

TARC BOARD OF DIRECTORS MEETING



Meeting Notice:

Pursuant to KRS 96.A, the TARC Board of Directors is to meet monthly. The next meeting will be held at:

**TARC's Headquarters, Board Room
1000 W. Broadway, Louisville, KY 40203**

Tuesday, December 14, 2021 at 1:30 p.m.

Alternately, members of the public and/or TARC staff may watch a livestream of the meeting by going to www.facebook.com/ridetarc the livestream will be at the top of the page; No Facebook account is needed. Public comments may be submitted in the chat feature, please include your name in the chat.

Pursuant to the Americans with Disabilities Act, persons with a disability may request a reasonable accommodation for assistance with the meeting or meeting materials. Please contact Ashlie Woods at 502.561.5108. Requests made as early as possible will allow time to arrange accommodation.

TARC BOARD OF DIRECTORS MEETING

Agenda – December 14, 2021



I.	Quorum Call/Call to Order	John Launius	1:30
II.	Approval of November Meeting Minutes	Board of Directors	1:35 – 1:40
III.	Staff Reports and Presentations		1:40 – 2:00
	1. TARC Monthly Performance Report	Randy Frantz	
	2. Overview of Procurement Process	Maria Harris	
	3. October Financial Statements	Tonya Carter	
IV.	Action Items		
V.	Old Business		
VI.	New Business		
VII.	Chair's Report	John Launius	2:00 – 2:25
	1. Subcommittee Reports		
VIII.	Public Comment	Pat Mulvihill	2:25 – 2:35
IX.	Proposed Agenda Items	Carrie Butler	2:35 – 2:40
X.	Adjournment	John Launius	2:45

TARC BOARD OF DIRECTORS MEETING



November 2021 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on November 16, 2021 at 1:30 P.M. in person at TARC Board Room, 1000 West Broadway.

Board Members Present

In person:

John Launius
Carla Dearing
Jan Day
Ted Smith
Gary Dryden

Virtual:

Bonita Black
Dave Christopher

Quorum Call

Chair Launius called the meeting to order at 1:34 P.M.

Recognition of Former Board Members

Presented By: Mayor Greg Fischer

Mayor Fischer recognized and presented a proclamation to both Mary Morrow, former Board Chair and J.C. Stites, former Board member for their contribution to the TARC Board.

Board Resolutions

Resolution 2021-37 Recognition of Board Member Mary Morrow

Presented by: John Launius/Carrie Butler

A resolution recognizing Mary Morrow for her contributions and service as a member of the TARC Board of Directors and service as Board Chair.

The motion was duly moved by Jan Day and seconded by Carla Dearing and approved.

Resolution 2021-38 Recognition of Board Member J.C. Stites

Presented by: John Launius/Carrie Butler

A resolution recognizing J.C. Stites for his 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 Ted Smith and seconded by Gary Dryden and approved.

TARC BOARD OF DIRECTORS MEETING



Adoption of Minutes

The motion was duly moved for the October 2021 Board Meeting minutes by Carla Dearing and seconded by Jan Day. Board of Directors unanimously accepted the September 2021 Board Meeting minutes.

Staff Reports-

September Performance Report

Presented By: Randy Frantz and Carrie Butler

See Powerpoint presentation

Update on Financials

Presented By: Tonya Carter

See PDF of September Financials

Board Resolutions

Resolution 2021-43 Management Consulting Services

Presented by: Carrie Butler

A Resolution authorizing the Executive Director to enter into a contract for an Initial Term of one (1) year and an option of two (2) one-year terms with Trans Pro Consulting for Management Consulting Professional Services with Indefinite Delivery Indefinite Quantity Services (IDIQ) for a not-to-exceed amount of \$100,000.

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

Resolution 2021-48 Jeffersonville Bus Stop Improvement

Presented by: Geoffrey Hobin

A Resolution authorizing the Executive Director to enter into an agreement with MAC Construction & Excavating for sidewalk and bus stop improvements at Eastern Boulevard and Spring Street in City of Jeffersonville, Indiana at a not to exceed amount of \$371,222.50.

The motion was duly moved by Jan Day and seconded by Ted Smith and approved.

Resolution 2021- 49 Transfer of Surplus Fareboxes

Presented by: Geoffrey Hobin

A Resolution authorizing the Executive Director to transfer seven (7) fare boxes manufactured by LECIP, Inc. to the Rogue Valley Transportation District (RVTD).

The motion was duly moved by Carla Dearing and seconded by Jan Day and approved.

TARC BOARD OF DIRECTORS MEETING



Resolution 2021-50 FY2022 Board and Committee Meeting Calendar

Presented by: Carrie Butler

A Resolution authorizing the Executive Director to proceed with using the above dates and times for all Board and Committee meetings.

The motion was duly moved by Ted Smith and seconded by Gary Dryden and approved.

Chair's Report

I would like to recognize Dave Christopher, his 1st formal Board Meeting. He has hit the ground running and has already participated in several meetings. He is the founder of Amped Louisville, an academy of music, education and development a Non-profit program centered around youth arts. We are honored to have him.

Public Comment

Presented by: Pat Mulvihill

From Facebook:

- Please don't mandate vaccines, or you will lose drivers and maintenance worker's. TARC is my favorite company throughout most Transit Agencies but mandatory Vaccines won't keep your workers.
- TARC should go with Gillig's BRT Design or Gillig's Low Floor Plus Diesel Package.
- Someone should read the essential pay qualifications memo to the board members if it hasn't been done already.

In-Person Speaker – Barbara Carney-Perks, Customer Service Representative

My name is Barbara Carney-Perks and I am reaching out to you on behalf of the customer service department specifically at 29th Street. We were just concerned, we would like to know why Non-Union employees are treated less than or not as important than Union employees. Especially since Ferdinand Risco shot down any questions or concerns we had about becoming union-ized. The amount being sent to us is extremely unfair as our number is the first number being called for TARC and non-TARC matters. Customer Service representatives are one of the most vital parts of TARC being the caller from out of state visitors, vendors, agencies, a new resident to the area and regular riders – we are the ones they call. We are the ones who serve not only as Customer Service reps but assisting with rider information but also counselors, accountants, de-escalators, educators just to name a few. We have not missed one day, in person at our cubicles during this pandemic. Speaking for my department, we have faithfully left our homes, came to work, not sat in the safety of our homes or the comfort of our homes. We have faithfully put ourselves at risk by coming to work everyday. Some riding TARC to get here. I personally have to take 2 buses to come to work. And then we have to work with other Customer Service Reps who come down to 10th Street to service the public, again putting ourselves at risk. We are the ones here in person, everyday at our cubicles and during all the tears, pain, derogatory remarks, during route cuts, drivers shortages, call ins, and TARC 3 issues, we are the ones with no other option that was offered to us as it was to other individuals in other departments. We are the #1 resource to most things if not all things TARC and we believe and deserve more. Our commitment and value to TARC appears to be underappreciated. For us to be continually treated as the least has got to stop. Starting today,

TARC BOARD OF DIRECTORS MEETING



you can ensure that by making sure we get the full amount for our service. As for us, it is not a bonus, it's something we worked hard for and deserve.

Proposed Agenda Items

- Update on bus stop improvement program
- TARC tomorrow
- Long range plan update
- Employee handbook in December or January
- December 14th next Board Meeting

Adjournment

Chair Launius made a motion to adjourn at 2:28 p.m. which was moved by Gary Dryden and seconded by Ted Smith and approved.

John Launius, Chair

Date



BOARD OF DIRECTORS UPDATE
DECEMBER 14, 2021



HIGHLIGHTS

SINCE THE LAST BOARD MEETING.....

- Celebrated annual safety awards
- Participated in Light Up Louisville
- Began interviews for Director of Transportation
- Onsite vaccinations offered
- Wrapping up HRIS and Security bids
- Graduated operator new hire class
- Preparing for 2022 benefits election
- Hiring, Hiring, Hiring!



MISSION STATEMENT

Deliver
transportation
services that
enhance the
Greater Louisville
community



MISSION STATEMENT & SUCCESS FACTORS

DELIVER TRANSPORTATION SERVICES THAT ENHANCE THE GREATER LOUISVILLE COMMUNITY



Deliver Quality Services

- Safe
- Accessible
- Sustainable



Support the Community's Well Being

- Program Involvement
- Workforce & Economic Development
- Outreach



Focus on Rider Needs

- Voice of the Customer
- Dependability
- Frequent, Fast, & Direct



Engage an Effective Team

- Promote Transparency
- Training & Development
- Opportunities for Growth



Maintain Adequate Financial Resources

- MTTF, Revenue, Expenses
- Fund Capital Needs
- Prudent Contractual Management



Explore Visionary Opportunities

- Long Range Planning
- Transformative Technology
- Multimodal Trends



TARC (FIXED ROUTE) OPERATOR STAFFING

Budgeted: 376

Total Operators: 328

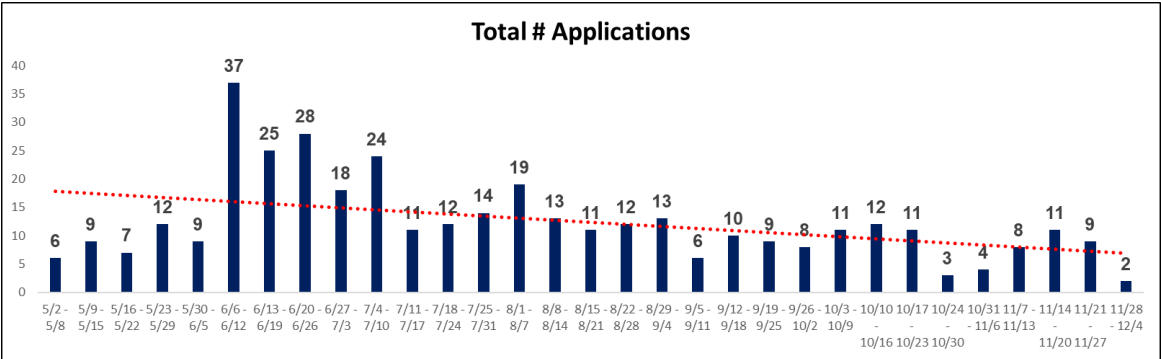
Delta to Budget: 48

Available Operators: 307

Delta from Total: 21

384 applications received since 5/2

- # Recent Graduates
 - Jun 21 class: 2
 - Jul 19 class: 11
 - Aug 23 class: 15
 - Oct 18 class: 9 (graduated 12/3)
- Preparing, recruiting, for Jan 10 class
 - 13 accepted offer
 - 2 offers pending
 - 7 in pipeline



CONGRATULATIONS NEWS COACH OPERATORS!





