

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Executive Committee Meeting

Wednesday, January 13, 2025

713 East Main Street, Uvalde, Texas

1:00 P.M.

I. Call to Order

The meeting was called to order at 1:00 P.M.

II. Roll Call

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

Judge Bella Rubio

Judge Souli A. Shanklin

Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on Request for Proposals – SWART Vanpool project

Sarah H. Cook, General Manager, informed the Executive Committee members the Regional Vanpool Program that she had been working for a while with Enterprise. "This is an opportunity for us to collaborate with other agencies as they transport employees to work, and we will gain by reporting the number of employees being transported for reporting purposes, said Sarah. Judge Souli A. Shanklin made a motion to approve the Vanpool Project Proposal as presented and Judge John Paul Schuster seconded the motion. The motion was passed.

V. ADJOURN

Souli A. Shanklin made a motion to adjourn, and Judge John Paul Schuster seconded the motion. The motion was passed. The meeting was adjourned at 1:15 p.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Executive Committee Meeting
Wednesday, January 17, 2024
713 East Main Street, Uvalde, Texas
10:00 A. M.

I. Call to Order

The meeting was called to order at 10:00 A.M.

II. Roll Call

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

Judge Bella Rubio
Judge Souli A. Shanklin
Rebecca Flores for Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Minutes

Discussion and approval of the October 26, 2023, Board of Directors Meeting Minutes.
Judge Souli A. Shanklin made a motion to approve the minutes as presented and Rebecca Flores seconded the motion. The motion was passed.

V. 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 the training SWART staff will be attending. Judge Souli A. Shanklin made a motion to approve the general manager's report as presented and Rebecca Flores seconded the motion. The motion was passed.

VI. New Business

Discussion & Possible Action on FY2024 Elderly/Disabled 5310 Vehicle

Cynthia Rodriguez, Assistant General Manager presented the vehicles that were selected to be bought through the Georgia Coop from ABC, Companies. The vehicles are 2 Turtle top Terra Transit MD and 1 New England Wheels Frontrunner. They will be purchased with the ED grant. Judge Souli A. Shanklin made a motion to approve the vehicles as presented and Rebecca Flores seconded the motion. The motion was passed.

VII. Discussion and Possible Action on Eagle Pass MPO Board Representation

Sarah H. Cook, General Manager, was appointed to serve as the MPO in Eagle Pass. Judge Souli Shanklin made the motion to appoint Sarah H. Cook to serve as the MPO in Eagle Pass and Judge Bella Rubio seconded the motion. The motion was passed.

VIII. Financials

a. Report on Bank Account Balances - handout

Sarah H. Cook, General Manager, presented a report on account balances as a handout and informed the board of the current balances in the bank.

b. Report on FY2024 Cash Flow Analysis

Sarah H. Cook, General Manager, presented the board with an updated FY2024 cash flow analysis.

c. Discussion and Possible Action on Budget Close Outs

Sarah H. Cook, General Manager, presented the GY2023 RTAP Vehicle Maintenance Plan - 407, GY 2023 Regional Coordinated Transportation Planning – 515, GY2023 State Rural Program - 506, GY2023 Elderly/Disabled 5310 Program - 525. Souli A. Shanklin made a motion to approve the budget close outs as presented and Rebecca Flores seconded the motion. The motion was passed.

d. Discussion and Possible Action New Budgets

Sarah H. Cook, General Manager, presented the GY 2023 State Urbanized Program – 406. Souli A. Shanklin made a motion to approve the new budget as presented and Rebecca Flores seconded the motion. The motion was passed.

e. Discussion and Possible Action of Grant Year Revenue & Expense Reports Ending October 2023

