

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY
BOARD OF DIRECTORS SPECIAL MEETING November 08, 2012**

The Chairman, Brent Petit, called the regular meeting to order at approximately 3:00 P.M. on Thursday, November 08, 2012 at the St. John the Baptist Parish Council Meeting Room, LaPlace LA.

Members present were B. Petit, H. Banquer, M. Octave, A. Harper, R. Vincent and C. Fauchaux, thus achieving a quorum. Also present were Leo Marretta (SCPDC), Martha Cazaubon (SCPDC), Cassie Parker (SCPDC) and Garrick Rose (Veolia). R. Drexel was not present.

It was moved by A. Harper, seconded by C. Fauchaux to approve the minutes of the October 11, 2012 regular meeting. Motion carried unanimously.

It was moved by H. Banquer, seconded by R. Vincent to approve the minutes of the October 17, 2012 special meeting. Motion carried unanimously.

It was moved by H. Banquer, seconded by A. Harper to approve the minutes of the September 21, 2012 special meeting. Motion carried unanimously.

L. Marretta presents the Administrative and Financial Report. The board members were updated as to the RPTA's account balances. The statement of cash flow for January 1, 2012 through October 10, 2012 shows cash at the end of the period of \$708,457.76. The balance sheet illustrates that, if everything is liquidated, the RPTA is worth approximately \$858,099.16. Profit and Loss statements from the beginning of January 2008 through November 08, 2012 show that, the net income for the entire period of operations 2008 through today totals approximately \$659,000.00. The Profit and Loss statement for 2012 shows a negative net income of \$175,161.44 this year to date. B. Petit presents the following checks for approval and payment.

Check Number	Check Amount	Payment Made To	Services/Reason
	\$3,333.33	SCPDC	2012 Cooperative Agreement
	\$260.00	L'Observateur	Publish Grant Notice and Meeting Minutes
Total approved	\$3,593.33		

It was moved by H. Banquer, seconded by R. Vincent to approve the Accounts Payable items and Financial Report. Motion carried unanimously.

L. Marretta noted that an ad was placed in L'Observateur informing the public of the RFP for new Operator. He also states that there were numerous potential operators contacted via phone to inform them of the opportunity. Lists of those companies, as well as, the status of those calls were included in the meeting packet.

G. Rose presents the Veolia's Transit Operations Report for October 2012. There were 1511 passengers transported, which averages to 69 passengers per day, 1.64 passengers per hour. He states that the revenue collected totaled \$2,980.11 and 24 vouchers. The total miles travelled are 11,847 miles. G. Rose informs the Board that there were no accidents or incidents experienced in October. G. Rose informs the Board that Veolia began to enter its data into the STTARS program on November 1, 2012.

M. Cazaubon reviews the post Isaac inventory list and report with Board members. Discussion ensued with regards to the items that were unable to be accounted for due to the flooding that had taken place as a

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result of Hurricane Isaac. G. Rose states that Veolia has documentation and detailed photographs of the items that were contaminated and/or flooded.

B. Petit asks G. Rose how the money is being handled at this time. G. Rose states that the money is under two locks in his office. He explains that there is only one other individual has a key. L. Marretta states that there is a procedural document in the Policy Manual that details how monies should be handled. B. Petit states that it may be more feasible to deviate from the Policy temporarily, until the new buses arrive, because of the cost involved with uninstalling and reinstalling the fare boxes. B. Petit requests that G. Rose prepare a document for the next meeting that states the process that is currently being used to count the money.

Discussion ensued with regards to the useful life value versus the actual cash value of the 5 buses that were flooded as a result of Hurricane Isaac. M. Cazaubon explains that under FTA guidelines, the useful life of each vehicle is six years and/or 150,000 miles. Once the vehicle has reached its useful life, the FTA no longer has an interest in the item.

L. Marretta informs the Board members that the buses, cameras, and bicycle racks have been ordered. L. Marretta then reviews the new urbanized map resulting from the 2010 Census with the Board members. M. Cazaubon explains the changes that will take place with regards to urban versus rural funding options. M. Cazaubon then reviews the RPTA draft budget for 2013 with the Board members.

It was moved by H. Banquer, seconded by R. Vincent to approve Resolution #10-2012, the authorization for the filing of an application with Louisiana DOTD for a grant under 49 CFR 5311, Non-Urbanized Area Formula Program and/or 49 CFR 5309, Discretionary Capital Program for the period July 2012 to June 2013. Motion carried unanimously.