TARC (FIXED ROUTE) OPERATOR TRAINING

LOOKING AHEAD TO 2022.....

New Hire Training Classes:

Jan 10

Feb 28

May 9

Jun 20

Sep 5

Oct 17

Train the Trainer:

Apr 18 - Apr 22

Annual Operator Refresher Training:

Aug 8 - Sep 2

Dec 5 - Dec 16

January-22						
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February-22						
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27	28					

March-22						
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April-22						
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May-22						
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June-22						
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July-22						
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31						

August-22						
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28	29	30	31			

September-22						
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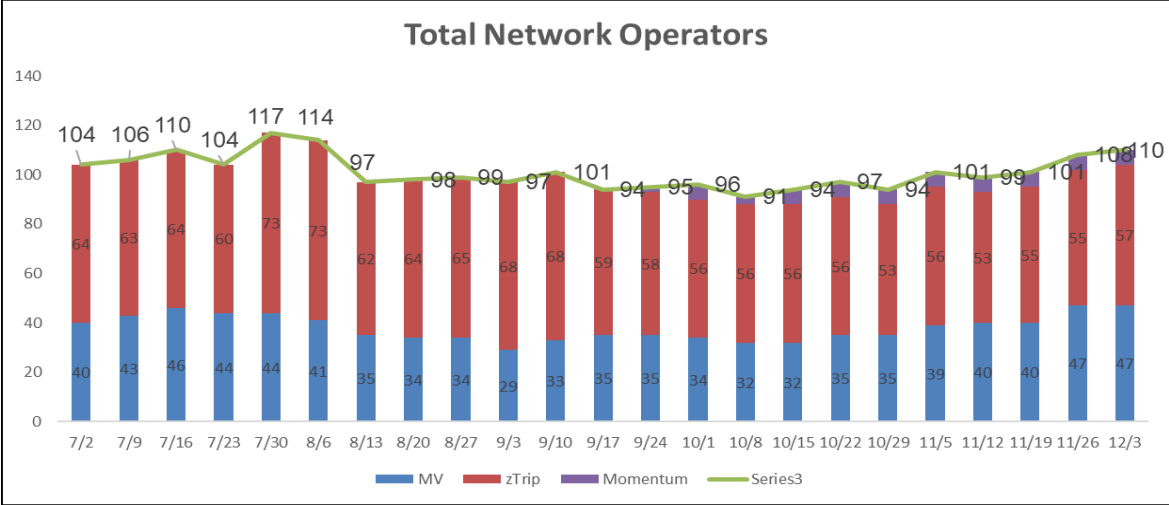
October-22						
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30	31					

November-22						
S	M	T	W	T	F	S
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December-22						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31



TARC3 (PARATRANSIT) OPERATOR STAFFING



Total Network Headcount to Date: 110 (+16, 17%, from 10/29)

Operator Updates

- 3 driver completing behind the wheel training
- 5 drivers started class 12/1
- 2 drivers currently qualified for 12/15 class

Total Network Headcount v 10/29

- MV: 47, up from 35 (+34%)
- zTrip: 57, up from 53 (+8%)
- Momentum: 6, flat

Week of 11/29 Recruiting Efforts

- Candidate outreach: 325
- Phone screens from outreach: 17
- Applications after phone screens: 13
- Interviews scheduled: 11
- Interviews conducted: 8
- Total # in qualifications: 8



RIDERSHIP

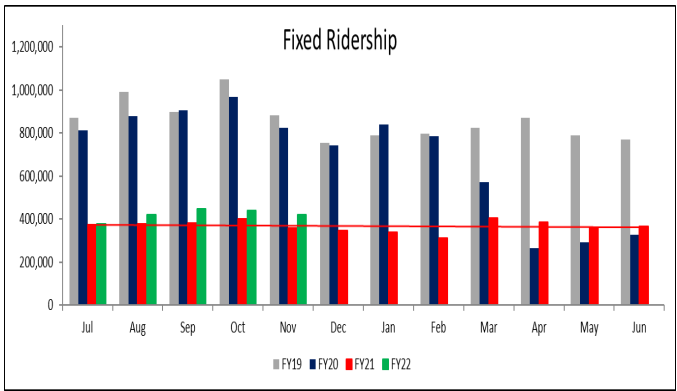
FIXED ROUTE

Monthly

421K -4% VLM
 +17% VLY

YTD

2.1M +12% VLY



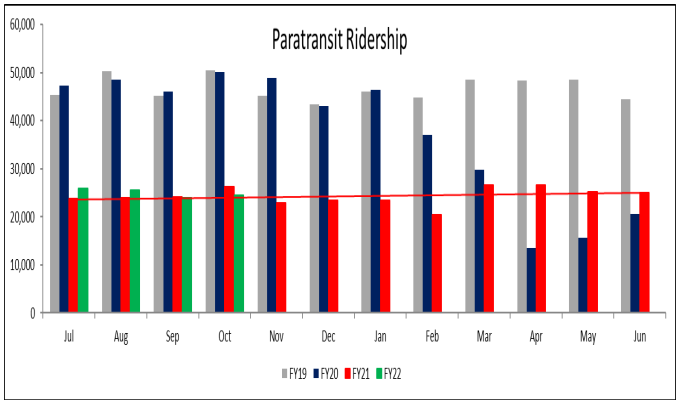
PARATRANSIT

Monthly

24.3K -1% VLM
 -2% VLY

YTD

124.2K +2% VLY





ON-TIME PERFORMANCE

FIXED ROUTE

Monthly

78%

+1Pts VLM
-2 Pts VLY

YTD

79%

+1 Pts VLY

5% early, 18% late

PARATRANSIT

Monthly

71%

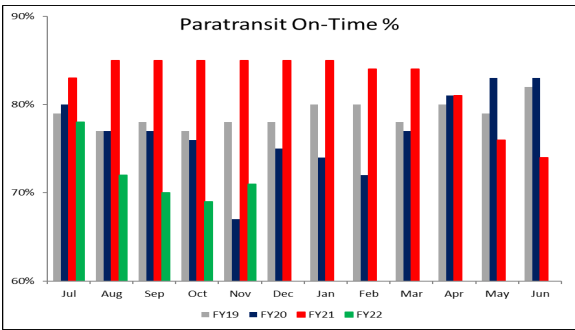
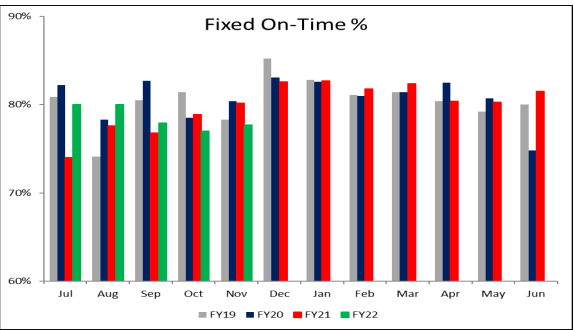
+2 Pts VLM
-14 Pts VLY

