership	Totals
Route 1	1788	1488	3276
Route 2	1862	1119	2981
Route 3	1420	997	2417
Route 4	1697	1701	3398
Route 5	1782	1352	3134
Route7	356	492	848
Total	8905	7149	16054

FY 2023-2024

October			
Route #	AM Ridership	PM Ridership	Totals
Route 1	1804	1711	3515
Route 2	2079	1230	3309
Route 3	1422	1115	2537
Route 4	2013	1915	3928
Route 5	1869	1579	3448
Route7	468		468
Total	9655	7550	17205



Fixed Route Ridership Comparison

FY 2021-2022	
Month	# of Passengers
September	12588
October	12431
November	12180
December	12376
January	10723
February	10764
March	13378
April	13631
May	12480
June	13983
July	13510
August	15831
Total	153875

FY 2022-2023	
Month	# of Passengers
September	14942
October	17469
November	15069
December	15463
January	14205
February	14161
March	16613
April	15793
May	17029
June	15118
July	14603
August	17905
Total	188370

FY 2023-2024	
Month	# of Passengers
September	18260
October	18469
November	
December	
January	
February	
March	
April	
May	
June	
July	
August	
Total	36729



Safety - October

- At Fault Accidents: 0
 - Not At Fault Accidents: 0
 - Employee Injuries: 1
-
- Safety Topics
 - October Safety Meeting – Wheelchair Securement & Safe Driving