Sarah H. Cook, General Manager, presented the GY2024 Federal 5311 Grant Program – 505, GY2024 State Rural Grant Program – 506, GY2024 Regional Coordinated Transit Planning – 515, GY2024 Elderly/Disabled 5310 Program – 525, GY2023 RTAP Trans Track System – 408, GY2023 Federal Program – 505, GY2022 Rural Discretionary – EP Property Procurement – 516, GY2023 Crystal City Rehabilitation – 518, GY2023 Elderly/Disabled (Vehicles) – 425, GY2023 Bus & Bus Facility – Discretionary - 540. Souli A. Shanklin made a motion to approve the revenue and expense reports presented and Rebecca Flores seconded the motion. The motion was passed.

f. Discussion and Possible Action on Check Register

Sarah H. Cook, General Manager, presented the September and October 2023 check registers. Souli A. Shanklin made a motion to approve the check registers as presented and Rebecca Flores seconded the motion. The motion was passed.

g. Report on Bank Reconciliations

Sarah H. Cook, General Manager, presented to the board the bank reconciliations for the Employee Savings and the operating account for September and October 2023. Bank reconciliations were approved as presented.

IX. ADJOURN

Souli A. Shanklin made a motion to adjourn, and Rebecca Flores seconded the motion. The motion was passed. The meeting was adjourned at 11:24 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Executive Committee Meeting

Wednesday, May 1, 2025

713 East Main Street, Uvalde, Texas

2:00 P.M.

I. Call to Order

The meeting was called to order at 2:00 P.M.

II. Roll Call

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

Judge Bella Rubio

Judge Souli A. Shanklin

Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Report on Drug and Alcohol Program Audit

Sarah H. Cook, General Manager, informed the committee that we were monitored on the Drug and Alcohol Program, and we received a ninety-eight percent (98%). "We are monitored every three (3) years, from RLS Associates, Inc. it's a company that TxDOT contracts with to perform the monitoring's, said Sarah. There were several recommendations noted, which have been addressed. No action was taken.

V. Discussion and Possible Action on Signage (Uvalde)

Cynthia Rodriguez, Assistant General Manager presented the committee with the information and a picture of a sign that will be purchased through the Texas Smart Buy through a grant up to \$150,000.00. "The sign purchased will replace the old sign in the front office in Uvalde, said Cynthia". Judge John Paul Schuster made a motion to approve the purchase of the sign as presented and Judge Souli A. Shanklin seconded the motion. The motion was passed.

VI. Discussion and Possible Action on SWART Policies

a. Drug and Alcohol Policy Revision

Sarah H. Cook, General Manager, informed the committee that during the monitoring review, RLS Associates, Inc., made some revisions to the Drug and Alcohol Policy, which must be approved by the committee before presenting them to the employees. Judge Souli A. Shanklin made a motion to approve the revisions to the Drug and Alcohol policy as presented and Judge John Paul Schuster seconded the motion. The motion was passed.

b. Public Transportation Safety Plan (PTASP)

Sarah H. Cook, General Manager, presented the committee with the Safety Plan that is required now that we became UZA. Judge John Paul Schuster made a motion to approve the Safety plan as presented, with additional revisions or changes recommended by TxDOT and FTA as needed and Judge Souli A. Shanklin seconded the motion. The motion was passed.

VII. ADJOURN

Souli A. Shanklin made a motion to adjourn, and Judge John Paul Schuster seconded the motion. The motion was passed. The meeting was adjourned at 2:29 p.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Board Meeting

Wednesday, December 18, 2024
713 East Main Street, Uvalde, Texas
10:00 A.M.

I. Call to Order

The meeting was called to order at 10:20 A.M.

II. Roll Call

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

Judge Martha Alicia Ponce
Judge Souli A. Shanklin
Judge Bella A. Rubio
Judge Bill Mitchell
Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on October 17, 2024, Minutes

Discussion and approval of October 17, 2024, Board of Directors Meeting Minutes. Judge Souli Shanklin made a motion to approve the minutes as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

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

Sarah H. Cook, General Manager read over the General Managers report, she updated the board on the MPO status. Sarah H. Cook, General Manager, also mentioned the activities planned for the next few months and the training SWART staff will be attending. Judge Souli Shanklin made a motion to approve the general managers' report as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VI. New Business

