

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY  
BOARD OF DIRECTORS MEETING      June 13, 2013**

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The Vice Chairman, Helen Banquer, called the meeting to order at approximately 3:15 P.M. on Thursday, June 13, 2013 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were H. Banquer, C. Fauchaux, R. LeBlanc, R. Vincent, and R. Drexel, thus achieving a quorum. B. Petit and M. Octave were not present. Also present were Leo Marretta (SCPDC), Robert Collins (Veolia), Elizabeth Griffith (GCR Incorporated), Tyler Antrup (GCR, Incorporated), Ed Griffin (MV Transportation), Bill Deville (MV Transportation), Dennis Story (FEMA), Marc Nuar (Solutient), Tim Coulon (Solutient), Stacy Van Sickle (Solutient).

H. Banquer requested that the board members review the meeting minutes from the May 23, 2013 special meeting.

*It was moved by C. Fauchaux, seconded by R. Drexel to accept minutes. Motion carried unanimously.*

R. Collins presented Veolia’s Transit Operations Report for May 2013. There were 1,359 passengers transported for the month of May and 6,833 year to date. The daily average is 65.05 passengers per day, 1.47 passengers scheduled per hour. Veolia’s on-time performance averaged 93.8 percent. He stated that the revenue collected totaled \$2,750.00 in cash and 4 vouchers. The total miles travelled were 19,198 miles. R. Collins informed the Board that there were no accidents in April, but there were 5 passenger complaints based on denials. Ridership is increasing and the current denial rate has increased to 0.48%. H. Banquer inquired about the nature of denials and R. Collins clarified that denials occur when a rider requests a time but that time is not available.

H. Banquer then requested the Secretary/ Treasurer’s Report. L. Marratta included the QuickBooks report in the board packet. Counting all assets and cash in the bank, the total liabilities and equity as of June 12, 2013 were \$827,382.87. The balance of all liabilities and equity as of June 11, 2013 was \$1,058,360.78. The profit and loss statement for 2013 year to date shows a net loss of \$148,020.49, however L. Marratta asked the board to refer to a memo in the packet showing an account balance of \$827,382.87 and reiterated that a number of grants and reimbursements should come through in the near future. E. Griffith reported that GCR would be working on the Federal grant drawdowns once an oversight consultant is contracted. L. Marratta continued with the Profit & Loss statement from the beginning of service in 2008 and reported that the total income has been \$5,652,428.23, the total expenses have been \$4,873,576.24 for a total net income of \$778,851.99. He then reviewed the check detail which included checks to L’Observateur, South Central Planning and Development Commission for the GoDaddy website hosting service, Veolia Transportation, and the American Public Transportation Association for ads associated with the oversight RFP. He reviewed the deposit detail which included income from FTA, fareboxes, LADOTD and St. Charles and St. John the Baptist Parishes.

Check Number	Check Amount	Payment Made To	Services/Reason
778	\$10.00	L’Observateur	Invoice #5185, 5/23/13 Meeting Notice
779	\$8.17	SCPDC	Domain Name Reimbursement
780	\$80,175.48	Veolia Transportation	May Service
781	\$123.00	APTA	RFP Advertising
<b>Total approved</b>	<b>\$ 80,316.65</b>		

*It was moved by R. Vincent, seconded by C. Fauchaux to approve accounts payable. Motion carried unanimously.*

H. Banquer asked the board to discuss the accounting and oversight RFP responses. H. Banquer reported that the RFP selection committee reviewed and scored all three responses and found two to be eligible, Solutient and MV Transportation. H. Banquer then opened the floor for board members to question both respondents. C. Fauchaux noted that he was impressed with the caliber of proposals received and was complementary to both respondents. H. Banquer began questioning by asking the representatives of MV Transportation if they intended to open an office locally as their firm was based in Dallas. E. Griffin introduced MV Transportation’s local General Manager, B. Deville, and reported that he would work primarily from his home in New Orleans East, but also asked that the board might be able to find some kind of office space within the Parish building, or elsewhere for Mr. Deville to work between 4-8 hours per week on specific onsite oversight tasks. R. Drexel asked the members of the Solutient

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team whether they have a local office. M. Nuar responded that the firm is New Orleans based. H. Banquer asked which other transit project Solutient has worked on in the past. T. Coulon responded that Solutient has worked on a number of transit projects in the region and has a full time transit staff made up of S. Vansickle, M. Nuar, and one other staff person. C. Faucheaux asked Mr. Coulon if Sharon Leader was on their team, Mr. Coulon confirmed that she is. H. Banquer asked Mr. Griffin what experience he and MV Transportation have with grant management and procurement. He replied that he had written a number of grants for the University of Florida's transportation system, which MV Transportation operates, among others.

H. Banquer asked each team to speak to their experiences dealing with disaster recovery and hurricane preparedness. E. Griffin replied that MV Transportation provided emergency transit service in the New Orleans area for about a year and a half after Hurricane Katrina. B. Deville reported that in his experience working for the Regional Transit Authority in New Orleans he had experience with forming emergency plans and dealing with disasters. S. Van Sickle talked about her experience writing grants relating to disaster recovery after Hurricane Katrina and hurricane evacuation planning. T. Coulon responded with his experience working in local government during hurricane and flood events.

*It was moved by C. Faucheux and seconded by R. Vincent to move forward with contract negotiations with Solutient and make MV Transportation as an alternate. Motion carried unanimously.*

L. Marratta informed the board that SCPDC has not received the draft procurement system review yet. They have released some preliminary findings, most of which are things that cannot be corrected at this point. R. Collins clarified that any issues that cannot be corrected are solved by moving forward, but that no adjustments to the procurement system could have prevented the specific issues that were found.

L. Marratta reported that the 2012 audit is due back by the end of June. The audit will be presented at the July 11<sup>th</sup> meeting.

H. Banquer introduced Mr. Dennis Story from FEMA to discuss potential recovery funds available for transit. Mr. Story discussed FEMA funding opportunities in St John the Baptist Parish in the wake of Hurricane Isaac and potential mitigation funding. He reported that transit was found to be a high priority through the recovery planning process, and RPTA would be the direct authority in charge of any funding and improvements made through that process.

L. Marratta reminded the board that Capital One is requiring B. Petit must sign a number of forms that guarantee that the accounts are covered above the FDIC maximum.

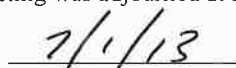
R. Vincent made a request of behalf of St John Parish President Robottom to discuss the potential closure of the ferry service in St John Parish. The ferry will cease to have operating funds as of September 1<sup>st</sup>, and is now only operating under a short term extension. R. Vincent asked that the Board could discuss, along with R. Collins with Veolia to potentially come up with a way to continue operations of the ferry. R. Collins stated that he would gauge interest from Veolia and work directly with R. Vincent to try to move forward quickly. R. Collins also stated that the closure of the ferry service would dramatically affect the RPTA's system, including a large increase in denials as the buses will have to drive to St Charles to cross the river.

*It was moved by C. Faucheux and seconded by R. LeBlanc to allow R. Vincent to move forward with informal research on operating ferry service in St John Parish possibly with Veolia Transportation. Motion carried unanimously.*

*It was moved by C. Faucheaux, seconded by R. Vincent to adjourn. Motion carried unanimously.*

Having no more business to discuss, the meeting was adjourned at approximately 4:15 PM.

  
Brent Petit, Chairperson

  
Date