



**Regular Meeting of the Board of Directors of the
El Paso Area Transportation Services, Local Government Corporation doing business as the El
Paso Transportation Authority
Wednesday, March 25, 2026 - 01:30 P.M. Mountain Standard Time
Enrique Moreno County Courthouse
500 East San Antonio Avenue, Lower Level 106, El Paso, Texas 79901**

MINUTES PREPARED BY ANA Q. SANCHEZ, ADMINISTRATIVE SPECIALIST SENIOR

1. Open Meeting

The El Paso Area Transportation Services Local Government Corporation meeting was called to order at 1:35 p.m. Members in attendance were:

VOTING MEMBERS

Chair- Commissioner Jackie Butler	El Paso County	Present
Arturo Rubio (Vice Chair)	Horizon City	Present
Joel Bishop	El Paso County	Absent
David Stout	El Paso County	Present
Andrea Carrillo	Village of Vinton	Present
Eddie Conde	City of San Elizario	Present
Arnulfo “Arnie” Castaneda - Virtual	Town of Anthony	Present
Daniel Vallejo – Virtual	Town of Clint	Present

EX-OFFICIO MEMBERS

Xavier Banales	WTEP	Absent
Alejandra Valadez - Virtual	City of Socorro	Present
Harrison Plourde	El Paso MPO	Absent
Karl Rimkus	Sun Metro	Present

1. OPEN MEETING

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

No members of the public provided comment.

4. PRESENTATION

4.a. Present a certificate to Transdev's employee of the month for February 2026.

(Presented by Sylvia Balcazar, Transdev General Manager)

NO ACTION - In the absence of General Manager Sylvia Balcazar, Transdev Operations Manager, Jennifer Garcia, presented the Employee of the Month recognition for February 2026 to Liliana Gallo. Liliana was recognized for her dedication and commitment to help wherever needed and taking on roles such as dispatcher, call taker, HR, payroll and anything else she is asked to do. Liana has excellent customer service skills and has proven to be reliable and willing to go out of her way to help when needed.

4.b. Receive a presentation from the Camino Real Regional Mobility Authority Regarding current transit capital projects.

(Presented by Raymond Telles, Executive Director, Camino Real Regional Mobility Authority)

NO ACTION - Camino Real Regional Mobility Authority Executive Director, Raymond Telles, spoke on CRRMA's background, sample projects, and their involvement with ETA's transit facility project. Mr. Telles went over the timeline of events for this project such as design plans, environmental process, acquisition activities, and surveys. Mr. Telles provided updates on the Passenger Shelter Project and the scope of this project.

5. CONSENT AGENDA

5.a. Approve the February 27, 2026, ETA special minutes.

(Presented by Ana Q. Sanchez, Administrative Specialist, Senior)

5.b. Approve the Rio Grande Council of Governments to process the expenses incurred in February 2026 for administrative services and travel reimbursements.

(Presented by Annette Gutierrez, Rio Grande Council of Governments Executive Director)

5.c. Authorize the Executive Director to execute an Agreement with Sun Metro for Compressed Natural Gas (CNG) in consultation with legal counsel, and to recommend approval to El Paso County Commissioners' Court; provided that any material changes shall be brought back to the Board for approval.

(Presented by John Andoh, Executive Director)

5.d. Authorize the Executive Director to request the City of El Paso Mass Transit Department to transfer the License Agreement for Non-Sun Metro Bus Stops from El Paso County to El Paso Transportation Authority and to execute any documents necessary to effectuate the transfer, in consultation with legal counsel; provided that any material changes shall be brought back to the Board for approval.

(Presented by John Andoh, Executive Director)

5.e. Adopt Preventative Maintenance Plan for the El Paso Transportation Authority

(Presented by John Andoh, Executive Director)

5.f. Authorize the Executive Director to execute an Agreement with Spare Labs for paratransit software, in consultation with legal counsel, and recommend approval to El Paso Purchasing Department to issue a Purchase Order, provided that any material changes shall be brought back to the Board for approval.

(Presented by John Andoh, Executive Director)

MOTION: to approve Consent Agenda items 5a through 5f.

Motion: Commissioner David Stout Seconded; Eddie Conde

Motion Carried Unanimously

6. REGULAR AGENDA

6.a. Receive a presentation from Texas County & District Retirement System (TCDRS) regarding El Paso Transportation Authority participation and authorize EPATS participation in TCDRS effective upon transition of employees to El Paso Transportation Authority employment.

