

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
December 10, 2015

B. Petit called the meeting to order at approximately 10:20 A.M. on Thursday, December 10, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were: B. Petit, H. Banquer, R. Drexel, C. Faucheux, R. LeBlanc, and B. Warren thus a quorum was achieved. Also present were R. Collins (Transdev), K. Harrison (GCR Inc.), ~~L. Andrews (Solutient)~~, and S. Van Sickle (Solutient).

B. Petit asked all board members to review the meeting minutes from the November 17, 2015 meeting. It was moved to accept the minutes by C. Faucheux and seconded by R. LeBlanc. Motion carried unanimously.

B. Petit informs group that he will be serving on transition committee for transportation.

C. Faucheux presents a motion to deviate from the meeting agenda and to prioritize items requiring a vote. The motion is seconded by H. Banquer and passes unanimously.

R. Collins presented Transdev's Operations Report for November 2015. The number of passengers transported was 1,269. The daily average was 525.88 riders. Average scheduled trips per hour was 1.33. The on time rate was 94.1%. Revenue collected was \$2,482 and 25 vouchers. 20,093 miles traveled at a cost of \$4.39 per mile. Average miles per trip was 15.83. Total trip requests 1,474. ADA denial rate was 0%. There were 173 requested trips that were not scheduled. Vehicle 1301 has zero miles because it is down for maintenance.

S. Van Sickle presented the November Secretary/Treasurer's Report. Statements are inclusive of state reimbursements through October. Profit and Loss 2015 year to date is negative \$411,141.06. Profit and Loss through December 9, 2015 is \$451,326.24. Total Equity & Liabilities as of December 9, 2015 was at \$650,518.38. The Statement of Cash Flows shows total cash at the end of period to be \$421,244.57.

R. Drexel asks questions regarding the Accounts Receivable line items. S. Van Sickle will provide followup. B. Petit indicated that the issue with Bank deposits has finally been resolved. B. Petit expresses interest in pursuing alternative to current provider of banking services.

B. Petit requested a motion for approval of the credit report. It was moved by R. Drexel and seconded by H. Banquer. Motion carried unanimously.

B. Petit listed the following checks for accounts payable:

Payment Made to	Description of Expense	Amount	Check No.
River Region Chamber of Commerce	2016 Dues Renewal	\$230.00	945
The Solutient Corporation	November 2015 Services	\$5,536.05	946
National Bus Sales and Leasing, Inc.	PO #15-005 – Braun Support Vehicle	\$39,308.00	948
L'Observateur	Meeting Notice (Nov. 2014	\$22.50	949
Transdev Services, Inc.	November 2015 Services	\$88,250.40	950

S. Van Sickle indicates that two checks were voided due to errors. In the future, voided checks will be included in the report to ensure that each check is accounted for.

B. Petit requested approval and payment of the accounts payable. It was moved by H. Banquer and seconded by B. Warren. 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. Cathey Kimble was selected.

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K. Harrison explains that the 5-year projection is complete and the document should be a continual point of reference to see how financial decisions in the future will affect the long-term standing of the agency. The Board is interested in researching strategies to increase local match revenue.

R. Collins informs the board that the contract extension has been completed.

B. Petit requested approval of Resolution 07-2015 "2016 Marketing Plan." It was moved by C. Faucheux and seconded by R. Drexel. Motion carried unanimously.

S. Van Sickle informs the board that alternatives to L'Observateur are very expensive and the decision is made to only advertise the RFP in L'Observateur.

B. Petit requested a motion to approve the advertisement and RFP for Auditing Service. It was moved by C. Faucheux and seconded by R. LeBlanc. Motion carried unanimously.

The board discusses election of new positions and determines that all officers should remain in the same positions.

C. Faucheux informs the board that St. Charles has already budgeted funding for RPTA and the IGA should be signed off on soon.

B. Petit requested allow all officers to remain in existing positions. It was moved by H. Banquer and seconded by B. Warren. Motion carried unanimously.

B. Petit requested approval of Resolution 10-2015 Authorizing 5311 Funding Application. It was moved by C. Faucheux and seconded by R. Drexel. Motion carried unanimously.

S. Van Sickle discusses the procedures that are necessary to change to a different bank.

The next meeting date was tentatively scheduled for January 14, 2016 at 10:00 a.m.

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

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

Brent Petit, Chairperson

Date

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY
FISCAL YEAR 2015 BUDGET HEARING December 10, 2015**

The Board Chairman, Brent Petit, called the meeting to order at approximately 10:05 A.M. on Thursday, December 10, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, B. Petit, C. Fauchoux, R. LeBlanc, B. Warren, and H. Banquer, thus achieving a quorum. Also present were Robert Collins (Veolia), Kevin Harrison (GCR Inc.), ^{R. Drexel} ~~Lauren Andrews (Solulent)~~, and Stacy Van Sickle (Solulent). ^{Transdey}

B. Petit opened the meeting for the public Fiscal Year 2016 Budget Hearing. B. Petit reviewed the proposed budget that was presented by GCR at the November board meeting and all of the proposed changes that were addressed following the November board meeting.

B. Petit asked if there were any questions or comments from the Board. None were received.

B. Petit asked if there were any public questions or comments. None were received.

After a period of review by the board, B. Petit asked for a motion to approve of the 2016 Budget Resolution – renumbered 06-2015.

It was moved by H. Banquer, seconded by C. Fauchoux to approve the 2016 Budget Resolution. Motion carried unanimously.

Having no more business to discuss, the meeting was adjourned at approximately 10:20 AM.



Brent Petit, Chairperson



Date