YTD

72%

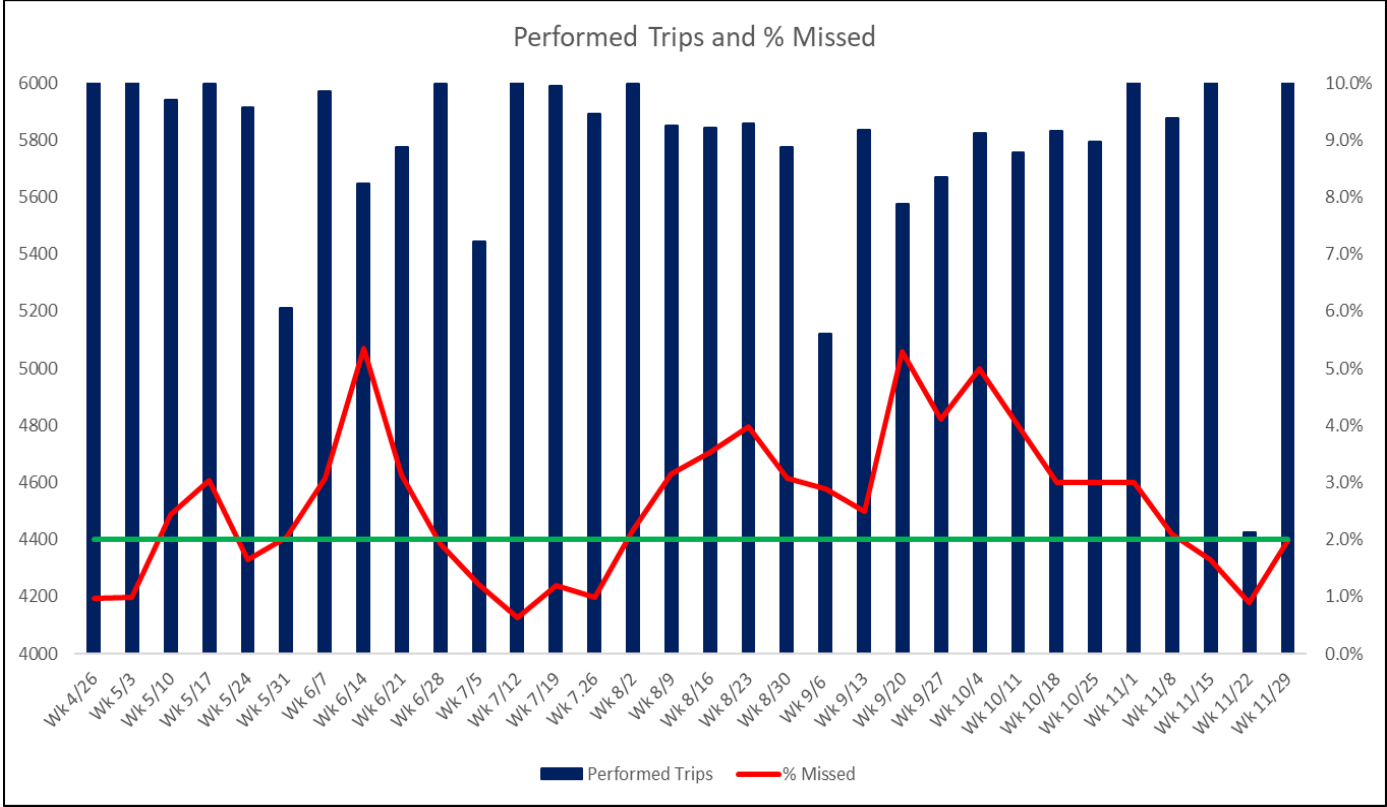
-13 Pts VLY

12% early, 17% late





MV WEEKLY PERFORMANCE



% Missed Trips

Wk 11/29: 2%

Previous 5 Wk Avg: 2.1%

Nov: 2.0%, Oct: 3.8%, Sep: 3.7%



MV LIQUIDATED DAMAGES

PARATRANSIT

Monthly

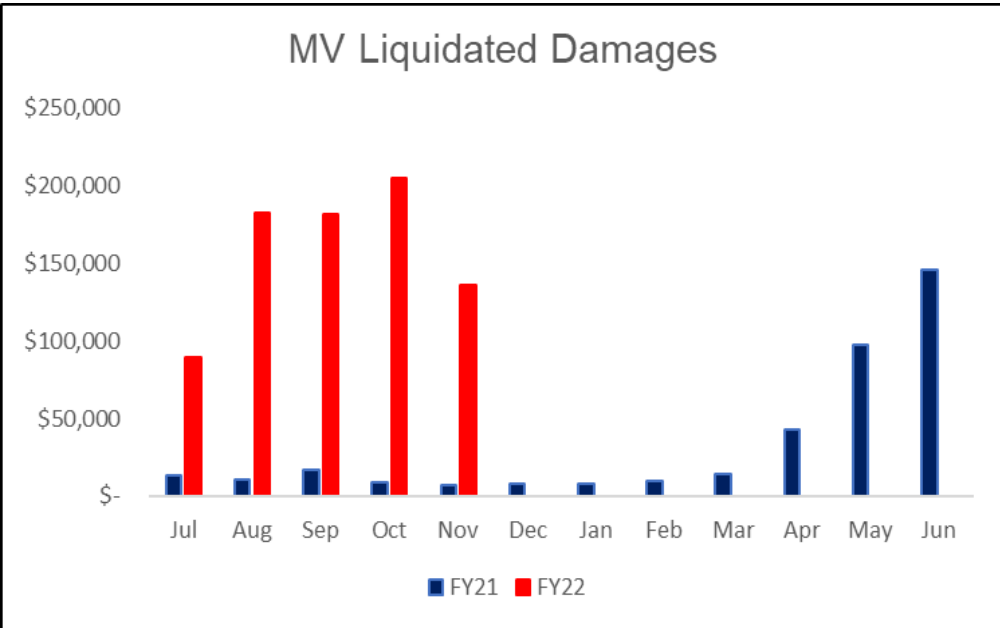
\$136.2K -33% VLM
+1,963% VLY

YTD

\$794.4K +1,312% VLY

Monthly Details

\$63.8K (47%), Late Trip, > 30 mins late
\$30K (22%), On Time, < 93%
\$23K (17%), Productivity, goal 1.75 trips/hr
\$13K (9%), Missed Trips



Types of Penalties:

- Missed Trip
- Late Trip
- On-Time Performance
- Excessive Trip Length
- Customer Complaints
- Compromised Safety
- Maintenance



SAFETY

SAFETY PREVENTABLE ACCIDENTS

Monthly

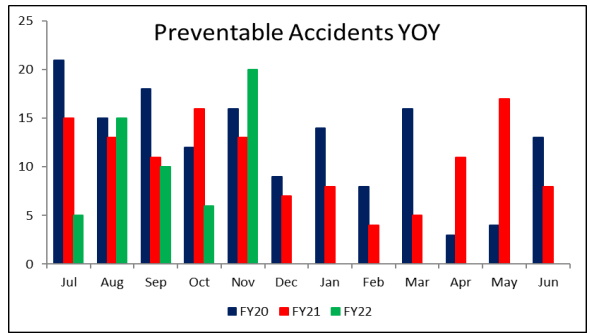
20

+233%VLM
+54% VLY

YTD

56

-18% VLY



SAFETY ACCIDENTS TOTAL

Monthly

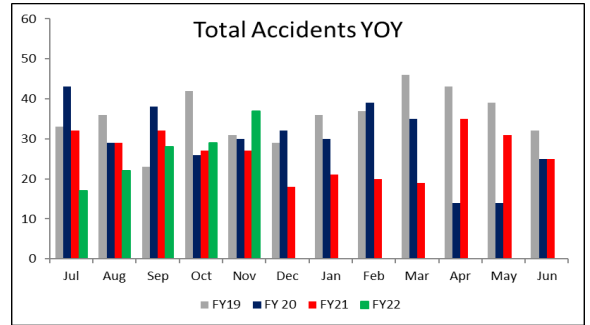
37

+28% VLM
+37% VLY

YTD

133

-10% VLY



PREVENTABLE ACCIDENTS / 100K MILES

Monthly

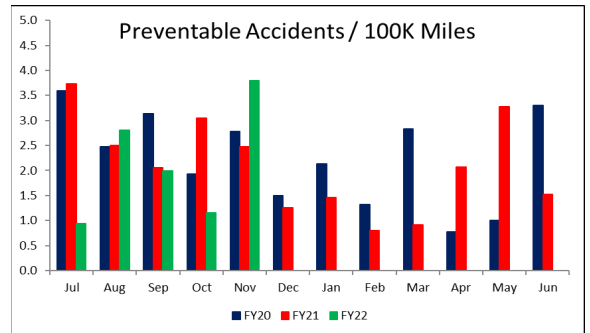
3.8

+245%VLM
+52% VLY

YTD

2.1

-25% VLY



SAFETY AWARD WINNERS

CONGRATULATIONS!

Joshua Watkins	5	William Cunningham	15
Rob Maggard	6	Robert Wade	16
Stephon Harris	6	Clarence Weaver	17
Tonia McMickens	7	Jay Southerling	17
Shannon Wilkerson	7	Robert Stanley	17
Gina Caldwell	8	Jeremiah Walston	19
Timothy Troutman	9	Joseph McGrew	21
Anissia Courtney	10	Shalonda Sheffield-Brents	22
Dewan Malone	11	Matthew Collins	23
Raymond Christian	12	Kenneth Frazier	24
Stephanie Thomas	13		
Karen Setters	13		
Christopher Laws	13		
Michael Dodson	14		
Richard Bailey	14		
Charlotte Parr	14		
Keith Williams	14		

congrats!





CUSTOMER SERVICE COMPLAINTS

FIXED ROUTE

Monthly

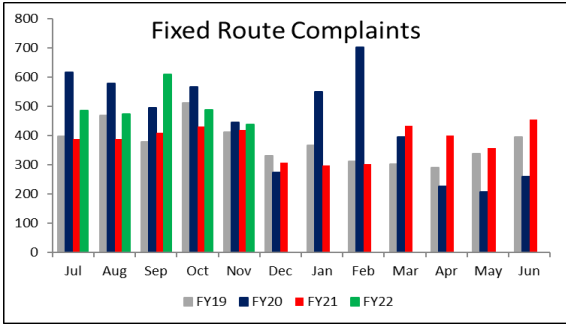
437

-10% VLM
+4% VLY

YTD

2.5K

+22% VLY



PARATRANSIT

Monthly

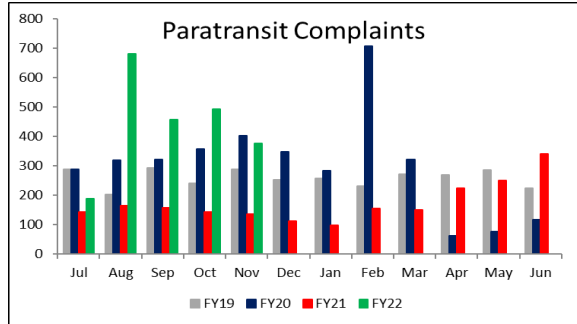
377

-24% VLM
+177% VLY

YTD

2.2K

+195% VLY



COMPLAINTS / 1,000 RIDERS

Monthly

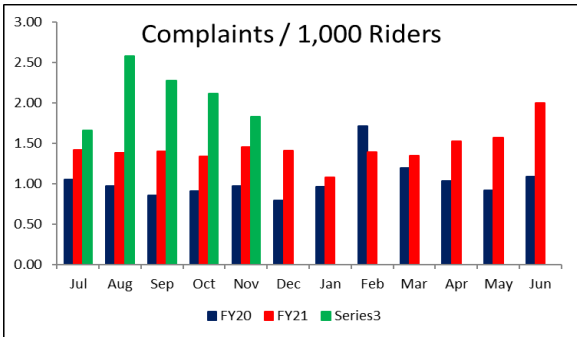
1.8

-13% VLM
+26% VLY

YTD

2.1

+50% VLY





THANK YOU



DECEMBER BOARD OF DIRECTORS UPDATE

December 14, 2021



PROCUREMENT 101

TARC AND FTA BEST PROCUREMENT PRACTICES



PROCUREMENT 101

OVERVIEW

Basic purchasing, procurement, & contract management

- Introduction, Roles & Responsibilities, Procurement Life Cycle Overview and Written Procurement History