A. Discussion & Possible Action on Micro-transit Consulting Services Request for Qualifications

A presentation from JF Public and Hendrickson Transportation Group was made to the board. Sarah H. Cook, General Manager, informed the board that we had received two (2) potential bids for the micro-transit services. A recommendation was made to the board after the presentations, to select Hendrickson, since they are from Texas and will be available for technical assistance if additional assistance is needed and because we have worked with them before. Judge Souli A. Shanklin made a motion to approve the recommendation as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

B. Discussion and Possible Action on Board Resolution-Designation of Signature

Sarah H. Cook, General Manager, informed the board that we needed a Board Resolution signed to have the authorization to have access to the FTA TRAMS system. The FTA TRAMS system

is the system where all applications and amendments are executed as a UZA. Judge Souli A. Shanklin made a motion to approve the resolution as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

C. Discussion and Possible Action on Vehicle Procurement

Cynthia Rodriguez, Assistant General Manager, informed the board that we were procuring four (4) vehicles through the BBF and ED grant. The recommendation was to purchase the vehicles through ABC Bus, Inc., Judge Bill Mitchell made a motion to approve the purchase of the vehicles as presented and Judge Paul Schuster seconded the motion. The motion was carried unanimously.

D. Report and Discussion on 5310 Call for Projects Application Planning

Sarah H. Cook, General Manager, informed the board about the following activities that will be planned for funding under the 5310 Call for projects Planning Application. The input from the judges was strongly emphasized and encouraged to make any recommendations. No action was taken, this was just a report.

E. Discussion and Possible Action on SWART Policies

Sarah H. Cook, General Manager, informed the board that the following policies need to be approved, such as DBE Policy, Safety and Security Policy, Financial Manual - revision, and Para-Transit Plan - revision as required now that we are UZA. Policies were approved by the board with the approval and recommendation changes from TxDOT. John Paul Schuster made a recommendation to approve the policies as presented and Judge Souli Shanklin seconded the motion. The motion was carried unanimously.

F. SWART Financials

a. Report on Bank Account Balances - handout.

Magdalena Flores, 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 FY2025 Cash Flow Analysis Ending August 31, 2024

Magdalena Flores, Chief Financial Officer, presented the board with an updated FY2025 cash flow analysis.

c. Discussion and Possible Action on Budget Close-Outs

GY 2024 State Rural Program – 506, GY 2024 State Urbanized Program – 406, GY 2024 Transit Support - 510. Judge Souli A. Shanklin made a motion to approve the budget close outs as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

d. Discussion and Possible Action on New Budget

Magdalena Flores, Chief Financial Officer, presented to the board a new budget, GY2025 Elderly/Disabled 5310 Program – Vehicle Procurement - 530. Judge John Paul Schuster made a motion to approve the new budget as presented and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

e. Discussion and Possible Action of Grant Year Revenue & Expense Reports Ending October 2024

Magdalena Flores, Chief Financial Officer, presented to the board the revenue and expense reports for GY 2024 Federal 5311 Grant Program – 505, GY2024 RTAP Training -508, GY2024 Elderly/Disabled 5310 Program – 525, GY2024 Bus & Bus Facility 5339 - 540, GY2025 Federal 5311 Grant Program – 505, GY2025 Rural State Program – 506, GY2025 Urbanized State Program – 406, GY2025 State Expansion Program – 507, GY2025 Transit Support – 510, GY2025 Regional Coordinated Transit Planning - 515, GY2025 Elderly/Disabled 5310 Program 1 - 525, GY2025 Elderly/Disabled 5310 Program 2- 425, GY2025 Rural Discretionary – Uvalde Capital Activities – 545, GY2025 Rural Discretionary – Vehicle Cameras Replacement 1 – 546, GY2025 Rural Discretionary - Vehicle Replacement 2 – 547, GY2025 Planning Grant – Micro transit Planning – 516, GY2025 RTAP Training – 508, GY2025 Bus & Bus Facility 5339 – 539. Judge John Paul Schuster made a motion to approve the revenue and expense reports as presented and Judge Martha Alicia Ponce seconded the motion. The motion was carried unanimously.