It was moved by C. Fauchaux, seconded by M. Octave to approve Resolution #11-2012, the authorization for the filing of an application with Louisiana DOTD for a grant under 49 CFR 5311, Non-Urbanized Area Formula Program and/or 49 CFR 5309, Discretionary Capital Program for the period July 2013 to June 2014. Motion carried unanimously.

L. Marretta reminds the Board that the 2012 Public Transportation Conference will take place from November 28th to November 30th, 2012.

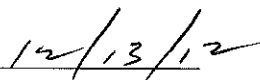
It was moved by H. Banquer, seconded by A. Harper to approve that the RPTA will cover reasonable expenses for two Board members to attend the 2012 Public Transportation Conference in Baton Rouge, LA from November 28-30, 2012. Motion carried unanimously.

L. Marretta informs the board members that the River Parish Transit Authority has been selected by the FTA to be reviewed for Drug and Alcohol Program compliance. This review is tentatively scheduled to take place from December 10th through December 14th, 2012.

Having no more business to discuss a motion to adjourn was entertained.

It was moved by M. Octave, seconded by R. Vincent to adjourn the meeting. Motion carried unanimously.


Brent Petit, Chairperson


Date 12/13/12

Resolution confirming the authorization for the filing of an application with the Louisiana Department of Transportation and Development for a grant under 49 CFR 5311, Non-Urbanized Area Formula Program and/or 49 CFR 5309, Discretionary Capital Program for the period July 2012- June 2013.

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services;

NOW, THEREFORE, BE IT RESOLVED by the River Parishes Transit Authority

1. That the Chairman is authorized to execute and file an application on behalf of River Parishes Transit Authority with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to the Rural Public Transit Program, 49 CFR 5311 and/or the Discretionary Capital Program, 49 CFR 5309.
2. That the Chairman is authorized to execute and file with such applications an assurance or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the Chairman is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or the project.
4. That the Chairman is authorized to set forth and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Chairman is authorized to execute grant contract agreements on behalf of the River Parishes Transit Authority with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.

6. This resolution is applicable for a period of one year unless revoked by the governing body and copy of such revocation shall be furnished to the DOTD.




Brent Petit

Chairman, River Parishes Transit Authority


Date**CERTIFICATE**

The undersigned duly qualified and acting Secretary/Treasurer of the River Parishes Transit Authority certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River Parishes Transit Authority held on November 8, 2012.



Signature of Recording Officer

Kevin P. Belanger

Secretary/Treasurer, River Parishes Transit Authority


Date

Resolution authorizing the filing of an application with the Louisiana Department of Transportation and Development for a grant under 49 CFR 5311, Non-Urbanized Area Formula Program and/or 49 CFR 5309, Discretionary Capital Program, for the period covering July, 2013 to June, 2014.

WHEREAS, the Secretary of Transportation and Development is authorized to make grants for mass transportation projects;

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provisions by it of the local share of project costs;

WHEREAS, it is required by the Louisiana Department of Transportation and Development in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements thereunder; and

WHEREAS, it is the goal of the Applicant that minority business enterprise be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts when procuring construction contracts, supplies, equipment, or consultant and other services:

NOW, THEREFORE, BE IT RESOLVED by the River Parishes Transit Authority


1. That the Chairman is authorized to execute and file an application on behalf of River Parishes Transit Authority with the Louisiana Department of Transportation and Development, to aid in the financing of operating and/or capital assistance projects pursuant to the Rural Public Transit Program, 49 CFR 5311 and/or the Discretionary Capital Program, 49 CFR 5309.
2. That the Chairman is authorized to execute and file with such applications an assurance or any other document required by the Louisiana Department of Transportation and Development effectuating the purposes of Title VI of the Civil Rights Act of 1964, as amended.
3. That the Chairman is authorized to furnish such additional information as the Louisiana Department of Transportation and Development may require in connection with the application or the project.
4. That the Chairman is authorized to set forth and execute affirmative minority business policies in connection with the project's procurement needs.
5. That the Chairman is authorized to execute grant contract agreements on behalf of River Parishes Transit Authority with the Louisiana Department of Transportation and Development for aid in the financing of the operating or capital assistance projects.

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Brent Petit

Chairman, River Parishes Transit Authority


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