

# TARC BOARD OF DIRECTORS MEETING



## May 2021 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on Tuesday, May 25, 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

### Quorum Call

Chair Morrow called the meeting to order at 1:33 P.M.

### Closed Session

Chair Morrow asks for a motion to move into closed session pursuant to KRS 61.810 to discuss pending litigation at 1:33 p.m.

The motion to move into closed session was moved by John Launius and seconded by Carla Dearing and accepted.

Reconvene from closed session at 2:10 p.m. – Chair Morrow noted that no action was taken during the closed session.

### Adoption of Minutes

The motion was duly moved for the April 2021 Board Meeting minutes by Carla Dearing and seconded by Alice Houston. Board of Directors unanimously accepted the April 2021 Board Meeting minutes.

### Staff Reports-

#### TARC Monthly Performance Report

Presented By: Randy Frantz

See powerpoint presentation

#### Financial Summary

Presented By: Tonya Carter

April 2021

- Passenger Fares are under budget \$441,431 mainly due to budget projection on COVID-19 impact.
- Paratransit Fares are under budget \$21,096 mainly due to budget projection on

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COVID-19 impact.

- Federal Reimbursement Funds - FTA is under budget \$4,053,024 due drawing down funds in prior months
- Direct labor is under budget \$81,143 due to sick leave pay and total labor is under budget \$14,593 due to holiday pay projection.
- Fringe & Benefits are over budget \$506,836 mainly due to Pension, Medical and Workers Compensation.
- Purchased Transportation is under budget \$511,921 mainly due to revenue hours.
- YTD Purchased Transportation is under budget \$3,763,311 mainly due to budget projection on COVID-19 impact.
- Depreciation Expense is under budget \$1,086,326 mainly due to capital expenditures not in line with budget projections.
- Overall we had a \$1,506,863 favorable balance for the current month on the Statement of Revenues – Expenses. This brings the unfavorable year-to-date balance to \$8,872.
- April MTTF budget projection for revenue deposits is over budget \$5,634,943 year-to-date mainly due to receiving an additional \$2,000,000 in July receipts and more than projected for current month. We currently have a favorable balance before capital year-to-date of \$5,626,071 due to the MTTF revenue deposits.
- MTTF net profit fees are up \$5,358,281 and employee withholdings are down \$950,298 year to date compared to last year.
- Total Capital Contributions are under budget \$6,849,481 for the current month and under budget \$11,766,4298 year-to-date mainly due to the timing of spending grant funds.
- Total Capital Expenses are under budget \$202,563 for the current month and under budget \$865,208 year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$7,777,9157 mainly due to capital contributions being less than depreciation expenses.

## **TARC's Comprehensive Operations Analysis (HDR)**

Presented By: Rob Frazier, HDR

See Powerpoint presentation

## **Implementation Steps**

Presented By: Aida Copic

See Powerpoint presentation

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## Board Resolutions

### Resolution 2021-14 Board Member Service – Alice Houston

Presented by: Carrie Butler

A resolution recognizing Alice Houston for her dedication and service in providing pivotal guidance and thoughtful direction through many successful years of operations for the Transit Authority of River City.

The motion was duly moved by JC Stites and seconded by John Launius and approved.

### Resolution 2021-15 Consulting Services to Catalog Options to Provide Transit Access to Exurban Locations

Presented by: Aida Copic

A resolution authorizing the Executive Director to enter into a one (1) year initial term with 1 year optional extension with Via Mobility, LLC based upon the attached bid pricing for Consulting Services for Transit Access to Exurban Locations at a not-to-exceed amount of \$156,250.00.

The motion was duly moved by and Carla Dearing and seconded by Ted Smith and approved.

### Resolution 2021-16 Bumper and Frame Parts and Supplies

Presented by: Maria Harris

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for Bus Bumper and Frame Parts and Supplies at a not-to-exceed amount of \$210,590.50.

The motion was duly moved by John Launius and seconded by JC Stites and approved.

### Resolution 2021-17 Bus Hoses Parts and Supplies

Presented by: Maria Harris

A Resolution authorizing the Executive Director to enter into a three (3) year initial term with 2 year optional extension with Gillig, LLC and Muncie Transit Supply based upon the attached bid pricing for Bus Hoses Parts and Supplies at a not-to-exceed amount of \$124,856.52.

The motion was duly moved by Carla Dearing and seconded by JC Stites and approved.

### Resolution 2021-18 Consulting Services for Fleet Transition Strategic Plan for Zero Emission Buses

Presented by: Geoffrey Hobin

A resolution authorizing the Executive Director to enter into a contract for one (1) year with a one-year optional extension with WSP USA, Inc. (WSP) for Consulting Services to develop a Fleet Electrification Strategic Plan at a cost not-to-exceed amount of \$125,000.

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

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## Chair's Report

We appreciate the feedback we received last month and want to acknowledge that as we recover and move away from COVID-19, there are areas of our service that we know we absolutely must improve. Our Customer Service committee reviewed our customer feedback process and looked back at the types and numbers of individual feedback over the past year. As was mentioned earlier, one critical issue is with staffing levels. Both our fixed route and paratransit are actively hiring and next month we will have an update on that as well as a report from MV, our paratransit contractor, on their progress and challenges from their first full year of service. Thank you.

## Public Comment

Presented By: Pat Mulvihill

- We received a petition from Valhalla Post Acute Facility residents, staff, loved ones, friends and other care providers of residents and neighboring businesses near Valhalla Post Acute Facility, located at 300 Shelby Station Dr. Louisville, KY, 40245, to extend TARC3 Service to this Facility. The petition contained 181 signatures.
- A comment thanking Alice Houston for her dedication and years of service on the TARC Board.

## Adjournment

Chair Morrow made a motion to adjourn at 3:37 p.m. which was moved by Carla Dearing and seconded by Ted Smith and approved.

MARY C MORROW  
mary c morrow (Jun 24, 2021 18:46 EDT)

Mary Morrow  
Chair

Jun 24, 2021

Date