

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 12, 2023 at 1:30 p.m.

This meeting is also being held via teleconference as permitted by KRS 61.826. Pursuant to KRS 61.810, the Board of Directors may enter into Closed Session, but shall not take any action in a Closed Session.

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.

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 Stephanie Isaacs at 502.561.5103. Requests made as early as possible will allow time to arrange accommodation.

Any person may provide a public comment in the chat feature at www.facebook.com/ridetarc at any time during a Board meeting which will be read into the record of the Board minutes. Please include your name in the chat. In addition, Ms. Isaacs will accept public comments that are provided to her by 12:00 PM the day before the next regularly scheduled meeting of the Board via email at sisaacs@ridetarc.org.

If you would like speak at the Meeting, please contact Stephanie Isaacs at (502) 561-5103 to sign up or send an email to sisaacs@ridetarc.org.

Guidelines to speak before the TARC Board of Directors:

- a) Only ten (10) residents of TARC's service area per Board meeting will be allowed to speak; if less than ten (10), then the TARC Board Chair may allow a non-resident of Metro Louisville to fill a vacant slot;
- b) Speakers shall be restricted to a maximum of three (3) minutes each and may not share these minutes with any other speaker; however, persons with medically recognized disabilities who are entitled to a reasonable accommodation under the Americans with Disabilities Act (ADA) shall be given an additional minute to speak;

.....continued.....

- c) In order to speak in person at a regularly scheduled TARC Board meeting:

TARC BOARD OF DIRECTORS MEETING



- i. a speaker must register with Stephanie Isaacs as indicated above.
 - ii. the period to register begins at the conclusion of the prior regularly scheduled Board meeting and ends at 12:00 PM the day before the next regularly scheduled meeting in which the person intends to speak.
 - iii. persons registering may leave their name/alias and address, and shall notify Ms. Isaacs of the topic in which they will speak.
 - iv. no more than three (3) persons may speak with the same position on any one topic before the Board at any meeting (i.e., six (6) persons can speak on one topic before the Board at a particular meeting, three (3) in support and three (3) against);
- d) Any materials presented to the Board may be forwarded prior to or following all Board gatherings to Ms. Isaacs for dissemination purposes;
- e) Speakers before the entire Board are not allowed to use props, displays, or any other objects during their presentations. However, informational handouts may be given to Ms. Isaacs and distributed in accordance with (d) above;
- f) Persons within the audience are allowed to have signs in the Board room that are no larger than 8 ½ x 11 inches. However, such signs may not be attached to any sort of stick and must be displayed in a manner that does not inhibit others from viewing the Board meeting; and
- g) Speakers may not engage in electioneering nor the endorsement or promotion of any commercial product or service.

TARC BOARD OF DIRECTORS MEETING



Agenda – December 12, 2023

| | | | |
|-------|--|--------------------|-------------|
| I. | Quorum Call/Call to Order | Ted Smith | 1:30 |
| | a. Approval of November Meetings Minutes | Board of Directors | 1:35 |
| II. | Action Items and Presentations for Board Meeting | | 1:40 – 1:50 |
| | a. Resolution 2023 – 34 Legal Services | Pat Mulvihill | |
| | b. Resolution 2023 – 35 FTA Authorizing Signatures | Tonya Carter | |
| III. | Presentations and Staff Reports | | 1:50 – 2:15 |
| | a. Monthly Performance Report | Rob Stephens | |
| | b. Financial Statements October 2023 - FY 2024 | Tonya Carter | |
| IV. | Old Business | | |
| V. | New Business | | |
| | a. Resolution 2023-36 Executive Committee Creation | Ted Smith | 2:15 - 2:20 |
| VI. | Public Comment | Pat Mulvihill | 2:20 – 2:30 |
| VII. | Proposed Agenda / Procurements | Rob Stephens | 2:30 – 2:40 |
| | a. Exercise of Options for Avail System | | |
| | b. Purchase of Voice Radio Equipment | | |
| | c. Support Services for Trapeze and Novus software and equipment | | |
| | d. Fiscal Year 2025 Budget preview and timeline | | |
| | e. Paratransit Vehicles | | |
| | f. Paratransit Service | | |
| | g. Facility Wide Building Maintenance and Construction | | |
| | h. Digital Route Display Repair | | |
| VIII. | Adjournment | | 2:40 |

TARC BOARD OF DIRECTORS MEETING



November 14, 2023 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on November 14, 2023 at 1:30 p.m. in person at TARC, 1000 W. Broadway in the Board Room and virtually via teleconference as permitted by KRS 61.826.

Board Members Present

In Person

Ted Smith
Abbie Gilbert
Steve Miller
Tawanda Owsley
Jan Day

Virtual

Declined

Dave Christopher
Bonita Black
Michael Schnuerle

Meeting Called to Order

Ted Smith called meeting to order at 1:31 p.m.

Quorum Call –

- October Board Meeting Minutes approved.

Closed Session – No action was taken during the Closed Session

Board Meeting resumed 1:44 p.m.

Action Items

Jennifer Miles presented Resolution 2023-19 Amendment No. 1 Experimental Shared Mobility on Demand Pilot Project.

- After reviewing the proposals as part of this solicitation, TARC seeks zTrip and MV Transportation to provide pilot shared-mobility and on-demand services for TARC.
- TARC began negotiations for a multi-vendor contract with these two entities.
- TARC conducted best and final offers for the service with zTrip and MV Transportation for the pilot initial terms and optional term of up to three (3) years.
- This resolution authorizes the Executive Director to enter into contract for a multi-vendor award for MV Transportation and WHC 'zTrip' for a total not to exceed amount of \$200,000 each for the initial term of a six-month pilot.

The motion was duly moved for approval by Steve Miller. The motion seconded by Ted Smith. The Board of Directors unanimously adopted the resolution.

Joe Triplett presented Resolution 2023-27 Ellipse Hosting and Maintenance Services.

- Background: Ellipse hosting is being discontinued by Hitachi.
- The IT department is recommending the continued hosting and support services with COSOL because of the support they have provided thus far and COSOL is the preferred partner to host and support Ellipse ERP/EAM.

TARC BOARD OF DIRECTORS MEETING



- This action will also allow TARC staff to begin developing scope and requirements for an ERP/EAM system for the purpose of full and open competition.
- This resolution is seeking approval for the Executive Director to enter into a two-year agreement for hosting, support, and retainer services with COSOL for a two-year contract and shall be procured as a sole source (20231860) for not to exceed the amount of \$302,472 for the first year and a not to exceed amount of \$326,244 for the first year for a total of \$628,716.
- In addition, a 10% contingency in the amount of \$62,871 is requested for any unforeseen costs for a total not to exceed amount of \$691,587 for the two-year term

The motion was duly moved for approval by Ted Smith. The motion seconded by Steve Miller. The Board of Directors unanimously adopted the resolution.

Rob Stephens presented Resolution 2023 – 28 Bus Shelter Cleaning and Minor Repair Services.

- Bus shelter cleaning and maintenance is a high priority goal for TARC.
- Keeping TARC's 283 shelters clean and safe is an essential part of delivering high quality service and ensuring an exceptional customer experience.
- The fixed route bus overview identified bus stop cleanliness as an area of opportunity to help increase TARC's net promoter score, a measure used to gauge customer satisfaction.
- For the past ten years, bus shelter cleaning has been part of TARC's advertising, installation and maintenance service contract (P-2525) with OutFront Media (formerly CBS Outdoor). The second and final term expires on December 31, 2023.
- With a renewed emphasis on bus shelter cleanliness and a decision to separate cleaning services from advertising services was made by TARC.
- Block By Block offered the best and lowest pricing for the scope of service requested and is deemed the best value to TARC.
- In addition, Block By Block also provided optional services described as an Ambassador Program and a Safety Ambassador Pilot Program. These programs are designed to be more proactive in creating positive engagement, provide a significant deterrent to unwanted activity, and provide a reassuring presence to provide confirmation that the system is safe.
- Both optional services enhance and complement the original scope of work and services required.
- TARC recommends making an award to Block By Block for an initial term of two (2) years with an option to exercise an annual one (1) year term for a total of three (3) years. The optional term shall be brought back to the Board for approval and authorization.
- The contract amount requested for the initial two (2) year term for the requested services is a not-to-exceed amount of \$2,212,298 of which TARC expects to offset the payment of such services by the sale of advertisements in these shelters.

Chris Ward presented Resolution 2023-29 Fleet Purchases for Clean Diesel and Battery Electric Joint Procurement.

TARC BOARD OF DIRECTORS MEETING



- TANK issued RFP 2023.02 (TARC 20231835) for the procurement of heavy duty, low floor diesel buses (including hybrid, CNG, and BRT options) partnering with TARC and seven (7) other transit systems.
- TANK received one (1) responsive, responsible proposal from Gillig.
- TARC has set aside funds from its Federal Fiscal Year 2023 urbanized area formula award to acquire up to twelve (12) diesel-powered buses.
- TARC's previous order of six (6) electric buses from Nova Bus was cancelled due to their cessation of US bus production in July 2023.
- Lextran issued RFP 04-2020 for the procurement of heavy duty, low floor electric buses, partnering with TARC and three (3) other transit systems.
- Lextran received three (3) responsive, responsible proposals from Gillig, BYD, and Proterra and selected Gillig as the successful proposer; and TARC entered into a contract with Gillig (P-2706).
- TARC has available funds from its Federal Fiscal Year (FFY) 2021 Section 5339(c) Low and No Emissions grant and FFY 2022 Section 5339 urbanized area formula award to acquire electric vehicles.
- TARC has a continuing need to replace aging fixed route buses.
- This resolution authorizes the Executive Director to enter into a five (5) year contract with Gillig through TANK RFP 2023.02 for the purchase of up to seventy-five (75) buses for an amount not to exceed \$49,000,000 and to place an initial order of up to twelve (12) clean diesel 40' low-floor buses for an amount not to exceed \$7,729,000, and to authorize the purchase of six (6) battery electric buses from Gillig.

The motion was duly moved for approval by Jan Day. The motion seconded by Abbie Gilbert. The Board of Directors unanimously adopted the resolution.

Pat Mulvihill presented Resolution 2023-30 Public Comment Process Notification.

- This Resolution is approving guidelines and rules to govern public comment before the Board.
- The Board held a special meeting on September 25, 2023 to look at ways to improve the effectiveness and efficiency of Board and Committee meetings, including how best to receive and allow for public comment at its Board meeting.
- After careful examination of the process by which public comments are received by several other public entities, the Board concluded that the Louisville Metro Council provided the best model for TARC to follow.
- TARC Board hereby wishes to adopt the following guidelines and rules, which are hereby attached, and largely mirror Louisville Metro Council public engagement rules.

The motion was duly moved for approval by Ted Smith. The motion seconded by Jan Day. The Board of Directors unanimously adopted the resolution.

Carrie Butler presented Resolution 2023-31 TARC Board of Directors Meeting Dates for 2024.
The Resolution moves to the full Board.

The motion was duly moved for approval by Ted Smith. The motion seconded by Tawanda Owsley. The Board of Directors unanimously adopted the resolution.

Staff Reports and Financials

At this time there are no pressing issues to be presented for staff operations reports and financials reports.

TARC BOARD OF DIRECTORS MEETING



Chair's Report and Subcommittee Reports

Ted Smith presented Resolution 2023-32 Personnel Matter.

- Carrie Butler is recognized for her service to the community and her leadership to TARC and will step down as Executive Director on December 31, 2023.
- We will recognize this service by offering a consultant role at current salary and benefits until June 30, 2024.
- We wish Carrie Butler success in all her future endeavors.
- Mayor's Office will issue a statement.
- Mayor's Office has started the search for a new director.

The motion was duly moved for approval by Ted Smith. The motion seconded by Tawanda Owsley. The Board of Directors unanimously adopted the resolution.

Public Comments

Pat Mulvihill stated there were no public comments at this time.

Adjournment

Ted Smith made a motion to adjourn at 2:24 p.m. This motion was duly moved by Ted Smith and seconded by Jan Day and approved by the Board.

Ted Smith Chair of the TARC Board of Director

Date

TARC BOARD OF DIRECTORS MEETING



November 29, 2023 Special Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on November 29, 2023 at Noon. in person at TARC, 1000 W. Broadway in the Board Room as permitted by KRS 61.823.

Pursuant to KRS 61.823, the TARC Board of Directors will hold a special meeting regarding Resolution 2023-33 and next steps in Executive Director Search.

Board Members Present

In Person

Ted Smith
Abbie Gilbert
Steve Miller
Jan Day

Virtual

Bonita Black
Tawanda Owsley

Declined

Dave Christopher
Michael Schnuerle

Meeting Called to Order

Ted Smith called meeting to order at 12:01 p.m.

Action Items

Ted Smith presented Resolution 2023-33 Memorandum of Agreement between TARC and Louisville Metro Government for an Interim Executive Director

- This resolution authorizes the Executive Director to enter into an agreement with Louisville Metro Government for an Interim Executive Director.
- Ms. Butler will resign as the Executive Director at TARC with her last day being December 31, 2023.
- TARC will need an interim Executive Director after such date and has asked Louisville Metro Government to assist until a permanent director is named.
- Louisville Metro Government has agreed to have Mr. Ozzy Gibson serve in that role until a new permanent Executive Director is named.

Next Steps in the Executive Director search are being conducted by the Mayor's Office.

Abbie Gilbert asked a question in regards to the process.

Ted stated the Mayor's Office is conducting the search.

Adjournment

Ted Smith made a motion to adjourn at 12:05 p.m. This motion was duly moved by Ted Smith and seconded by Abbie Gilbert and approved by the Board.

Ted Smith, Chair of the TARC Board of Directors

Date



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, Executive Director

Date: December 12, 2023

Re: Resolution 2023 – 34 Legal Services

The Transit Authority of River City (TARC) has a variety of needs regarding legal services to complement and assist TARC and its in-house general counsel in managing the legal affairs of TARC. These include any number of legal issues that may arise but generally fall into three categories: General and Corporate Affairs; Labor and Employment matters; and Claims, Litigation, and Settlements regarding property damage and personal injury.

TARC's Procurement team issued a Request for Proposal (RFP) on August 23, 2023, which was also posted on TARC's website and procurement portal, Bonfire. The solicitation invited interested parties to submit proposals for a three (3) year contract period with a two (2) one-year optional extensions. Proposals could be specific to any of the three (3) legal area listed in the RFP and could include one (1), two (2) or all three (3) of the identified areas, and TARC could award to a single firm or multiple firms. TARC's current contracts for these services expires on December 31, 2023.

