

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING

April 11, 2019

C. Faucheux called the meeting to order at approximately 10:30am on Thursday, April 11, 2019 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, C. Faucheux, R. Drexel, H. Banquer, J. Dias, R. LeBlanc, R. Lemons, and I. Bergeron, thus achieving a quorum. Also present were E. Martin-Jackson (Transdev), S. Van Sickle (Transdev), L. Andrews (Solutient), C. Ash (Solutient), and A. Thompson (Solutient).

C. Faucheux asked all board members to review the minutes from the March 14, 2019 board meeting. It was moved to accept by R. Drexel and seconded by R. LeBlanc. Motion carried unanimously.

C. Faucheux asked if there were any public questions or comments. None were received.

E. Jackson-Martin presented Transdev's Operations Report for March 2019. The number of passengers transported was 1,303. The daily average was 57.05 riders. Average scheduled trips per hour was 1.30. The on-time rate was 98.85%. Revenue collected was \$2,654 and 18 vouchers. There were 16,302 miles traveled at an average cost of \$5.43 per mile. Average miles per trip was 12.51. The ADA denial rate was 0%. The highest percentage of denials were in the 9:00-9:29am, 1:00-1:29 pm, 10:00-10:29am, and 11:00-11:29am time frames.

L. Andrews presented the March Secretary/Treasurer's Report. Profit and Loss through March is \$106,650.50. Profit and Loss from inception through March 2019 shows a net income of \$215,730.31. Total Equity & Liabilities as of March 2019 was \$624,275.53. The Statement of Cash Flows shows total cash as of March 31, 2019, and inception through March 31, 2019 to be \$199,636.11. C. Andrews then covered then directed the board to the budget to actual report and the notes/interpretations.

C. Faucheux requested a motion approving the March 2019 Secretary/Treasurer's Report. It was moved by R. Lemons and seconded by H. Banquer. Motion carried unanimously.

C. Andrews listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 11140 (March 2019 Services), \$5,772.50, Check No. 1168; Transdev, Invoice No. 0401-2019 (March 2019 Services), \$88,549.02, Check No. 1169; Port Arthur Newsmedia, Invoice No. 91750/0319 (Meeting Minutes), \$177.92, Check No. 1170, L'Observateur, Invoice No. 99169-0319 (Meeting Notices), \$100.00, Check No. 1171, and Motorola Solutions, Inc., Invoice No. 41264312 (Mobile Radio System), \$4,254.80, Check No. 1172.

C. Faucheux requested a motion for approval of the accounts payable. Approval of the accounts payable was moved by H. Banquer and seconded by R. LeBlanc. 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 March.

E. Jackson-Martin presented the pass program selection. G. Vinnett was selected.

S. Van Sickle presented the extra hour of service performance review. The 6:00-6:29am, 10:00 – 10:29am, and 12:30-12:29pm were the peak service periods in March.

S. Van Sickle discussed the Saturday service performance review. The March total of 151 rides is second highest as compared to the totals 2015-2018.

S. Van Sickle directed the board to the grant activity status report updated as of March 31, 2019.

C. Ash reminded the board that the Tier 2.1 personal financial disclosure form is due on or before May 15th.

S. Van Sickle and A. Thompson directed the board to the financial assumptions and projections. Discussion ensued regarding next steps. It was decided that this item should remain on the agenda for future discussion. I. Bergeron requested that she go on record as stating that St. James Parish would like to assist the RPTA in meeting denials and that they are not seeking financial compensation.

C. Faucheux reviewed Resolution No. 04-2019 authorizing the RPTA Chair to complete the FY19 Certifications and Assurances. It was noted that B. Petit's name was listed as the Chairman.

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C. Faucheux requested a motion to approve Resolution No. 04-2019 with the Chairman's name changed to C. Faucheux. Approval was moved by R. LeBlanc and seconded by J. Dias. Motion carried unanimously.

C. Faucheux directed the board to Resolution No. 05-2019 authorizing the RPTA to accept the FY19 Urbanized Area Formula Funding grant program funds totaling \$264,000 through the Regional Planning Commission. Discussion ensued regarding the proposed line items.

C. Faucheux requested a motion to approve Resolution No. 05-2019. R. Lemons stated that she was abstaining. Following additional discussion, C. Faucheux requested a motion to reconsider. Approval was moved by J. Dias and seconded by R. LeBlanc. C. Faucheux then requested a motion to approve Resolution No. 05-2019. Approval was moved by R. LeBlanc and seconded by R. Lemons. Motion carried unanimously.

C. Faucheux reviewed Resolution No. 06-2019 authorizing the RPTA to approve the completed Louisiana Compliance Questionnaire for Quasi-Public Agencies.

C. Faucheux requested a motion to approve Resolution No. 06-2019. Approval was moved by R. LeBlanc and seconded by R. Drexel. Motion carried unanimously.

S. Van Sickle directed the board to the RPTA Complaint Handling Policy. C. Faucheux stated that he would like the policy to be updated and the revised version added to an upcoming meeting agenda.

The board discussed board members speaking in public on behalf of the board.

C. Faucheux requested a motion to adjourn. Approval was moved by R. Drexel and seconded by R. LeBlanc. Motion carried unanimously.

Having no more business to discuss, the meeting was adjourned at approximately 11:30am.



Corey Faucheux, Chairperson

6-13-19

Date