



MINUTES OF VIA EXECUTIVE COMMITTEE MEETING

VIA Metropolitan Transit Board of Trustees

5:00 p.m.

Tuesday, August 19, 2008

Admin Board Room

800 W. Myrtle

VIA Metropolitan Transit

San Antonio, Texas

Attending Committee Members

Eddie Herrera, Chairman

Hank Brummett, Vice Chair

Mary Briseno, Chair, Planning & Project Development Committee

Greg Geis, Chair, Operational Oversight & Finance Committee

VIA Staff

John M. Milam, President/CEO/Ex Officio

Bonnie Prosser Elder, General Counsel Legal Services/Staff Liaison

Priscilla Ingle, Vice President Public Affairs/Staff Liaison

Lakeeta Adams, Administration Secretary

Debra Longoria, Board Support Specialist

Larry Wallis, Director of Audit

Janice Williams, Auditor

Others

Bobby Perez, Legislative Consultant, Shelton/Valadez

I. Call to Order

Mr. Herrera called the meeting to order at 5:07 p.m.

II. Announcements

Mr. Herrera asked for a moment of silence in memory of Dr. Ordway who passed away August 12, 2008.

Mr. Milam made the following announcements:

- Visitation for Dr. Ordway will be held this evening beginning at 5:00 p.m., and the funeral service will be held tomorrow at Sunset Funeral Home at 12:00 p.m.
- The first meeting of the President/CEO Search Advisory Committee is scheduled for August 22, 2008 at 9:00 a.m. at the Greater Chamber of Commerce.

III. Approval of Minutes of Executive Committee Meeting of July 15, 2008

Upon motion by Ms. Briseno, and seconded by Mr. Geis, the minutes of the Executive Committee Meeting of July 15, 2008 were approved by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

IV. Update on City of San Antonio Request for Street Maintenance Funding

Mr. Milam reported that the City of San Antonio is seeking additional funding from VIA for street maintenance. VIA has since met with the City Manager and other city officials to discuss this issue. Bobby Perez of Shelton/Valadez said that some individuals pursuing the funding were unaware that the City receives ATD funds for street maintenance, nor were they aware that there exists a carryover of those ATD funds. Council members have since asked for detailed information on what the ATD funds are being spent on and why the carryover in funds is not being used. Now that the Council has been made aware that they are in receipt of street maintenance funds through the ATD, Mr. Perez does not believe that council members will continue to pursue this in the current budget.

Mr. Perez also mentioned that the city manager is currently looking at where the ATD funds are being spent, and Ms Briseno asked that Mr. Perez convey to the city manager that, in the past, the City has not been very clear on how the funds have been used, and she is concerned that this may become a hot topic with the public if there is no transparency.

V. Extension of State Lobby Contracts

Ms. Ingle requested approval to execute an extension for two state/lobbyist/legislative consultant services contracts with Gardere Wynne Sewell, LLP and Susan C. Rocha and Randy C. Cain.

Mr. Milam commented that the firms have done well for VIA and urged the committee to forward this item to the Board.

Mr. Brummett made a motion to forward this item to the Board of Trustees through the Executive Committee for inclusion on the consent agenda and a recommendation for approval. Mr. Geis seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

VI. Facilities Use Policy – *to review and amend as necessary VIA’s Facilities Use Policy in light of recent overcrowding at transit centers and requests for ongoing use of VIA meeting rooms.*

Mr. Milam said he would like the Board to provide guidance on possible amendments to VIA’s Facilities Use Policy in light of recent overcrowding at transit centers and requests for ongoing use of VIA meeting rooms.

The committee discussed this item and chose to table this item until staff could provide definitive recommendations on how they think these issues should be handled.