TARC received seven (7) proposals, all of which were deemed to be responsive and responsible. A Review Committee comprised of TARC team members independently evaluated and scored the proposals using the solicitation evaluation criteria in TARC's Bonfire portal. The Review Committee deemed that oral presentations and interviews were necessary and invited four firms to participate in interviews. Following this step, the Review Committee evaluated and scored and determined that a multi-vendor award was the most prudent and effective solution. The awards are as follows: (1) Turner, Keal and Button ("TKB") to primarily represent TARC in the area of Claims, Litigation and Settlements regarding property damage and personal injury; (2) Boehl, Stopher & Graves, LLP (BS&G) to represent TARC in the areas of 1. General and Corporate Affairs, 2. Labor and Employment matters, and 3. Claims, Litigation, and Settlements regarding property damage and personal injury, as determined by TARC on a supplemental and/or secondary basis; and (3) Wyatt Tarrant & Combs, LLP ("Wyatt") to assist in labor and employment matters as determined by TARC.

The hourly reimbursement rates for these professional services is hereby attached in Schedule A, Fees, which is hereby attached.

This Resolution requests that the Board of Directors authorize the Executive Director to enter into a three (3) year contract with two (2) one-year optional extensions with TKB, BS&G and Wyatt for the legal services as set out above. Should TARC decide to award an optional extension, the Board will be notified at that time.

Please contact me at 561-5100 if you have any questions. Thank you.



RESOLUTION 2023 - 34

Legal Services

A resolution authorizing the Executive Director of the Transit Authority of River City (TARC) to enter into a multi-vendor award and contracts for legal services.

WHEREAS, TARC seeks professional legal firms to represent and assist TARC with its legal needs for General and Corporate Affairs, Labor and Employment, and Claims, Litigation and Settlement legal services, and

WHEREAS, a solicitation, Legal Services Request for Proposals (RFP) 20231816 was sent to various legal firms, advertised in local newspapers, on TARC's website, and on TARC's Bonfire procurement portal in August 2023, and

WHEREAS, TARC received seven (7) responsive and responsible proposals and the proposals were reviewed and independently scored by a committee of knowledgeable TARC team members, and, the committee determined that oral presentations and interviews were needed, and four proposals were selected; and

WHEREAS, the committee has determined a multi-vendor award as follows: (1) Turner, Keal and Button ("TKB") to primarily represent TARC in the area of Claims, Litigation and Settlements regarding property damage and personal injury; (2) Boehl, Stopher & Graves, LLP (BS&G) to represent TARC in the areas of 1. General and Corporate Affairs, 2. Labor and Employment matters, and 3. Claims, Litigation, and Settlements regarding property damage and personal injury, as determined by TARC on a supplemental and/or secondary basis; and (3) Wyatt Tarrant & Combs, LLP ("Wyatt") to assist in labor and employment matters as determined by TARC; and

WHEREAS, the proposals included a cost proposal for fair and reasonable pricing for each year of a three-year base period and for two optional extension years for legal services as set forth in the attached Schedule A, Fees; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Transit Authority of River City that:

The Executive Director is hereby authorized to enter into a separate contract, respectively, with TKB, BS&G and Wyatt for a three-year period with a two optional extensions of one-year for the legal services as set forth above.

ADOPTED THIS 12TH DAY OF DECEMBER 2023

Ted Smith Chair of the Board of Directors



Schedule A - Fees

| Firm(s) | Fees | | | |
|------------------------|--------------------------------|---------------------------|--------------------------------|--|
| | Attorney Fees | Paralegal Fees | All Other Fees | Two Additional One-Year Optional Terms |
| Turner, Keal, Button | Lit - \$155/hr | Lit - \$75/hr | Lit - \$35/hr | Lit - \$165/hr |
| | WC - \$135/hr | WC - \$75/hr | WC - \$35/hr | WC - \$140/hr |
| Boehl, Stopher, Graves | Attorney Fees | Paralegal Fees | All Other Fees | Four One-Year Optional Terms |
| | Gen/Corp (P) - \$175/hr | Gen/Corp - \$55/hr | Gen/Corp (A) - \$130/hr | SAME |
| | Labor/Emp (P) - \$175/hr | Labor/Emp - \$55/hr | Labor/Emp (A) - \$130/hr | SAME |
| | Claims/Lit/Sett (P) - \$155/hr | Claims/Lit/Sett - \$50/hr | Claims/Lit/Sett (A) - \$125/hr | SAME |
| Wyatt, Tarrant, Combs | Attorney Fees | Paralegal Fees | All Other Fees | |
| | Partner - \$230/hr | Para - \$135/hr | | SAME |
| | Assoc - \$210/hr | | | SAME |



MEMORANDUM

To: TARC Board of Directors

From: Carrie Butler, TARC Executive Director

Date: December 12, 2023

Re: Resolution 2023 – 35 Designation of Authority

On November 14, 2023, I resigned as TARC's Executive Director, effective December 31, 2023.

The Federal Transit Administration (FTA) requires an agency's governing body to authorize or designate an official to act on behalf of the agency with regard to entering into agreements with the FTA.

In order to ensure a smooth transition with regard to our communications with the FTA, as well as to assure our ability to file and execute grant agreements without interruption, this resolution requests that the Board authorize TARC's Chief Financial Officer, Tonya Carter, to act on behalf of TARC in these matters.

Please contact me at (502) 561-5100 with any questions.



RESOLUTION 2023 - 35

Designation of Authority

A resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for federal transportation assistance authorized by 49 U.S.C. Chapter 53; title 23, United States Code, or other federal statutes administered by the Federal Transit Administration.

WHEREAS, the Federal Transit Administrator has been delegated authority to award federal financial assistance for a transportation project; and

WHEREAS, the grant or cooperative agreement for federal financial assistance will impose certain obligations upon the applicant, and may require the applicant to provide the local share of the project cost; and

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City that:

1. That TARC Chief Financial Officer, Tonya Carter, is authorized to execute and file applications on behalf of TARC with the Federal Transit Administration for federal transportation assistance authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration. TARC has been designated by the Governors of both Kentucky and Indiana as the recipient for the Louisville Urbanized Area as defined by 49 U.S.C. 5307(a)(2).
2. That TARC Chief Financial Officer, Tonya Carter, is authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement.
3. That TARC Chief Financial Officer, Tonya Carter, is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of TARC.

ADOPTED THIS 12TH DAY OF DECEMBER 2023

Ted Smith Chair of the Board of Directors



BOARD OF DIRECTORS
DECEMBER 12, 2023

DECEMBER OPERATIONAL UPDATE



HIGHLIGHTS

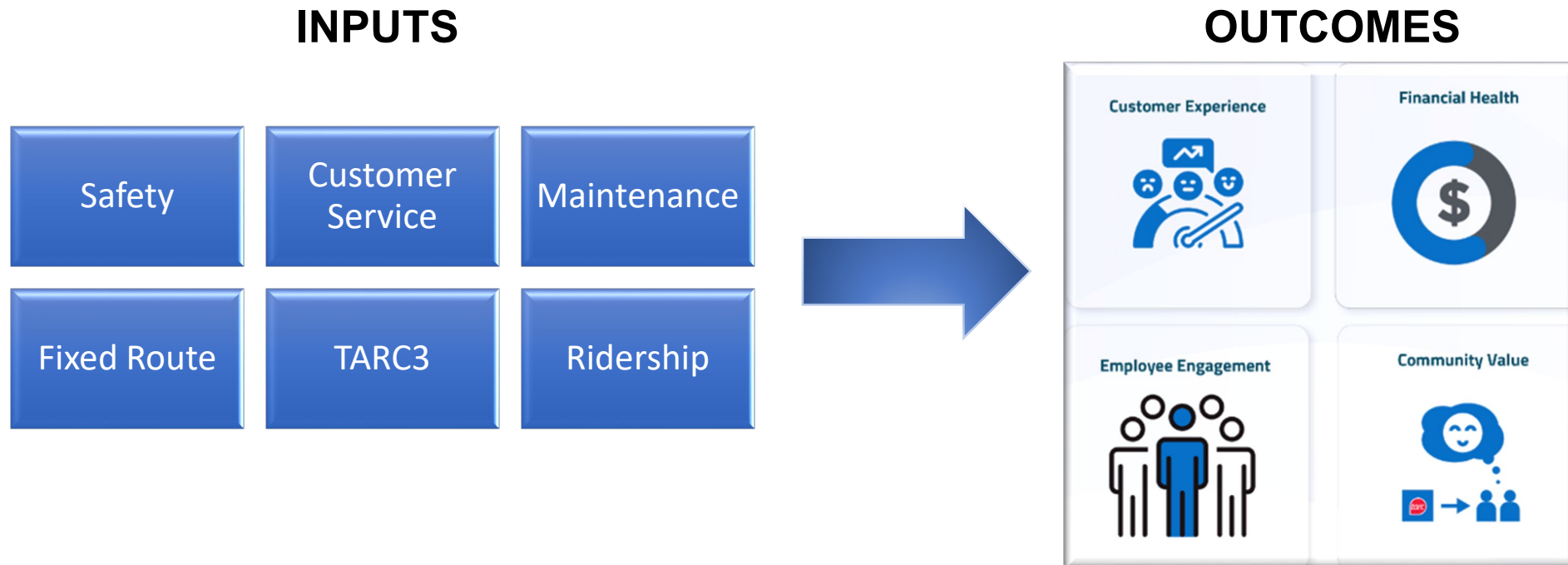
SINCE THE LAST BOARD MEETING ...

- TARC held the first of two focus groups with TARC3 riders and advocates for individuals with disabilities to gather community input for the upcoming TARC3 RFP
- ED Carrie Butler was honored by Business First as one of the region’s most admired CEOs
- Staff participated in the Light Up Louisville festivities and the District 1 community meeting
- TARC announced a partnership with the Kentucky Science Center for the 2024 Design-a-Bus contest celebrating TARC’s 50th Anniversary with the theme “The Periodic Elements of Louisville”
- Transportation Department completed the #23 Broadway on time performance pilot successfully and determined to make the program ongoing



MONTHLY REPORT

- **Performance Dashboard** - to communicate operating performance in service delivery and utilization. Utilize standard measures used throughout the transit industry, setting goals and putting systems in place to achieve them.
- **Continuous Improvement** - identify areas for improvement and create action plans to demonstrate progress toward our goals.
- **Success Outcomes** - align with Strategic Plan Scorecard and TARC'S Primary Strategic Priorities.

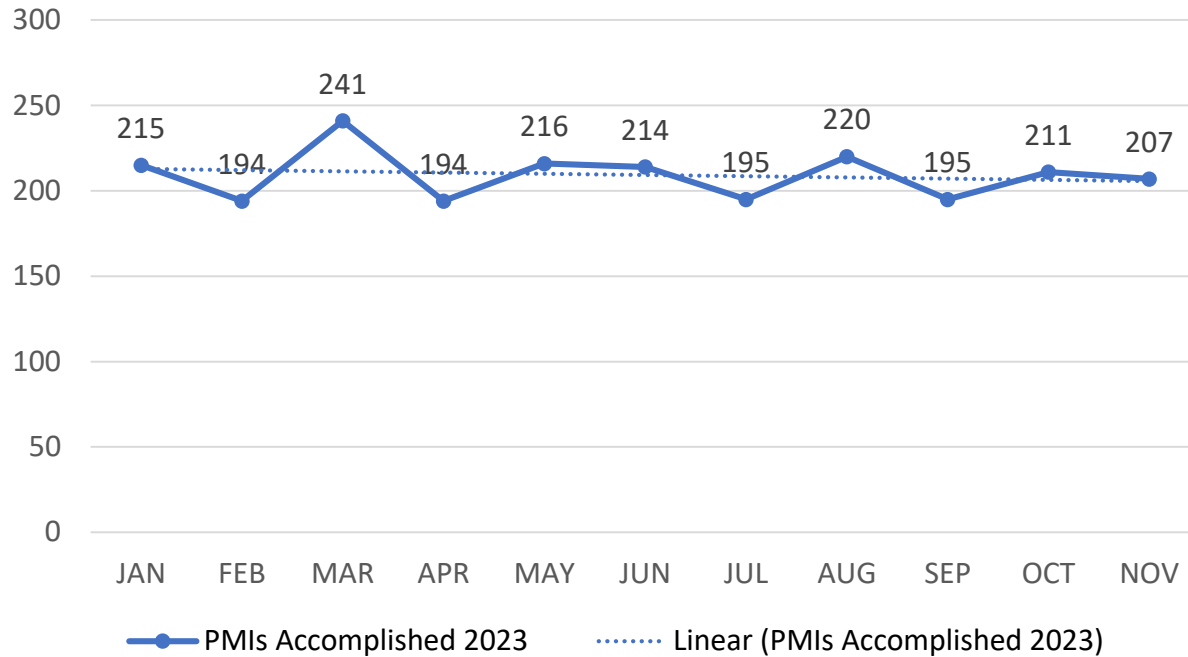




MAINTENANCE

Target PMI: 220
Total Vehicle PMIs: 207

Preventive Maintenance Inspections (PMI) Accomplished 2023



* FTA allows a 10 percent deviation from the scheduled interval as being considered on time and 80 percent of the total inspections for any mode or operation is considered on time.

