

TARC BOARD OF DIRECTORS MEETING



March 2021 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on Tuesday, March 23, 2021 at 1:30 P.M. via Zoom conference due to the governmental social distancing constraints, pursuant to electronic notice to all Board Members.

Board Members Present

Mary Morrow
Carla Dearing
John Launius
J.C. Stites
Ted Smith
Alice Houston
Gary Dryden Jr.

Quorum Call

Chair Morrow called the meeting to order at 1:32 P.M.

Adoption of Minutes

The motion was duly moved for the February 2021 Board Meeting minutes by Alice Houston and seconded by J.C. Stites. Board of Directors unanimously accepted the February 2021 Board Meeting minutes.

Staff Reports-

TARC Monthly Performance Report

No presentation – powerpoint in packet only

Financial Summary

Presented By: Tonya Carter
February 2021

- Passenger Fares are under budget \$201,391 mainly due to budget projection on COVID-19 impact.
- Paratransit Fares are under budget \$69,207 mainly due to budget projection on COVID-19 impact.
- Federal Reimbursement Funds - FTA is over budget \$7,823,522 mainly due to CARES reimbursement funds.
- Direct labor is over budget \$23,339 and total labor is under budget \$35,070 due to vacation projection.
- Fringe & Benefits are over budget \$169,297 mainly due to workers compensation.
- Purchased Transportation is under budget \$483,458 mainly due to revenue hours.

TARC BOARD OF DIRECTORS MEETING



- YTD Purchased Transportation is under budget \$2,916,123 mainly due to budget projection on COVID-19 impact.
- Depreciation Expense is under budget \$808,123 mainly due to capital expenditures not in line with budget projections.
- Overall we had a \$190,939 unfavorable balance for the current month on the Statement of Revenues – Expenses. This brings the unfavorable year-to-date balance of \$94,156.
- February MTTF budget projection for revenue deposits is over budget \$3,323,566 year-to-date. We currently have a favorable balance before capital year-to-date of \$3,229,410 due to the MTTF revenue deposits.
- MTTF net profit fees are up \$3,136,422 and employee withholdings are down \$832,555 year to date compared to last year.
- Total Capital Contributions is under budget \$780,373 for the current month and under budget \$4,640,010 year-to-date mainly due to the timing of spending grant funds.
- Total Capital Expenses are under budget \$126,506 for the current month and under budget \$546,835 year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$6,482,011 mainly due to capital contributions being less than depreciation expenses.

FY 2022 Budget – First Draft

Presented By: Carrie Butler & Tonya Carter

See Powerpoint presentation

Board Resolutions

Resolution 2021-05 Purchase of Hybrid Bus Batteries

Presented by: Chris Ward

A resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Clarke Power Services, Inc. based upon the attached bid pricing for IFB 20201038 Hybrid Bus Batteries.

The motion was duly moved by John Launius and seconded by Carla Dearing and approved.

Resolution 2021-06 TARC Agency Safety Plan

Presented by: Lorri Lee

A resolution authorizing the Executive Director to serve as the Accountable Executive and designate Lorri Lee as the Chief Safety Officer and hereby approves the 2021 Agency Safety Plan.

The motion was duly moved by Alice Houston and seconded by Carla Dearing and approved.

TARC BOARD OF DIRECTORS MEETING



Resolution 2021-07 Renovation of TARC Dispatch Office

Presented by: Geoffrey Hobin

A resolution authorizing the Executive Director to enter into a contract with Churchill McGee, LLC, at a total not to exceed amount of \$163,735.

The motion was duly moved by Gary Dryden Jr. and seconded by John Launius and approved.

Chair's Report

N/A

Public Comment

N/A

Proposed Agenda Items

1. Fiscal Year 2022 TARC Budget
2. Banking and Financial Services
3. Bus Starter and Other Related Components
4. Bus Electrical Assembly and Other Related Components
5. Bus Engine and Other Related Components
6. Bus Transmissions and Other Related Components
7. HDR presentation on TARC's Comprehensive Operations Analysis 'LINC'

Adjournment

Meeting adjourned at 2:37 P.M.

John T. Launius

John T. Launius (Apr 28, 2021 11:43 EDT)

John Launius, Vice-Chair
In lieu of absence of Mary Morrow, Chair

Apr 28, 2021

Date