Types, thresholds, & approvals

- Procurement Types, Methods, Thresholds and Approval Levels

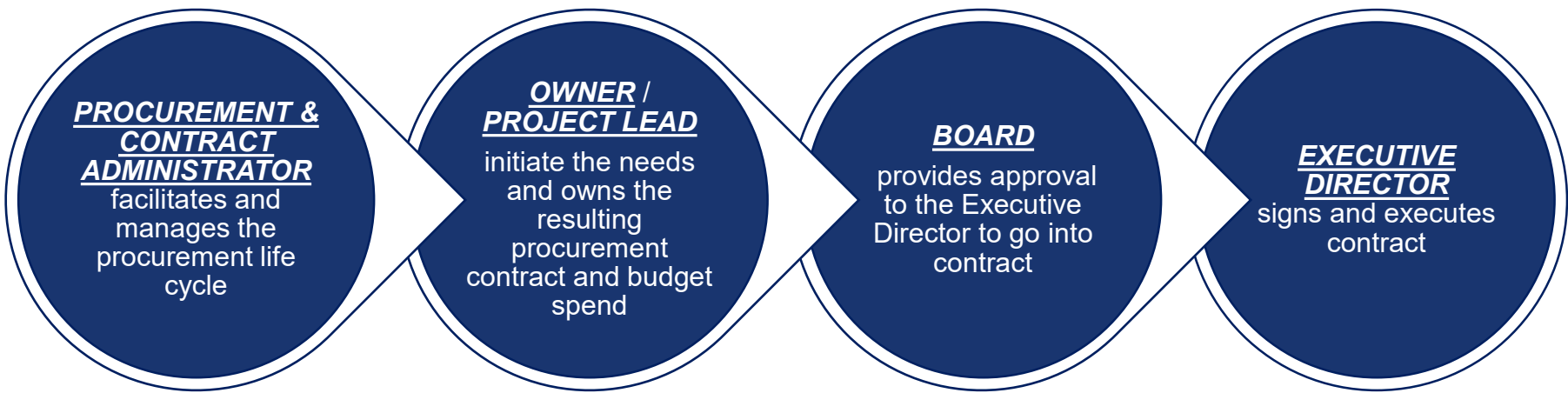
Procurement end-to-end process

- Flow chart

PROCUREMENT 101

BASIC PURCHASING, PROCUREMENT, & CONTRACT MANAGEMENT

While **purchasing** is the process of buying, **procurement** is the combination of all the activities to acquire the goods and services



PROCUREMENT 101

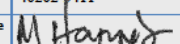
PROCUREMENT HISTORY SHOULD TELL A STORY FROM BEGINNING TO END



PROCUREMENT HISTORY

CONTRACT ABSTRACT Purchasing Department

Contract Information

Number	2020658		
Project Title	Banking and Financial Services		
Agency	TARC		
Department Owner	Finance		
Contract Type & Term	Variable Fixed-Price		
Estimated Monthly Spend Amount	\$1,410.12	Contract Value Not to Exceed Amount	\$201,204.54
Contract Awarded	FIFTH-THIRD (53 RD) BANK		
Contact Information Address / Telephone / Email	401 South Fourth Street, Louisville, KY. 40202-3411		
Facilitator Signature & Date	 8/23/2021		

Goal & Opportunities

This contract services will be in support of the TARC's Strategic Master Plan as listed below:

- Goal 1- Deliver Quality Services
- Goal 2- Focus on Rider Needs
- Goal 3- Maintain Adequate Financial Resources
- Goal 4- Support the Community's Well Being
- Goal 6- Engage an Effective Team
- Goal 7- Explore Visionary Opportunities

Project Scope

TARC is conducting this Request for Proposal (RFP) 2020658 to provide Banking and Financial Services and is seeking competitive proposals for various banking services. It is TARC's goal to receive accurate, timely depository and account maintenance services, minimize risk of loss, receive sound investment and banking service advice, utilize modern electronic and automated banking options and to accomplish these goals at the lowest reasonable cost.

One of TARC's goal is to seek for primary banking relationship providing a full range of banking and financial services. Financial institution shall have the ability to provide multiple banking accounts, line of credit, merchant services, cash/forebox vaults, payroll, and other related financial services, but not limited to employee incentive banking programs. A full comprehensive services of broad range of banking and financial services, as specified within Section 3 Scope of Services.

TARC intends to award a Fixed-Price contract to one provider for an Initial Term of (4) years and an Option Term of three (3) two-year terms for a possible total of ten years to the highly reputable provider and best value proposal to the Authority.

Solicitation & Evaluation

On June 30, 2021, TARC's existing contract for Banking and Financial Services with 53rd Bank will be expiring. The services included under that contract include provision of bank accounts for operating, grants and health insurance; five zero balance accounts; and various reports and downloads required by TARC's Finance Department for bank reconciliation and cash management.

On December 15, 2020, Request For Proposal (RFP) 2020658 Banking and Financial Services was released and posted on TransiTalent and TARC's Bonfire page. Additionally, the solicitation document was sent directly to a number of local banking firms in the Metro area.

A Pre-Proposal Conference was held on January 11, 2021 and a period of time was allowed for both the submittal of technical questions and a response by TARC to answer any technical questions submitted. On February 18, 2021, two (2) proposals were received from highly qualified banking firms and both were deemed responsive: US Bank and 53rd Bank.

Timeline & Schedule

1. December 15, 2020 – Solicitation advertisement publication and released
2. February 18, 2021 – Proposal submissions deadline
3. February 28, 2021 – Procurement evaluation and scoring
4. February 28, 2021 – Notice of Intent to Award
5. April 27, 2021 – Committee and Board Approval deadline
6. June 24, 2021 – Contract Execution deadline