f. Discussion and Possible Action on Check Register

Magdalena Flores, Chief Financial Officer, presented to the board the check registers for September 2024 and October 2024. Souli A. Shanklin made a motion to approve the check registers as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

g. Report on Bank Reconciliations

Magdalena Flores, Chief Financial Officer, presented to the board the bank reconciliations for the Employee Savings account and the operating account in September 2024 and October 2024. Bank reconciliations were approved as presented.

VII. ADJOURN

Judge Martha Alicia Ponce made the motion to adjourn, and Judge John Paul Schuster seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:14 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Board Meeting

Wednesday, May 21, 2025

713 East Main Street, Uvalde, Texas

10:00 A.M.

I. Call to Order

The meeting was called to order at 10:05 A.M.

II. Roll Call

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

Judge Souli A. Shanklin

Judge Bella A. Rubio

Judge Bill Mitchell

Judge John Paul Schuster

Judge Jesse Gonzales

Judge Maria Alicia Ponce

Judge Leodoro Martinez III – on Teams

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on December 18, 2024, January 13, 2025, and May 1, 2025, Minutes

- a. Discussion and approval of January 13, 2025, and May 1, 2025, Executive Committee Minutes. Judge Souli A. Shanklin made a motion to approve the executive committee minutes as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.
- b. Discussion and approval of December 18, 2024, Board of Directors Meeting Minutes. Judge Bill Mitchell made a motion to approve the minutes as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

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

Sarah H. Cook, General Manager, read over the General Manager's report, and she updated the board on the MPO status. Sarah H. Cook, General Manager, also mentioned the activities planned for the next few months and the training SWART staff will be attending. Judge Maria Alicia Ponce made a motion to approve the general managers' report as presented, and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

VI. New Business

A. Report on FY2024 Independent Audit (handout) – Garza/Gonzalez & Associates, LLC and Discussion and Possible Action on FY 2024 Independent Audit

Ruben M. Martinez, Partner for Garza/Gonzalez & Associates, LLC., gave a presentation to the Board of Directors on the results of the FY 2024 independent audit; the outcome was an unmodified audit. "It was a great report and very well prepared," said Ruben. "There were no recommendations." Judge Souli A. Shanklin made a motion to approve the FY 2024 Independent Audit as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

B. Report on Letter from U.S. DOT

Sarah H. Cook, General Manager, informed the board that we received a letter from the Secretary of Transportation outlining the responsibilities and obligations SWART has as a direct recipient of DOT funds.

C. Report on Grant Applications Submission

Sarah H. Cook, General Manager, informed the board that the section 5310 Elderly & Disabled Capital Program application and the Regional Coordination Transportation Planning – Five-year Plan were submitted to TxDOT for review and approval.

D. Discussion and Possible Action on SWART Policies

Sarah H. Cook, General Manager, presented the board with the changes to the revised Internal Control Manual and presented the new procurement & purchasing policy manual. Judge Souli A. Shanklin made a motion to approve the policies as presented, and Judge Maria Alicia Ponce seconded the motion. The motion was carried unanimously.

E. SWART Financials

a. Report on Bank Account Balances - handout.

Magdalena Flores, 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 FY2025 Cash Flow Analysis

Magdalena Flores, Chief Financial Officer, presented the board with an updated FY2025 cash flow analysis.

c. Discussion and Possible Action on Budget Amendments

Magdalena Flores, Chief Financial Officer, presented to the board the budget amendments: Federal Grant – 505, State Rural Grant -506, State Urbanized Grant – 406, and the State Expansion Grant – 507. Judge John Paul Schuster made a motion to approve the amendments as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

d. Discussion and Possible Action on Budget Close-Outs

Magdalena Flores, Chief Financial Officer, presented to the board the Budget Close-outs; GY 2024 RTAP Training – 508, GY 2023 Bus & Bus Facility 5339 – 540. Judge John Paul Schuster made a motion to approve the budget close-outs as presented, and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

e. Discussion and Possible Action on Grant Year Revenue & Expense Reports Ending February 2025

