

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING

October 22, 2015

B. Petit called the meeting to order at approximately 10:00 A.M. on Thursday, October 22, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were: B. Petit, H. Banquer, C. Fauchoux, R. LeBlanc, and A. Keller, thus a quorum was achieved. Also present were R. Collins (Transdev), K. Harrison (GCR Inc.), D. Norton (GCR Inc.) L. Andrews (Solutient), and S. Van Sickle (Solutient).

***B. Petit asked all board members to review the meeting minutes from the September 24, 2015 meeting. H Banquer identified an error in the minutes. B. Petit requested a motion to adjust the minutes. It was moved forward by H. Banquer and seconded by R. LeBlanc. Motion carried unanimously.***

*No comments were received from the public.*

R. Collins presented Transdev's Operations Report for October 2015. The number of passengers transported was 1,330. The daily average was 53.2 riders. Average scheduled trips per hour was 1.33. The on time rate was 95%. Revenue collected was \$2,614 and 21 vouchers. 21,792 miles traveled at a cost of \$4.22 per mile. Average miles per trip was 16.38. Total trip requests 1,602. ADA denial rate was 0%. There were 239 requested trips that were not scheduled for a 14.92% denial rate.

D. Norton introduced K Harrison to the board and explained the resignation of F. Henry.

S. Van Sickle presented the October Secretary/Treasurer's Report. Statements are inclusive of January through September state reimbursements. Profit and Loss through October 20, 2015 is \$532,169.21. Profit and Loss 2015 year to date is negative \$330,298. Total Equity & Liabilities as of September 8, 2015 was at \$731,361.35. The Statement of Cash Flows shows total cash at the end of period to be \$529,392.

B. Petit indicated that there is an issue with Bank deposits in that the date on the deposit slips do not match bank records. B. Petit has followed up with the bank and has not received a response.

B. Petit listed the following checks for accounts payable:

Payment made To	Description of Expense	Amount	Check No.
GCR, Inc.	Reimbursement of Travel Expenses -Francinia Henry	\$217.39	931
L'Observateur	Meeting Notice (September 2015)	\$25.00	932
The Solutient Corporation	September 2015 Services	\$5,536.05	933
Transdev Services, Inc.	September 2015 Services	\$92,143.80	934
Helen Banquer	2015 3rd Quarter Per Diems	\$240.00	935
Richard Drexel	2015 3rd Quarter Per Diems	\$60.00	936
Robbie LeBlanc	2015 3rd Quarter Per Diems	\$240.00	937
Brent Petit	2015 3rd Quarter Per Diems	\$120.00	938

***B. Petit requested approval and payment of the accounts payable. It was moved by H. Banquer and seconded by C. Fauchoux. Motion carried unanimously.***

S. Van Sickle 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 presented on the pass program. Schyain Campbell

K. Harrison addressed the 5-year projections update and explains that 5309 funds are eligible for funding rural preventive maintenance expenses without a local match. This money has been around for a long time and will allow RPTA to maintain a financially sustainable trajectory one year further into the future than previously expected.

B. Petit proposes that a decision on the contract extension be made at the next board meeting.

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING**  
**September 24, 2015**

---

K. Harrison and C. Fauchaux discuss next steps to complete the IGA with St. Charles Parish. K. Harrison will send the necessary information to C. Fauchaux.

K. Harrison states that he will send an updated marketing plan to the board prior to the next meeting.

S. Van Sickle presents a draft of an auditing services RFP and explains the timeline for its release.

The next meeting date was tentatively scheduled for November 17, 2015 at 2:00 p.m.

***B Petit requested a motion to adjourn. H. Banquer moved to adjourn and it was seconded by C. Fauchaux. Motion carried unanimously.***

***Having no more business to discuss, the meeting was adjourned at approximately 10:30 am.***

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

  
\_\_\_\_\_  
Date