Coach Maintenance Plan Includes:

3,000 mile inspection:

- Road Test
- Check engine compartment
- Check under coach to include brake systems
- Check Interior-Exterior
- Lube under carriage

6,000 mile inspection:

- Change engine oil, engine fuel filter, and oil filters
- Perform 3,000 mile inspection

12,000 mile inspection

- Perform brake Tapley
- Perform 6,000 mile inspection

24,000 mile inspection

- Change engine air filter and change hydraulic oil filter
- Perform 12,000 mile inspection

48,000 mile inspection

- Fluid change
- Inspect transmission
- Sample transmission fluid

96,000 mile inspection

- Transmission fluid and filter change
- Inspect transmission
- Sample transmission fluid



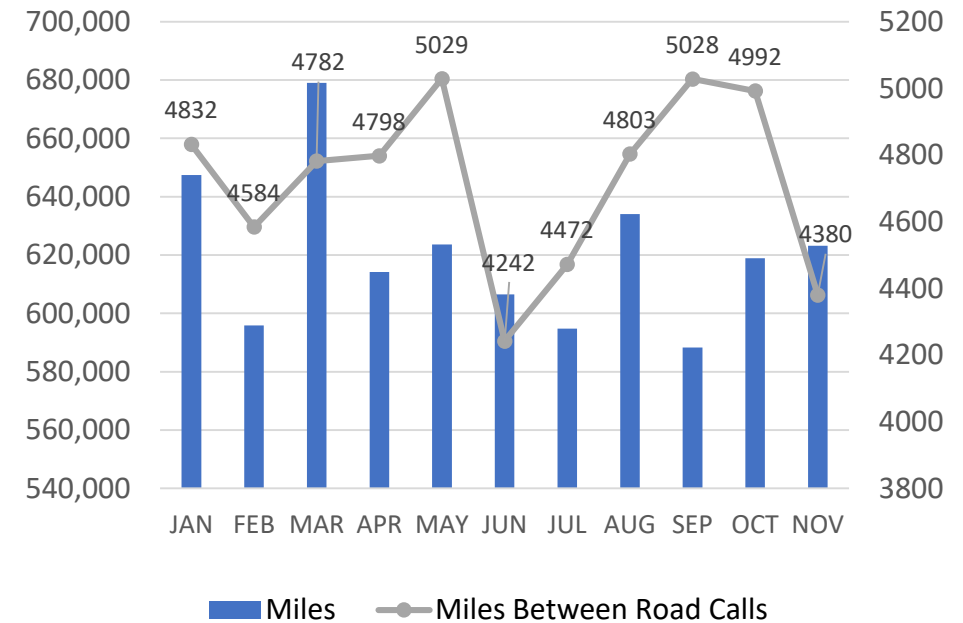
MAINTENANCE

MILES BETWEEN MECHANICAL FAILURES

| | Miles | Chargeable Road Calls | Miles Between Road Calls |
|------|---------|-----------------------|--------------------------|
| Jan | 647,430 | 134 | 4,832 |
| Feb | 595,858 | 130 | 4,584 |
| Mar | 678,987 | 142 | 4,782 |
| Apr | 614,176 | 129 | 4,798 |
| May | 623,666 | 124 | 5,029 |
| Jun | 606,540 | 143 | 4,242 |
| July | 594,791 | 133 | 4,472 |
| Aug | 634,015 | 132 | 4,803 |
| Sep | 588,249 | 117 | 5,028 |
| Oct | 618,903 | 124 | 4,992 |
| Nov | 613,224 | 140 | 4,380 |

November: Total Miles Between Road Calls = **4380**
Target Miles Between Road Calls = **5000**

Miles Between Road Calls



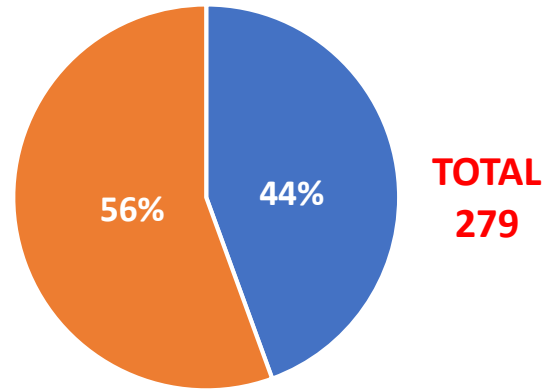
A Mechanical Road Call occurs when mechanical problems prevent the revenue vehicle from completing a scheduled revenue trip, or from starting the next scheduled revenue trip because actual movement is limited, or because of safety concerns.



MAINTENANCE

CHARGEABLE VS NON-CHARGEABLE ROAD CALLS

October 2023 Maintenance Road Calls

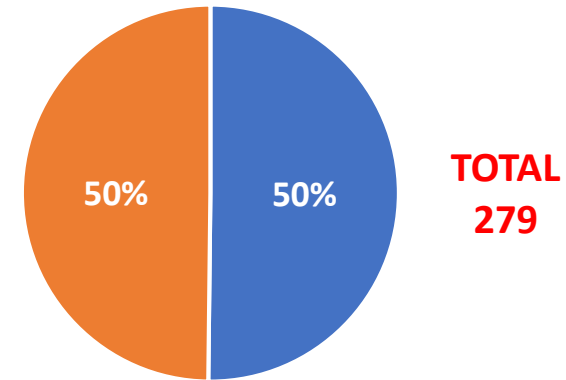


■ Chargeable Road Calls 124 ■ Non-Chargeable Roads Calls 155

Chargeable Categories

- Brakes
- Chassis & Doors
- Electrical System
- Engine
- Fuel Systems
- HVAC
- Transmission
- Wheelchair Lift

November 2023 Maintenance Road Calls



■ Chargeable Road Calls 140 ■ Non-Chargeable Roads Calls 139

Non-Chargeable Categories

- Farebox
- Radio
- Camera
- Tires
- Unit
- Main Cabin



MAINTENANCE

ACTION PLAN

| Items | Status |
|---------------------------------------|---|
| Create additional recruitment efforts | <ol style="list-style-type: none">1) Job postings2) New hiring business card with QR code and contact information |
| Bus Deep Cleaning | 108% of 167 operating coaches – 182/167 |
| Bus Pest Control Cleaning | <ol style="list-style-type: none">1) Pests are under control; maintaining treatment plan2) Fleet is treated at least three times a month3) Bus garage is cleaned on weekdays, trash cans and dumpsters emptied4) Communicating preventive measures |
| Covert alarm testing campaign | <ol style="list-style-type: none">1) Assessment - Completed2) System operational3) 10% require scheduled maintenance (loose components, missing hardware, etc.) |
| Predictive Maintenance | <ol style="list-style-type: none">1) Scheduling other campaigns, in progress2) New buses should be in revenue service this month3) Fleet and facilities HVAC system inspections |



SAFETY

SAFETY PREVENTABLE ACCIDENTS

Monthly

14

TYPE OF ACCIDENT

| | | |
|--------------|----|-------|
| Fixed Object | 11 | 78.6% |
| Rear End | 3 | 21.4% |

YTD

60

PREVENTABLE ACCIDENTS / 100K MILES

Monthly

2.5

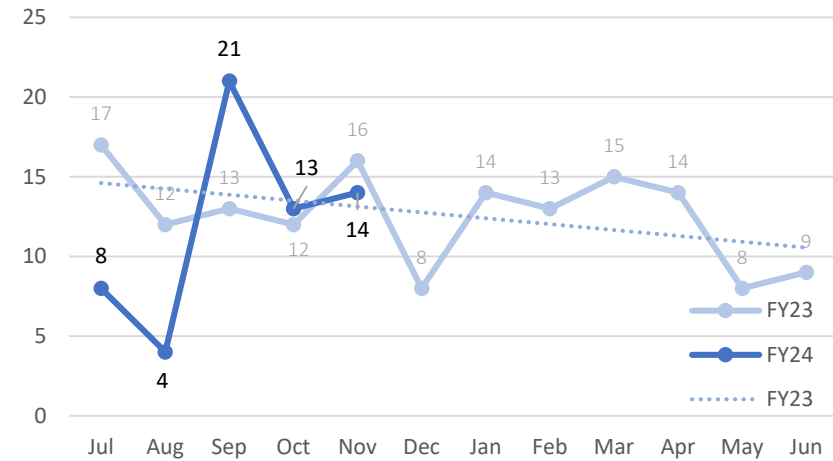
YTD AFR Goal

2.3

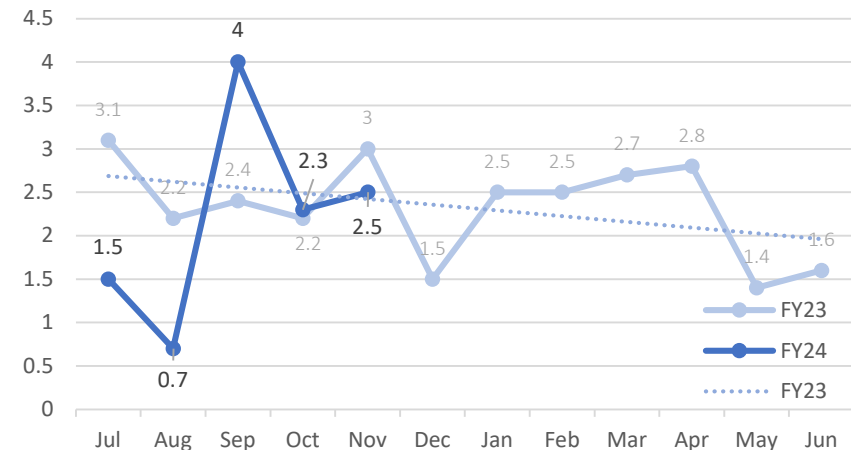
YTD

2.2

FY24 PREVENTABLE ACCIDENTS



PREVENTABLE ACCIDENT AFR FY23 vs FY24



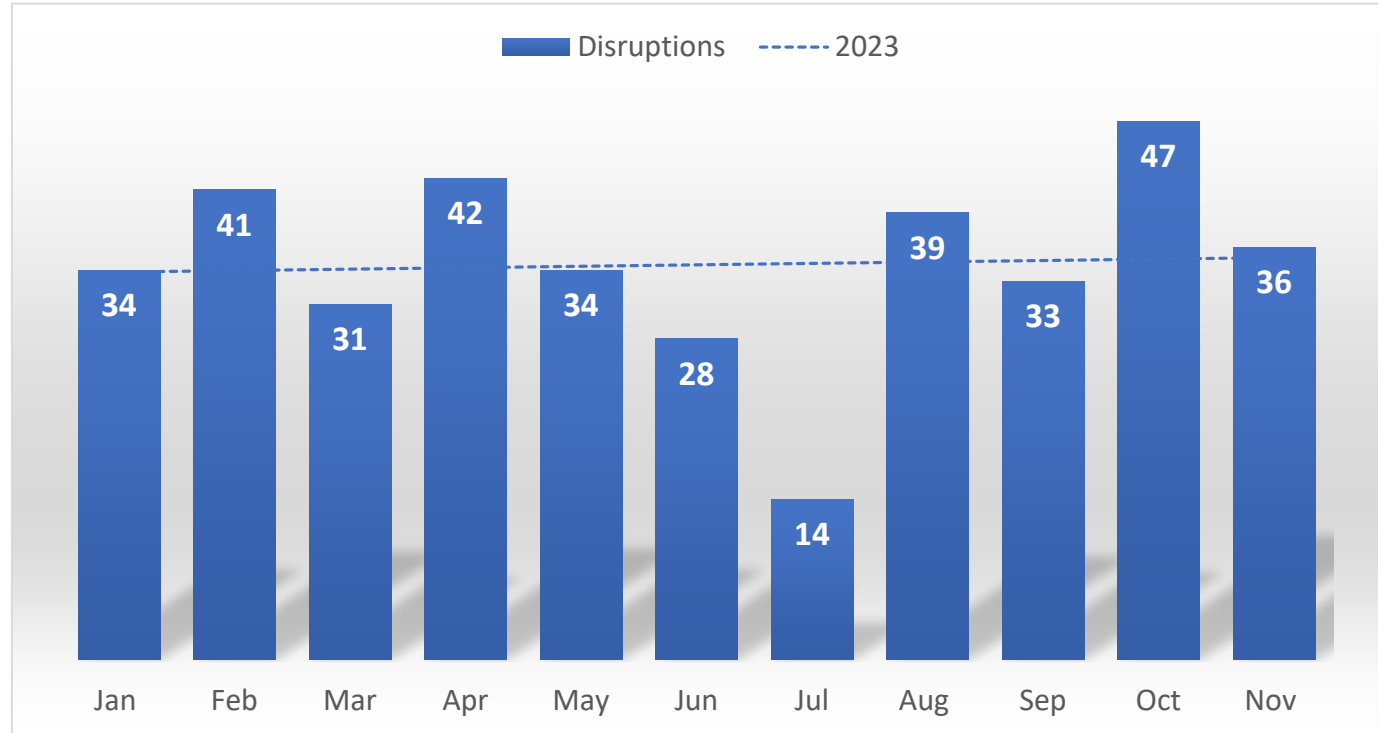


SAFETY

PASSENGER DISRUPTIONS BY LINE JAN THROUGH NOV

| Route ID | Disruptions |
|------------------------------|-------------|
| Broadway - #23 | 78 |
| Preston - #28 | 36 |
| Dixie Rapid - #10 | 34 |
| Fourth St - #4 | 32 |
| Oak-Westport - #25 | 25 |
| Dixie Hwy - #18 | 19 |
| Bardstown - #17 | 15 |
| Muhammad Ali - #19 | 14 |
| Chestnut St - #21 | 14 |
| Shelbyville Rd - #31 | 13 |
| Taylorsville Rd - #40 | 12 |
| Sixth St - #6 | 12 |
| J'ville-Lou-New Albany - #71 | 12 |
| Market St - #15 | 12 |
| Clarksville - #72 | 10 |
| Eastern Pkwy - #29 | 7 |
| Portland Popar Level - #43 | 7 |
| Crums Lane - #63 | 7 |
| Second St - #2 | 7 |
| Hill St - #27 | 6 |
| Twelfth St - #12 | 3 |
| Cardinal - #94 | 2 |
| Outer Loop - #46 | 1 |
| Med Ctr - #52 | 1 |

TOTAL PASSENGER DISRUPTIONS - JAN THROUGH NOV



PASSENGER DISRUPTIONS

This Month Total

36

Monthly Avg

34.6



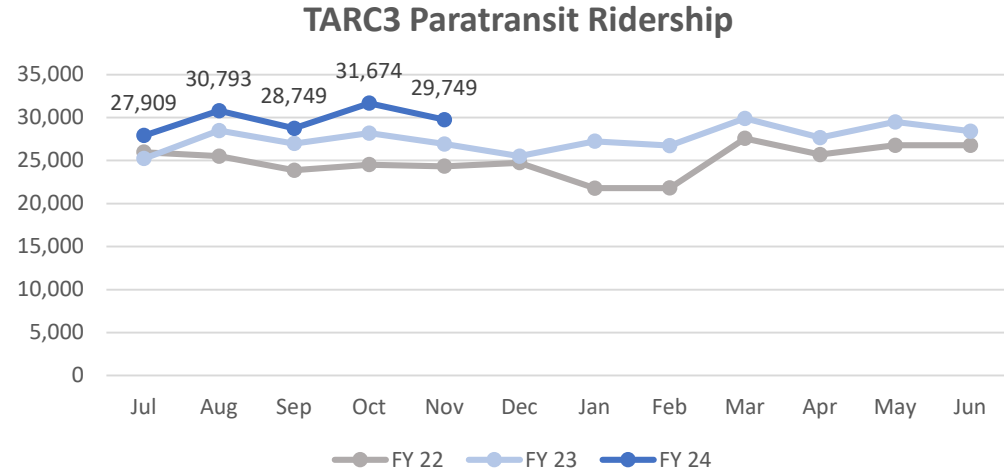
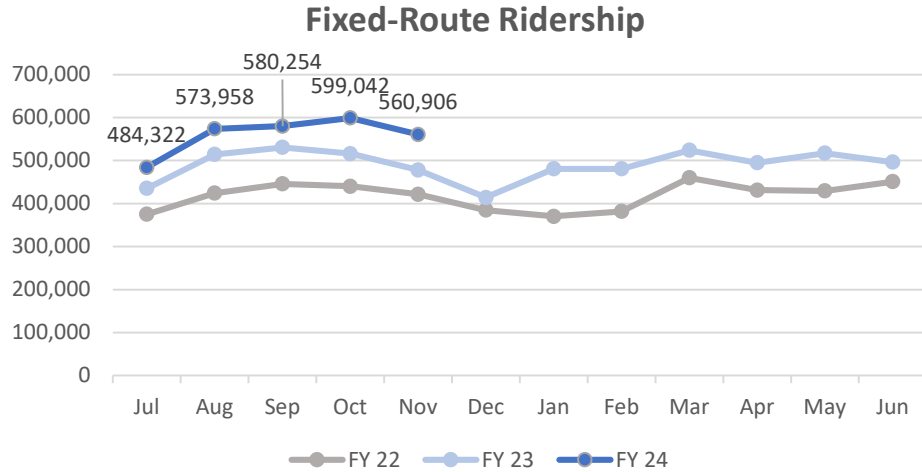
SAFETY