Magdalena Flores, Chief Financial Officer, presented to the board the revenue and expense reports; GY2024 Elderly/Disabled 5310 Program – 525, GY2025 Federal 5311 Grant Program -505, GY2025 Rural State Program - 506, GY2025 Urbanized State Program – 406, GY2025 State Expansion Program – 507, GY2025 Transit Support – 510, GY2025 Regional Coordinated Transit Planning -515, GY2025 Elderly/Disabled 5310 Program 1 – 525, GY2025 Elderly/Disabled 5310 Program 2 – 425, GY2025 Rural Discretionary – Uvalde Capital Activities – 545, GY2025 Rural Discretionary – Vehicle Cameras Replacement 1 – 546, GY2025 Rural Discretionary – Vehicle Cameras 2- 547,

GY2025 Planning Grant – Micro transit Planning -516, GY2025 RTAP Training -508, GY Bus & Bus Facility 5339 -539. Judge Souli A. Shanklin made a motion to approve the revenue and expense reports as presented, and Judge Martha Alicia Ponce seconded the motion. The motion was carried unanimously.

f. Discussion and Possible Action on Check Register

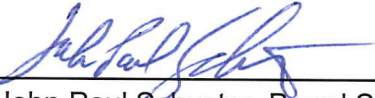
Magdalena Flores, Chief Financial Officer, presented to the board the check registers for November 2024 through February 2025. Judge Bill Mitchell made a motion to approve the check registers as presented, and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

g. Report on Bank Reconciliations

Magdalena Flores, Chief Financial Officer, presented to the board the bank reconciliations for the Employee Savings account and the operating account in November 2024 through February 2025. Bank reconciliations were approved as presented.

F. ADJOURN

Judge Souli A. Shanklin made the motion to adjourn, and Judge Bill Mitchell seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:14 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Board Meeting

Wednesday, September 3, 2025

713 East Main Street, Uvalde, Texas

10:00 A.M.

I. Call to Order

The meeting was called to order at 10:16 A.M.

II. Roll Call

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

Judge Souli A. Shanklin

Judge Bella A. Rubio

Judge Bill Mitchell

Judge John Paul Schuster

Gabriel Villaseñor for Judge Ramsey English Cantu – on Teams

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on May 21, 2025, Minutes

Discussion and approval of May 21, 2025, minutes. Judge Souli A. Shanklin made a motion to approve the minutes as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

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

Sarah H. Cook, General Manager read over the General Managers report, she updated the board on the UZA onboarding status. Sarah H. Cook, General Manager, mentioned that all the paperwork had been turned in and that we are just waiting for the official letter. Judge Bill Mitchell made a motion to approve the general managers' report as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VI. New Business

A. Updated Signature Authority – TxDOT Certification

Sarah H. Cook, General Manager, informed the board that we needed to update the signature authority with TxDOT.

B. Discussion and Possible Action on Vehicle Procurement

Cynthia Rodriguez, Assistant General Manager, informed the board that we received funding under the ED grant to purchase a vehicle. "The vehicle will be covered at 100% through the ED grant", said Cynthia. Judge Souli A. Shanklin made a motion to approve the purchase of the vehicle as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

C. Discussion and Possible Action on Health Insurance

Sarah H. Cook, General Manager, informed the board that we will be staying with UnitedHealthcare due to cost and affordability. No action was taken; it was just a discussion.

f. Discussion and Possible Action on Check Register

Magdalena Flores, Chief Financial Officer, presented the check registers for March 2025 through July 2025 to the board. Judge Souli A. Shanklin made a motion to approve the check registers as presented, and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

g. Report on Bank Reconciliations

Magdalena Flores, Chief Financial Officer, presented to the board bank reconciliations for the Employee Savings account and the operating account in March 2025 through July 2025. Bank reconciliations were approved as presented.