PROCUREMENT 101

6 TYPES OF PROCUREMENT

Architectural & Engineering

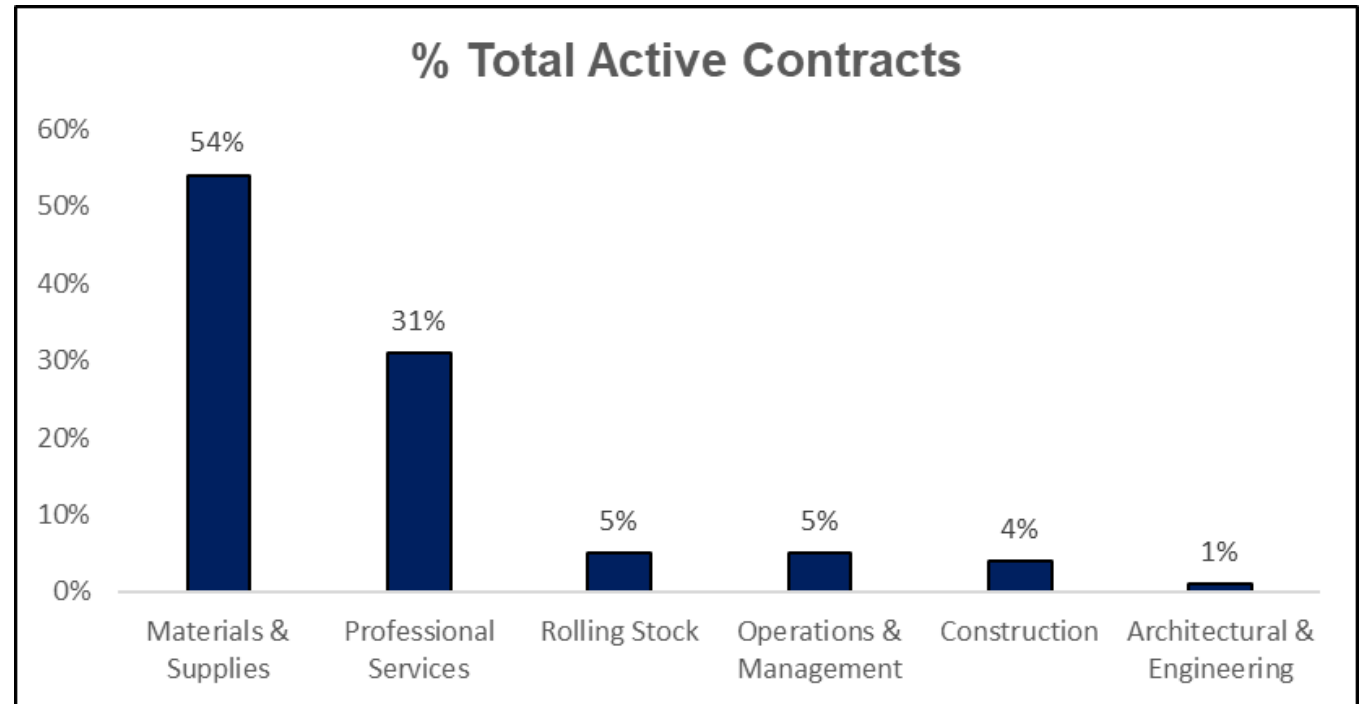
Construction

Materials & Supplies

Operations & Management

Professional Services

Rolling Stock

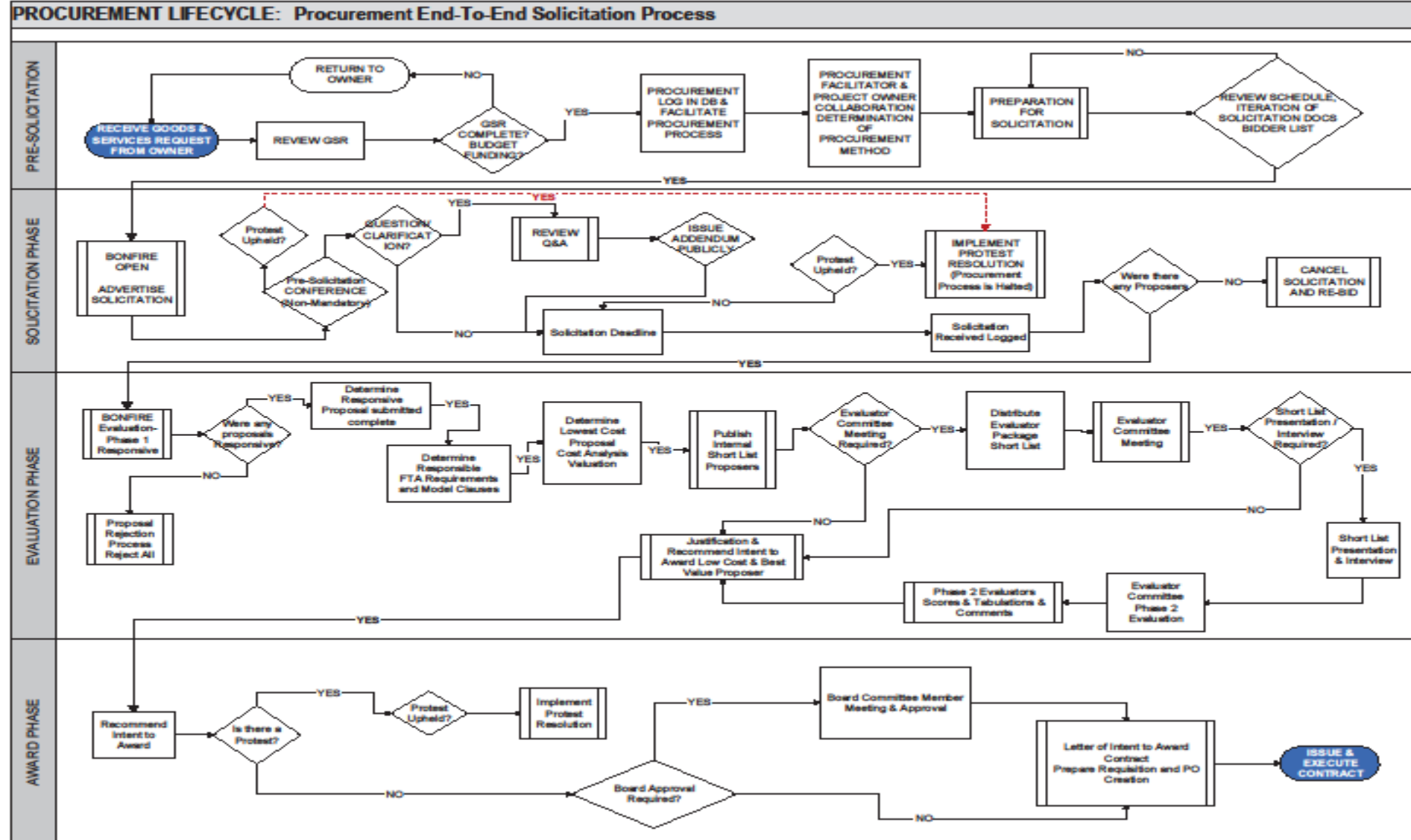


PROCUREMENT 101

METHODS, THRESHOLDS, & APPROVALS

METHOD OF PROCUREMENT	APPROVAL	TARC THRESHOLDS	FTA THRESHOLDS
MICRO PURCHASE (3 Quotes)	Approval by Department	Up to \$3,000	Up to \$3,500 Exceeds \$2,000 for Construction (Davis-Bacon)
SMALL PROCUREMENT (Simplified Acquisition – 3 Quotes)	Approval by Director	Up to \$15,000	Exceeds \$3,500 – Up to \$150,000 with 2 Quotes
	Approval by Asst. Executive Director	Up to \$15,001-\$50,000	
*SOLE SOURCE (Requires justification) SINGLE BID OR EMERGENCY PROCUREMENTS (Requires justification)	Approval by Executive Director	Up to \$50,001-\$100,000	
COMPETITIVE SOLICITATION <ul style="list-style-type: none"> • Invitation For Bid (IFB/ITB) • Request for Proposal • Request for Qualification 	Approval by Board of Directors	Exceeding \$100,001	Exceeding \$150,001
Fuel Purchase	Approval by Director of Purchasing	Up to \$100,000	N/A
*Under the Small Procurement and Competitive Solicitation thresholds a Sole Source or Single Bid procurement or Piggybacking method may be conducted provided a written justification of the procurement, required forms are completed, and required supporting documents are acquired including, independent cost estimate, price/cost analysis, price fair reasonable, determination of responsibility.			

PROCUREMENT END-TO-END PROCESS



EXPECTED PROCUREMENTS FOR CY 2022

BY QUARTER

Q1

- Human Resources/Payroll System
- Security Services
- Fuel and Fluids Management
- Bulk Oils, Fluids, Lubricants
- Drug and Alcohol Testing and Screening
- 30th Street Training Lot Construction
- Voice Radio Equipment
- Facility Wide Janitorial Services

Q2

- Passenger Information Systems Displays
- General Contracting / Facility Maintenance Services
- HVAC/Plumbing/Mechanical
- Transit Technology /Intelligent Transit Systems Assessment and Support Services
- Campus Wide Security Services and Equipment
- Recycling / Hazardous Materials Disposal
- Legal Services

EXPECTED PROCUREMENTS FOR CY 2022

BY QUARTER

Q3

- Paratransit Vehicles
- Employee Assistance Program
- Third Party Administrator:
Workers Comp
- Government Affairs
- Assorted Bus Components:
Lifts, class, body parts
- Tip Line
- Bus Production Inspection
Services

Q4

- Towing Services
- Fire Alarm Monitoring
- Bike Racks
- Armored Car Services
- Transit Buses – diesel and
electric
- Benefits Broker Services
- Architectural, Engineering, and
Environmental Services



CONTACT PROCUREMENT TEAM

For procurement information and contract inquiry, contact the Procurement Department at
(502) 561-5199 or
Email us at Procurement@ridetarc.org.

**TARC Board of Directors
Financial Summary
October 2021, Fiscal Year 2022**



Current Month Revenues Compared to Budget

Total Operating Revenues are under budget \$152,051 (pg. 2, line 9) mainly due to Passenger Fares, Paratransit Fares and Special Fares being under budget. Total Non-Operating Revenues (Subsidies) are under budget \$331,138 (pg. 2, line 16) mainly due to applying less MTTF funds due to operating expenses being under budget. Total Capital Contributions are over budget \$5,174,273 (pg. 2, line 25) due to accruing new bus purchases. Total Revenues with Capital are over budget \$4,691,084 (pg. 2, line 27) mainly due to total Capital Contributions being over budget for the current month.

Current Month Expenses Compared to Budget

Total Operating Expenses are under budget \$810,297 (pg. 2, line 41) mainly due to Direct Labor, Fringe & Benefits, Materials, Casualty & Liability and Purchase Transportation being under budget. Total Capital Expenses are over budget \$38,609 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$771,688 (pg. 2, line 50) due to Operating Expenses being under budget.

Current Month Actual Summary

Total Operating Revenues are \$581,619 (pg. 2, line 9) and Total Operating Expenses are \$7,398,935 (pg. 2, line 41) bringing the net to an unfavorable balance of \$6,817,316 before Subsidies are applied. After applying Subsidies of \$7,144,424 (pg. 2, line 16) there is a favorable balance of \$327,108 (pg. 2, line 53) for the current month before Capital Contributions and Capital Expenses are applied.

YTD Revenues Compared to Budget

Total Operating Revenues are under budget \$392,534 (pg. 2 line 9) mainly due to Passenger Fares, Purchased Transportation fares and Special fares being under budget but off set by Other Agency Revenues being over budget. Total Non-Operating Revenues (Subsidies) are under budget \$2,958,870 (pg. 2, line 16) mainly due to applying less Federal Reimbursement Funds-FTA due to operating expenses being under budget. Total Capital Contributions are over budget \$93,675 (pg. 2, line 25) mainly due to timing of state match on new bus purchases in the current month. Total Revenues with Capital are under budget \$3,257,729 (pg. 2, line 27) mainly due to applying less subsidies because operating expenses are under budget.

YTD Expenses Compared to Budget

Total Operating Expenses are under budget \$3,351,405 (pg. 2, line 41) mainly due to Direct Labor, Fringe & Benefits, Materials, and Purchased Transportation being under budget. Total Capital Expenses are over budget \$231,300 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$3,120,105 (pg. 2, line 50) due to Operating Expenses being under budget and Depreciation expenses being over budget.

YTD Actual Summary

Total Operating Revenues are \$2,567,742 (pg. 2, line 9) and Total Operating Expenses are \$28,859,439 (pg. 2, line 41) bringing the net to an unfavorable balance of \$26,291,698 before Subsidies are applied. After applying Subsidies \$26,291,698 (pg. 2, line 16) the net is balanced for year-to-date before Capital Contributions and Capital Expenses are applied. This can also be seen on page 7 in your Financial Statement packet.

