

# **FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS**



## **Meeting Notice:**

The TARC Board of Directors holds a monthly meeting of the Finance subcommittee. The next meeting will be held at:

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

**Tuesday, October 17, 2023 at 1:30 p.m.**

This meeting may also be held via teleconference as permitted by KRS 61.826.

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.

# FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



## Agenda – October 17, 2023

I.	Quorum Call/Call to Order	Steve Miller	1:30
	a. Approval of September Meetings Minutes		1:35 – 1:40
II.	Staff Reports and Presentation		
	a. Financial Statements for August 2023 – Fiscal Year '24	Tonya Carter	1:40 – 1:50
III.	Action Items / Presentations for Board Meeting		1:50 – 2:00
	a. Resolution 2023 – 25 Fifth-Third Banking Extension of Line of Credit	Tonya Carter	
	b. Resolution 2023 – 26 Vehicle Filter Supplies	Maria Harris	
IV.	Proposed Agenda / Procurements	Carrie Butler	2:00 - 2:05
	a. Professional Legal Services		
	b. Facility Wide Building Maintenance and Construction		
	c. Expressions of Interest for Cutaway Paratransit Vehicles and Modified Vans		
	d. Fleet Replacement Plan and Fiscal Year 2024 Order		
	e. Ellipse Hosting Services annual renewal		
	f. Update on Experimental Shared Mobility on Demand		
	g. Meeting Dates and Board Calendar for 2024		
V.	Adjournment		2:10

# FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



## September 19, 2023 Finance Subcommittee Meeting Minutes

The Finance Subcommittee of Transit Authority of River City (TARC) met on Tuesday, September 19, 2023 at 1:30 p.m. in person at TARC's headquarters, 1000 West Broadway in the Board Room and virtually via teleconference as permitted by KRS 61.826.

### Members in Person

Steve Miller  
Tawanda Owsley

### Members Virtual

### Call to Order

Steve Miller called the meeting to order at 1:31 p.m.  
Approved the August Finance Committee Meeting Minutes.

### Staff Reports and Presentation

Tonya Carter introduced TARC Audited Financial Statements for Fiscal Year 2023.

- Presentation from Crowe, LLC, Scott Nickerson, refer to Audit Report.
- There were no findings, and it was to be a clean audit.

Steve Miller asked the following question, "can you summarize two or three things for me? The main points that you feel are strengths and weaknesses of the organization.

Scott Nickerson answered with several areas of concern and several strengths:

- One risk area is that fringe benefit costs continue to increase relative to your labor costs, it is something that should be monitored.
- The workers comp and the self-insured costs is another area that should be monitored.
- Cares Act Funding will be running out soon.
- A nice advantage at this point is not having a debt burden which gives you a little bit of flexibility.
- TARC has been able to fund its own activities, through its own revenues rather than issue debt.
- An important strength is Carrie Butler and Tonya Carter are very well connected and are talking with their peers in transit organizations nationally.

Tonya presented the Financial Statements for July 2023, refer to PowerPoint.

### **Action Items**

Chris Ward presented Resolution 2023 – 24 Award of Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 Program Funds.

- A resolution approving the award of Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 program funds and authorizing the Executive Director to enter into subrecipient agreements with the recommended subrecipients of these funds.

# FINANCE COMMITTEE MEETING TARC BOARD OF DIRECTORS



- TARC has been named the Designated Recipient of Enhanced Mobility of Seniors and Individuals with Disabilities Section 5310 funds for the Louisville Urbanized Area by the Governors of the States of Kentucky and Indiana.
- TARC has conducted a competitive selection process and a total of nine applicants were awarded funding.
- The projects recommended for funding was derived from priorities set forth in the Coordinated Human Services Transportation Plan for the KIPDA Region. Each project was selected for funding through a process that ensured open competition.
- An impartial Selection Review Committee scored all eligible applications using evaluation criteria established by TARC in conjunction with the Regional Mobility Council.

Tawanda Owsley suggested we recognize these winners of the funds somehow, possibly at our next TARC Board Meeting.

Carrie Butler responded she will review the best way to recognize them. The next Board meeting next week may be too short notice for awarded subrecipients.

## Proposed Agenda / Procurements

Carrie Butler presented the proposed agenda and procurements:

- Bus Shelter Cleaning and Repair Services;
- Vehicle Filter Supplies;
- Digital Route Display Sign Repair and Rehabilitation;
- Professional Legal Services;
- Facility Wide Building Maintenance and Construction; and
- Expressions of Interest for Cutaway Paratransit Vehicles and Modified Vans.

Steve Miller adjourned the meeting at 2:13 p.m.

**ADOPTED THIS 17th DAY OF October, 2023**

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**Steve Miller, Chair of the Finance Committee**

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



**Current Month Revenues Compared to Budget**

Total Operating Revenues are over budget \$101,665 (pg. 2, line 9) due to all revenues being over budget except Insurance Recoveries. Total Non-Operating Revenues (Subsidies) are under budget \$1,008,883 (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 \$457,447 (pg. 2, line 25) due to timing of capital purchases. Total Revenues with Capital are under budget \$449,771 (pg. 2, line 27) mainly due to applying less federal reimbursement funds as mention above because operating expenses are under budget.

