

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING**  
**August 13, 2015**

Helen Banquer called the meeting to order at approximately 10:00 A.M. on Thursday, August 13, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were: H. Banquer, C. Faucheux, R. LeBlanc, A. Keller, and B. Warren, thus a quorum was achieved. Also present were R. Collins (Transdev), F. Henry (GCR Inc.), L. Andrews (Solutient), K. Patnoad (Solutient), and S. Van Sickle (Solutient).

The meeting began with the Auditor's 2014 report presentation. No questions were received. Mr. Stagni provided his contact information and offered to answer any questions once board members gave materials additional review.

***H. Banquer asked all board members to review the meeting minutes from the July 9, 2015 meeting. It was moved by to accept the minutes by R. LeBlanc and seconded by A. Keller. Motion carried unanimously.***

***No comments were received from the public.***

R. Collins presented Transdev's Operations Report for July 2015. The number of passengers transported was 1,328. The daily average was 51.07 riders. Average scheduled trips per hour was 1.28. The on time rate was 93.5%. Revenue collected was \$2,633 and 20 vouchers. 21,792 miles traveled at a cost of \$4.41 per mile. Average miles per trip was 16.39. Total trip requests 1,558. ADA denial rate was 0%. There were 158 requested trips that were not scheduled for a 10.14% denial rate. R. LeBlanc asked for clarification regarding nonscheduled trips. R. Collins indicated that nonscheduled trips are cases where rides are offered to clients, but clients decline rides because they are outside of their desired time period. B. Warren added that St. James is experiencing similar issues and is currently exploring a pilot route that would run from St. James to St. John along Airline Highway (Highway 61). R. Collins offered to participate in continued planning meetings with St. James and potentially relocate the RPTA transfer location to connect with St. James' pilot route.

K. Patnoad presented the July Secretary/Treasurer's Report. Statements are inclusive of January through June state reimbursements. The July reimbursement is still being processed and this report is only inclusive of Federal reimbursements of January through April. Profit and Loss through August 11, 2015 is \$460,419.78. Profit and Loss 2015 year to date is negative \$262,483.42. Total Equity & Liabilities as of August 11, 2015 was at \$799,176.02. The Statement of Cash Flows shows total cash at the end of period to be \$593,768.66.

K. Patnoad listed the following checks for accounts payable:

Check Number	Check Amount	Payment Made To	Services/Reason
919	\$12,500.00	Stagni & Company, LLC	Audit for YE 12/31/2014
920	\$5,727.45	Dell Marketing L.P	P.O. 15-001 (Computer Equipment Work Stations)
	\$314.99		P.O. 15-002 (Computer Equipment: Color Printer)
921	\$60.00	Helen Banquer	Exclusion from Prior 2015 2nd Quarter Per Diem Payment
922	\$60.00	Richard Drexel	Exclusion from Prior 2015 2nd Quarter Per Diem Payment
923	\$5,525.00	The Solutient Corporation	July 2015 Services
925	\$180.00	Louisiana Public Transit Association	LPTA Dues FY 2014-2015
926	\$120.00	L'Observateur	May Meeting Minutes; June Meeting Minutes
927	\$96,037.20	Transdev Services, Inc.	July 2015 Services
<b>Total approved</b>	<b>\$120,477.73</b>		

***H. Banquer requested approval and payment of the accounts payable. It was moved by C. Faucheux and seconded by R. LeBlanc. Motion carried unanimously.***

K. Patnoad presented the June Collateralization Report. One of the recommendations coming out of the Triennial Review was that the Board be presented with the most recent Collateralization Report at each monthly meeting.

R. Collins addressed the 5-year projections update. Question was raised from C. Faucheux regarding the current projected deficit in 2017. F. Henry responded with current projected figure and indicated that final projections would be provided at the September board meeting.

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING

August 13, 2015

---

R. Collins responded describing the details of decreased fuel costs and opportunity to provide a level service rate for the next two years. The contract is up next February and is eligible for two, one-year extensions. C. Faucheux responded indicating that he would work to coordinate a subcommittee meeting to review the contract renewal language prior to the next month's board meeting.

F. Henry went on to address the RPTA marketing plan. A presentation was made to the St. Charles Parish Council. Presentations still remain to be scheduled with St. James and St. John the Baptist Parishes. This is an annual service that RPTA would like to provide to ensure that all member parishes are aware of the services and to increase collaboration and ridership within each parish.

F. Henry then introduced a discussion of the South West Transit Association Mobility Workshop in Austin, TX which was presented at the July LaDOTD Director's Meeting. All agencies were urged to apply for available scholarship funds to attend the Mobility Workshop. Given the knowledge of the new Dialysis Center opening in LaPlace, F. Henry applied for these funds and received a scholarship to attend. If approved, grant funds would be used to cover travel, lodging, and airfare and reimbursed by the state. F. Henry also presented itemized cost details in support of RPTA's attendance at the Mobility Workshop. F. Henry and will be attending on behalf of the agency.

***H. Banquer requested board review and approval of SWTA Mobility Conference Travel costs. It was moved by R. LeBlanc and seconded by A. Keller. Motion carried unanimously.***

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

The next meeting date will be September 10, 2015 at 10:00am.

  
\_\_\_\_\_  
Brent Petit, Chairperson

  
\_\_\_\_\_  
Date