VIII. Executive Session – General Manager’s Evaluation

The board entered executive session at 11:03 a.m. to complete the general manager’s yearly evaluation.

IX. Possible Discussion & Action from Executive Session – General Manager’s Evaluation

Board convened at 11:24 a.m., Judge John Paul Schuster made a motion to approve the General Manager’s evaluation as presented and Judge Souli Shanklin seconded the motion. The motion was carried unanimously.

X. ADJOURN

Judge Bill Mitchell made the motion to adjourn, and Judge Souli A. Shanklin seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:26 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

SOUTHWEST AREA REGIONAL TRANSIT DISTRICT

Board Meeting

Wednesday, October 29, 2025

713 East Main Street, Uvalde, Texas

8:30 A.M.

I. Call to Order

The meeting was called to order at 8:36 A.M.

II. Roll Call

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

Judge Souli A. Shanklin

Judge Bella A. Rubio

Judge Martha Alicia Ponce

Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on Board Appointment – City of Eagle Pass

Sarah H. Cook, General Manager informed the board that the City of Eagle Pass had appointed Jessica Rey Ramon, councilwoman to serve as a board member representing the city of Eagle Pass. Judge Souli A. Shanklin made a motion to approve board appointee Jessica Rey Ramon, councilwoman, and Judge Paul Schuster seconded the motion. The motion was carried unanimously.

V. Discussion and Possible Action on September 3, 2025, Minutes

Discussion and approval of September 3, 2025, minutes. Judge Martha Alicia Ponce made a motion to approve the minutes as presented and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

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

Sarah H. Cook, General Manager read over the General Managers report, she updated the board on the UZA onboarding status. Sarah H. Cook, General Manager, mentioned that the process of the onboarding is in the one-yard line, very close to being completed. A form is still pending an attorney's signature, which is already being worked on. Judge Paul Schuster made a motion to approve the general managers' report as presented and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

VII. New Business

A. Discussion and Possible Action on 5-Year Plan Request for Qualifications

Sarah H. Cook, General Manager, informed the board that a procurement for consulting work to complete the 5-year plan had been advertised to seek potential qualified consultants. We received a total of two (2) proposals, one was disqualified for not meeting the requirements and the awardee was Hendrickson Transportation Group. Judge Souli A. Shanklin made a motion to approve Hendrickson Transportation Group as the awardee to perform the 5-year plan request as presented and Judge Alicia Ponce seconded the motion. The motion was carried unanimously.

B. Discussion and Possible Action on Vehicle Procurement

Cynthia Rodriguez, Assistant General Manager, informed the board that we received funding under the ED and Discretionary grants to purchase six (6) vehicles. "The vehicles will be covered at 100% through the ED and Discretionary grant", said Cynthia. Judge John Paul Schuster made a motion to approve the purchase of the vehicles as presented and Judge Martha Alicia Ponce seconded the motion. The motion was carried unanimously.

C. Discussion and Possible Action on Policy Revisions

i. SWART Personnel Policy - Incentives

Sarah H. Cook, General Manager, presented to the board the opportunity of increasing the annual incentives for the employees receiving \$100.00 per year while working at SWART from five years (5) to ten years (10) in the personnel policy. Judge John Paul Schuster made a motion to approve the change from five years (5) to ten years (10) in the incentive personnel policy as presented and Judge Martha Alicia Ponce seconded the motion. The motion was carried unanimously.

ii. SWART Meal In-Region Meal Reimbursement

Sarah H. Cook, General Manager, presented to the board the opportunity to raise the meal reimbursement rate from \$10.00 to \$15.00 for every 6 hours the employees are away from their home base. Judge John Paul Schuster made a motion to approve the Para-transit plan as presented, and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

iii. 2025 Holiday Schedule

Sarah H. Cook, General Manager, presented to the board the chance to add additional holidays to the holiday schedule. The change will include Friday, December 26, 2025, and Friday, January 2, 2025, as additional holidays for SWART employees.

