

Presented: June 23rd, 2020

TRANSIT AUTHORITY OF RIVER CITY
BOARD OF DIRECTORS MEETING

May 2020 Board Meeting Minutes

The Board of Directors of the Transit Authority of River City met on Wednesday, May 27th, 2020 at 1:30 PM, via Zoom Conference due to the governmental social distancing constraints, pursuant to written and electronic notice to all Board Members.

BOARD MEMBERS PRESENT

Mary Morrow
J.C. Stites
John Launius
Charles Rogers
Ted Smith
Alice Houston

BOARD MEMBERS ABSENT

Carla Dearing

QUORUM CALL

Chair Morrow called the meeting to order at 1:35PM.

ADOPTION OF MINUTES

Correction to April 2020 minutes: Tierra Wayne was at the last board meeting. The motion was duly moved for the April 2020 Board Meeting minutes by Alice Houston and seconded by Chuck Rogers. Board of Directors unanimously accepted the April 2020 Board Meeting minutes.

BOARD RESOLUTIONS

Resolution 2020-25 Concerning the Establishment of An Ethic's Tip Line

Presented by: Matthew Golden

A resolution establishing an Ethics Tip Line as a conduit for reporting illegal or unethical behavior committed by TARC employees, officers, contractors, agents, or directors.

Continued on next page.

Amendment: Notify TARC to make sure there is not risk exposure while the investigation is being conducted by LMPD.

The motion was duly moved by John Launius, seconded by Charles Rogers and approved provided amendment be made.

Resolution 2020-26 Adoption of an Ethics Policy

Presented by: Matthew Golden

A resolution concerning the adoption of a Code of Conduct for The Transit Authority of River City (TARC) employees.

The motion was duly moved by Chuck Rogers, seconded by John Launius and approved.

Resolution 2020-27 Service Changes August 2020 and Title VI Evaluation

Presented by: Aida Carter

A resolution authorizing Transit Authority of River City (TARC) proposing service changes to be implemented in August 2020. These changes are aligned with TARC's strategic and operating goals, TARC's financial resources and the budget, cost of service, and ridership performance.

The motion was duly moved by JC Stites, seconded by Ted Smith and approved.

Resolution 2020-28 Acceptance of KIPDA Grant Funds/Local Match Authorization

Presented by: Geoffrey Hobin

A resolution authorizing the Interim Co-Executive Directors to enter into agreements with KIPDA for up to \$225,000 of Federal Section 5303 Planning funds for the preparation of a Fleet Electrification Strategic Plan and a Mobility Services Plan.

The motion was duly moved by Alice Houston, seconded by Chuck Rogers and approved.

FINANCIAL UPDATE

Presented by: Tonya Carter

Actual Revenue vs. Budget - Current Month

MTTF - \$4,931,288 Actual > \$2,441,205 Budget

Local Government Funds - MTTF, CAP - \$6,581 < \$126,627 Budget

- * Passenger Fares are under budget \$517,445 mainly due to budget projection and COVID-19
- * Comp Specials are under budget \$218,025 due to receiving a deposit check in March for Derby services, which was returned this month
- * Federal Reimbursement Funds - FTA is under budget \$3,500,000 mainly due to timing of receiving federal formula funds,

Actual Revenue vs. Budget – Current YTD

MTTF - \$57,199,781 Actual = \$57,199,781 Budget

Local Government Funds - MTTF, CAP - \$508,689 Actual < \$5,166,270 Budget

- * Passenger Fares are under budget \$1,731,478 mainly due to Regular LUCC revenue recognition, discontinuation of Tarclift services and COVID-19
- * Special Transit Fares are under budget \$307,265 due to timing of some contracts and budget projections
- * Federal Reimbursement Funds - FTA is under budget \$3,959,802 mainly due to timing of receiving federal formula funds
- * Local Government Funds - MTTF, Cap is under budget \$4,657,581 mainly due to the Dixie Rapid buses being budgeted in August but received in FY19

