

TARC BOARD OF DIRECTORS MEETING



October 2020 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on Tuesday, October 27, 2020 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
Charles Rogers
Carla Dearing
John Launius
J.C Stites
Ted Smith
Alice Houston

Quorum Call

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

Adoption of Minutes

The motion was duly moved for the September 2020 Board Meeting minutes by John Launius and seconded by J.C. Stites. Board of Directors unanimously accepted the September 2020 Board Meeting minutes.

Operational Overview

Presented by: Randy Frantz and Tonya Carter

Please see power point presentation.

Financial Update

Presented By: Tonya Carter
August 2020

- Passenger Fares are under budget \$110,098 mainly due to budget projection on COVID-19 impact.
- Paratransit Fares are under budget \$39,455 mainly due to budget projection on COVID-19 impact.
- Federal Reimbursement Funds - FTA is over budget \$295,148 mainly due to applying CARES funds in August. Federal Reimbursement Funds – FTA Cap is under budget \$160,896 mainly due to timing of spending funds for capital projects.

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- Direct labor is over budget \$169,768 and total labor is over budget \$231,230
- Fringe & Benefits are under budget \$50,931 mainly due to medical.
- Casualty and Liability is over budget \$478,765 mainly due to LAGIT equity Contribution.
- Purchased Transportation is under budget \$431,149 mainly due to budget projection on COVID-19 impact.
- Depreciation Expense is under \$140,915 mainly due to office equipment.
- Overall we had a \$65,429 favorable balance for the current month on the Statement of Revenues – Expenses. This brings the unfavorable year-to-date balance of \$167,285. This is mainly due to applying CARES funding in August.
- August MTTF budget projection for revenue deposits is over budget \$2,441,522 (Exhibit 1) year-to-date. We currently have a favorable balance before capital year-to-date of \$2,274,237 (Exhibit 2) due to the MTTF revenue deposits.
- MTTF net profit fees are up \$1,956,912 and employee withholdings are up \$296,507 year to date compared to last year.
- Total Capital Contributions is under budget \$148,875 for the current month and under budget \$473,482 year-to-date mainly due to the timing of spending grant funds.
- Total Capital Expenses are under budget \$71,048 for the current month and under budget \$142,546 year-to-date. Bringing the year-to-date balance after capital items are applied to an unfavorable balance of \$1,575,569 mainly due to capital contributions being less than depreciation expenses.

Board Resolutions

Resolution 2020-46 Amendment No.2 to contract 2783b Crowe LLP for Audit Services

Presented by: Tonya Carter

A resolution authorizing the Executive Director to further amend and modify contract 2783b with Crowe LLP for Audit Services amounting to \$75,000 in FY 2021, but not to exceed \$219,760 total cost.

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

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Resolution 2020-47 FY 2020 Capital Assistance Grants Program of Projects Revised

Presented by: Geoffrey Hobin

A Resolution authorizing TARC Executive Director to file an application with the Department of Transportation, United States of America, for a grant under the Urban Mass Transportation Act of,1964 as amended.

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

Resolution 2020-48 Purchase of Automatic Passenger Counters P-2815

Presented by: Geoffrey Hobin

A Resolution authorizing the Executive Director to procure parts for Automated Passenger Counters from InfoDev at a not to exceed amount of \$126,000.00.

The motion was duly moved by Charles Rogers and seconded by J.C.Stites and approved.

Resolution 2020-49 TARC Employee Handbook 2020

Presented by: Randy Frantz and Pat Mulvihill

A resolution to approve TARC's Employee Handbook and to authorize the Executive Director or designee to distribute such Handbook to all TARC employees.

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

Chairs Report

Presented by: Mary Morrow

Ms. Morrow thanked the community for bringing important issues to the forefront and know that we are working to provide better service every day even in these very challenging times. She responded that there had been a number of comments regarding various components of TARC service and operations, including service animals, detours, and neighborhood service. She goes on to report that staff has responded to the issue to ensure that it has been resolved and that no additional actions need to be taken; or that the suggestions will be considered along with other efforts moving forward. She added that another comment was about the diversity on the Board, and Mayor Fischer along with the Metro Council have an ordinance that considers aspects of diversity – racial, gender, geography and political affiliation for any Board or commission appointed by the Mayor. TARC along with our partners at Mayor Fischer's office and the Metro Council are working to ensure that the guidance from this ordinance is being met to the fullest extent possible.

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Adjournment

Meeting adjourned at 2:27 P.M.

Mary C Morrow

Mary Morrow
Chair

Nov 24, 2020

Date