

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING**  
**October 19, 2017**

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B. Petit called the meeting to order at approximately 10:00am on Thursday, October 19, 2017 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were: B. Petit, H. Banquer, R. LeBlanc, C. Faucheux, R. Drexel and B. Warren, thus a quorum was achieved. Also present were E. Jackson-Martin (Transdev), S. Van Sickle (Transdev), L. Andrews (Solutient) and C. Ash (Solutient). Members not present included R. Lemons.

***B. Petit asked all board members to review the meeting minutes from the September 26, 2017 meeting. It was moved to accept by R. Drexel and seconded by B. Warren. Motion carried unanimously.***

L. Sorapuru offered public comment stating that he had attended a Town Hall Meeting in Reserve and that fixed route transportation was one of the topics. He also stated that he has concerns regarding emergency evacuation plans. He asked the Board if RPTA could team with the Parish Safety Department to evacuate citizens. B. Petit responded that the Board is currently considering fixed route service, but it's expensive so the Board is currently studying the costs and other factors. Regarding evacuation, B. Petit stated that the Parishes have use of the RPTA vehicles during evacuations and that the Parishes, not the RPTA Board, decide how to best utilize the vehicles.

E. Jackson-Martin presented Transdev's Operations Report for September 2017. The number of passengers transported was 1,467. The daily average was 58.68 riders. Average scheduled trips per hour was 1.46. The on-time rate was 98.5%. Revenue collected was \$2,922 and 5 vouchers. There were 18,891 miles traveled at an average cost of \$4.90 per mile. Average miles per trip was 12.87. The ADA denial rate was 0%. Vehicle 1304 remains at Supreme Ford with a PCM issue and Vehicle 109 with a power steering belt issue.

L. Andrews presented the September Secretary/Treasurer's Report. Profit and Loss for 2017 is negative \$274,481.25. Profit and Loss from inception through September 30, 2017 shows a net income of \$44,461.67. Total Equity & Liabilities as of September 30, 2017, was at \$243,653.81. The Statement of Cash Flows shows total cash as of September 30, 2017, and inception through September 30, 2017 to be \$127,154.86.

***B. Petit requested a motion approving the Secretary/Treasurer's Report. It was moved by R. Drexel and seconded by C. Faucheux. Motion carried unanimously.***

B. Petit listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 10688 (September 2017 Services), \$5,770.06, Check No. 1063; Transdev, Invoice No. 1001-2017 (September 2017 Services), \$92,700, Check No. 1064; R. Drexel (2017 3<sup>rd</sup> quarter per diem), \$180, Check No. 1065; R. LeBlanc (2017 3<sup>rd</sup> quarter per diem), \$180, Check No. 1066; H. Banquer (2017 3<sup>rd</sup> quarter per diem), \$180, Check No. 1067; B. Petit (2017 3<sup>rd</sup> quarter per diem), \$180, Check No. 1068; and B. Petit (APTA expense reimbursement), \$1,665.60, Check No. 1070.

***B. Petit requested a motion for approval of the accounts payable. Approval of the accounts payable was moved by H. Banquer and seconded by R. Drexel. Motion carried unanimously.***

C. Ash discussed the Collateralization Report, showing that any funding over the amount of \$250,000 has been insured. No collateralization report was included in the packet as the funding did not meet the threshold in September.

E. Jackson-Martin presented the pass program selection. A. Joseph was selected.

E. Jackson-Martin and S. Van Sickle presented the extra hour of service performance review. The 5:00-5:30am time slot continues to rank as one of the top three most popular time slots during weekday service.

E. Jackson-Martin and S. Van Sickle discussed the Saturday service performance review. Saturday service was high in September with 163 total passenger trips and an average ridership of 32.60.

L. Andrews discussed the revised schedule for the RFP for Operations Management. The schedule has been pushed back one week. L. Andrews stated that it was imperative to move forward with the RFP sooner than later because if anything goes wrong at any point, the process would have to start over.

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***B. Petit requested a motion for approval to advertise the RFP for Operations Management. Approval was moved by H. Banquer and seconded by R. LeBlanc. Motion carried unanimously.***

S. Van Sickle announced that the LADOTD Site Visit had been scheduled for October 30<sup>th</sup> should any board members wish to attend.

S. Van Sickle directed the Board members to the resolution delegating approval authority for ECHO-Web Requests. This resolution allows L. Andrews and/or C. Ash to approve ECHO-Web drawdowns on behalf of B. Petit.

***B. Petit requested a motion for approval of Resolution 06-2017 delegating approval of ECHO-Web Requests to L. Andrews and/or C. Ash. Approval was moved by H. Banquer and seconded by R. LeBlanc. Motion carried unanimously.***

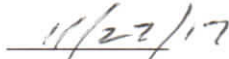
The next meeting date was scheduled for November 9, 2017 at 10:00 am.

***B. Petit requested a motion to adjourn. It was moved by R. LeBlanc and seconded by R. Drexel. Motion carried unanimously.***

Having no more business to discuss, the meeting was adjourned at approximately 11:00am.



Brent Petit, Chairperson



Date