

Presented: July 28th, 2020

TRANSIT AUTHORITY OF RIVER CITY

BOARD OF DIRECTORS MEETING

June 2020 Board Meeting Minutes

The Board of Directors of the Transit Authority of River City met on Tuesday, June 23rd, 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
Carla Dearing

BOARD MEMBERS ABSENT

Alice Houston

QUORUM CALL

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

ADOPTION OF MINUTES

The motion was duly moved for the May 2020 Board Meeting minutes by Chuck Rogers and seconded by Carla Dearing. Board of Directors unanimously accepted the May 2020 Board Meeting minutes.

BOARD RESOLUTIONS

Resolution 2020-29 P-2811 Architect & Engineering Consulting

Presented by: Geoffrey Hobin

A resolution authorizing the Interim Co-Executive Directors of the Transit Authority of River City (TARC) to expend an amount not to exceed \$300,000 with Studio Kremer Architects for Architectural & Engineering Consulting services.

Continued on next page.

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

Resolution 2020-30 IT Hardware Purchase and COVID-19 Related Upgrades

Presented by: Dwight Maddox Jr.

A resolution authorizing the purchase of IT hardware for upgrading capacity and supporting remote work initiatives related to the COVID-19 Pandemic. The recent COVID-19 Pandemic has required all members of the Commonwealth to explore new options and capacity related to working outside of the office when able.

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

Resolution 2020-31 Concerning the Establishment of Board Committees

Presented by: Matthew Golden

A resolution establishing Board Committees for governance of particular aspects of TARC. Pursuant to KRS § 96A.070(8), the following advisory committees are created: Strategic Planning and Technology, Finance Audit and Risk Management, Customer Service, Human Resources, and Search Committee.

The motion was duly moved by Chuck Rogers, seconded by JC Stites and approved.

FINANCIAL UPDATE

Presented by: Tonya Carter

May 2020

Actual Revenue vs. Budget - Current Month

MTTF – (\$2,660,186) Actual <\$1,102,912 Budget

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

* Passenger Fares are under budget \$656,454 mainly due to budget projection and COVID-19

* Federal Reimbursement Funds - FTA is over budget \$6,591,617 due to receiving federal formula funds,

Actual Revenue vs. Budget – Current YTD

MTTF - \$54,539,595 Actual <\$58,302,693 Budget

Local Government Funds - MTTF, CAP is under budget \$4,780,624 mainly due to the Dixie Rapid buses being budgeted in August but received in FY19

* Passenger Fares are under budget \$2,387,932 mainly due to Regular LUCC revenue recognition, discontinuation of Tarclift services and COVID-19

* Local Government Funds - MTTF, Cap is under budget \$4,780,624 mainly due to the Dixie Rapid buses being budgeted in August but received in FY19

Actual Expenses vs. Budget - Current Month

Direct Labor - \$2,024,598 Actual < \$2,455,637 Budget

Fringe & Benefits - \$1,900,362 Actual < \$2,335,233 Budget

* Direct labor is under budget \$431,039 and total labor is under budget \$379,391

* Fringe & Benefits are under budget \$434,871 mainly due to pension and medical

* Materials are under budget \$148,516 mainly due to diesel fuel and decreased services in the current month

* Purchased Transportation is under \$533,363 mainly due to decreased service

Actual Expenses vs. Budget - Current YTD

Direct Labor - \$26,300,018 Actual < \$26,759,936 Budget

Fringe & Benefits - \$25,461,025 Actual > \$25,603,645 Budget

* Direct labor is under budget \$459,918 and total labor is under budget \$455,239

* Fringe & Benefits are under budget \$142,620 mainly due to medical and pension offset by increased worker's compensation claims in the first 4 months of the year

* Materials are under budget \$1,256,663 due to a decrease in diesel fuel, Maintenance revenue vehicle materials and fare media

* Purchased Transportation is under budget \$1,617,853 due to revenue hours, fuel and COVID-19

* Depreciation Expense is over budget \$523,469 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, -52% V Pre-COVID19, +22% V Previous weeks

Fixed Route

Slight improvement week over week, -59% V Pre-COVID19

COVID-19 Update

Comments, Actions & Next Steps

Daily sanitization

Intermittent wiping between trips

Personnel access to sanitizer, masks & gloves

Department Updates

***Purchasing**-2 new Buyers within 5 weeks, annual inventory, active bonfire contracts

***Grants**-43 buses ordered, CARES & FY grants obligated, facilities & systems

***IT**-Dixie BRT displays, GFTS schedule review, hardware procurement

***Transportation**-Rehire training, community support, operation excellence

***Maintenance**-Completed driver barrier, 1 new mechanic, daily sanitization

***Paratransit/CS**-Volume increasing, CS metrics performing, COVID-19 management

***Comm/Mark**-Community awareness, COVID-19 management, employee engagement

SAFETY & SECURITY OVERVIEW

Presented by: Lorri Lee & Jalyn Hodgens

Lorri Lee- Director of Safety & Security & Designated Healthy at Work Officer

Lori Wilson-Work Comp Coordinator

Safety & Security Investigators-Brittany Sheppard, John Johnson, Jalyn Hodgens, Walter Baker, and Bader Ali

Goal-aiming to reduce accidents by 60%

2019 YTD Numbers:

Preventable 188, Non-preventable 234

Safety Officer Removals-131

Transported Injuries-85

Work Comp-95

Info-1305

Claims Paid-212, Claims cost-\$1,618,267, average amount per claim \$8k

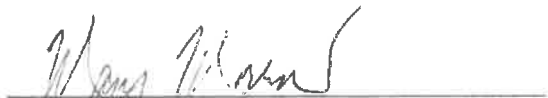
PUBLIC FORUM

Presented by: Matthew Golden

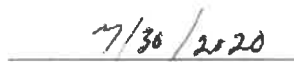
No comments.

Adjournment:

Zoom Meeting adjourned at 2:30PM.



Mary Morrow
Chair



Date