

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
September 8, 2016

C. Faucheux called the meeting to order at approximately 10:00 A.M. on Thursday, September 8, 2016 at the St. John the Baptist Parish Library, LaPlace LA. Members present were: R. Drexel, C. Faucheux, R. LeBlanc, B. Warren, and R. Lemons thus a quorum was achieved. Also present were E. Martin (Transdev), R. Keegan (GCR Inc.), S. Van Sickle (Solutient), A. Coulon (GCR Inc.), and S. Magden (GCR Inc.).

C. Faucheux asked all board members to review the meeting minutes from the August 11, 2016 meetings. It was moved to accept the minutes by R. Drexel and seconded by R. LeBlanc. Motion carried unanimously.

S. Van Sickle presented the September (through 8/6) Secretary/Treasurer's Report. Trial balance report included. September: Profit and Loss year to date through September 6 is negative \$209,215.39. Profit and Loss inception through September 6 is \$421,276.49. Total Liabilities & Equity as of September 6 is \$620,428.63. Cash Flows through September 6 and from inception total \$343,260.46.

R. Lemons requested to know where RPTA was on the net. S. Van Sickle indicated she would get Solutient's accountant to send that information to the board after the meeting. R. Drexel asked Accumulated depreciation. S. Van Sickle indicated that she believed all busses were close to the end of their useful life, but that RPTA still had grant funding for the purchase of a bus.

C. Faucheux requested a motion for approval of the July Secretary/Treasurer's Report. It was moved by R. LeBlanc and seconded by R. Lemons. Motion carried unanimously.

S. Van Sickle listed the following checks for accounts payable:

| Payment Made to | Description of Expense | Amount | Check No. |
|-------------------------------------|--|---------------|------------------|
| St John Parish Business Association | Invoice #16-1253 Dues-Annual Membership Dues, July 1, 2016-June 30, 2017 | \$150.00 | 994 |
| The Solutient Corporation | Invoice #10354 August 2016 Services | \$5,624.62 | 995 |
| Transdev Services, Inc. | Invoice #0905-2016 August 2016 Services | \$96,037.20 | 996 |

C. Faucheux requested a motion for approval of the accounts payable. It was moved by R. LeBlanc and seconded by R. Lemons. Motion carried unanimously.

E. Martin presented Transdev's Operations Report for August 2016. The number of passengers transported was 1,321. The daily average was 47.92 riders. Average scheduled trips per hour was 1.31. The on time rate was 99.6%. Revenue collected was \$2,692 and 11 vouchers. 17,561 miles traveled at a cost of \$3.76 per mile. Average miles per trip was 13.52. Total trip requests 1,321. ADA denial rate was 0%. There were 133 requested trips that were not scheduled.

E. Martin indicated that August 17 they were out of service as a precaution for the flood. B. Warren asked if there was still a plan in place to park the busses in St. James Parish in the event that the busses needed to be moved. E. Martin said that plan was still in place, but that for the flood she found a safe parking space at the Shell River Parish Truck Stop.

E. Martin stated that she thought it would be a good idea for the board to ride the bus to meet the drivers and the clients and see the operations. R. Drexel asked about bus 1304 and its effect on ridership. E. Martin indicated that 1304 has a PCM computer problem and they are trying to find a refurbished PCM unit and should hear back next week, but that it had not affected ridership because a new bus was placed in service.

C. Faucheux asked if the Saturday ridership in August was in line with other months. E. Martin suggested that they could potentially increase Saturday ridership by not requiring the riders to call the day before.

R. Lemons asked if the drivers and riders had any particular concerns, or did E. Martin want the board to ride the bus to increase ridership. E. Martin said it was to increase ridership and to meet the people. B. Warren suggested doing an event during tri-transit week and inviting the drivers and riders to the transit meeting. E. Martin stated she would also invite the board to the Transdev Christmas party. R. Lemons requested that E. Martin organize a community forum, and B. Warren suggested that the event be part of a larger community event that already has

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strong attendance of the existing riders. C. Faucheux indicated that if the board were to put on an event they would need to find donors.

C. Faucheux agreed that the board should do more outreach, but asked if the weekdays had any more capacity. E. Martin indicated the weekdays were usually full, and that the main availability is on Saturday.

B. Warren asked for a report on how many riders come from St. James Parish and how many calls from St. James Parish are not able to be accommodated. E. Martin indicated that she would get that information, but she was only aware of one person from St. James parish that rode the bus every day.

C. Faucheux asked about the rail resolution. R. Lemons indicated that she brought two samples for the board to review and that she would get with S. Magden to discuss further. C. Faucheux indicated that they would discuss next meeting as well.

E. Martin presented the pass program selection. Peter Thibodaux from Hahnville was selected.

C. Faucheux introduced the new business and began discussion on the cash flow projections prepared by GCR Inc. A. Coulon indicated that the ridership average was taken from January 2015-July 2016 and used to calculate the revenue numbers used in the projections. S. Van Sickle indicated that this is using the grants as they are currently budgeted. C. Faucheux asked about new grants. R. Lemons indicated that the parish would want to know a marketing plan about how RPTA intends to raise money, especially with the fixed route. B. Warren indicated that St. James has a millage to support their transit system. C. Faucheux indicated about approach the Council on Aging about coordinating some services because there are some common goals.

R. Drexel motioned that the discussion about the cash flow projections be carried over to the next meeting. The motion was seconded by R. Lemons. Motion carried unanimously.

The next meeting date was scheduled for October 13, 2016 at 10:00 a.m. at the same location, the St. John Parish Library. The Council Chambers are being renovated but may be opened by the next meeting. If the Council Chambers are ready, the meeting will be held there.

Having no more business to discuss, the meeting was adjourned at approximately 11:00 am.



10/13/16

Brent Petit, Chairperson

Date