

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING
April 28, 2016

B. Petit called the meeting to order at approximately 10:00 A.M. on Monday, March 21, 2016 at the St. John the Baptist Parish Library, LaPlace LA.

Members present were: B. Petit, R. Drexel, C. Fauchaux, R. LeBlanc, and R. Lemons thus a quorum was achieved. B. Warren arrived mid-meeting. Also present were R. Collins (Transdev), A. DeJong (GCR Inc.), and S. Van Sickle (Solutient).

B. Petit asked all board members to review the meeting minutes from the March 21, 2016 meeting. It was moved to accept the minutes by R. Drexel and seconded by C. Fauchaux. Motion carried unanimously.

R. Collins presented Transdev's Operations Report for March 2016. The number of passengers transported was 1,270. The daily average was 48.8 riders. Average scheduled trips per hour was 1.23. The on time rate was 95.4%. Revenue collected was \$2,506 and 23 vouchers. 19,414 miles traveled at a cost of \$4.95 per mile. Average miles per trip was 15.28. Total trip requests 1,547. ADA denial rate was 0%. There were 179 requested trips that were not scheduled. There were quite a few cancellations due to weather. Vehicle 1301 is back in service. R. Lemons requested a more detailed report from R. Collins.

S. Van Sickle presented the April Secretary/Treasurer's Report (through 4/22/16). Profit and Loss for calendar year 2015 is negative \$247,678.35. Total Liabilities & Equity as of 12/31/2015 is \$916,424.34. Cash Flows through 2015 total \$432,933.23. Profit and Loss for 2016 is negative \$193,506.98. Profit and Loss from inception to April 22, 2016 shows a net income of \$421,281.97. Total Equity & Liabilities as of April 22, 2016 was at \$620,474.11. The Statement of Cash Flows shows total cash at the end of April 22, 2016 to be \$356,689.17.

S. Van Sickle noted that there will be a federal reimbursement request submitted within the next several weeks. B. Petit asked for clarification on the cash flow; the pending reimbursements will improve the financial situation. B. Petit requested an updated analysis after the end of the second quarter.

B. Petit requested a motion for approval of the Secretary/Treasurer's Report. It was moved by R. Drexel and seconded by C. Fauchaux. Motion carried unanimously.

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

Payment Made to	Description of Expense	Amount	Check No.
National Bus Sales & Leasing	Invoice No. 313452 PO #15-004 Goshen Service Vehicle	\$54,918.00	966
The Solutient Corporation	Invoice No. 10259 (March 2016 Services)	\$5,536.05	967
Transdev Services	Voided Check (Incorrect date printed on check)		968
Brent Petit	2016 First Quarter Per Diems	\$120	969
Helen Banquer	2016 First Quarter Per Diems	\$180	970
Richard Drexel	2016 First Quarter Per Diems	\$180	971
Robbie LeBlanc	2016 First Quarter Per Diems	\$120	972
Transdev Services, Inc.	Invoice No. 0405-2016 (March 2016 Services)	\$96,037.20	973

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

S. Van Sickle presented the Collateralization Report, showing that any funding over the amount of \$250,000 has been insured.

R. Collins presented the pass program selection. There were no passes used in March. R. Collins is exploring alternative ways to draw down on the federal grants.

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S. Van Sickle updated the board on the discussions with the potential new banking provider. Stagni, the auditor, does not want to currently comment. The board feels that they should use a request for bids for banking services and send a notice to banks with local branches in the parishes. R. LeBlanc will recuse himself from all preparation and evaluation of the procurement. When the audit is complete, this process can begin.


R. Collins presented a more detailed overview of the proposed fixed route service pilot. The Regional Planning Commission has agreed to fund alternative fuel buses for the pilot. The hourly rate for Transdev would decrease significantly if the transit service transitioned to fixed route and paratransit instead of the current demand-response service. The next steps include determining the source of operating funding and getting a total startup cost. Public hearings would be required before starting any new service.

S. Van Sickle asked if all board members had received the 2016 Louisiana Senate Board's Questionnaire. Most had received and returned the form.

The next meeting date was scheduled for May 12, 2016 at 10:00 a.m. at the same location, the St. John Parish Library. The Council Chambers are being renovated and are not available for meetings.

B. Petit requested a motion to adjourn. It was moved by R. LeBlanc and seconded by B. Warren. Motion carried unanimously.

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


Brent Petit, Chairperson


Date