Operating Summary

Overall after applying the Subsidies the unfavorable balance for the year-to-date on the Statement of Revenues – Expenses is balanced before applying the MTTF Revenue receipts. October budgeted MTTF receipts for revenue deposits is over budget \$1,798,016 (pg. 8) year-to-date. We currently have a favorable balance before capital year-to-date of \$1,798,017 (pg. 7) due to the MTTF revenue deposits being over budget. MTTF Net Profit Fees are down \$1,361,808 (pg. 8) and Employee Withholdings are up \$1,054,481 (pg. 8) year-to-date compared to last year.

Statement of Revenue - Expenses - with Capital Contributions

October 2021, Fiscal Year 2022



page 2

		Current Month			Fiscal Year-to-date				
Description		FY22 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
Revenues									
1	Passenger Fares	4,757,097	332,647	431,678	(99,031)	1,477,885	1,730,398	(252,513)	68.93%
2	Paratransit Fares	805,500	73,550	85,000	(11,450)	294,511	347,500	(52,989)	63.44%
3	Special Fare Revenues (UofL, UPS and etc)	1,796,605	115,351	144,300	(28,949)	484,481	591,610	(107,129)	73.03%
4	Comp Specials	150,000	0	0	0	0	0	0	100.00%
5	Advertising Revenue	624,000	53,333	52,000	1,333	213,334	208,000	5,334	65.81%
6	Other Agency Revenues	183,300	6,738	15,275	(8,537)	85,055	61,100	23,955	53.60%
7	Total Recoveries-Insurance	65,000	0	5,417	(5,417)	12,476	21,668	(9,192)	80.81%
8									
9	Operating Revenues	8,381,502	581,619	733,670	(152,051)	2,567,742	2,960,276	(392,534)	69.36%
10									
11	MTTF Contributions- Federated	50,865,563	7,144,424	7,380,024	(235,600)	18,255,383	18,490,983	(235,600)	64.11%
12	Local Government Funds - MTTF	1,146,453	0	95,538	(95,538)	25,285	382,152	(356,867)	97.79%
13	Federal Reimbursement Funds - FTA	38,008,770	0	0	0	7,834,241	10,096,125	(2,261,884)	79.39%
14	State Government Funds	1,553,856	0	0	0	176,789	281,308	(104,519)	88.62%
15									
16	Total Non-Operating Revenues	91,574,642	7,144,424	7,475,562	(331,138)	26,291,698	29,250,568	(2,958,870)	71.29%
17									
18	Total Revenues Before Cap Contributions	99,956,144	7,726,043	8,209,232	(483,189)	28,859,439	32,210,844	(3,351,404)	71.13%
19									
20	Local Government Funds - MTTF, Cap	2,188,232	41,141	190,251	(149,110)	91,708	461,745	(370,037)	95.81%
21	Federal Reimbursement Funds - FTA, Cap	22,218,487	10,129,504	7,297,356	2,832,148	12,305,534	14,715,632	(2,410,098)	44.62%
22	State Government Funds, Cap	0	2,491,235	0	2,491,235	2,873,810	0	2,873,810	0.00%
23	Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24									
25	Total Capital Contributions	24,406,719	12,661,880	7,487,607	5,174,273	15,271,052	15,177,377	93,675	37.43%
26									
27	Total Revenues	124,362,863	20,387,923	15,696,839	4,691,084	44,130,491	47,388,221	(3,257,729)	64.51%
28									
29									
30	Expenses								
31									
32	Labor	32,000,848	2,530,192	2,584,911	(54,719)	9,844,361	10,411,110	(566,749)	69.24%
33	Fringes & Benefits	31,734,057	2,653,891	2,709,260	(55,369)	9,847,701	10,557,242	(709,541)	68.97%
34	Services	5,639,222	521,706	475,346	46,360	1,740,907	1,892,825	(151,918)	69.13%
35	Materials	7,458,185	468,065	618,633	(150,568)	2,011,920	2,467,413	(455,493)	73.02%
36	Utilities	1,016,796	89,518	84,733	4,785	300,636	338,932	(38,296)	70.43%
37	Casualty & Liability	2,736,426	125,170	228,035	(102,865)	936,897	912,140	24,757	65.76%
38	Purchased Transportation	18,740,930	966,520	1,460,656	(494,136)	4,029,267	5,405,321	(1,376,054)	78.50%
39	Interest Expense	7,860	752	752	0	3,238	3,238	0	58.80%
40	Other Expenses	621,820	43,121	46,906	(3,785)	144,512	222,623	(78,111)	76.76%
41	Operating Expenses	99,956,144	7,398,935	8,209,232	(810,297)	28,859,439	32,210,844	(3,351,405)	71.13%
42									
43									
44									
45	Development Cost & Loss on Disposal	426,467	20,082	9,813	10,269	57,300	24,533	32,767	86.56%
46	Depreciation Expenses	12,194,557	1,038,510	1,010,170	28,340	3,920,696	3,723,737	196,959	67.85%
47	Loss on Disposal of Assets	0	0	0	0	1,574	0	1,574	0.00%
48	Total Capital Expenses	12,621,024	1,058,592	1,019,983	38,609	3,979,569	3,748,270	231,300	68.47%
49									
50	Total Expenses	112,577,168	8,457,527	9,229,215	(771,688)	32,839,008	35,959,114	(3,120,105)	70.83%
51									
52									
53	Revenue / Expense Difference Before Capital	0	327,108	0	327,108	1	0	1	0.00%
54									
55	Revenue / Expense Difference After Capital	11,785,695	11,930,396	6,467,624	5,462,772	11,291,483	11,429,107	(137,624)	4.19%

Total Labor

October 2021, Fiscal Year 2022



		Current Month			Fiscal Year-to-date			
Description	FY21 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
1 Direct Labor	32,000,848	2,530,192	2,584,911	(54,719)	9,844,361	10,411,110	(566,749)	69.24%
2 Sick Leave	1,651,183	123,885	305,925	(182,040)	470,891	724,825	(253,934)	71.48%
3 Holiday	1,252,323	1,291	0	1,291	220,635	274,397	(53,762)	82.38%
4 Vacation	2,088,175	229,273	180,768	48,505	755,020	699,265	55,755	63.84%
5 Other Paid Absences	240,381	(10,821)	15,812	(26,633)	55,706	62,635	(6,929)	76.83%
6								
7 Total	37,232,910	2,873,820	3,087,416	(213,596)	11,346,613	12,172,232	(825,619)	69.53%
8								
9 Difference compared to Budget			(213,596)			(825,619)		
		Current Month			Year to Date			
Description	FY21 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
10 FICA	2,848,318	214,904	236,188	(21,284)	848,905	931,178	(82,273)	70.20%
11 Pension	10,262,221	717,196	897,847	(180,651)	2,987,399	3,418,062	(430,663)	70.89%
12 Hospital Medical & Surgical	10,509,847	758,300	847,662	(89,362)	3,109,149	3,390,648	(281,499)	70.42%
13 Vision Care Insurance	101,537	(305)	8,468	(8,773)	17,767	33,872	(16,105)	82.50%
14 Dental Plans	353,988	21,305	29,499	(8,194)	87,390	117,996	(30,606)	75.31%
15 Life Insurance	101,040	7,220	8,420	(1,200)	29,158	33,680	(4,522)	71.14%
16 Disability Insurance	155,544	10,255	12,962	(2,707)	41,587	51,848	(10,261)	73.26%
17 Kentucky Unemployment	40,000	0	0	0	6,189	10,000	(3,811)	84.53%
18 Worker's Compensation	1,850,000	576,807	154,167	422,640	1,007,593	616,668	390,925	45.54%
19 Uniform & Work Clothing Allowance	277,000	4,552	11,333	(6,781)	209,470	191,332	18,138	24.38%
20 Other Fringes	2,500	30	209	(179)	841	836	5	66.36%
21 Total Fringe & Benefits	26,501,995	2,310,263	2,206,755	103,508	8,345,449	8,796,120	(450,671)	68.51%
22								
23								
24 Sick Leave	1,651,183	123,885	305,925	(182,040)	470,891	724,825	(253,934)	71.48%
25 Holiday	1,252,323	1,291	0	1,291	220,635	274,397	(53,762)	82.38%
26 Vacation	2,088,175	229,273	180,768	48,505	755,020	699,265	55,755	63.84%
27 Other Paid Absences	240,381	(10,821)	15,812	(26,633)	55,706	62,635	(6,929)	76.83%
28 Total Compensation Benefits	5,232,062	343,628	502,505	(158,877)	1,502,252	1,761,122	(258,870)	71.29%
29								
30 Total	31,734,057	2,653,891	2,709,260	(55,369)	9,847,701	10,557,242	(709,541)	68.97%
31								
32 Difference compared to Budget			(55,369)			(709,541)		

