

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY  
BOARD MEETING      January 8, 2015**

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Corey Fauchaux called the meeting to order at approximately 10:00 A.M. on Thursday, January 8, 2015 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were, R. Drexel, C. Fauchaux, A. Keller, R. LeBlanc, and B. Warren, thus achieving a quorum. Also present were R. Collins (Transdev), F. Henry (GCR Inc.), and S. Van Sickle (Solutient) and L. Andrews (Solutient).

*C. Fauchaux requested that the board members review and approve the meeting minutes from both the December 11, 2014 Budget Hearing and Regular Meeting. It was moved by to accept the minutes by R. LeBlanc and seconded by R. Drexel. Motion carried unanimously.*

R. Collins presented Transdev’s Transit Operations Report for December 2014. The number of passengers transported was 1,427. Daily average was 54.8. Average scheduled trips per hour \$1.37. The on time rate was 94.3%. Revenue collected was \$2,718. R. Collins noted that there were a very high amount of vouchers this month. 40 vouchers for a total of \$2,798. 21,716 miles traveled at a cost of \$4.37 per mile. Average miles per trip were 15.21. Total trip requests 1,528. ADA denial rate was 0. There were 195 requested trips that were not scheduled for a total of 12.67%. C. Fauchaux asked for clarification on those requested trips that were not scheduled. R. Collins responded that these were times where trips were offered an hour before and an hour after and they declined for whatever reason. C. Fauchaux asked for reasoning behind high number of vouchers. R. Collins indicated that there was nothing that he could identify—possibly holiday expenses led to use of more vouchers as riders attempted to save their monies for Christmas. R. Drexel inquired about how long service had been in place and if there were any signs of an upward trend. R. Collins replied indicating that service has been upward, but is somewhat maxed out based on the number of riders service can currently support with current vehicles. R. Drexel raised a question regarding the locations where riders pick up the vouchers. R. Collins responded indicating that the newest vouchers are available at Solutient’s location while other vouchers area available at St. John the Baptist Parish’s Offices of Health and Human Services.

S. Van Sickle prefaced the report by noting that statements will begin with January through December of 2014. This is due to the fact that costs and revenues will continue to be attributed to 2014 over the next couple of months. S. Van Sickle reported the profit and loss statement for January through December 2014 year to date shows a net income of negative \$356,445.15. Profit and loss from inception to date is \$725,954.56. Total Equity & Liabilities as of January 6, 2015 was at \$925,146.70. The Statement of Cash Flows shows total cash at end of period to be \$716,976.94. R. Drexel raised a question about the depreciable lifespan of the new busses to be purchased. S. Van Sickle responded. The useful life is 150,000 miles or approximately 4 years. R. Drexel then asked, at the current rate, when the vehicles in service now will be expected to hit 150,000 miles. R. Collins responded that those vehicles were put in service in April of 2013. At this rate, current busses will hit 150,000 miles at the end this year or the start of next year. R. Drexel followed with comment on the options for making a decisions on the fleet. R. Collins responded that FTA will make the final decision on what will happen with service vehicles. Additional question from R. Drexel on whether or not the agency would be looking into grant for purchase of busses. R. Collins indicated that this would be the case.

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

Check Number	Check Amount	Payment Made To	Services/Reason
882	\$1,357.82	GCR Incorporated	Reimbursement of Travel Expenses—Francinia Henry
883	\$210.00	L’Observateur	Meeting Notices (December 11 <sup>th</sup> ); Meeting Minutes (September 25 <sup>th</sup> , October 13 <sup>th</sup> )
884	\$5,525.00	The Solutient Corporation	December 2014 Services
885	\$120.00	Helen Banquer	4 <sup>th</sup> Quarter Per Diems
886	\$180.00	Bent Petit	4 <sup>th</sup> Quarter Per Diems
887	\$120.00	Richard Drexel	4 <sup>th</sup> Quarter Per Diems
888	\$60.00	Robbie LeBlanc	4 <sup>th</sup> Quarter Per Diems
889	\$93,291.80	Transdev Services, Inc.	December 2014 Services
<b>Total approved</b>	<b>\$100,864.62</b>		

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*C. Faucheux requested approval and payment of the accounts payable. It was moved by R. LeBlanc and seconded by R. Drexel. Motion carried unanimously.*

S. Van Sickle provided an update of the current progress in preparing for RPTA's Triennial Review. All materials have been submitted and receipt of materials was confirmed. The dates have been scheduled for the site visit which will take place on April 28<sup>th</sup> and 29<sup>th</sup> of 2015. At this time, the assessor will review all of the agency's paperwork and come for an in-person evaluation of the provided materials. R. Drexel inquired about the timing of the site visit versus the submission of materials. S. Van Sickle responded explaining that there is a time lag to allow the FTA Analyst to review materials. R. Drexel then asked about the structure of the site visit. S. Van Sickle explained that the site visit would take place at R. Collins' office and takes all day over the first day and half a day the second day.

F. Henry delivered an update on the status of the Capital Budget Revision. Per the council's previous discussion, adjustments were made between miscellaneous support funds and support vehicle and miscellaneous support equipment. This will cover the purchase of office equipment as previously approved by the board.

F. Henry then provided a brief overview of the status of the application and plans to submit the application for early review the next week. This application is seeking operating money for rural ridership support. This year's application is online only and has experienced a few bugs which LaDOTD is aware of and plans to correct in the upcoming weeks. Despite these issues, the application is scheduled for submission prior to the February 1 deadline.

R. Collins provided an update on the ferry service. Transdev has contacted legal counsel to look into whether or not RPTA can use existing vessels that were here or whether other vehicles would be suitable for the service. The council is still in the process of confirming this information. A. Keller asked about where this service would be located. R. Collins responded that this service would be in St. John the Baptist Parish. A. Keller provided additional information for the boards.

F. Henry provided an update on the status of pursuing 5307 funding. Documents have been shared with the Regional Planning Commission. RPTA is in the running to receive 5307 funding; however, it may be another one to two years before these funds would be received and able to supplement current funding. C. Faucheux asked about the amount of the award. F. Henry replied indicating that an amount has not been determined at this time. R. Drexel asked how these funds would be used. S. Van Sickle indicated that this would depend on the type of funding awarded but that urban operations funding is what would be desired.

F. Henry went on to provide an update on the Limited English Proficiency (LEP) Plan update. RPTA was asked to update the Census Data relative to those who speak English "Less than very well" in RPTA's service area. This new language has been approved by FTA. S. Van Sickle commented on the addition of a full date on the cover of the plan. C. Faucheux also commented on the addition of a line indicating the date of the document's approval.

*C. Faucheux requested approval of the LEP Plan with recommended revisions. It was moved by A. Keller and seconded by B. Warren. Motion carried unanimously.*

*Having no more business to discuss, C. Faucheux requested a motion to adjourn. It was moved by R. Drexel and seconded by A. Keller. Motion passed unanimously. The meeting was adjourned at approximately 11:00 am.*

The next meeting date will be February 12, 2015 at 10:00am.

  
Brent Petit, Chairperson

3/12/15  
Date