(Presented by Kristina Fox, Development Manager, Employer Services, TCDRS and John Andoh, Executive Director)

Kristina Fox, Development Manager of Employer Services for TCDRS, along with Mr. John Andoh, Executive Director, presented information regarding potential participation in the Texas County & District Retirement System. Ms. Fox provided an overview of TCDRS plan options, including retirement eligibility requirements, key plan features, plan structure, compound interest, service credit accumulation, investment returns, employer contributions, and strategies for managing plan costs. Mr. Andoh noted that the intent is to pursue a plan similar to that of El Paso County.

MOTION: to budget for participation in TCDRS as part of FY27 budgeting process and upon adoption of that budget, authorize John Andoh, Executive Director, to seek participation with TCDRS.

Motion: Commissioner Jackie Butler Seconded; Eddie Conde

Motion Carried Unanimously

6.b. Receive a presentation regarding the Basic Financial Statements and Annual Report for Fiscal Year 2025 for the El Paso Transportation Authority and accept the Basic Financial Statements for Fiscal Year 2025.

(Presented by Mario E. Arenas, CPA, Gibson Ruddock Patterson LLC and John Andoh, Executive Director)

Mario E. Arenas, CPA, of Gibson Ruddock Patterson LLC, along with Mr. John Andoh, Executive Director, presented the Basic Financial Statements and Annual Report for Fiscal Year 2025.

Mr. Arenas referenced action taken during the August 2025 Board of Directors meeting, at which time the Board authorized the execution of an engagement letter with Gibson Ruddock Patterson LLC, the same auditing firm utilized by the Rio Grande Council of Governments. Staff from Gibson Ruddock Patterson LLC presented the Fiscal Year 2025 annual basic financial statements and provided an overview of the report.

Following discussion, the Board accepted the Basic Financial Statements for Fiscal Year 2025.

MOTION: to accept the Basic Financial Statements and Annual Report for Fiscal Year 2025.

Motion: Commissioner David Stout Seconded; Eddie Conde

Motion Carried Unanimously

6.c. Receive a presentation regarding the Fiscal Year 2026 Budget Amendment and approve the Fiscal Year 2026 Budget Amendment.

(Presented by Christina Bune and Michael Walk, Texas A&M Transportation Institute and John Andoh, Executive Director)

Ms. Christina Bune and Mr. Michael Walk of the Texas A&M Transportation Institute, along with Mr. John Andoh, Executive Director, presented the Fiscal Year 2026 Budget Amendment. The presentation included a summary of proposed budget revisions, highlighting changes in operational costs and revenues, as well as a consolidated budget overview. The presenters reviewed key components of the amendment, including operational and capital costs, federal grant funding, and county general funds, and provided an overview of total projected costs and revenues.

Following discussion, the Fiscal Year 2026 Budget Amendment was approved.

MOTION: to accept the Fiscal Year 2026 Budget Amendment and approve the Fiscal Year 2026 Budget Amendment.

Motion: Commissioner David Stout Seconded Vice Chair; Arturo Rubio

Motion Carried Unanimously

6.d. Receive a presentation regarding the draft Fiscal Year 2027 Financial Plan and contribution amounts.
(Presented by Michael Walk, Texas A&M Transportation Institute)

NO ACTION – Michael Walk of the Texas A&M Transportation Institute presented the draft Fiscal Year 2027 Financial Plan. The presentation included a proposed service plan outlining projected operational costs, anticipated fare revenue, the total cost to be shared, and the allocation of remaining costs among EPATS members. Mr. Walk also presented the FY2027 baseline service plan, which includes the addition of new routes in Horizon City with a connection to UTEP. He noted that a Carbon Reduction Program grant is expected to cover 80% of the direct costs for these routes, as well as service costs for all ETA services. Additionally, Mr. Walk reviewed newly forecasted expenses, including El Paso County Central Service costs, RIOCOG-managed administrative costs, a maintenance facility lease, and an administrative office lease. Key discussion points included a projected 60% increase in local funding needs and the contributing factors driving this increase.

This item will be brought back to the board at a future meeting.