ACTION PLAN

| Items | Status |
|---|--|
| December Safety Highlight - Don't Let the Grinch Steal Your Safe Habits | In November, continued with fixed objects (78.6%) and rear end collisions (21.4%) Short video with the Grinch showing unsafe driving habits and then showing how to correctly make a right turn and Leave Yourself An Out (Smith System Key #4) |
| Emergency Evacuation and Severe Weather Plans | In progress - preparing a video introduction to these plans with the SOPs assigned in ADP Will be meeting with each department to review |
| Accidents in the Barn | With having a number of accidents in the Barn, we purchased and will be installing a speed radar monitor showing actual speed of each coach into the Barn - reinforce slowing down for enough time to make a safe decision |



NOVEMBER RIDERSHIP



FIXED ROUTE

Monthly **561K** -6.4% VLM
 17.3% VLY YTD **2,798K**

PARATRANSIT

Monthly **30K** -6.1% VLM
 10.5% VLY YTD **149K**

COMBINED

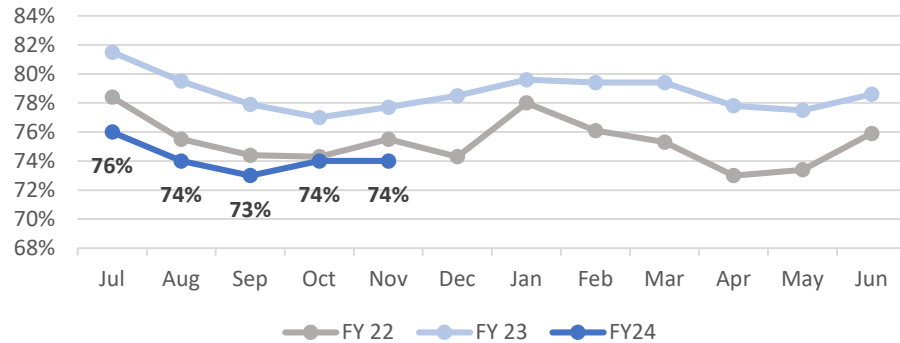
This Month, Last Year **478K** This Month, This Year **591K**

| Performance Indicator | Fixed-Route System | | | Paratransit (TARC3) | | |
|------------------------|--------------------|-----------|-----------|---------------------|-----------|-----------|
| | FY24 YTD | FY23 YTD | FY22 YTD | FY24 YTD | FY23 YTD | FY22 YTD |
| System Production | | | | | | |
| Total Ridership | 2,798,482 | 5,882,660 | 5,016,283 | 148,874 | 330,793 | 299,412 |
| Weekday Ridership | 2,378,498 | 5,203,973 | 4,429,315 | 123,323 | 280,874 | 254,834 |
| Saturday Ridership | 237,647 | 382,620 | 325,458 | 11,528 | 25,040 | 22,640 |
| Sunday Ridership | 118,313 | 296,067 | 261,510 | 14,023 | 22,186 | 17,940 |
| Total Revenue Miles | 2,735,786 | 6,520,833 | 6,372,079 | 1,803,214 | 3,648,867 | 3,855,246 |
| Total Revenue Hours | 222,420 | 547,944 | 542,472 | 118,918 | 266,904 | 237,715 |
| Trips per Revenue Mile | 1.02 | 0.9 | 0.79 | .08 | 0.09 | 0.08 |
| Trips per Revenue Hour | 12.6 | 10.74 | 9.25 | 1.30 | 1.24 | 1.26 |

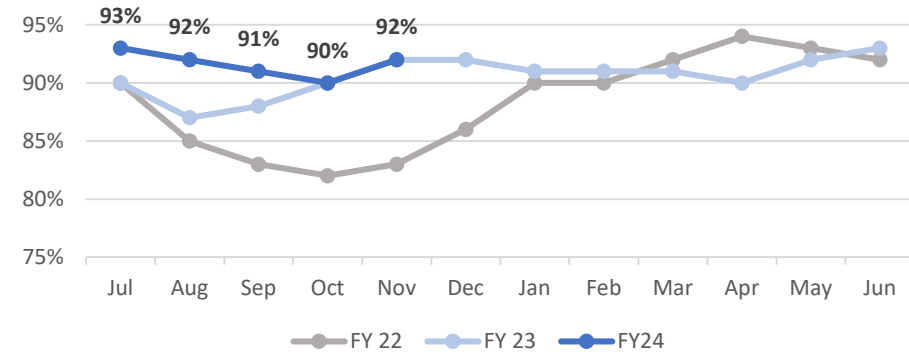


NOVEMBER ON-TIME PERFORMANCE

Fixed-Route On-Time Performance



TARC3 Paratransit On-Time Performance



Fixed-Route
FY24 Goal
80%

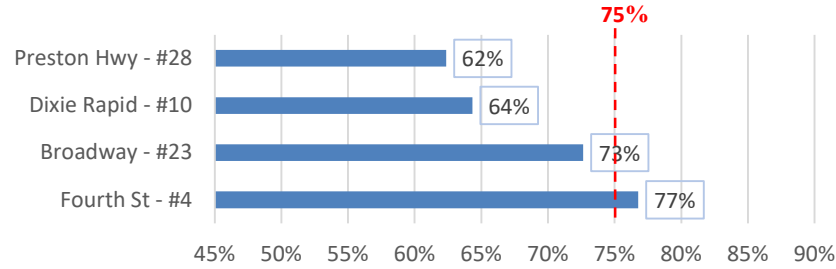
| On-Time Performance | | | | | | | |
|---------------------|-------------|------------|------------|----------------------|------------|------------|------------|
| | Fixed-Route | | | Paratransit (TARC 3) | | | |
| | FY24 | FY23 | FY22 | | FY24 | FY23 | FY22 |
| Jul | 76% | 82% | 78% | Jul | 93% | 90% | 90% |
| Aug | 74% | 80% | 76% | Aug | 92% | 87% | 85% |
| Sept | 73% | 78% | 74% | Sep | 91% | 88% | 83% |
| Oct | 74% | 77% | 74% | Oct | 90% | 90% | 82% |
| Nov | 74% | 78% | 76% | Nov | 92% | 92% | 83% |
| Dec | | 79% | 74% | Dec | | 92% | 86% |
| Jan | | 80% | 78% | Jan | | 91% | 90% |
| Feb | | 79% | 76% | Feb | | 91% | 90% |
| Mar | | 79% | 75% | Mar | | 91% | 92% |
| Apr | | 78% | 73% | Apr | | 90% | 94% |
| May | | 78% | 73% | May | | 92% | 93% |
| June | | 79% | 76% | Jun | | 93% | 92% |
| FYTD | 75% | 79% | 75% | FYTD | 92% | 91% | 88% |

Paratransit
FY24 Goal
93%

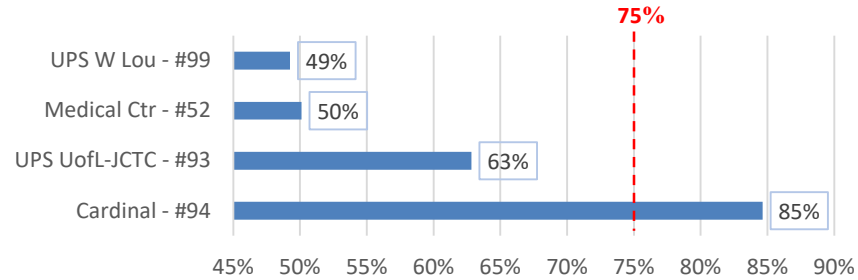


NOVEMBER ON-TIME PERFORMANCE

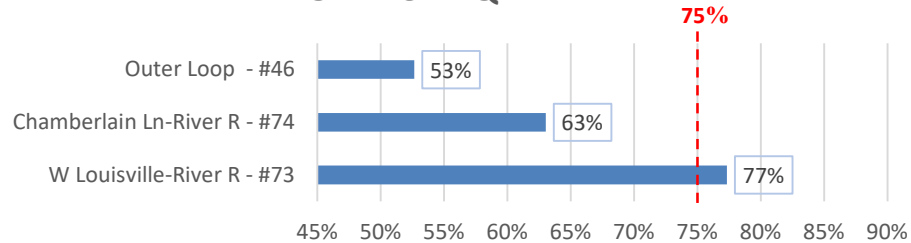
OTP - Core



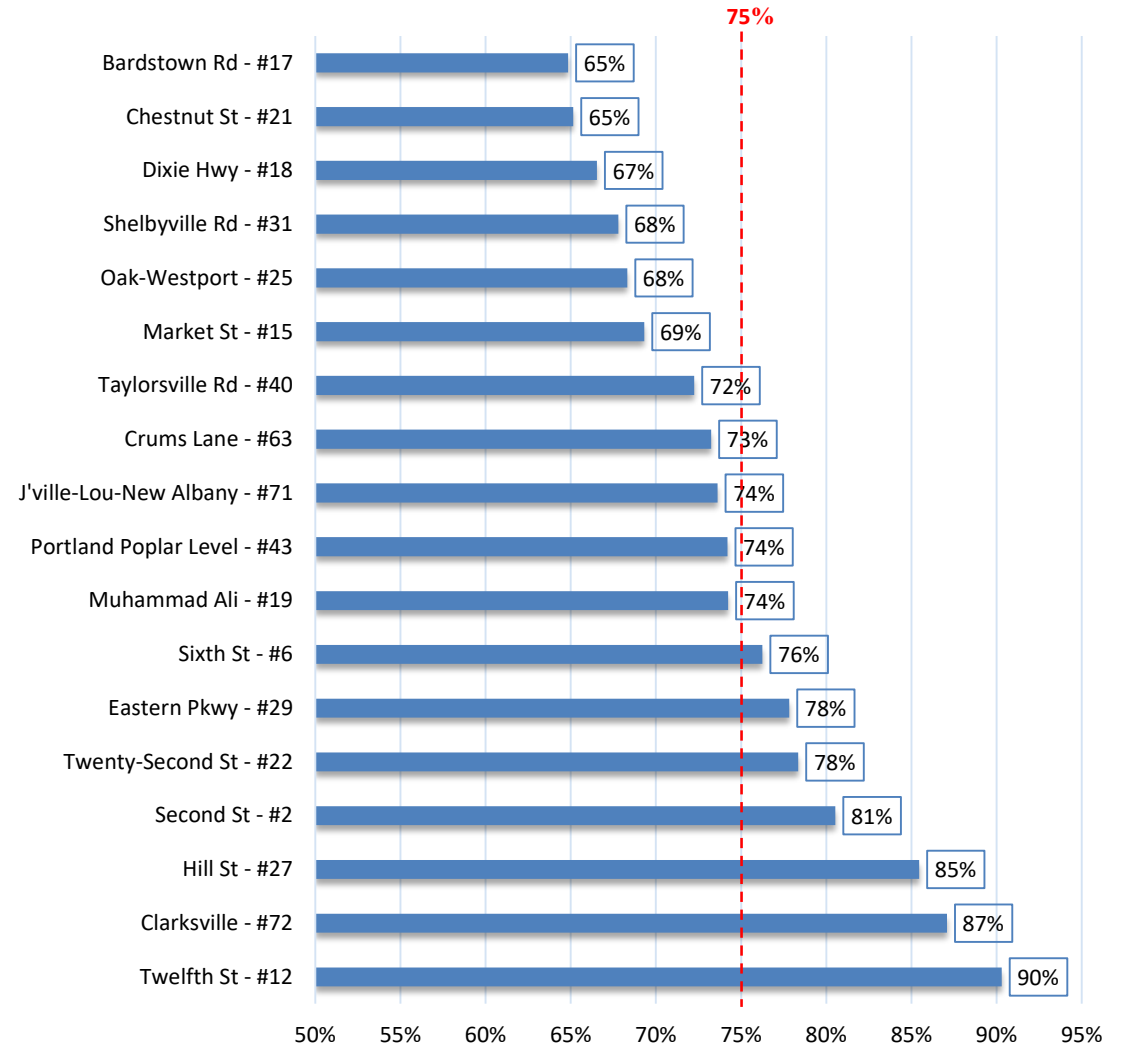
OTP - Circulator



OTP - CMAQ



OTP - LOCAL





ON TIME PERFORMANCE

ACTION PLAN

| Items | Status |
|------------------------|--|
| Late Garage Departures | <ol style="list-style-type: none">1) Designated Operations Supervisor to monitor daily morning mark out beginning in January2) Tracking issues that cause garage departure delays (Controllable & Uncontrollable) |
| Dwell Times | <ol style="list-style-type: none">1) Investigating ways to minimize extended dwell time for passengers2) Minimize operator/passenger confrontations |
| Schedule Adherence | <ol style="list-style-type: none">1) Currently conducting a run time/schedule time analysis2) Control Center Pilot completed, expanding to Core Routes in January3) Boarding and Alighting Study – Section of Broadway using ride checkers |
| Fare Box Issues | <ol style="list-style-type: none">1) Looking into better ways to manage fare loading2) Focusing on how to minimize service delays due to fare box malfunctions |



