

MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING

January 10, 2019

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C. Faucheux called the meeting to order at approximately 10:30am on Thursday, January 10, 2018 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, C. Faucheux, H. Banquer, R. Drexel, Ingrid Bergeron, R. Lemons and J. Dias thus achieving a quorum. Also present were E. Martin-Jackson (Transdev), S. Van Sickle (Transdev), L. Andrews (Solutient), and C. Ash (Solutient). Members not in attendance included R. LeBlanc.

***C. Faucheux asked all board members to review the minutes from the December 13, 2018 budget hearing. It was moved to accept by H. Banquer and seconded by R. Drexel. Motion carried unanimously.***

***C. Faucheux asked all board members to review the minutes from the December 13, 2018 board meeting. It was moved to accept by R. Drexel and seconded by J. Dias. Motion carried unanimously.***

C. Faucheux asked if there were any public questions or comments. None were received.

E. Jackson-Martin presented Transdev's Operations Report for December 2018. The number of passengers transported was 1,414. The daily average was 58.91 riders. Average scheduled trips per hour was 1.41. The on-time rate was 97.80%. Revenue collected was \$2,853 and 18 vouchers. There were 18,755 miles traveled at an average cost of \$4.70 per mile. Average miles per trip was 13.26. The ADA denial rate was 0%. The highest percentage of denials were in the 11:00 – 11:29am, 3:00 – 3:29pm, and 4:00 – 4:29pm time frames.

L. Andrews presented the December Secretary/Treasurer's Report. Profit and Loss through December 2018 is (\$105,142.86). Profit and Loss from inception through December 2018 shows a net income of \$109,079.81. Total Equity & Liabilities as of December 2018, was \$517,625.03. The Statement of Cash Flows shows total cash as of December 31, 2018, and inception through December 31, 2018 to be \$186,297.98. L. Andrews then covered then directed the board to the budget to actual report and the notes/interpretations. The board requested that Solutient send the notes/interpretations for the secretary/treasurer's report the day prior to the meeting.

***C. Faucheux requested a motion approving the December 2018 Secretary/Treasurer's Report. It was moved by J. Dias and seconded by I. Bergeron. Motion carried unanimously.***

L. Andrews listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 11066 (December 2018 Services), \$5,772.50, Check No. 1151; Transdev, Invoice No. 0101-2019 (December 2018 Services), \$87,249.87, Check No. 1152; Port Arthur Newsmedia, Invoice No. 91750/1218 (Meeting Minutes and Meeting and RFP Notices), \$171.97, Check No. 1153; American Public Transportation Association, Invoice Nos. 090660 and 090661 (RFP Notice and Addendum), \$536.34, Check No. 1154; Tony's Tinting & Signs, Order No. 28701 (2 Vehicle Wide Format Prints), \$1,746, Check No. 1155; Helen Banquer, 4<sup>th</sup> Quarter 2018 Per Diem, \$60, Check No. 1156; Richard Drexel, 4<sup>th</sup> Quarter 2018 Per Diem, \$240, Check No. 1157; Richard Drexel, 4<sup>th</sup> Quarter 2018 Per Diem, \$240, Check No. 1157; Robbie LeBlanc, 4<sup>th</sup> Quarter 2018 Per Diem, \$240, Check No. 1158; and John Dias, 4<sup>th</sup> Quarter 2018 Per Diem, \$180, Check No. 1159.

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

L. Andrews discussed the Collateralization Report, showing that any funding over the amount of \$250,000 has been insured. No collateralization report was included in the packet as the funding did not meet the threshold in December.

E. Jackson-Martin presented the pass program selection. A. Anderson was selected.

S. Van Sickle presented the extra hour of service performance review. The 5:00-5:30am time slot continues to perform well although it did not rank as one of the top three most popular time slots during weekday service.

S. Van Sickle discussed the Saturday service performance review. The December total of 175 rides and the average Saturday ridership at 35.00 were greater than the figures for December 2014-2017.

S. Van Sickle directed the board to the grant activity status report updated as of January 1, 2019.

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L. Andrews directed the board to the RFP for auditor services addendum advertisement.

*C. Faucheux requested a motion to approve the RFP for auditor services addendum advertisement. Approval was moved by H. Banquer and seconded by R. Drexel. Motion carried unanimously.*

*H. Banquer requested a motion to elect a Board Chairman and recommended C. Faucheux. No other nominations were received. J. Dias seconded. Motion carried unanimously.*

*R. Lemons requested a motion to elect a Vice Chairman and recommended I. Bergeron. No other nominations were received. R. Drexel seconded. Motion carried unanimously.*

S. Van Sickle discussed the effects of the government shutdown; explaining that State and Federal reimbursements were halted. The board requested that S. Van Sickle prepare a memo to C. Faucheux detailing the effects.

S. Van Sickle directed the board to the Enabling Legislation's board composition section. The board discussed the fact that there would have to be a Senate bill to change the enabling legislation and that the next Senate session will be in April. Following discussion, it was decided that it was not necessary to change the number of board members or number of votes required for a quorum.

S. Van Sickle informed the board that St. John the Baptist Parish is requiring a resolution authorizing the board chairperson to execute the IGA renewal on behalf of the organization.

*C. Faucheux requested a motion to authorize the RPTA board chairperson to execute the IGA with St. John the Baptist Parish on behalf of the RPTA. Approval was moved by R. Lemons and seconded by J. Dias. Motion carried unanimously.*

*C. Faucheux requested a motion to adjourn. Approval was moved by R. Lemons and seconded by I. Bergeron. Motion carried unanimously.*

Having no more business to discuss, the meeting was adjourned at approximately 11:30am.



Corey Faucheux, Chairperson

3/6/19

Date