Mr. Brummett made a motion to table this item until the requested information is brought forth. Ms. Briseno seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	Absent at <u>Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

VII. Operational Oversight and Finance Committee Chair Report (August 13, 2008 Meeting)

Mr. Geis presented highlights of the Operational Oversight and Finance Committee meeting held August 13, 2008, and asked that the following corrections be made to the minutes:

- Have the minutes reflect that the meeting was called to order at 11:45 AM, not PM.
- Related to item V. Procurements – B. Bus, Shelter and Display Advertising Services – VIA Contract #08-048, have the minutes reflect that the contract stipulated several items, such as maintenance items, that influenced some firms decision to bid on the contract.
 - In consideration of comments/complaints made by citizens in regards to full bus wraps obstructing their view, it was suggested that future contracts have a quality control stipulation so that this does not continue.
 - A brief discussion was had on the revenue received through the use of full ad wraps on the buses. Ms. Ingle will provide a comparison of figures for the last year and expected figures from the new contract. (This information was provided later in the meeting.)
- Ms. Briseno asked why the service changes were presented to the Operational Oversight Committee and not the Planning and Project Development Committee. Mr. Milam said the changes were not at a significant level to require Board action.
 - Mr. Herrera suggested that the report be presented to both committees regardless of the status of the changes.

Mr. Geis made a motion to forward the committee recommended items to the Board of Trustees through the Executive Committee with a recommendation for approval. Ms. Briseno seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

VIII. Planning and Project Development Committee Chair Report (August 12, 2008 Meeting)

Ms. Briseno presented highlights of the Planning and Project Development Committee meeting held August 12, 2008.

Mr. Brummett made a motion to forward the committee recommended items to the Board of Trustees through the Executive Committee with a recommendation for approval. Mr. Geis seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

IX. Audit Committee Chair Report (August 19, 2008 Meeting)

Mr. Brummett reported that the Audit Director Performance Evaluation/Criteria was revised at the August 19 Audit Committee meeting, and the changes to the criteria will be presented to the Board for approval. Since Mr. Pych was not able to attend that meeting, the proposed changes will be forwarded to him for review and comment.

Ms. Briseno made a motion to forward this report to the Board of Trustees through the Executive Committee for inclusion on the consent agenda with a recommendation for approval of the criteria. Mr. Geis seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

X. Development of Agenda for Regular Board Meeting of August 26, 2008

Mr. Milam reviewed with the committee the proposed agenda for the regular Board meeting of August 26, 2008 during which the following comments and modifications were made:

- Item II. A. – Recognition of Ruby Perez, Board Member, for Years of Service is a place holder as Ms. Perez has not confirmed her attendance.
- Staff would like to invite Dr. Ordway's family, possible in October, to present them with a plaque in recognition of his service as a Trustee and to the community while serving on the VIA Board.

- Staff is considering recognizing a retired VIA driver who has reached one hundred years of age.
 - Mr. Brummett suggested finding a picture of a bus the driver used to operate.
- Item IX. – *Audit Director Performance Evaluation/Criteria will be moved to the consent agenda.
- Mr. Brummett asked that staff have Mr. Balleza contact him on Friday in regards to the upcoming site evaluation.
- The amendments to the 2008 operating budget will require action at the next Board meeting, and a special meeting may be scheduled to address the 2009 operating budget.
- An item addressing approval of amendments to the Regular Working Conditions for Hourly employees for the period August 1, 2008 to July 31, 2009 will be added to the agenda.
- Item XI. 3. – Adoption of FY 2009 Budget will be removed from the agenda. However, the budget presentation and Citizens to be Heard will remain on the agenda.
- An Executive Committee meeting will be held prior to the Board meeting in order to form a nominating committee for the purpose of filling the vacant Secretary position on the Board.

Mr. Geis made a motion to approve the proposed agenda for the regular Board meeting as amended. Mr. Brummett seconded the motion and the motion carried by the following vote:

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Time of Vote</u>	<u>Abstain</u>
Eddie Herrera – Chairman	X			
Hank Brummett	X			
Greg Geis	X			
Mary Briseno	X			

XI. *Legal Briefing

A legal briefing was not held.

XII. Adjourn

The meeting adjourned at 6:32 p.m.