

**MINUTES OF THE RIVER PARISHES TRANSIT AUTHORITY BOARD MEETING**  
**September 13, 2018**

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C. Faucheux called the meeting to order at approximately 10:00am on Thursday, September 13, 2018 at the St. John the Baptist Parish Council Chambers, LaPlace LA.

Members present were: C. Faucheux, R. Lemons, R. LeBlanc, I. Bergeron and J. Dias thus a quorum was achieved. Also present were E. Jackson-Martin (Transdev), S. Van Sickle (Transdev), L. Andrews (Solutient) and C. Ash (Solutient).

***C. Faucheux asked all board members to review the minutes from the August 9, 2018 board meeting. It was moved to accept by I. Bergeron and seconded by R. LeBlanc. Motion carried unanimously.***

Comments from the Public: I. Mathieu asked the Board if there had been any progress establishing a fixed route system and if they have considered collaborating with Uber ride share and/or United. She then asked what was planned for the 10-year anniversary. C. Faucheux responded that the short answer was yes and that hopefully we should have more information on both of those topics moving forward. D. Chisholm (AE Comm) stated that he was working for the Parish on the transit-oriented area for the commuter rail system. He stated that they had great response to a preliminary survey. The station is to be an integral multi-modal station serving, Uber, park and ride, the commuter rail and fixed route. He asked to look at the preliminary PowerPoint RPTA had prepared to incorporate with what they have. C. Faucheux responded that, for the record, nothing has been finalized/approved, so not sure we can share at this point. It's still a draft/work in progress, but perhaps in the near future the RPTA would be able to share with him.

E. Jackson-Martin presented Transdev's Operations Report for August 2018. The number of passengers transported was 1,559. The daily average was 63 riders. Average scheduled trips per hour was 1.54. The on-time rate was 98%. Revenue collected was \$3,379.15 and 29 vouchers. There were 23,143 miles traveled at an average cost of \$4.19 per mile. Average miles per trip was 13.60. The ADA denial rate was 0%. 65.03% of trip denials were from St. John Parish and 34.97% from St. Charles Parish. The highest percentage of denials were in the 3:00 – 3:29pm and the 4:00 – 4:29pm time frame.

C. Ash presented the July Secretary/Treasurer's Report. Profit and Loss through August 2018 is (\$46,069.87). Profit and Loss from inception through August 2018 shows a net income of \$168,152.80. Total Equity & Liabilities as of August 2018, was \$576,698.02. The Statement of Cash Flows shows total cash as of August 31, 2018, and inception through August 31, 2018 to be \$198,465.49. C. Ash then covered the budget to actual report and the notes/interpretations.

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

C. Ash listed the following checks for accounts payable: The Solutient Corporation, Invoice No. 10943 (August 2018 Services), \$5,772.50, Check No. 1129; Transdev, Invoice No. 0901-2018 (August 2018 Services), \$97,130.22, Check No. 1130; and Port Arthur Newsmedia, Invoice No. 91750/0818 (May-July Board Meeting Minutes), \$281.96, Check No. 1131.

L. Andrews then explained that the checks from the August 9, 2018 Board meeting were mailed as usual to the appropriate payees. However, as of 9/10/2018, the 3 recipients had not received them. Therefore, the checks are being reissued. Due to printer error, checks 1125-1128, 1132 were voided. The reissued checks are: Transdev, Invoice No. 0801-2018 (July 2018 Services), \$89,543.30, Check No. 1133; Stagni & Company, LLC, Invoices Numbers 13696 & 13759 (2017 Audit and Statewide AUP's year ending 12/31/2017), \$14,000, Check No. 1134; and L'Observateur, Invoice No. 99169/0718 (2018 Meeting Dates Published), \$29.25, Check No. 1135.

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

C. Ash 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 August.

E. Jackson-Martin presented the pass program selection. T. Simoneux was selected.