

Gulf Coast Transit District Board of Directors Meeting

Tuesday January 21, 2025, 2:00 PM

1415 33rd Street North

Texas City, TX 77590



Agenda

- 1) **Call to Order & Roll Call**
- 2) **Citizen Comments**
- 3) **Approval of Minutes:** November 12, 2024
- 4) **Reports:**
 - a) May Mobility on autonomous vehicles: Sarah Yager
 - b) Legal Sheild representative: Shobi Raj
 - c) Pearland Assessment: HGAC Senior Planner, Alan Rodenstein
 - d) Executive Director: Ted Ross
 - e) Director of Finance and Administration: Neal Cooper
 - f) Director of Procurement & Grants: Sandy Sabatier
 - g) Director of Operations: Marcus Alexander
- 5) **Approval of Check Register & VISA Bills:** November and December 2024
- 6) **Discussion Items:**
 - a) Update on FTA Financial Management Oversight (FMO)
 - b) Planning Grant 1.9 million for Houston UZA
 - c) Change in Leadership structure
 - d) Finance Committee
- 7) **Action Items:**
 - a) Discuss and approve Board Elections for Vice Chairman
 - b) Discuss and approve 3-year contract for single audit fiscal year 23-25 pending TxDot approval
 - c) Discuss and approve resolution 2025-003 authorizing Executive Director to be responsible for applying for assistance and legally committing the applicant or recipient to compliance with terms of an award.
 - d) Discuss and approve GCTD to offer Legal Sheild to staff and deduct through payroll
 - e) Discuss and approve policies:
 - 1) Financial Reporting Procedures
 - 2) Bus Fleet Management Plan
 - 3) Tracking Procedures
 - 4) Capital Project Metrics
 - 5) Capitalization Policy
 - 6) Cost Allocation Plan
 - 7) Disposal of FTA Funded Assets Plan
 - 8) IT Policy and Procedures
 - 9) Procedure for Developing Current Allocation Plan
 - 10) Procedure restricting the use of FTA Funded assets

- 11) Project Management Plan
- 12) Tracking Procedure used to Assess Usage of Grant Funded Assets
- 13) Transportation Improvement Plan
- f) Discuss and approve amendment to the finance policy to add additional week for month end closing.
- g) Discuss and approve MOU between Metro, HGAC, and GCTD
- h) Discuss and approve lease renewal for Texas City Mechanic Shop
- 8) **Closed Session:** The Board will recess into closed session as authorized by Title 5, Chapter 551, Government Code, the Texas Open Meetings Act, to wit:
 - a) Sec. 551.071 – Consultation with the Attorney regarding (a) a matter in which the duty of the Attorney under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with the Open Meetings Act, or (b) pending or contemplated litigation.
- 9) **Next Meeting:** Set Date & Time
- 10) **Requests & Announcements**
- 11) **Adjournment**

I hereby certify posting this Notice and agenda at 12:00pm on 1/16/2025
at the Galveston County Courthouse and the Brazoria County Courthouse.

X 

Secretary to the Board