Items i,ii, and iii were approved by the board of directors all together. Judge John Paul Schuster made a motion to approve the incentive, meal reimbursement and holiday schedule as presented and Judge Maria Alicia Ponce seconded the motion. The motion was carried unanimously.

D. Discussion & Possible Action of SWART Pay Scale

Sarah H. Cook, General Manager, presented to the board the changes to the pay-scale revisions. Sarah said," Cynthia Rodriguez, Assistant General Manager /HR, and I met and based on the 2025 TTA Wage study for dual systems, we were able to raise the starting pay for all positions within the company". This won't become effective until the 5307 urban funds are available. All employees will be adjusted by the difference from current to proposed. Judge Souli Shanklin made the motion to approve the pay scale as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VIII. SWART Financials

a. Report on Bank Account Balances - handout.

Magdalena Flores, Chief Financial Officer, presented a handout on account balances and informed the board of the current balances in the bank.

b. Report on FY2025 & FY2026 Cash Flow Analysis

Magdalena Flores, Chief Financial Officer, presented the board with an updated cash flow analysis for FY2025 and FY2026.

c. Discussion and Possible Action on Budget Close-Outs

Magdalena Flores, Chief Financial Officer, presented to the board the Budget Close-outs; GY 2025 RTAP Training Program, GY 2025 5339 Bus & Bus Facility, GY 2025 Rural State Program, GY 2025 Regional Coordinated Transit Planning – 515, GY 2025 Transit Support (TRS). Judge John Souli A. Shanklin made a motion to approve the budget close-outs as presented, and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

d. Discussion and Possible Action on Grant Year Revenue & Expense Reports Ending August 2025

Magdalena Flores, Chief Financial Officer, presented to the board the revenue and expense reports; GY2025 Federal 5311 Grant Program -505, GY2025 Urbanized State Program – 406, GY2025 State Expansion Program – 507, GY2025 Elderly/Disabled 5310 Program 1 – 525, GY2025 Elderly/Disabled 5310 Program 2 – 425, GY2025 Rural Discretionary – Uvalde Capital Activities – 545, GY2025 Rural Discretionary – Vehicle Cameras Replacement 1 – 546, GY2025 Rural Discretionary – Vehicle Cameras 2- 547, GY2025 Planning Grant – Micro transit Planning -516. Judge John Paul Schuster made a motion to approve the revenue and expense reports as presented, and Judge Martha Alicia Ponce seconded the motion. The motion was carried unanimously.

e. Discussion and Possible Action on Check Register

Magdalena Flores, Chief Financial Officer, presented to the board the check registers for August and September 2025. Judge Souli A. Shanklin made a motion to approve the check registers as presented, and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

f. Report on Bank Reconciliations

Magdalena Flores, Chief Financial Officer, presented to the board bank reconciliations for the Employee Savings account and the operating account in August and September 2025. Bank reconciliations were approved as presented.

IX. ADJOURN

Judge Martha Alicia Ponce made the motion to adjourn, and Judge Souli A. Shanklin seconded the motion. The motion carried unanimously. The meeting was adjourned at 9:12 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

Partners In Transit, Inc.
Board of Directors Meeting
Wednesday, December 18, 2024
713 East Main Street, Uvalde, Texas
11:30 A.M.

I. Call to Order

The meeting was called to order at 11:18 A.M.

II. Roll Call

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

Judge Bella A. Rubio
Judge Martha Alicia Ponce
Judge Souli A. Shanklin
Judge Bill Mitchell
Judge John Paul Schuster

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on October 17, 2024, Minutes

Discussion and approval of October 17, 2024, board minutes. Judge Souli A. Shanklin made a motion to approve the minutes as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

V. New Business

a. Discussion and Possible Action on Executive Director's Report

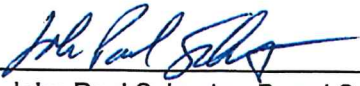
Sarah H. Cook, Executive Director, informed the board that the APTA report had been submitted. The APTA funds were spent according to the specifications and the grant has been closed. Judge Souli A. Shanklin made a motion to approve the executive director's report as presented and Judge Bill Mitchell seconded the motion. The motion was carried unanimously.