Actual Expenses vs. Budget - Current Month

Direct Labor - \$1,933,454 Actual < \$2,565,426 Budget

Fringe & Benefits - \$2,302,294 Actual < \$2,360,046 Budget

- * Direct labor is under budget \$631,972 and total labor is under budget \$518,184
- * Fringe & Benefits are under budget \$57,752 mainly due to FICA and worker's compensation
- * Materials are under budget \$168,068 mainly due to decreased services in the current month
- * Purchased Transportation is under \$549,809 mainly due to reduction in service as a result of COVID-19

Actual Expenses vs. Budget - Current YTD

Direct Labor - \$24,275,421 Actual < \$24,304,299 Budget

Fringe & Benefits - \$23,560,663 Actual > \$23,268,412 Budget

- * Direct labor is under budget \$28,878 and total labor is under budget \$75,846
- * Fringe & Benefits are over budget \$292,251 mainly due to increased worker's compensation claims in the first 4 months of the year
- * Materials are under budget \$1,108,146 due to a decrease in diesel fuel, Maintenance revenue vehicle materials and fare media

* Purchased Transportation is under budget \$1,108,146 due to revenue hours, fuel and COVID-19

* Depreciation Expense is over budget \$439,486 mainly due to not budgeting enough depreciation for the Dixie Rapid buses

OPERATIONS UPDATE

Presented by: Randy Frantz

Paratransit

Comments, Actions & Next Steps

Continue to see large ridership declines, 63%

.8% Missed trips (impacted per day) April

Call Center metrics April-May

.17 avg Hold Time

2% Abandoned Rate

1.88 avg Call Duration

Preparation for Volume Increase

Weekly MV meetings

May 8: 7 new MyCity subcontractors

May 11: 6 new zTrip subcontractors

May 13: 7 MyCity class started

June 10: next training class scheduled

COVID-19

Daily sanitization

Intermittent wiping between trips

Personnel access to sanitizer, masks & gloves

COVID-19 Update

Comments, Actions & Next Steps

Recent Actions

5/18 Announced rehire plan

5/12 Councilwoman Dorsey PPE donation

5/11 Temperature testing

5/6 Plexiglass barriers on buses

4/26 Required masks & rear boarding

4/23 Metro Govt support of 15,000 masks

Rehire Plan

Weekly classes of qty 21 June1 – June29

Refresher and additional training

Classwork / Roadwork

Customer Service

Safety and Security

Continuity of EE benefits

Ready to serve as enabler #WeMoveTheCity

Lorri Lee- Designated Healthy at Work Officer

Bus Grant 5339(b)

Comments, Actions & Next Steps

Total project will replace 40-45 aging buses with new Gillig clean diesel buses (2 added to BRT)

Order placed May 2020

Production placed over 5 slots, X qty/quarter

Determining features, i.e. vinyl seating

Sill work to do

SERVICE CHANGES/PUBLIC FEEDBACK

Presented by: Aida Copic

We have funding to implement three new routes.

Proposed Changes Phase A, B, & C

Phase A

- As part of long-term strategy, discontinue low-performing express service, highcost circulators and some low-performing local routes

Phase B and C

- Implement Phase B and C only if necessary for balancing TARC's budget
- Phase B and C would not be permanent changes
- Service will be gradually restored in order of priority
- These interim steps are planned to ensure TARC's financial health and stability, and are not part of TARC's long-term strategy
- Recommendations are based on the extensive COA technical analysis and performance evaluation

Consideration

- Impact on customers, other routes or transfers available to passengers
- Impact on low income, minorities and TARC 3 customers
- Impact on TARC partnerships – UofL, Humana, Metro, UPS
- Balanced decisions – reductions only as necessary

Public Involvement Process

- Community and stakeholders engagement - present all proposed changes, but implement only as needed
- Restore service when ridership improves, based on demand

Request by Chuck Rogers: TARC3 riders will be grandfathered into their current services despite changes to routes.

Request by JC Stites: What is the cost for the fixed route rider over the past five years? What is your goal for it to be for the future?

CLOSED SESSION

Chair Morrow requested a motion to move to close session to discuss litigation and a personnel issue. Chuck Rogers moved to close the session and it was properly seconded by John Launius.

Board of Directors moved to a closed session at 2:53PM. Zoom Meeting ended and the closed session with the Board of Directors began.

Adjournment:

Zoom Meeting adjourned at 2:53PM.



Mary Morrow
Chair

Date