CUSTOMER FEEDBACK

FIXED ROUTE

Monthly

317

-14% VLM
14% VLY

YTD

1,806

PARATRANSIT

Monthly

97

-55% VLM
-51% VLY

YTD

621

COMPLAINTS / 1,000 RIDERS

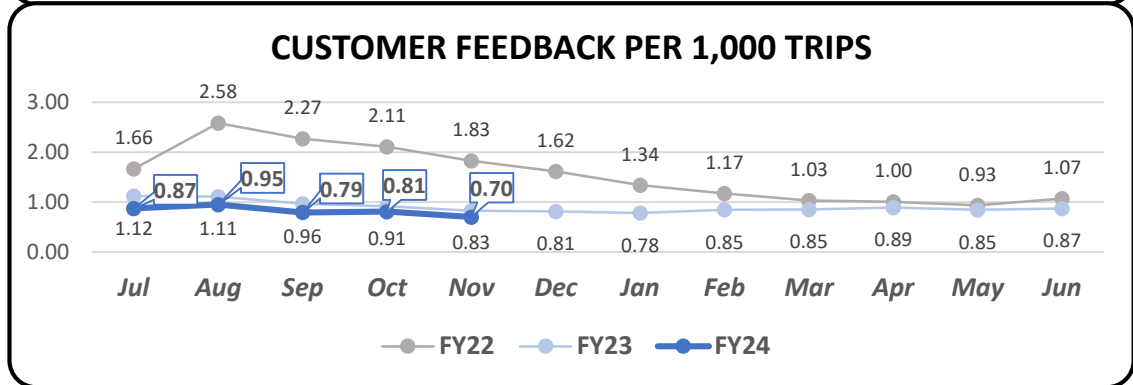
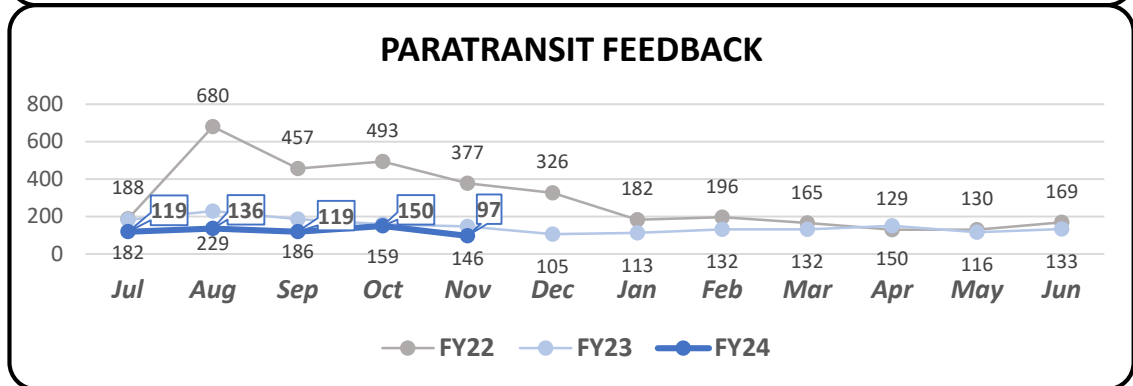
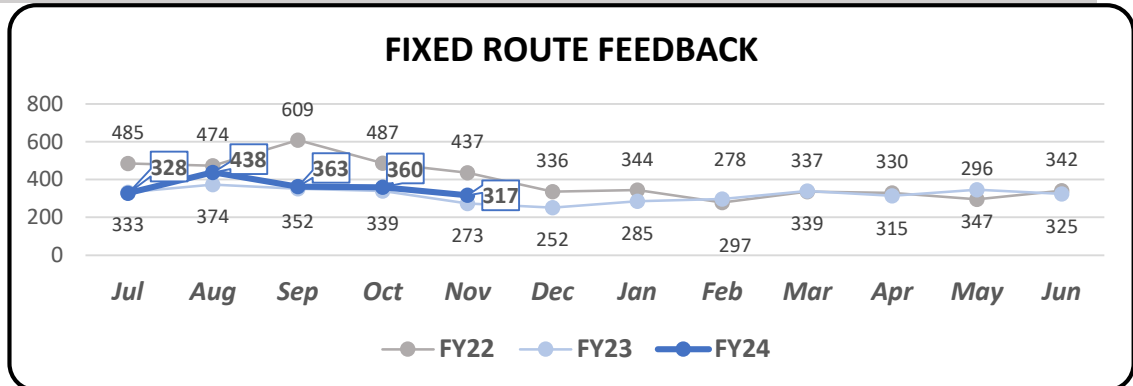
Monthly

.70

-15.36% VLM
-18% VLY

YTD

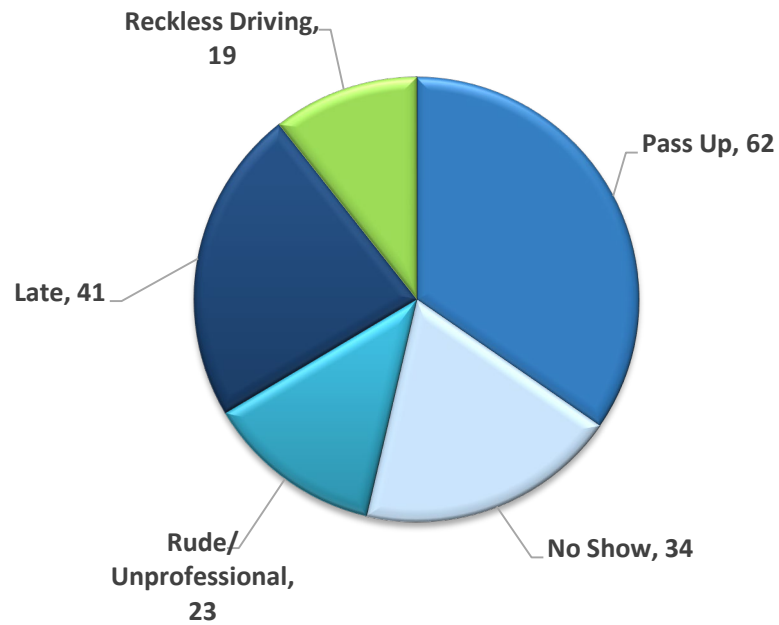
.82



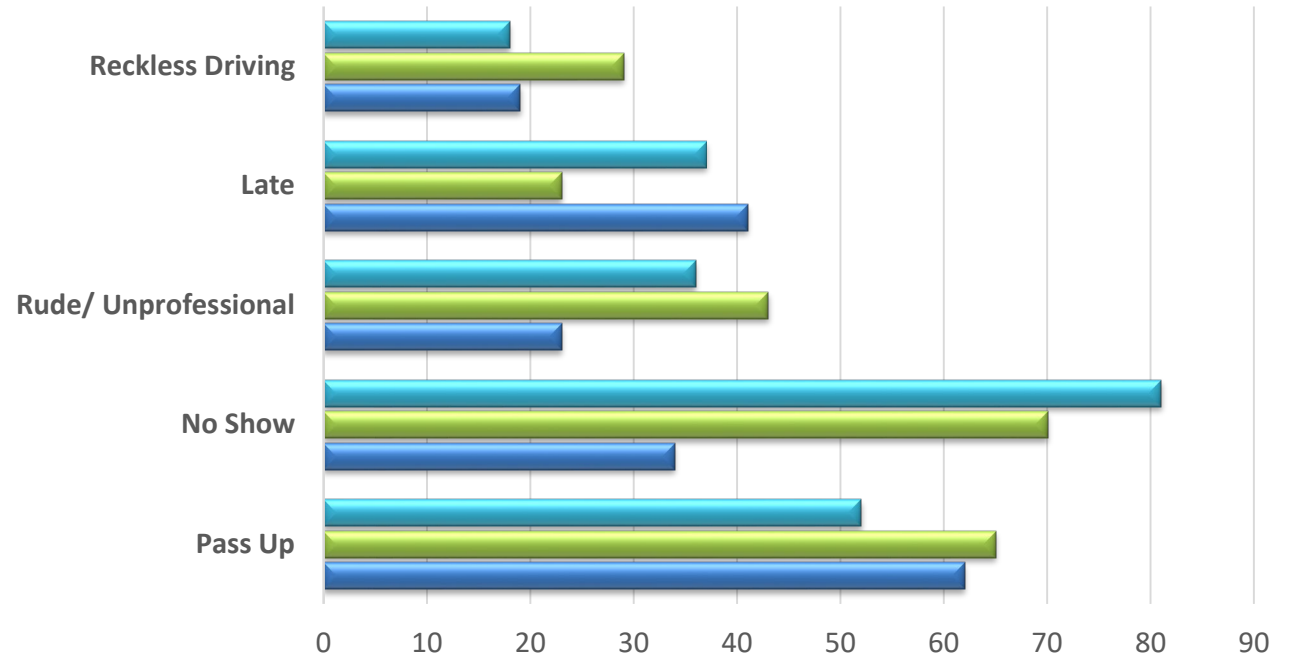


FIXED ROUTE TOP 5 FEEDBACK CATEGORIES – NOVEMBER 2023

Feedback Categories



3 Month Comparison

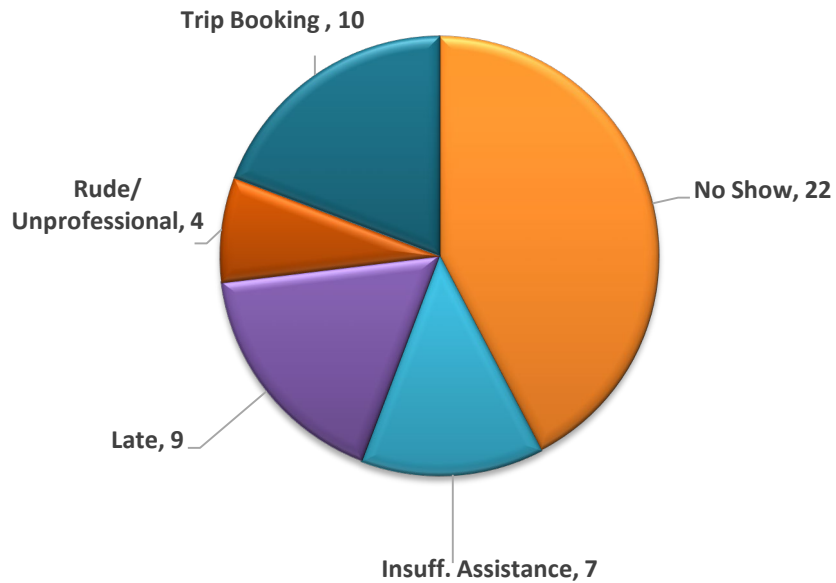


| | Pass Up | No Show | Rude/ Unprofessional | Late | Reckless Driving |
|----------|---------|---------|----------------------|------|------------------|
| ■ Sep-23 | 52 | 81 | 36 | 37 | 18 |
| ■ Oct-23 | 65 | 70 | 43 | 23 | 29 |
| ■ Nov-23 | 62 | 34 | 23 | 41 | 19 |

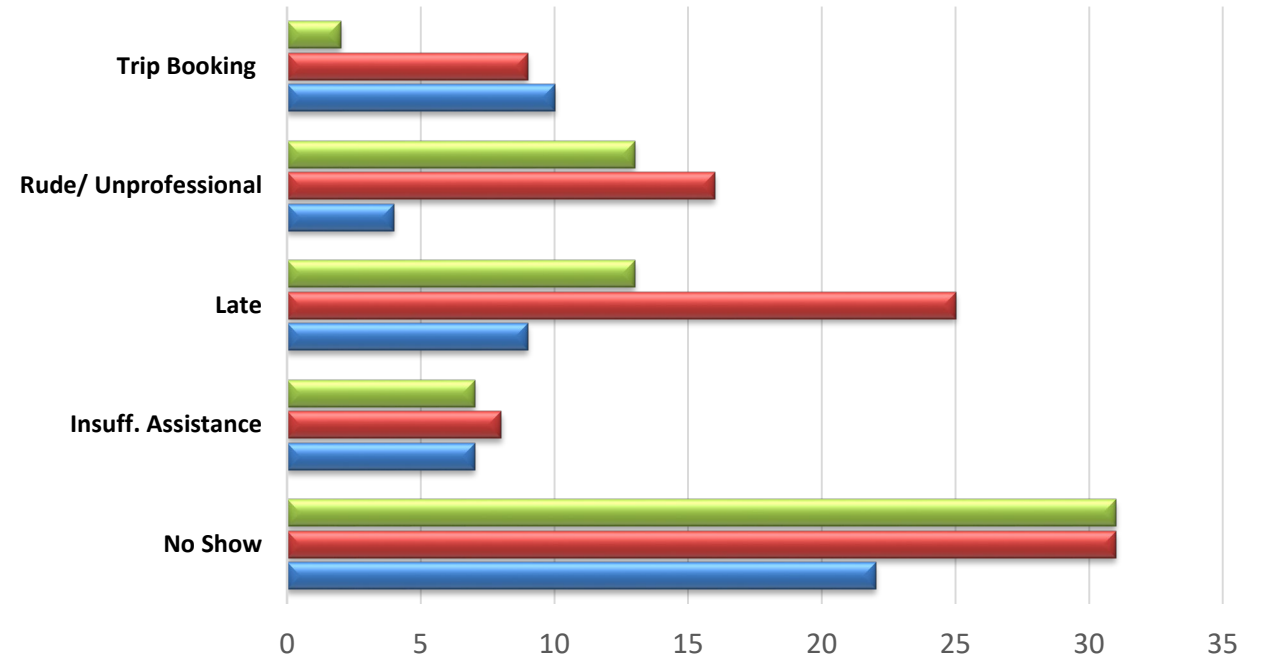


TARC3 TOP 5 FEEDBACK CATEGORIES – NOVEMBER 2023

Feedback Categories



3 Month Comparison



| | No Show | Insuff. Assistance | Late | Rude/ Unprofessional | Trip Booking |
|--------|---------|--------------------|------|----------------------|--------------|
| Sep-23 | 31 | 7 | 13 | 13 | 2 |
| Oct-23 | 31 | 8 | 25 | 16 | 9 |
| Nov-23 | 22 | 7 | 9 | 4 | 10 |



CUSTOMER FEEDBACK

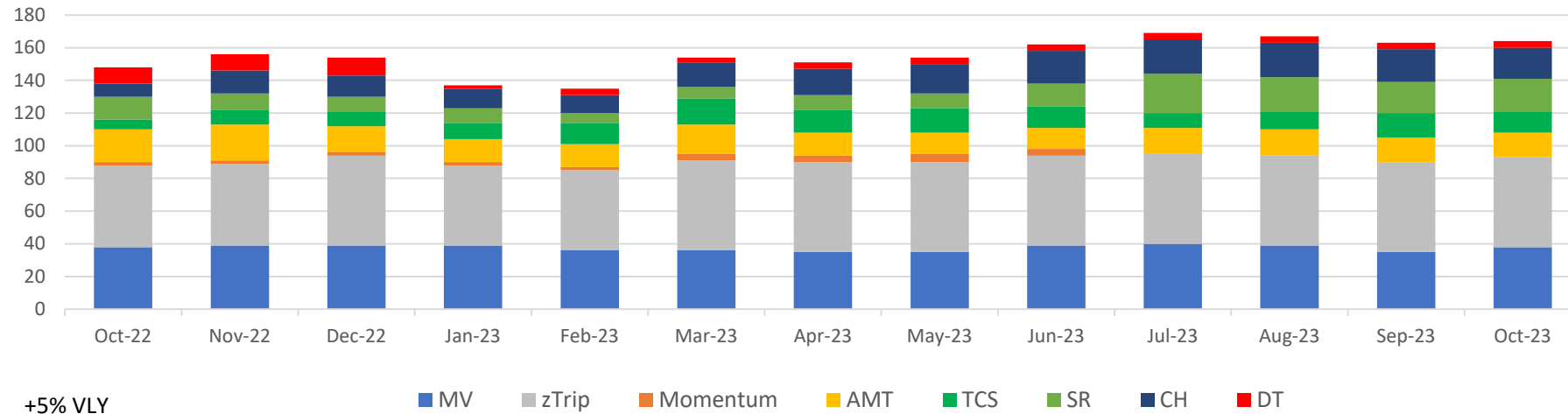
ACTION PLAN

| Items | Status |
|--|---|
| Customer Feedback Work Instructions | Modifying existing feedback intake procedures to improve customer experience |
| Develop Customer Feedback Benchmark Goal | Compiling Customer Feedback goals of similar sized agencies to set TARC benchmark |
| Implementing Customer Service Refresher Training | <ol style="list-style-type: none">1. System software training for Customer Feedback2. Customer communication with a focus on empathy |