VI. Partners in Transit Inc. Financial

- A. GY 2025 Bank Account Balance – handout
- B. GY 2025 Cash Flow Report ending October 2024
- C. Report on Bank Reconciliations
 - 1. September 2024
 - 2. October 2024

VII. ADJOURN

Judge Souli Shanklin made the motion to adjourn, and Judge Bella A. Rubio seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:25 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

Partners In Transit, Inc.
Board of Directors Meeting
Wednesday, May 21, 2025
713 East Main Street, Uvalde, Texas
10:30 A.M.

I. Call to Order

The meeting was called to order at 11:15 A.M.

II. Roll Call

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

Judge Bella A. Rubio
Judge Souli A. Shanklin
Judge Martha Alicia Ponce
Judge John Paul Schuster
Judge Bill Mitchell
Judge Jesse Gonzales
Judge Leodoro Martinez III – on Teams

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on December 18, 2024, Minutes

Discussion and approval of December 18, 2024, board minutes. Judge Souli A. Shanklin made a motion to approve the minutes as presented and Judge Leodoro Martinez III seconded the motion. The motion was carried unanimously.

V. New Business

a. Discussion and Possible Action on Executive Directors Report

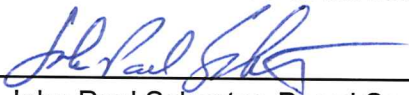
Sarah H. Cook, Executive Director, informed the board that there was not much activity because we were busy trying to get the plans made required for the UZA. Judge Bella A. Rubio made a motion to the executive directors' report as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VI. Partners in Transit Inc. Financials

- A. Magdalena Flores, Chief Financial Manager presented the board with a cash flow analysis beginning September 2024 through August 2025.
- B. Magdalena Flores, Chief Financial Manager presented the board with report on bank reconciliations were presented for November 2024, December 2024, January 2025, and February 2025.

VII. ADJOURN

Judge Jesse Gonzales made the motion to adjourn, and Judge Bella A. Rubio seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:25 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer

Partners In Transit, Inc.
Board of Directors Meeting
Wednesday, September 3, 2025
713 East Main Street, Uvalde, Texas
11:30 A.M.

I. Call to Order

The meeting was called to order at 11:26 A.M.

II. Roll Call

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

Judge Bella A. Rubio

Judge Souli A. Shanklin

Judge John Paul Schuster

Judge Bill Mitchell

Gabriel Villaseñor for Judge Ramsey English Cantu - on Teams

III. Public Comment

There was no public comment.

IV. Discussion and Possible Action on May 21, 2025, Minutes

Discussion and approval of May 21, 2025, board minutes. Judge Bill Mitchell made a motion to approve the minutes as presented and Judge Souli A. Shanklin seconded the motion. The motion was carried unanimously.

V. New Business

a. Discussion and Possible Action on Executive Directors' Report

Sarah H. Cook, Executive Director, informed the board that there was limited activity because we were focused on finalizing the onboarding requirements for the UZA. Judge Souli A. Shanklin made a motion to approve the executive directors' report as presented and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VI. Partners in Transit Inc. Financials

Magdalena Flores, Chief Financial Manager, presented the board with a cash flow report ending February 2025, revenue & expense reports ending July 2025, and bank reconciliations for March 2025 through July 2025. Judge Souli A. Shanklin made a motion to approve the financials as presented, and Judge John Paul Schuster seconded the motion. The motion was carried unanimously.

VII. ADJOURN

Judge Bill Mitchell made the motion to adjourn, and Judge Souli A. Shanklin seconded the motion. The motion carried unanimously. The meeting was adjourned at 11:28 a.m.



Judge John Paul Schuster, Board Secretary/Treasurer