

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY**  
**BOARD MEETING      April 09, 2015**

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Brent Petit called the meeting to order at approximately 9:30 A.M. on Thursday, April 9, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, H. Banquer, C. Fauchaux, R. LeBlanc, B. Warren, and R. Drexel, thus a quorum was achieved. Also present were R. Collins (Transdev), F. Henry (GCR Inc.), and S. Van Sickle (Solutient).

***B. Petit requested that the board members review and approve the meeting minutes from the March 12, 2015 meeting. It was moved by to accept the minutes by R. Drexel and seconded by H. Banquer. Motion carried unanimously.***

*No comments were received from the public.*

R. Collins presented Transdev's Transit Operations Report for March 2015. The number of passengers transported was 1,434: including 1,302 weekday passengers and 132 Saturday passengers. The daily average was 55.2 riders. Average scheduled trips per hour was 1.38. The on time rate was 93.0%. Revenue collected was \$2,802 included 22 vouchers in the amount of \$44. 20,228 miles were traveled at a cost of \$4.17 per mile. Average miles per trip were 16.15. Total trip requests 1,567. ADA denial rate was 0.52%. There were 137 requested trips that were not scheduled for a total of 8.74%.

S. Van Sickle presented the March Secretary/Treasurer's Report. Receivables still include 2014 receivables. Profit and loss from inception to date is \$686,887.67. The profit and loss statement for January 2008 through March 2015 shows a net income of negative \$237,347.41. Profit and Loss 2015 year to date is negative \$158,164.63. Total Equity & Liabilities as of April 8, 2015 was at \$886,079.81. The Statement of Cash Flows shows total cash at the end of period to be \$684,220.11. R. LeBlanc raised a question about the loss statement and if losses would continue to decrease as grant monies come in. S. Van Sickle indicated that the system will still be negative as operations funding is no longer being received for urban service. In the upcoming months, staff will be exploring options to make up for this gap upon Elizabeth's return from maternity leave.

***B. Petit requested approval of the Secretary/Treasurer's Report. It was moved by H. Banquer and seconded by C. Fauchaux. Motion carried unanimously.***

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

Check Number	Check Amount	Payment Made To	Services/Reason
896	\$120.00	Helen Banquer	1 <sup>st</sup> Quarter Per Diems: 2015
897	\$309.00	L'Observateur	Meeting Notice (March 12 <sup>th</sup> ) Jan 8 <sup>th</sup> and Feb 12 <sup>th</sup> Minutes
898	\$180.00	Richard Drexel	1 <sup>st</sup> Quarter Per Diems: 2015
899	\$180.00	Robbie LeBlanc	1 <sup>st</sup> Quarter Per Diems: 2015
900	\$5,525.00	The Solutient Corporation	March 2015 Services
901	\$1200.00	The Solutient Corporation	Issued to correct mistaken deposit of Solutient Check into RPTA Bank Account.
902	\$96,307.20	Transdev Services, Inc.	March 2015 Services
<b>Total approved</b>	<b>\$103,551.20</b>		

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

F. Henry addressed the status of St. John the Baptist Parish's Intergovernmental Agreement. B. Petit confirmed that the agreement had been signed and should be returned by the Parish.

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S. Van Sickle provided an update on the Capital Projects request. The order should be placed in the next week or so. R. Collins indicated that this amount will come 100% from grant funds so no agency match is required.

*B. Petit requested approval of the revised Capital Projects cost increase with necessary line item adjustment. It was moved R. Drexel by and seconded by R. LeBlanc. Motion carried unanimously.*

F. Henry provided an update on the 2015/2016 RPTA Board Insurance application. Board reviewed policy proposal document. F. Henry indicated that cost of this year's renewal was \$100 lower than previous year's cost.

*B. Petit requested approval of the quoted insurance policy renewal cost. It was moved R. Drexel by and seconded by R. LeBlanc. Motion carried unanimously.*

Robert Collins provided additional background on the proposed 5307 line items. Line items were limited due to specifications of the grant and needs of the agency. Collins to work with state and project team to explore options for future spending and agency services. All line items have been submitted to the Regional Planning Commission for their review and approval.

*B. Petit requested approval of the 5307 line items as presented. It was moved H. Banquer by and seconded by R. LeBlanc. Motion carried unanimously.*

F. Henry reviewed the 5311 Grant Award Letter received from LaDOTD. Henry to follow up with additional updates to the board once received from the State.

S. Van Sickle provided status report of audit preparation to the board. Efforts are underway to prepare for the audits and document review and collation is currently underway. No additional updates were available at the time of the meeting.

Robert Collins provided a presentation, modeling Fixed Route Service for the RPTA. Three board members were present for this portion of the meeting.

*Having no more business to discuss, meeting was adjourned at approximately 10:45 am.*

The next meeting date will be April 9, 2015 at 10:00am.

  
Brent Petit, Chairperson

  
Date