TARC3 (PARATRANSIT) OPERATOR STAFFING

MONTHLY OPERATORS



Total Network Headcount to Date: 155 (+5% from October 2023)
Current Operator Count Goal = 165

Recruiting Report

- Office appointments/Interviews scheduled: 27
- Interviews conducted: 21
- Job Fair held on 10/27/23

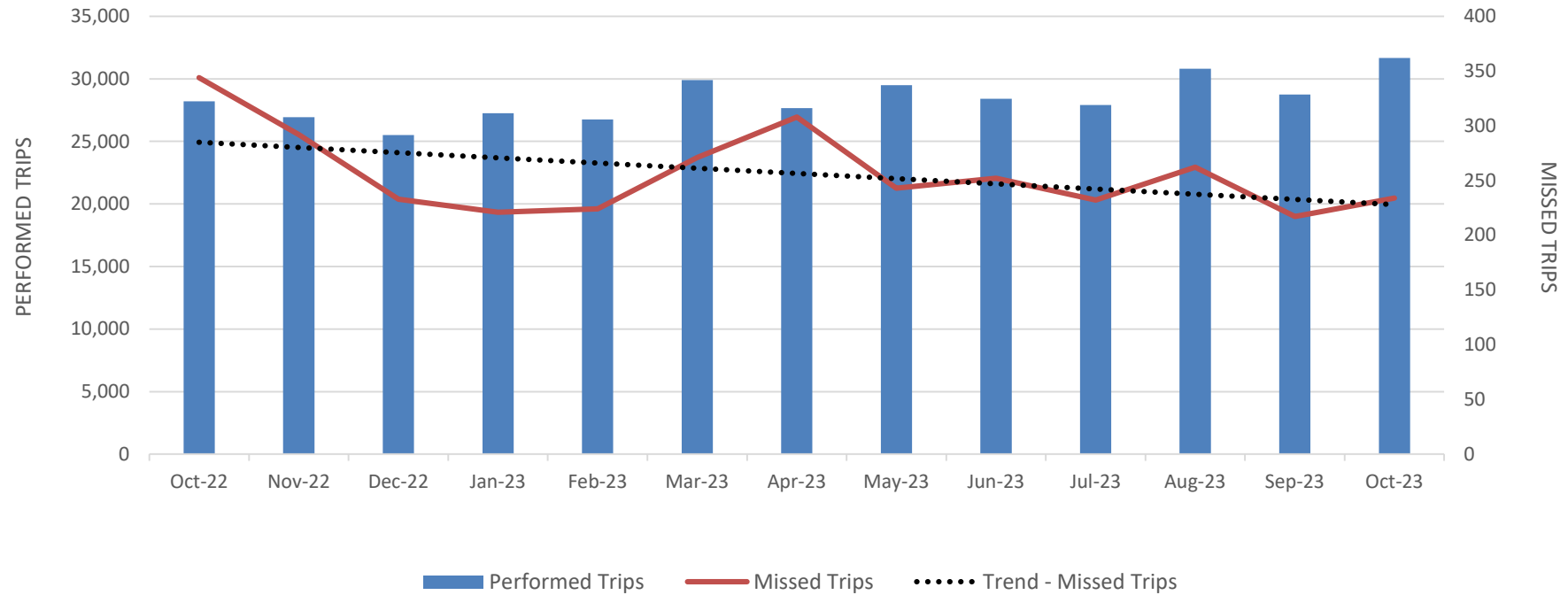
Operator Counts

- MV Transportation: 38
- zTrip: 55
- Alpha Medical: 14
- Choice Medical: 17
- Diversity Medical: 4
- Transport Care: 9
- SilverRide: 18



MV MONTHLY PERFORMANCE

MONTHLY PERFORMED AND MISSED TRIPS



Missed Trips (after reconciliation)

October 2023 Missed Trips: 0.73%

31,674 Performed Trips



MV LIQUIDATED DAMAGES

PARATRANSIT

Monthly

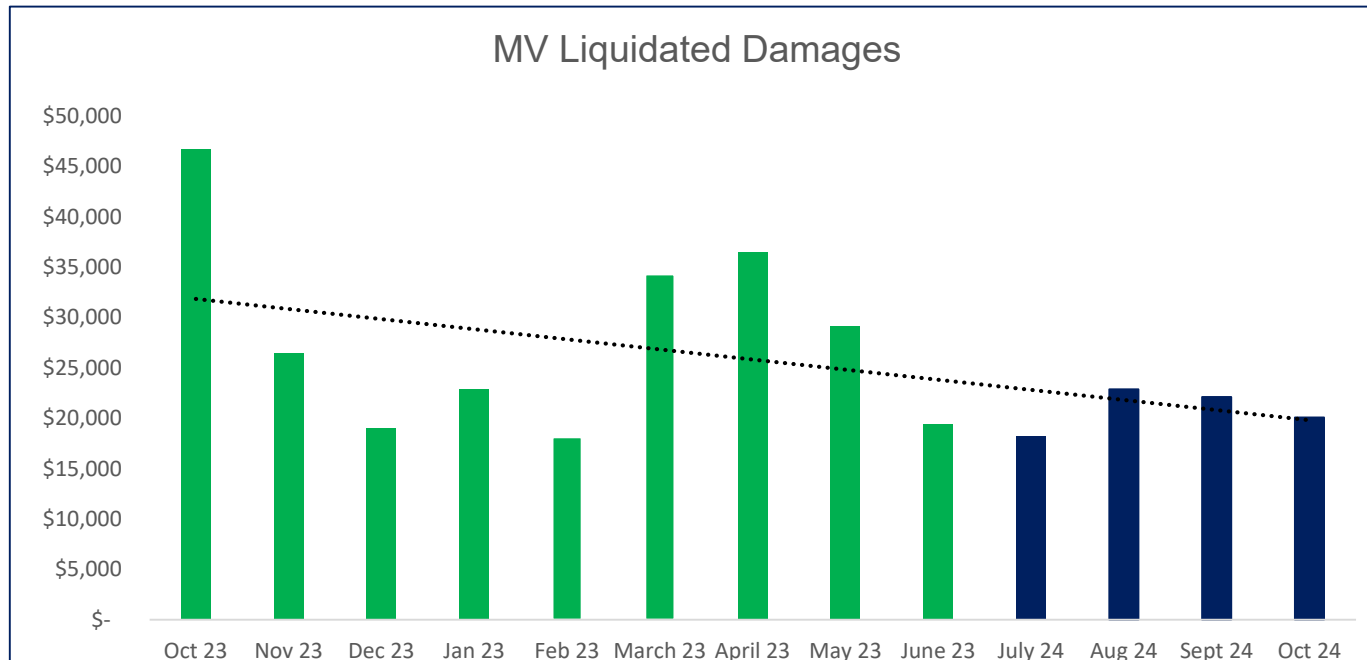
\$20.1K

-9% VLM
-77% VLY

YTD

\$83.4K

-76% VLY



Monthly Details

\$9K (45%), Late Trip, >30 mins late

\$6K (30%), On Time Performance

\$5K (25%), Missed Trips

Types of Penalties:

Missed Trip

Late Trip

On-Time Performance

Excessive Trip Length

Customer Complaints

Compromised Safety

Maintenance



PARATRANSIT

ACTION PLAN

| Items | Status |
|---------------------------------|--|
| Customer Experience | <ol style="list-style-type: none">1) Mystery Rider Services solicitation2) Continuing development of Paratransit RFP |
| Quality Assurance | <ol style="list-style-type: none">1) Began conducting audits of all providers in conjunction with MV management |
| Operator Recruitment & Training | <ol style="list-style-type: none">1) Ramping up hiring efforts2) Partnering with Center for Accessible Living to conduct training |



DECEMBER BOARD OF DIRECTORS UPDATE

December 12, 2023

**TARC Board of Directors
Financial Summary
October, Fiscal Year 2024**



Current Month Revenues Compared to Budget

Total Operating Revenues are over budget \$140,745 (pg. 2, line 9) due to all revenues being over budget except Special Fares. Total Non-Operating Revenues (Subsidies) are under budget \$1,444,290 (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 \$1,766,104 (pg. 2, line 25) due to timing of purchasing new buses. Total Revenues with Capital are over budget \$462,559 (pg. 2, line 27) mainly due to applying less federal reimbursement funds as mention above because operating expenses are under budget and timing of capital purchases.

Current Month Expenses Compared to Budget

Total Operating Expenses are under budget \$1,303,545 (pg. 2, line 41) due to all expenses being under budget except Direct Labor. Total Capital Expenses are over budget \$37,018 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$1,266,527 (pg. 2, line 50) due to Operating Expenses being under Budget.

Current Month Actual Summary

Total Operating Revenues are \$874,804 (pg. 2, line 9) and Total Operating Expenses are \$8,068,599 (pg. 2, line 41) bringing the net to an unfavorable balance to \$7,193,795 before Subsidies are applied. After applying Subsidies \$7,193,795 (pg. 2, line 16) the net balance is balanced for the current month before Capital Contributions and Capital Expenses are applied.

YTD Revenues Compared to Budget

Total Operating Revenues are over budget \$379,305 (pg. 2 line 9) due to all Operating Revenues being over budget. Total Non-Operating Revenues (Subsidies) are under budget \$3,709,034 (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 \$977,494 (pg. 2, line 25) mainly due to timing of capital purchases. Total Revenues with Capital are under budget \$2,352,235 (pg. 2, line 27) mainly due to applying less Subsidies and Capital Contributions.

YTD Expenses Compared to Budget

Total Operating Expenses are under budget \$3,329,727 (pg. 2, line 41) due to all expenses being under budget except Direct labor. Total Capital Expenses are over budget \$235,192 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$3,094,535 (pg. 2, line 50) due to Operating Expenses being under budget.

YTD Actual Summary

Total Operating Revenues are \$3,200,787 (pg. 2, line 9) and Total Operating Expenses are \$32,919,978 (pg. 2, line 41) bringing the net to an unfavorable balance of \$29,719,190 before Subsidies are applied. After applying Subsidies \$29,719,189 (pg. 2, line 16) the net balance has an unfavorable balance of \$1 for year-to-date before Capital Contributions and Capital Expenses are applied. This can also be seen on page 8 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 a \$1 before applying the MTTF Revenue receipts. MTTF receipts for revenue deposits is over budget \$3,278,036 (pg. 7) year-to-date. We currently have a favorable balance before capital year-to-date of \$3,278,035 (pg. 8) due to the MTTF revenue deposits being over budget. MTTF Net Profit Fees are over \$1,085,087 (pg. 7) and Employee Withholdings are up \$728,882 (pg. 7) year-to-date compared to last year.

