

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Board Meeting

Thursday, February 17, 2022

713 East Main Street, Uvalde, Texas

10:30 A. M.

I. Call to Order

The meeting was called to order at 10:45 A.M.

II. Roll Call

Roll call was taken, and quorum was established with the following members present:

Judge Bill Mitchell

Bella A. Rubio

Judge Tully Shahan – TEAMS

Judge Lupe Valerio for Judge Joe Luna – TEAMS

Damiana Guzman for Judge Joel Rodriguez Jr. - TEAMS

III. Public Comment

There was no public comment

IV. Minutes

- a. Discussion and approval of the December 16, 2021, Board of Directors Meeting Minutes. Judge Tully Shahan made a motion to approve the minutes as presented and Judge Lupe Valerio seconded the motion. The motion was carried unanimously, with Judge Bill Mitchell abstaining, since he was not present at the meeting.

V. New Business

A. Discussion & Possible Action of Board Secretary/Treasurer Vacancy

Sarah H. Cook, General Manager, informed the board that after reviewing the SWART by laws, it was evident that Judge Bill Mitchell would serve as Secretary/Treasurer since Maggie Del Toro was his proxy until his term expires.

B. Report on TxDOT Drug & Alcohol Testing Program Audit

Sarah H. Cook, General Manager, informed the board that we were monitored by RLS Associates, Inc. and we received a 96% score, which was one of the highest scores within the state. "I'm very proud of the staff, we work diligently every day to have everything in order, in case they were to come through our doors at any time, everything is up to date", Sarah said.

C. Discussion and Possible Action SWART Drug & Alcohol Policy Revisions

Sarah H. Cook, General Manager, informed the board that one of the recommendations from the audit was for us to revise our Drug and Alcohol Policy. "Once the changes are done to the policy and approved by the board, we will send it to all the staff so they can sign the acknowledgement form", said Sarah. Judge Bill Mitchell made a motion to approve the revised changes to the policy as presented and Judge Tully Shahan seconded the motion. The motion was carried unanimously.

D. SWART Financials

a. Report on Bank Account Balances - handout

Laura Herrera, Chief Financial Officer, presented a report on account balances as a handout and informed the board of the current balances in the bank.

b. Report on FY2021 Cash Flow Analysis

Laura Herrera, Chief Financial Officer, presented the board with an updated FY2021 cash flow analysis.

c. Discussion and Possible Action on New Budgets

Laura Herrera, Chief Financial Officer, presented the GY2022 APTA-SWIM, GY2022 Rural Discretionary – EP Property, and GY2022 Rural Discretionary – UV Rehab. Judge Bill Mitchell made a motion to approve the new budgets as presented and Judge Tully Shahan seconded the motion. The motion was carried unanimously.

d. Discussion and Possible Action of Grant Year Revenue & Expense Reports Ending December 2021

Laura Herrera, Chief Financial Officer, presented the GY2021 CARES Relief Funds – 500, GY2022 Federal Program – 505, GY2022 State Program -506, GY2022 Transit Support (TRS) Program – 510, GY2021 Rural Discretionary – EP Route – 513, GY2021 American Relief Plan (ARP) -514, GY2021 Regional Planning Program – 515, GY2022 ED Section 5310 Program-525, GY2021 Bus & Bus Facility Section 5339-D Program – 530. Judge Tully Shahan made the motion to approve the revenue and expense reports as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

e. Discussion and Possible Action on Check Registers

Laura Herrera, Chief Financial Officer, presented to the board the check registers for November and December 2021.

f. Report on Bank Reconciliations

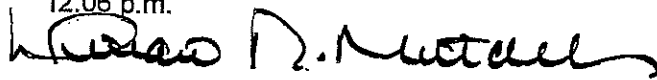
Laura Herrera, Chief Financial Officer, presented to the board the bank reconciliations for the Employee Savings account for November 2021 and December 2021, and for the operating account November and December 2021. Bank reconciliations were approved as presented.

E. Discussion and Possible Action on General Manager's Report

Sarah H. Cook, General Manager read over the General Managers report. Sarah mentioned the activities planned for the next few months and training SWART staff will be attending. Judge Bill Mitchell made a motion to approve the general manager's report as presented and Judge Bella Rubio seconded the motion. The motion was carried unanimously.

F. ADJOURN

A motion was made to adjourn from Judge Bill Mitchell made the motion to adjourn and Judge Bella Rubio seconded the motion. The motion carried unanimously. The meeting adjourned at 12:06 p.m.



Judge Bill Mitchell, Board Secretary/Treasurer