

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
March 6, 2019

C. Faucheux called the meeting to order at approximately 2:00pm on Wednesday, March 6, 2019 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, C. Faucheux, R. Drexel, I. Bergeron, R. Lemons, J. Dias, and R. LeBlanc (entered at 2:15) thus achieving a quorum. Also present were E. Martin-Jackson (Transdev), S. Van Sickle (Transdev), and C. Ash (Solutient). Members not in attendance included H. Banquer.

C. Faucheux asked all board members to review the minutes from the January 10, 2019 board meeting. It was moved to accept by J. Dias and seconded by I. Bergeron. 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 January 2019. The number of passengers transported was 1,210. The daily average was 57.61 riders. Average scheduled trips per hour was 1.33. The on-time rate was 98.50%. Revenue collected was \$2,695 and 18 vouchers. There were 17,965 miles traveled at an average cost of \$4.98 per mile. Average miles per trip was 13.25. The ADA denial rate was 0%. The highest percentage of denials were in the 8:00 – 8:29am, 7:00 – 7:29am, 12:00 – 12:29pm, 2:00 -2:29pm, and 4:00 – 4:29pm time frames. I. Bergeron requested that the board discuss how St. James can assist with the early morning time periods. It was decided that I. Bergeron, R. Lemon, E. Jackson-Martin, and S. Van Sickle would meet prior to the April meeting.

C. Ash presented the January Secretary/Treasurer's Report. Profit and Loss through January 2018 is \$98,651.52. Profit and Loss from inception through January 2018 shows a net income of \$207,731.33. Total Equity & Liabilities as of January 2019 was \$616,276.55. The Statement of Cash Flows shows total cash as of January 31, 2019, and inception through January 31, 2019 to be \$168,184.39. C. Ash then covered then directed the board to the budget to actual report and the notes/interpretations.

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

C. Ash listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 11108 (January 2019 Services), \$5,772.50, Check No. 1161; Transdev, Invoice No. 0102-2019 (January 2019 Services), \$89,543.30, Check No. 1162; Port Arthur Newsmedia, Invoice No. 91750/0119 (Meeting Notice, Board/Budget Hearing Minutes), \$158.90, Check No. 1163; and L'Observateur, Invoice No. 99169-0119 (RFP Addendum), \$37.75, Check No. 1164.

C. Faucheux requested a motion for approval of the accounts payable. Approval of the accounts payable was moved by J. Dias 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 January.

E. Jackson-Martin presented the pass program selection. K. Hart was selected.

S. Van Sickle presented the extra hour of service performance review. The 5:00-5:30am time slot continues to perform well although it did not rank as one of the top three most popular time slots during weekday service. The 6:30 – 6:59am, 12:30 – 12:59pm, and 3:00 – 3:29pm were the peak service periods in January.

S. Van Sickle discussed the Saturday service performance review. The January total of 138 rides does not seem very high compared to ridership 2015-2018, but the ridership average was greater than the averages for January 2015-2018.

S. Van Sickle directed the board to the grant activity status report updated as of January 31, 2019 and noted that the funds for the pass program were dwindling and would not be able to be replaced with additional grant funds.

C. Ash directed the board to the summary of auditor proposals and Resolution No. 02-2019 selecting Stagni & Company, LLC. C. Faucheux and R. Drexel explained the review process and rationale for recommending Stagni.

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C. Faucheux requested a motion to approve Resolution No. 02-2019 selecting Stagni & Company, LLC for auditing services. Approval was moved by R. Drexel and seconded by J. Dias. Motion carried unanimously.

C. Ash directed the board to Resolution No. 03-2019 approving R. and removing H. Banquer as a signatory.


C. Faucheux requested a motion to approve Resolution No. 03-2019 designating I. Bergeron and removing H. Banquer as a signatory. Approval was moved by R. Lemons and seconded by R. LeBlanc. Motion carried unanimously.

S. Van Sickle discussed the contract with Transdev wherein the year 2 rate would automatically include the fuel escalator unless the board provided notice within 30 days in advance of the notice that the board desires to disband the escalator clause. S. Van Sickle provided the 2018 escalator summary. Overall, the escalator clause saved the RPTA \$689.90 in 2018.

E. Jackson-Martin presented recommended service improvements including the provision of additional weekday service 7:00am – 4:00pm or the provision of additional weekday service on Mondays/Wednesdays/Fridays during the same period. Discussion ensued regarding the need for a short-term plan ensuring the viability of the system and a long-term plan with service alternatives. The long-term plan would include a time line and address funding issues, pros/cons, public input/meetings, etc.

C. Faucheux requested a motion to adjourn. Approval 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 3:00pm.


Corey Faucheux, Chairperson

3/14/19
Date