Statement of Revenue - Expenses - with Capital Contributions

October 2023, Fiscal Year 2024



| Description | Current Month | | | | Fiscal Year-to-date | | | |
|--|----------------------|-------------------|-------------------|-------------------------------|---------------------|-------------------|-------------------------------|-------------------------|
| | FY24 Total Budget | Actual | Budget | Over budget (Under budget) | Actual | Budget | Over budget (Under budget) | Percentage Remaining |
| Revenues | | | | | | | | |
| 1 Passenger Fares | 4,859,906 | 474,867 | 415,450 | 59,417 | 1,823,396 | 1,631,156 | 192,240 | 62.48% |
| 2 Paratransit Fares | 960,000 | 82,092 | 80,000 | 2,092 | 324,882 | 320,000 | 4,882 | 66.16% |
| 3 Special Fare Revenues (UofL, UPS and etc) | 1,535,890 | 132,208 | 150,000 | (17,792) | 518,941 | 515,890 | 3,051 | 66.21% |
| 4 Comp Specials | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 5 Advertising Revenue | 650,000 | 54,167 | 54,167 | 0 | 216,667 | 216,668 | (1) | 66.67% |
| 6 Other Agency Revenues | 363,300 | 46,368 | 30,275 | 16,093 | 179,573 | 121,100 | 58,473 | 50.57% |
| 7 Total Recoveries-Insurance | 50,000 | 85,102 | 4,167 | 80,935 | 137,328 | 16,668 | 120,660 | -174.66% |
| 8 | | | | 0 | | | | |
| 9 Operating Revenues | 8,419,096 | 874,804 | 734,059 | 140,745 | 3,200,787 | 2,821,482 | 379,305 | 61.98% |
| 10 | | | | | | | | |
| 11 MTF Contributions- Federated | 62,616,384 | 6,009,178 | 6,009,178 | 0 | 19,893,743 | 19,893,743 | 0 | 68.23% |
| 12 Local Government Funds - MTF | 1,261,975 | 231,652 | 84,115 | 147,537 | 332,099 | 399,610 | (67,511) | 73.68% |
| 13 Federal Reimbursement Funds - FTA | 36,651,990 | 951,152 | 2,544,792 | (1,593,640) | 9,358,507 | 12,810,366 | (3,451,859) | 74.47% |
| 14 State Government Funds | 1,276,642 | 1,813 | 0 | 1,813 | 134,840 | 324,504 | (189,664) | 89.44% |
| 15 | | | | | | | | |
| 16 Total Non-Operating Revenues | 101,806,991 | 7,193,795 | 8,638,085 | (1,444,290) | 29,719,189 | 33,428,223 | (3,709,034) | 70.81% |
| 17 | | | | | | | | |
| 18 Total Revenues Before Cap Contributions | 110,226,087 | 8,068,599 | 9,372,144 | (1,303,545) | 32,919,977 | 36,249,705 | (3,329,728) | 70.13% |
| 19 | | | | | | | | |
| 20 Local Government Funds - MTF, Cap | 6,384,870 | 1,382,654 | 1,048,162 | 334,492 | 1,549,206 | 1,538,456 | 10,750 | 75.74% |
| 21 Federal Reimbursement Funds - FTA, Cap | 25,816,643 | 5,608,074 | 4,192,647 | 1,415,427 | 6,882,456 | 6,153,820 | 728,636 | 73.34% |
| 22 State Government Funds, Cap | 0 | 16,185 | 0 | 16,185 | 238,107 | 0 | 238,107 | 0.00% |
| 23 Other Agencies Revenue, Cap | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 24 | | | | | | | | |
| 25 Total Capital Contributions | 32,201,513 | 7,006,913 | 5,240,809 | 1,766,104 | 8,669,770 | 7,692,276 | 977,494 | 73.08% |
| 26 | | | | | | | | |
| 27 Total Revenues | 142,427,600 | 15,075,512 | 14,612,953 | 462,559 | 41,589,746 | 43,941,981 | (2,352,235) | 70.80% |
| 28 | | | | | | | | |
| 29 | | | | | | | | |
| Expenses | | | | | | | | |
| 30 | | | | | | | | |
| 31 | | | | | | | | |
| 32 Labor | 33,240,842 | 2,902,710 | 2,866,298 | 36,412 | 11,282,125 | 11,034,898 | 247,227 | 66.06% |
| 33 Fringes & Benefits | 30,712,129 | 2,220,848 | 2,666,724 | (445,876) | 9,600,393 | 10,317,965 | (717,572) | 68.74% |
| 34 Services | 7,737,546 | 491,823 | 651,347 | (159,524) | 1,872,943 | 2,611,926 | (738,983) | 75.79% |
| 35 Materials | 9,035,040 | 710,489 | 772,033 | (61,544) | 2,708,532 | 2,952,927 | (244,395) | 70.02% |
| 36 Utilities | 1,205,000 | 71,310 | 100,417 | (29,107) | 319,336 | 401,668 | (82,332) | 73.50% |
| 37 Casualty & Liability | 3,827,100 | 209,322 | 318,926 | (109,604) | 1,181,833 | 1,275,704 | (93,871) | 69.12% |
| 38 Purchased Transportation | 23,507,410 | 1,437,028 | 1,920,441 | (483,413) | 5,845,084 | 7,353,285 | (1,508,201) | 75.14% |
| 39 Interest Expense | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 40 Other Expenses | 961,020 | 25,070 | 75,958 | (50,888) | 109,733 | 301,332 | (191,599) | 88.58% |
| 41 Operating Expenses | 110,226,087 | 8,068,599 | 9,372,144 | (1,303,545) | 32,919,978 | 36,249,705 | (3,329,727) | 70.13% |
| 42 | | | | | | | | |
| 43 | | | | | | | | |
| 44 | | | | | | | | |
| 45 Development Cost & Loss on Disposal | 2,083,268 | 12,242 | 58,312 | (46,070) | 30,303 | 126,327 | (96,024) | 98.55% |
| 46 Depreciation Expenses | 12,579,047 | 1,061,111 | 978,023 | 83,088 | 4,099,453 | 3,768,237 | 331,216 | 67.41% |
| 47 Loss on Disposal of Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| 48 Total Capital Expenses | 14,662,315 | 1,073,353 | 1,036,335 | 37,018 | 4,129,756 | 3,894,564 | 235,192 | 71.83% |
| 49 | | | | | | | | |
| 50 Total Expenses | 124,888,402 | 9,141,952 | 10,408,479 | (1,266,527) | 37,049,733 | 40,144,269 | (3,094,535) | 70.33% |
| 51 | | | | | | | | |
| 52 | | | | | | | | |
| 53 Revenue / Expense Difference Before Capital | 0 | 0 | 0 | 0 | (1) | 0 | (1) | 0.00% |
| 54 | | | | | | | | |
| 55 Revenue / Expense Difference After Capital | 17,539,198 | 5,933,560 | 4,204,474 | 1,729,086 | 4,540,014 | 3,797,712 | 742,300 | 74.12% |

Total Labor

October 2023, Fiscal Year 2024



| | | Current Month | | | Fiscal Year-to-date | | | |
|--------------------------------------|-------------------|------------------|------------------|----------------------------|---------------------|-------------------|----------------------------|----------------------|
| Description | FY24 Total Budget | Actual | Budget | Over budget (Under budget) | Actual | Budget | Over budget (Under budget) | Percentage Remaining |
| 1 Direct Labor | 33,240,842 | 2,902,710 | 2,866,298 | 36,412 | 11,282,125 | 11,034,898 | 247,227 | 66.06% |
| 2 Sick Leave | 1,761,580 | 150,575 | 308,632 | (158,057) | 485,473 | 791,991 | (306,518) | 72.44% |
| 3 Holiday | 1,428,538 | 385 | 0 | 385 | 247,324 | 279,305 | (31,981) | 82.69% |
| 4 Vacation | 2,236,350 | 223,068 | 190,800 | 32,268 | 736,903 | 767,157 | (30,254) | 67.05% |
| 5 Other Paid Absences | 238,442 | 14,920 | 16,041 | (1,121) | 69,928 | 63,122 | 6,806 | 70.67% |
| 6 | | | | | | | | |
| 7 Total | 38,905,752 | 3,291,658 | 3,381,771 | (90,113) | 12,821,753 | 12,936,473 | (114,720) | 67.04% |
| 8 | | | | | | | | |
| 9 Difference compared to Budget | | | (90,113) | | | (114,720) | | |
| | | Current Month | | | Year to Date | | | |
| Description | FY24 Total Budget | Actual | Budget | Over budget (Under budget) | Actual | Budget | Over budget (Under budget) | Percentage Remaining |
| 10 FICA | 2,976,282 | 247,534 | 258,704 | (11,170) | 963,441 | 989,637 | (26,196) | 67.63% |
| 11 Pension | 9,323,000 | 715,260 | 870,100 | (154,840) | 2,821,762 | 3,180,965 | (359,203) | 69.73% |
| 12 Hospital Medical & Surgical | 9,228,084 | 685,023 | 744,200 | (59,177) | 2,762,711 | 2,976,800 | (214,089) | 70.06% |
| 13 Vision Care Insurance | 85,741 | 4,438 | 7,153 | (2,715) | 19,641 | 28,612 | (8,971) | 77.09% |
| 14 Dental Plans | 345,120 | 22,550 | 28,760 | (6,210) | 94,862 | 115,040 | (20,178) | 72.51% |
| 15 Life Insurance | 46,536 | 3,553 | 3,878 | (325) | 14,131 | 15,512 | (1,381) | 69.63% |
| 16 Disability Insurance | 154,956 | 12,160 | 12,913 | (753) | 48,359 | 51,652 | (3,293) | 68.79% |
| 17 Kentucky Unemployment | 40,000 | 12,223 | 0 | 12,223 | 0 | 10,000 | (10,000) | 100.00% |
| 18 Worker's Compensation | 2,500,000 | 114,023 | 208,334 | (94,311) | 1,097,960 | 833,336 | 264,624 | 56.08% |
| 19 Uniform & Work Clothing Allowance | 345,000 | 14,768 | 17,000 | (2,232) | 236,561 | 214,000 | 22,561 | 31.43% |
| 20 Other Fringes | 2,500 | 367 | 209 | 158 | 1,337 | 836 | 501 | 46.52% |
| 21 Total Fringe & Benefits | 25,047,219 | 1,831,899 | 2,151,251 | (319,352) | 8,060,765 | 8,416,390 | (355,625) | 67.82% |
| 22 | | | | | | | | |
| 23 | | | | | | | | |
| 24 Sick Leave | 1,761,580 | 150,575 | 308,632 | (158,057) | 485,473 | 791,991 | (306,518) | 72.44% |
| 25 Holiday | 1,428,538 | 385 | 0 | 385 | 247,324 | 279,305 | (31,981) | 82.69% |
| 26 Vacation | 2,236,350 | 223,068 | 190,800 | 32,268 | 736,903 | 767,157 | (30,254) | 67.05% |
| 27 Other Paid Absences | 238,442 | 14,920 | 16,041 | (1,121) | 69,928 | 63,122 | 6,806 | 70.67% |
| 28 Total Compensation Benefits | 5,664,910 | 388,948 | 515,473 | (126,525) | 1,539,629 | 1,901,575 | (361,946) | 72.82% |
| 29 | | | | | | | | |
| 30 Total | 30,712,129 | 2,220,848 | 2,666,724 | (445,877) | 9,600,393 | 10,317,965 | (717,571) | 68.74% |
| 31 | | | | | | | | |
| 32 Difference compared to Budget | | | (445,876) | | | (717,572) | | |



Balance Sheet

October 2023, Fiscal Year 2024

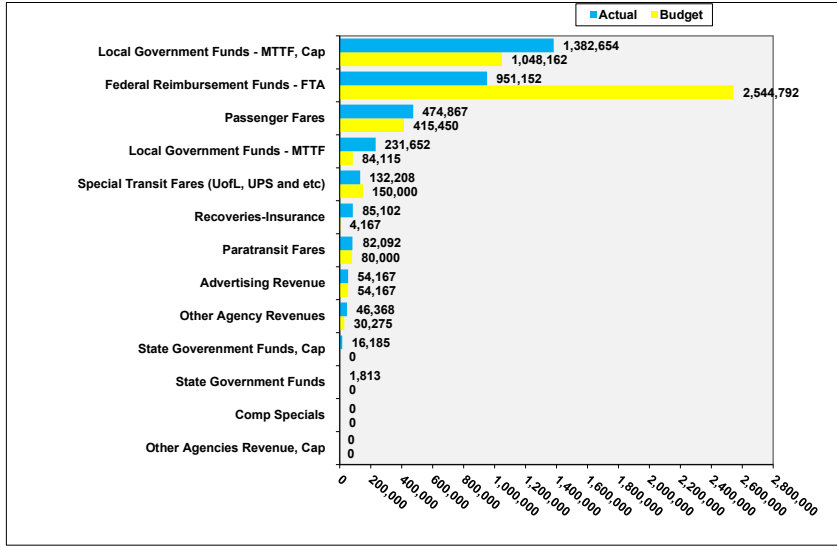
| Assets | FY 24 | FY 23 | Liabilities, Reserves & Capital | FY 24 | FY 23 |
|--------------------------------------|--------------------|--------------------|---|--------------------|--------------------|
| Current Assets | | | Current Liabilities | | |
| Cash & Cash Items | 5,789,084 | 4,763,499 | Long Term Debt | 0 | 0 |
| Short Term Investments | 7,061,829 | 6,640,085 | Short Term Debt | 0 | 0 |
| Accounts Receivable | 92,529,735 | 93,002,852 | Trade Payables | 12,817,715 | 5,447,908 |
| Interest Receivable | 0 | 211 | Accrued Payroll Liabilities | 4,574,306 | 4,206,661 |
| Due From Grant | 80,000 | 80,000 | Estimated Workmans Compensation | 5,039,325 | 4,400,823 |
| Materials & Supplies | 2,375,660 | 1,971,385 | Accrued Tax Liabilities | 0 | 0 |
| Total Current Assets | 107,836,308 | 106,458,032 | Unredeemed Tickets & Tokens | 2,054,121 | 1,649,844 |
| Other Assets | | | Reserves - Injury & Damages | 1,158,200 | 1,743,100 |
| Prepaid Insurance & Dues & WIP | 1,614,154 | 1,811,959 | Due To Operations | 80,000 | 80,000 |
| Total Other Assets | 1,614,154 | 1,811,959 | Unearned Capital Contributions | 80,527,475 | 88,744,185 |
| Fixed Assets | | | Other Current Liabilities (Health Ins.) | 4,023,024 | 3,242,824 |
| Land | 3,773,249 | 3,187,624 | Total Current Liabilities | 110,274,166 | 109,515,344 |
| Buildings | 51,311,566 | 49,611,920 | Equity | | |
| Coaches | 140,117,391 | 129,428,769 | Retained Earnings | 4,540,014 | (2,688,795) |
| Office Equipment | 10,913,148 | 10,549,836 | Prior Year Retained Earning | 78,763,717 | 78,980,037 |
| Other Equipment | 21,091,495 | 23,374,497 | Total Equity | 83,303,731 | 76,291,242 |
| Development Costs | 146,899 | 378,571 | Total Liabilities & Equity | 193,577,897 | 185,806,587 |
| Vehicle Exp - Operating | 1,420,405 | 1,420,405 | | | |
| Other Equipment -Operating | 185,103 | 189,242 | | | |
| Total Fixed Assets | 228,959,255 | 218,140,864 | | | |
| Less Accumulated Depreciation | | | | | |
| Accumulated Depr Land | 803,171 | 761,913 | | | |
| Accumulated Depr Buildings | 30,670,656 | 29,156,645 | | | |
| Accumulated Depr Coaches | 85,922,136 | 81,289,926 | | | |
| Accumulated Depr Office Equipment | 9,476,725 | 9,095,976 | | | |
| Accumulated Depr Other Equipment | 16,719,659 | 19,080,890 | | | |
| Accumulated Depr Development Cost | 30,302 | 78,245 | | | |
| Accumulated Depr Vehicle Exp - Opr | 1,055,585 | 999,459 | | | |
| Accumulated Depr Other Equipment Op | 153,585 | 141,215 | | | |
| Total Depreciation | 144,831,820 | 140,604,269 | | | |
| Net Fixed Assets | 84,127,435 | 77,536,596 | | | |
| Total Assets | 193,577,897 | 185,806,587 | | | |

Actual Revenue vs. Budget

October 2023, Fiscal Year 2024



Current Month Revenues



MTTF \$6,009,178 Actual = \$6,009,178 Budget

Federal Reimbursement Funds - FTA, Cap - \$5,608,074 Actual > \$4,192,647 Budget

- Passenger fares \$59,417 ▲
- Paratransit fares \$2,092 ▲
- Total Recoveries - Insurance \$80,935 ▲
- Federal Reimbursement Funds - FTA \$1,593,640 ▼
- Federal Reimbursement Funds - FTA CAP \$1,415,427 ▲

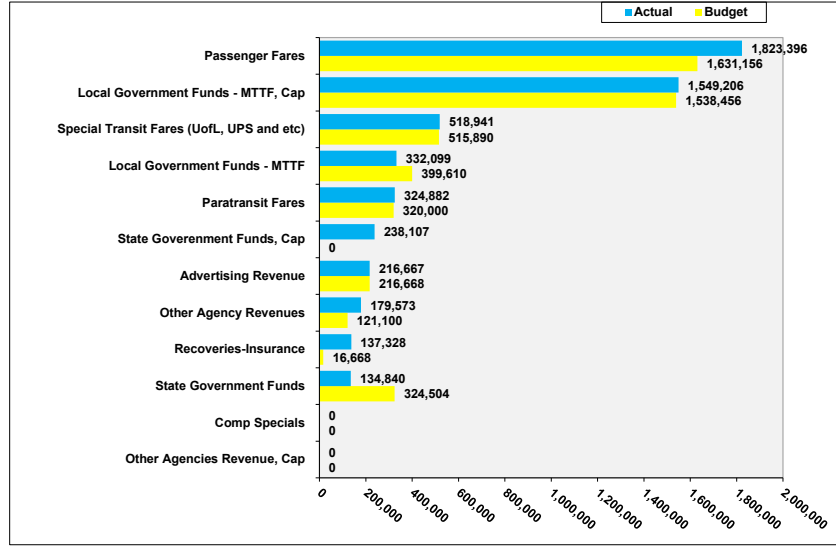
CM

- * Total Recoveries are over budget \$80,935 due to billing for reimbursement on accidents
- * Federal Reimbursement Funds - FTA is under budget \$1,593,640 mainly due to operating expenses being under budget
- * Federal Reimbursement Funds - FTA, Cap is over budget \$1,415,427 mainly due to timing on paying for new buses