Balance Sheet

October 2021, Fiscal Year 2022



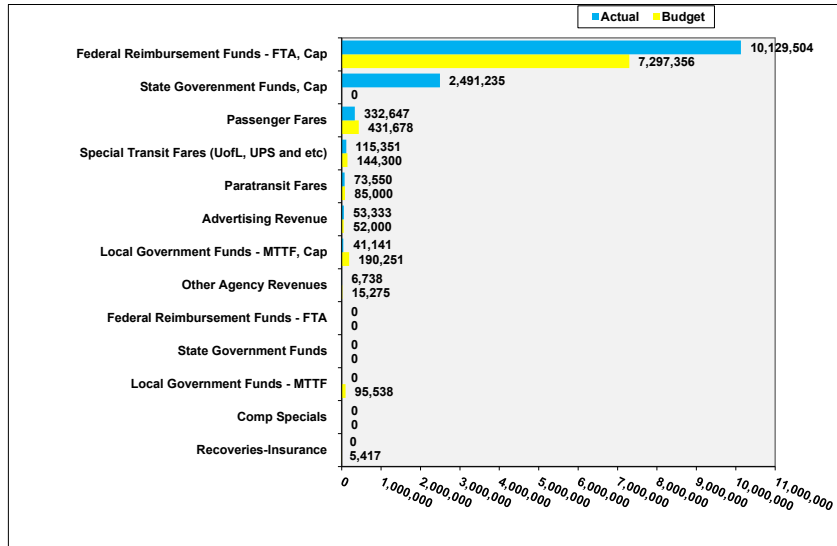
Assets	FY 22	FY 21	Liabilities, Reserves & Capital	FY 22	FY 21
Current Assets			Current Liabilities		
Cash & Cash Items	3,167,208	1,041,352	Long Term Debt	121,697	262,538
Short Term Investments	3,725,095	3,311,182	Short Term Debt	0	0
Accounts Receivable	29,798,183	76,393,354	Trade Payables	13,838,379	8,953,668
Interest Receivable	6	244	Accrued Payroll Liabilities	4,359,129	4,194,577
Due From Grant	80,000	80,000	Estimated Workmans Compensation	3,743,240	2,677,300
Materials & Supplies	2,450,064	1,537,279	Accrued Tax Liabilities	0	0
Total Current Assets	39,220,556	82,363,410	Unredeemed Tickets & Tokens	1,599,947	1,940,461
Other Assets			Reserves - Injury & Damages	1,708,300	844,000
Prepaid Insurance & Dues & WIP	1,698,205	1,888,583	Due To Operations	80,000	80,000
Total Other Assets	1,698,205	1,888,583	Unearned Capital Contributions	14,829,394	66,715,221
			Other Current Liabilities (Health Ins.)	1,564,683	147,782
Fixed Assets			Total Current Liabilities	41,844,769	85,815,548
Land	3,187,624	3,177,782	Equity		
Buildings	49,283,698	49,094,438	Retained Earnings	11,291,483	(4,029,860)
Coaches	129,483,525	113,958,281	Prior Year Retained Earning	75,248,859	76,430,607
Office Equipment	10,460,957	10,345,708	Total Equity	86,540,342	72,400,747
Other Equipment	21,935,419	21,735,951	Total Liabilities & Equity	128,385,111	158,216,295
Development Costs	240,988	33,627			
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	154,908	151,307			
Total Fixed Assets	216,167,522	199,917,498			
Less Accumulated Depreciation					
Accumulated Depr Land	727,975	694,282			
Accumulated Depr Buildings	27,628,361	26,112,602			
Accumulated Depr Coaches	73,322,819	73,243,895			
Accumulated Depr Office Equipment	8,262,510	7,708,917			
Accumulated Depr Other Equipment	17,635,111	17,190,438			
Accumulated Depr Development Cost	57,300	5,969			
Accumulated Depr Vehicle Exp - Opr	943,332	887,206			
Accumulated Depr Other Equipment Op	123,765	109,886			
Total Depreciation	128,701,173	125,953,196			
Net Fixed Assets	87,466,349	73,964,302			
Total Assets	128,385,110	158,216,295			

Actual Revenue vs. Budget

October 2021, Fiscal Year 2022



Current Month Revenues



MTTF \$7,144,424 Actual < \$7,380,024 Budget

Passenger fares \$99,031 ↓
 Paratransit fares \$11,450 ↓
 Special Fares \$28,949 ↓
 Federal Reimbursement Funds - FTA, Cap \$2,832,148 ↑
 State Government Funds - \$2,491,235 ↑

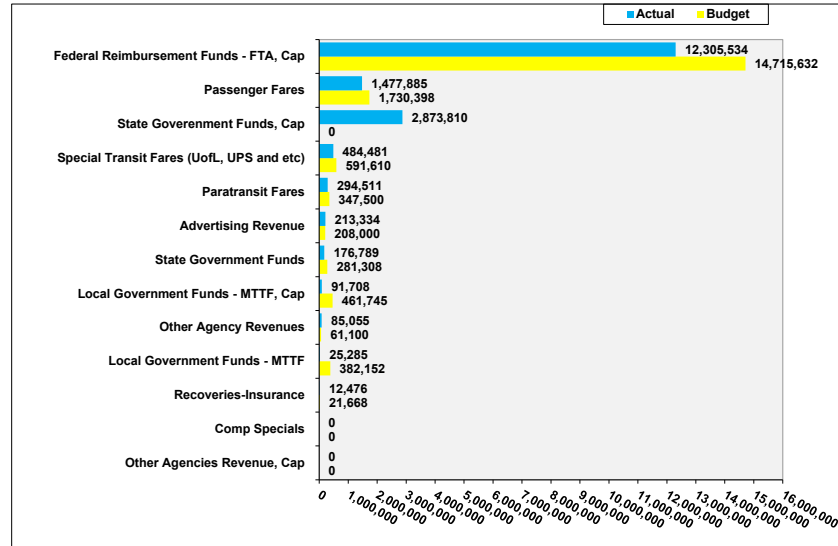
CM

- * Special Fares - is under budget \$28,949 mainly due to one contract decrease
- * Federal Reimbursement Funds - FTA, Cap is over budget \$2,832,148 mainly due to timing of expenditures for bus purchases
- * State Government Funds - is over budget \$2,491,235 due to timing of expenditures for bus purchases

YTD

- * Federal Reimbursement Funds - FTA is under budget \$2,261,884 mainly due to operating expenses being under budget and this did not change compared to last month
- * Federal Reimbursement Funds - FTA, Cap is under budget \$2,410,098 mainly due to timing of expenditures for bus purchases
- * State Government Funds - is over budget \$2,873,810 due to timing of expenditures for bus purchases

Year to Date Revenues



MTTF \$18,255,383 Actual < \$18,490,983 Budget

Federal Reimbursement Funds - FTA \$7,834,241 Actual < \$10,096,125 Budget

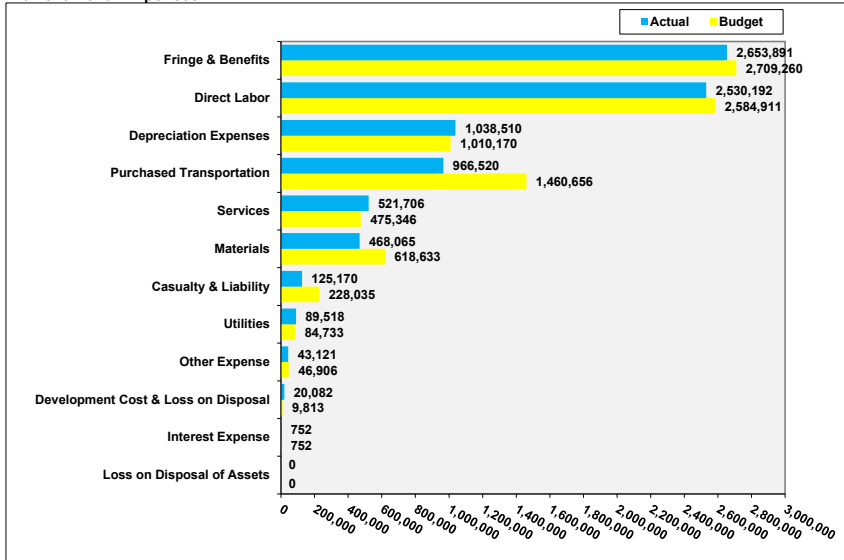
Passenger fares \$252,513 ↓
 Paratransit fares \$52,989 ↓
 Federal Reimbursement Funds - FTA \$2,261,884 ↓
 Federal Reimbursement Funds - FTA, Cap \$2,410,098 ↓
 State Government Funds - \$2,873,810 ↑

Actual Expenses vs. Budget

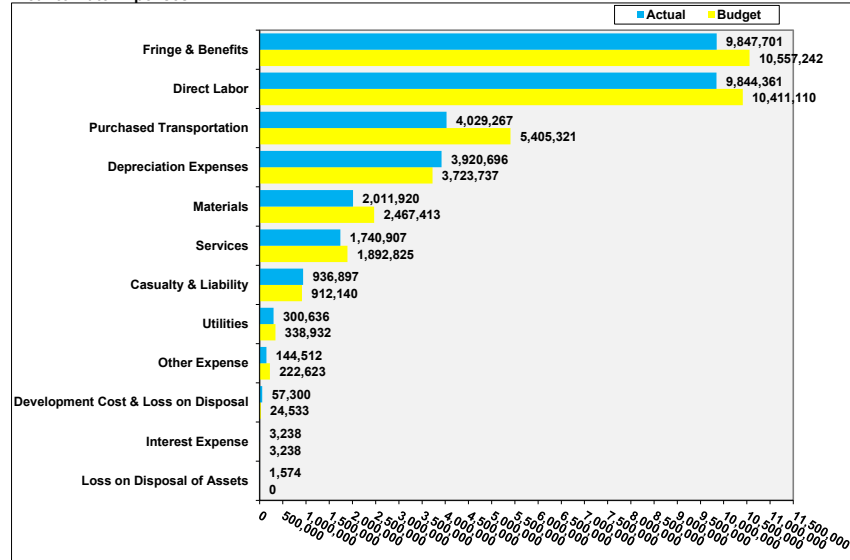
October 2021, Fiscal Year 2022



Current Month Expenses



Year to Date Expenses



Direct Labor \$54,719 ↓ Total Labor \$213,596 ↓

Fringe & Benefits \$55,369 ↓

Materials \$150,568 ↓

Casualty & Liability \$102,865 ↓

Purchased Transportation \$494,136 ↓

Direct Labor \$566,749 ↓ Total Labor \$825,618 ↓

Fringe & Benefits \$709,541 ↓

Materials \$455,493 ↓

Purchased Transportation \$1,376,054 ↓

Depreciation Expenses \$196,959 ↑

CM

* Fringe & Benefits are under budget \$55,369 mainly due to Pension, Medical and Sick leave offset by Worker's Compensation being over \$422,640