6.e. Receive an update on the transition of El Paso County Transit Operations Department employees to El Paso Transportation Authority from El Paso County Human Resources Department

(Presented by Sam Trujillo, El Paso County Interim Chief Human Resources Officer and John Andoh, Executive Director)

NO ACTION –In the absence of Mr. Sam Trujillo, Ms. Verence Acosta, Senior Deputy Human Resources Officer, provided an update on the transition of employees from the El Paso County Transit Operations Department to the El Paso Transportation Authority, in coordination with the El Paso County Human Resources Department. Ms. Acosta reported that staff are currently working to maintain continuity of medical and dental benefits, which will require plan amendments. She noted that responses

from benefit vendors are expected within the coming weeks. Staff are also drafting an interlocal agreement that would allow employees to remain as County employees on a temporary basis should additional time be needed to complete the transition.

An action item related to this matter is anticipated to be presented at the May 20, 2026, Board meeting.

6.f. Authorize the Executive Director a negotiate a lease with Endeavors Health & Wellness Center for administrative office space in consultation with legal counsel, consistent with the terms presented to the Board; provided that any material changes shall be brought back to the Board for approval.

(Presented by John Andoh, Executive Director)

John Andoh, Executive Director, requested authorization to negotiate a lease for administrative office space at the Endeavors Health & Wellness Center. Mr. Andoh presented the proposed floor plan, outlined the benefits of the location, and discussed the operational needs for the space. The proposed lease terms include an estimated cost of \$5,000 per month, with a lease term through 2028 and an option to extend through 2029. Following discussion, the Board authorized the Executive Director to negotiate the lease in consultation with legal counsel, consistent with the terms presented, with any material changes to be brought back to the Board for approval.

Motion; Commissioner Jackie Butler

Seconded: Eddie Conde

Motion Carried Unanimously

6.g. Receive a report from the Executive Director regarding El Paso Transportation Authority staff activities.

(Presented by John Andoh, Executive Director)

NO ACTION – John Andoh, Executive Director, reported on recent ETA activities, including notifications from NMDOT and TxDOT regarding termination of the Gold Route partnership and associated grant; ongoing coordination with County Administration on FY2027 funding; updates to the County Strategic Plan and presentations to Commissioners Court; and continued efforts on grant applications, transit planning with Horizon City and the MPO, procurement of electric vehicles, and interlocal agreements with Sun Metro. He also noted participation in the CTAA Legislative Fly-In, completion of required training, and meetings with regional partners. Staff provided updates on vehicle procurement, grant development, route planning, NTD reporting, project management, administrative support, and fiscal oversight, including audit support and financial processes. Upcoming travel and a proposed vacation request were also noted. Attachments were provided for informational purposes.

6.h. Receive report of Transdev's operations for the month of February 2026.

(Presented by Sylvia Balcazar, Transdev General Manager)

NO ACTION – In the absence of General Manager Sylvia Balcazar, Ms. Jennifer Garcia, Transdev Operations Manager, presented the February 2026 operations report. Ms. Garcia reported zero preventable accidents and one non-preventable accident. On-time performance was reported at 96.2% for fixed-route services and 98% for ADA services. Productivity metrics included 1.12 riders per hour for ADA service. Ridership figures included 13,863 Paseo riders and 135 Andale riders across 123 trips. ADA service recorded 750 riders across 747 trips. The number of ADA clients within the service area was reported at 220, with 18 outside the service area. Additional operational data included one

road call during the reporting period. Staffing levels consisted of 23 Paseo drivers and 12 ADA drivers, with three open positions for Paseo drivers. Transdev has recently hired three ADA drivers and is currently recruiting for one reservationist position.

7. EXECUTIVE SESSION

The Meeting may be closed under the following Texas Government Code of the Open Meetings Act for discussion as follows:

- A. Attorney Consultation Code (§ 551.071)
 - B. Deliberations Regarding Real Property Code (§ 551.072)
 - C. Deliberations Regarding Personnel Matters Code (§ 551.074)
 - D. Deliberations Regarding Security Devices or Security Audit (§ 551.076)
 - E. Deliberations Regarding Cybersecurity to Protect Critical Infrastructure (§ 551.0761)
- (Any final action as a result of this closed discussion will be held at the opening of the meeting or at any subsequent meeting.)

8. REGULAR AGENDA CONTINUED

- 8.a. Consider and take action on matters discussed in closed session.
(Presented by John Andoh, Executive Director)

9. ADJOURNMENT

MOTION: to adjourn meeting.

Motion by: Commissioner Jackie Butler Seconded; Andrea Carrillo

Motion Carried Unanimously

Meeting adjourned at 4:32 PM.