YTD

- * Total Recoveries are over budget \$120,660 mainly due to billing for reimbursement on accidents in the current month
- * Federal Reimbursement Funds - FTA is under budget \$3,451,859 due to operating expenses being under budget and operating revenues being over budget
- * Federal Reimbursement Funds - FTA, Cap is over budget \$728,636 mainly due to timing of expenditures

Year to Date Revenues



MTTF \$19,893,743 Actual = \$19,893,743 Budget

Federal Reimbursement Funds - FTA \$9,358,507 Actual < \$12,810,366 Budget

Federal Reimbursement Funds - FTA, Cap - \$6,882,456 Actual > \$6,153,820 Budget

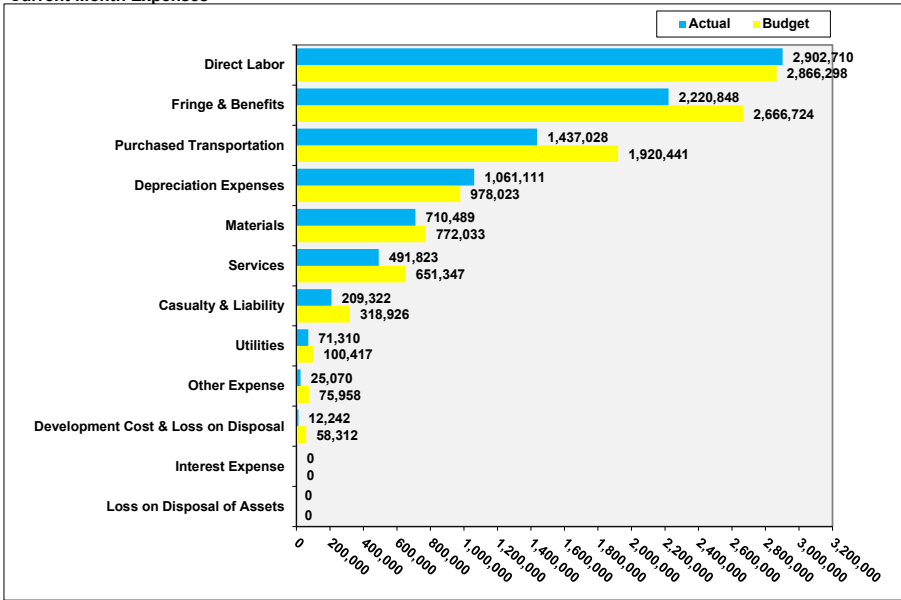
- Passenger fares \$192,240 ▲
- Paratransit fares \$4,882 ▲
- Total Recoveries - Insurance \$120,660 ▲
- Federal Reimbursement Funds - FTA \$3,451,859 ▼
- Federal Reimbursement Funds - FTA, Cap \$728,636 ▲

Actual Expenses vs. Budget

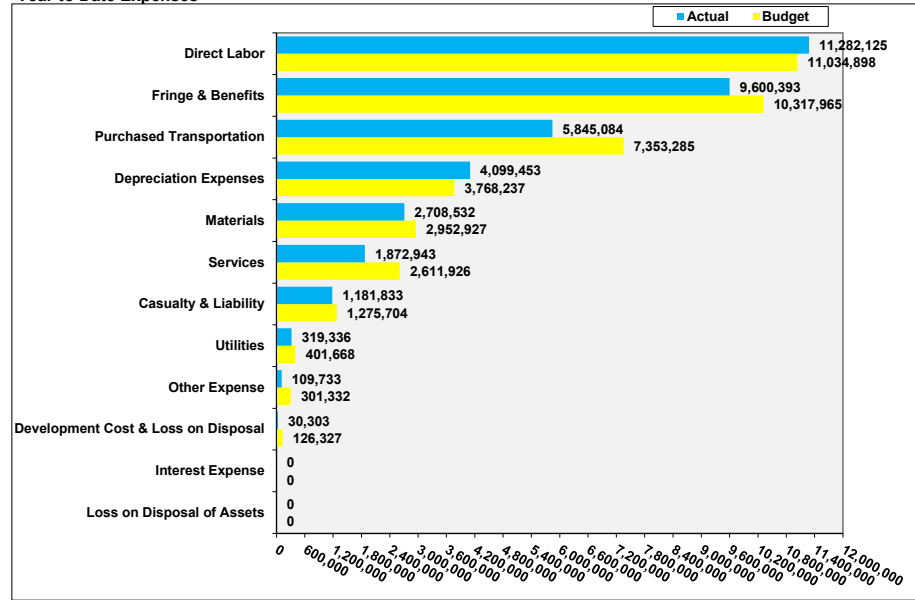
October 2023, Fiscal Year 2024



Current Month Expenses



Year to Date Expenses



Direct Labor \$36,412 ▲ Total Labor \$90,113 ▼
 Fringe & Benefits \$445,876 ▼
 Services \$159,524 ▼
 Purchased Transportation \$483,413 ▼

Direct Labor \$247,227 ▲ Total Labor \$114,720 ▼
 Fringe & Benefits \$717,572 ▼
 Services \$738,983 ▼
 Purchased Transportation \$1,508,201 ▼

CM

- * Fringe & Benefits are under budget \$445,876 mainly due to Pension, Medical and Worker's Compensation being under budget
- * Services are under budget \$159,524 mainly due to Executive Office, Safety and IT being under budget along with several other departments
- * Purchased Transportation is under budget \$483,413 mainly due to Taxi trips being under budget and mobility as a service

YTD

- * Fringe & Benefits are under budget \$717,572 mainly due to Pension and Medical being under budget an offset by Workers Compensation being over budget
- * Services are under budget \$738,983 mainly due to Maintenance, Executive Office, Information Technology and several departments services being under budget
- * Purchased Transportation is under budget \$1,508,201 mainly due to revenue hours, fuel and mobility as a service

MassTransit Trust Fund (MTTF) Revenue Deposits



Deposit to Budget Difference FY 2024

| Month | FY 24 Actual Deposits | FY 24 Budget Deposits | Difference | YTD Total | Current Month | YTD |
|--------------|--------------------------|--------------------------|----------------|--------------------|---------------|---------|
| July | \$5,772,993 | \$4,832,901 | \$940,092 | \$940,092 | 19.45% | |
| August | \$4,556,894 | \$5,053,662 | (\$496,768) | \$443,324 | -9.83% | 4.48% |
| September | \$6,379,852 | \$5,225,029 | \$1,154,823 | \$1,598,147 | 22.10% | 10.58% |
| October | \$5,188,606 | \$3,508,717 | \$1,679,889 | \$3,278,036 | 47.88% | 17.60% |
| November | | \$4,473,572 | (\$4,473,572) | (\$1,195,536) | -100.00% | -5.18% |
| December | | \$6,400,979 | (\$6,400,979) | (\$7,596,515) | -100.00% | -25.76% |
| January | | \$6,329,856 | (\$6,329,856) | (\$13,926,371) | -100.00% | -38.87% |
| February | | \$4,578,304 | (\$4,578,304) | (\$18,504,675) | -100.00% | -45.80% |
| March | | \$5,839,108 | (\$5,839,108) | (\$24,343,783) | -100.00% | -52.64% |
| April | | \$11,523,802 | (\$11,523,802) | (\$35,867,585) | -100.00% | -62.09% |
| May | | \$5,215,370 | (\$5,215,370) | (\$41,082,955) | -100.00% | -65.23% |
| June | | \$6,660,085 | (\$6,660,085) | (\$47,743,040) | -100.00% | -68.56% |
| TOTAL | \$21,898,345 | \$69,641,385 | | | | |

MTTF Revenue Deposits - Actuals

**LOUISVILLE METRO REVENUE COMMISSION
TARC LICENSE FEE TRANSACTIONS**

| | October 2023 | October 2022 | YTD FYE 2024 | YTD FYE 2023 | Difference Amount | Percent Change |
|---|---------------------|---------------------|----------------------|----------------------|----------------------|-------------------|
| Receipts | | | | | | |
| Employee Withholding | \$ 5,266,509 | \$ 5,320,746 | \$ 19,146,405 | \$ 18,417,523 | \$ 728,882 | 3.96% |
| Individual Fees | - | 7 | - | 200 | (200) | -100.00% |
| Net Profit Fees | (163,847) | (1,404,105) | 2,510,862 | 1,425,775 | 1,085,087 | 76.11% |
| Interest & Penalty | 127,851 | 114,772 | 385,912 | 337,556 | 48,356 | 14.33% |
| Total Collections | \$ 5,230,513 | \$ 4,031,420 | \$ 22,043,179 | \$ 20,181,054 | \$ 1,862,125 | 9.23% |
| Investment Income | \$ 28,705 | \$ 12,050 | \$ 102,749 | \$ 18,553 | \$ 84,196 | 453.81% |
| Total Receipts | \$ 5,259,218 | \$ 4,043,470 | \$ 22,145,928 | \$ 20,199,607 | \$ 1,946,321 | 9.64% |
| Disbursements | | | | | | |
| Collection Fee | \$ 70,612 | \$ 54,424 | \$ 297,583 | \$ 272,443 | \$ 25,140 | 9.23% |
| Reversal of FY22 Investment Income | \$ - | \$ - | \$ - | \$ 4,534 | \$ (4,534) | |
| Total Disbursements | \$ 70,612 | \$ 54,424 | \$ 297,583 | \$ 276,977 | \$ 20,606 | 7.44% |
| Due Mass Transit Less Previous Payments Payable To Trust Fund | \$ 5,188,606 | \$ 3,989,046 | \$ 21,848,345 | \$ 19,922,630 | \$ 1,925,715 | 9.67% |
| | | | 16,659,739 | 15,933,584 | 726,155 | 4.56% |
| | | | \$ 5,188,606 | \$ 3,989,046 | \$ 1,199,560 | 30.07% |



Year to Date Summary

October 2023, Fiscal Year 2024

Actual Compared to Budget YTD

| | Good | In the Red | |
|--|-------------|-------------|--------------------|
| Total Revenues before Capital are Over/ Under by (pg. 2, line 18) | | \$3,329,728 | |
| Total Expenses are Over/ Under by (pg. 2, line 41) | \$3,329,727 | | |
| MTTF Revenue Deposits are Over /Under by (pg. 7) | \$3,278,036 | | |
| October has a favorable balance before Capital of | \$6,607,763 | \$3,329,728 | \$3,278,035 |

Actual Revenues over Expenses

| | |
|---|-----------------------|
| Operating Revenues | \$3,200,787 |
| Operating Expenses | \$32,919,978 |
| Net Gain/(Loss) before MTTF | (\$29,719,190) |
| MTTF Approved Contributions | \$19,893,743 |
| Net Gain/(Loss) before Subsidies | (\$9,825,447) |
| Subsidies | |
| ARP | \$8,034,799 |
| 5307 Federal Formula dollars to be used as (CEER) | \$1,323,708 |
| MTTF Local Share | \$332,099 |
| State Contributions | \$134,840 |
| Total Subsidies | \$9,825,446 |
| Net Gain/(Loss) before Capital | (\$1) |



Reimbursement Funds Only and a One Time Funding Source

| | TARC Share | Actual YTD FY 2023 | Actual YTD FY 2024 | Remaining Balance | Budget YTD FY 2024 | Actual FY 2024 vs Budget FY 2024 |
|---------------|-------------------|---------------------------|---------------------------|--------------------------|---------------------------|---|
| ARP*** | \$48,293,376 | \$9,596,003 | \$8,034,799 | \$30,662,574 | \$28,695,496 | (\$20,660,697) |

*** KY-2022-003 was approved/Executed 5/24/2022 end of FY 2022



MEMORANDUM

To: TARC Board of Directors

From: Ted R. Smith, Board Chair, and Steve Miller, Finance Committee Chair

Date: December 12, 2023

Re: Resolution 2023 – 36 Establishment of Executive Committee of the TARC Board of Directors (“Board”) and Corollary Amendment of TARC Bylaws

The Board held a special organizational meeting on September 25, 2023 to look at ways that the Board could improve its Board and Committee structure and meetings to be more effective and efficient. One of these considerations was to create an Executive Committee as permitted by KRS 96A.070(7). This provision specifically provides that “the Board may, by resolution duly adopted and spread at large upon its public records, establish an executive committee, composed of such members of the board as may be specified in such resolution, and may authorize such executive committee to exercise in intervals between board meetings any powers of the board except those powers which are expressly required by this chapter or by other controlling provisions of law to be exercised by the board.” TARC’s Board Bylaws following state law contemplate the creation of an Executive Committee in Article VIII, Section 1, as well.

The Board may from time to time have business which it may need to consider between Board meetings. As such, the Executive Committee can perform this function on behalf of the Board and thus eliminate the need for a special meeting in some instances. The Executive Committee can report any actions taken to the full Board at its next regularly scheduled meeting.

The current Bylaws contemplate a 5-member Executive Committee. However, state law allows the Board to decide how many members it deems necessary to form the Executive Committee. This Resolution proposes the creation of a 3-member Executive Committee made up of the following Board members: (1) Chair of the Board; (2) Vice-Chair of the Board; and (3) the Chair of the Finance Committee.

Please let us know if you have any questions. Thanks.



RESOLUTION 2023 - 36

Establishment of the Executive Committee and Corollary Amendment to TARC Board Bylaws

A Resolution creating an Executive Committee to assist in TARC governance and Board operations:

WHEREAS, the Board held a special meeting on September 25, 2023 to look at ways to improve the effectiveness and efficiency of Board and Committee structure and meetings; and

WHEREAS, KRS 96A.070(7) and Article VIII of TARC's Bylaws contemplate the creation of an Executive Committee to help the Board transact business of TARC between regularly scheduled meetings of the Board; and

WHEREAS, the TARC Board seeks to create a 3-member Executive Committee comprised of the following Board members: (1) Chair of the Board; (2) Vice-Chair of the Board; and (3) Chair of the Finance Committee, which also necessitates a change to TARC's Bylaws reducing the Executive Committee from 5 members to 3 members; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Transit Authority of River City hereby creates an Executive Committee as contemplated directly above, and amends its Bylaws to accordingly reflect such change.

ADOPTED THIS 24th DAY OF JANUARY 2024

Ted Smith Chair of the Board of Directors