* Materials are under budget \$150,568 mainly due to diesel fuel and Maintenance materials and supplies

* Casualty & Liability is under budget \$102,865 mainly due to 6 claims settled for less than reserve amount set

* Purchased Transportation is under budget \$494,136 mainly due to revenue hours and penalties

YTD

* Fringe & Benefits are under budget \$709,541 mainly due to FICA, Pension, Medical, Sick offset by Worker's Compensation being over \$390,925

* Materials are under budget \$455,493 mainly due to diesel fuel and Maintenance materials and supplies

* Purchased Transportation is under budget \$1,376,054 mainly due to revenue hours and penalties

* Depreciation Expenses are over budget \$196,959 mainly due to timing of bus purchases



Year to Date Summary

October 2021, Fiscal Year 2022

Actual Compared to Budget YTD

	Good	In the Red	
Total Revenues before Capital are Over/ Under by (pg. 2, line 18)		\$3,351,404	
Total Expenses are Over/ Under by (pg. 2, line 41)	\$3,351,405		
MTTF Revenue Deposits are Over /Under by (pg. 8)	\$1,798,016		
October has a favorable balance before Capital of	\$5,149,421	\$3,351,404	\$1,798,017

Actual Revenues over Expenses

Operating Revenues	\$2,567,742
Operating Expenses	\$28,859,439
Net Gain/(Loss) before MTTF	(\$26,291,697)
MTTF Approved Contributions	\$18,255,383
Net Gain/(Loss) before Subsidies	(\$8,036,314)
Subsidies	
CARES	\$7,733,099
CRSSAA	\$0
5307 Federal Formula dollars to be used as (CEER)	\$101,142
MTTF Local Share	\$25,285
State Contributions	\$176,789
Total Subsidies	\$8,036,315
Net Gain/(Loss) before Capital	\$1

MassTransit Trust Fund (MTTF) Revenue Deposits



Deposit to Budget Difference FY 2022

Month	FY 22 Actual Deposits	FY 22 Budget Deposits	Difference	YTD Total	Current Month	YTD
July	\$4,416,524	\$4,263,320	\$153,204	\$153,204	3.59%	
August	\$4,516,464	\$4,049,642	\$466,822	\$620,026	11.53%	7.46%
September	\$5,708,766	\$4,744,809	\$963,957	\$1,583,983	20.32%	12.13%
October	\$4,035,303	\$3,821,270	\$214,033	\$1,798,016	5.60%	10.65%
November		\$4,823,684				
December		\$4,963,520				
January		\$4,589,049				
February		\$4,233,049				
March		\$4,173,450				
April		\$5,781,232				
May		\$3,901,651				
June		\$4,747,430				
		\$0				
TOTAL	<u>\$18,677,057</u>	<u>\$54,092,106</u>				

MTTF Revenue Deposits - Actuals

LOUISVILLE METRO REVENUE COMMISSION TARC LICENSE FEE TRANSACTIONS

	October 2021	October 2020	YTD FYE 2022	YTD FYE 2021	Difference Amount	Percent Change
Receipts						
Employee Withholding	\$ 4,106,501	\$ 3,942,684	\$ 16,460,921	\$ 15,406,440	\$ 1,054,481	6.84%
Individual Fees	39	8	(18)	879	(897)	-102.05%
Net Profit Fees	(96,298)	(112,290)	2,203,524	3,565,332	(1,361,808)	-38.20%
Interest & Penalty	79,629	42,374	265,430	162,622	102,808	63.22%
Total Collections	\$ 4,089,871	\$ 3,872,776	\$ 18,929,857	\$ 19,135,273	\$ (205,416)	-1.07%
Investment Income	\$ 645	\$ 776	\$ 2,753	\$ 2,094	\$ 659	31.47%
Total Receipts	\$ 4,090,516	\$ 3,873,552	\$ 18,932,610	\$ 19,137,367	\$ (204,757)	-1.07%
Disbursements						
Collection Fee	\$ 55,213	\$ 52,282	\$ 255,553	\$ 258,326	\$ (2,773)	-1.07%
Total Disbursements	\$ 55,213	\$ 52,282	\$ 255,553	\$ 258,326	\$ (2,773)	-1.07%
Due Mass Transit	\$ 4,035,303	\$ 3,821,270	\$ 18,677,057	\$ 18,879,041	\$ (201,984)	-1.07%
Less Previous Payments			14,641,754	15,057,771	(416,017)	-2.76%
Payable To Trust Fund			\$ 4,035,303	\$ 3,821,270	\$ 214,033	5.60%



Reimbursement Funds Only and a One Time Funding Source for TARC

	TARC Share	Actual FY 2020	Actual FY 2021	Actual YTD FY 2022	Remaining Balance	Budget YTD FY 2022
CARES*	41,576,008	4,341,151	26,847,680	7,733,099	2,654,078	13,000,563
CRRSAA**	21,504,688				21,504,688	18,237,895
ARP***	48,587,329				48,587,329	0

* KY-2020-012 was approved/Executed 5/27/2020

** KY-2021-020 was approved/Executed 7/1/2021

*** Still moving through the process not approved/Executed



TARC BOARD OF DIRECTORS SUBCOMMITTEES DECEMBER 14, 2021





BOARD SUBCOMMITTEES

ESTABLISHED PURSUANT TO KRS 96.A, BOARD RESOLUTION 2020- 31

Finance, Audit, & Risk
Management

(Dearing, Dryden, Launius)

Strategic Planning &
Technology

(Smith, Dearing, Christopher)

Customer
Service

(Day, Black)

Human
Resources

(Owsley, Day, Launius, Black)

* First name listed is Subcommittee Chair



2022 MEETING DATES

	Board of Directors	Human Resources	Strategic Planning	Customer Service	Finance
	Tuesdays	Wednesdays	Wednesdays	Wednesdays	Tuesdays
	1:30 p.m.	1:30 p.m.	1:30 p.m.	1:30 p.m.	1:30 p.m.
January	January 25, 2022		January 19, 2022		January 18, 2022
February	February 22, 2022			February 16, 2022	February 15, 2022
March	March 22, 2022	March 16, 2022			March 15, 2022
April	April 26, 2022		April 20, 2022		April 19, 2022
May	May 24, 2022			May 18, 2022	May 17, 2022
June	June 21, 2022	June 15, 2022			June 14, 2022
July	July 26, 2022		July 20, 2022		July 19, 2022
August	August 23, 2022			August 17, 2022	August 16, 2022
September	September 27, 2022	September 21, 2022			September 20, 2022
October	October 25, 2022		October 19, 2022		October 18, 2022
November	November 15, 2022			November 9, 2022	November 8, 2022
December	December 13, 2022	December 7, 2022			December 6, 2022



HUMAN RESOURCES CHARTER

RESPONSIBILITIES OF THE CUSTOMER SERVICE COMMITTEE

- Meet quarterly
- Review the Executive Director's compensation
- Identify Board training opportunities and ensure appropriate training is given
- Prepare a Board meeting attendance matrix annually
- Ensure that the policies and procedures applicable to all employees are public, discernable, and followed



CUSTOMER SERVICE CHARTER

RESPONSIBILITIES OF THE CUSTOMER SERVICE COMMITTEE

- Meet quarterly;
- Monitor feedback from fixed route customers, TARC3 customers, elected officials and others regarding TARC's services;
- Review, analyze and evaluate all new customer products developed by staff prior to the presentation of such new customer products to the full Board for its approval;
- With the assistance and cooperation of TARC staff, review all TARC programs, plans and activities for the purpose of determining the direct impact of such programs, plans and activities on TARC customers;
- Monitor trends and advancements in public transportation;
- Monitor TARC's processes for addressing complaints from TARC3 customers who, due to service changes, no longer live within TARC's service territory;
- Regularly and routinely review TARC's rider volume, fixed route schedule, on-time performance, coach operator attendance/absence, and all other indices which impact TARC's ability to provide safe, reliable, on-time service to its customers, and
- Periodically review and evaluate the committee's performance.



STRATEGIC PLANNING AND TECHNOLOGY CHARTER

RESPONSIBILITIES OF THE CUSTOMER SERVICE COMMITTEE

- Meet quarterly;
- Work with staff to review TARC's technology needs and ensure that the organization's technology needs are addressed;
- Review transit operational trends with staff to assist the Board in determining whether any such trends can be implemented at TARC and what the cost of such implementation would be;
- Review staff proposed route and system changes prior to the presentation of such changes to the full Board for its approval;
- Review staff strategic planning process and outcomes prior to the presentation of such information to the full Board for its action, and
- Periodically review and evaluate the committee's performance.



FINANCE, AUDIT, RISK MANAGEMENT CHARTER

RESPONSIBILITIES OF THE CUSTOMER SERVICE COMMITTEE

- Meet monthly;
- Review budgets prepared by staff and ensure that such budgets accurately reflect the financial status of TARC prior to the presentation of such budgets to the full TARC Board for review and approval;
- Review TARC's performance against the Board approved budget prior to the presentation of such budget performance to the full Board;
- Safeguard and monitor the status of the Mass Transit Trust to Fund ensure its viability;
- Report to the full Board any financial irregularities, concerns and opportunities;
- Recommend financial guidelines to the Board, including the establishment, amount, and use of lines of credit;
- Review staff's selection of an auditor prior to the presentation of that recommendation to the Board, and review the report of said auditor prior to its presentation to the Board;
- Periodically review and evaluate the committee's performance, and
- Advise the Executive Director on financial priorities and other matters which impact the financial health of TARC.



BOARD SUBCOMMITTEE UPDATE

December 14, 2021