**Current Month Expenses Compared to Budget**

Total Operating Expenses are under budget \$907,218 (pg. 2, line 41) due to all expenses being under budget except Materials. Total Capital Expenses are over budget \$71,190 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$836,028 (pg. 2, line 50) due to Operating Expenses being under Budget.

**Current Month Actual Summary**

Total Operating Revenues are \$795,923 (pg. 2, line 9) and Total Operating Expenses are \$8,455,229 (pg. 2, line 41) bringing the net to an unfavorable balance to \$7,659,306 before Subsidies are applied. After applying Subsidies \$7,659,305 (pg. 2, line 16) the net balance is over by \$1 for the current month before Capital Contributions and Capital Expenses are applied.

**YTD Revenues Compared to Budget**

Total Operating Revenues are over budget \$155,697 (pg. 2 line 9) due to all Operating Revenues being over budget. Total Non-Operating Revenues (Subsidies) are under budget \$1,346,610 (pg. 2, line 16) mainly due to applying less Federal Reimbursement Funds-FTA due to operating expenses being under budget. Total Capital Contributions are under budget \$199,924 (pg. 2, line 25) mainly due to timing of capital purchases. Total Revenues with Capital are under budget \$1,390,837 (pg. 2, line 27) mainly due to applying less Subsidies and Capital Contributions.

**YTD Expenses Compared to Budget**

Total Operating Expenses are under budget \$1,190,911 (pg. 2, line 41) due to all expenses being under budget except Labor and Fringes & Benefits. Total Capital Expenses are over budget \$153,026 (pg. 2, line 48) compared to budget. Total Expenses with Capital are under budget \$1,037,885 (pg. 2, line 50) due to Operating Expenses being under budget.

## **YTD Actual Summary**

Total Operating Revenues are \$1,550,305 (pg. 2, line 9) and Total Operating Expenses are \$16,588,162 (pg. 2, line 41) bringing the net to an unfavorable balance of \$15,307,857 before Subsidies are applied. After applying Subsidies \$15,037,856 (pg. 2, line 16) the net balance is over by \$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 over by \$1 before applying the MTTF Revenue receipts. August budgeted MTTF receipts for revenue deposits is over budget \$443,324 (pg. 7) year-to-date. We currently have a favorable balance before capital year-to-date of \$443,322 (pg. 8) due to the MTTF revenue deposits being over budget. MTTF Net Profit Fees are under \$42,436 (pg. 7) and Employee Withholdings are up \$466,402 (pg. 7) year-to-date compared to last year.

Statement of Revenue - Expenses - with Capital Contributions

August 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
<b>Revenues</b>								
1 Passenger Fares	4,859,906	476,411	405,650	70,761	895,108	811,500	83,608	81.58%
2 Paratransit Fares	960,000	90,837	80,000	10,837	165,495	160,000	5,495	82.76%
3 Special Fare Revenues (UofL, UPS and etc)	1,535,890	123,523	120,000	3,523	246,866	245,890	976	83.93%
4 Comp Specials	0	0	0	0	0	0	0	0.00%
5 Advertising Revenue	650,000	54,167	54,167	0	108,333	108,334	(1)	83.33%
6 Other Agency Revenues	363,300	50,023	30,275	19,748	97,743	60,550	37,193	73.10%
7 Total Recoveries-Insurance	50,000	963	4,167	(3,204)	36,760	8,334	28,426	26.48%
8				0				
9 Operating Revenues	<b>8,419,096</b>	<b>795,923</b>	<b>694,259</b>	<b>101,665</b>	<b>1,550,305</b>	<b>1,394,608</b>	<b>155,697</b>	<b>81.59%</b>
10								
11 MTF Contributions- Federated	62,616,384	5,039,281	5,039,281	0	9,110,527	9,110,527	0	85.45%
12 Local Government Funds - MTF	1,261,975	28	84,115	(84,087)	605	168,230	(167,625)	99.95%
13 Federal Reimbursement Funds - FTA	36,651,990	2,619,365	3,544,792	(925,427)	5,926,093	7,089,584	(1,163,491)	83.83%
14 State Government Funds	1,276,642	631	0	631	631	16,125	(15,494)	99.95%
15								
16 Total Non-Operating Revenues	<b>101,806,991</b>	<b>7,659,305</b>	<b>8,668,188</b>	<b>(1,008,883)</b>	<b>15,037,856</b>	<b>16,384,466</b>	<b>(1,346,610)</b>	<b>85.23%</b>
17								
18 Total Revenues Before Cap Contributions	<b>110,226,087</b>	<b>8,455,228</b>	<b>9,362,447</b>	<b>(907,218)</b>	<b>16,588,161</b>	<b>17,779,074</b>	<b>(1,190,913)</b>	<b>84.95%</b>
19								
20 Local Government Funds - MTF, Cap	6,384,870	163,050	188,163	(25,113)	163,050	319,637	(156,587)	97.45%
21 Federal Reimbursement Funds - FTA, Cap	25,816,643	1,060,162	752,651	307,511	1,060,162	1,278,548	(218,386)	95.89%
22 State Government Funds, Cap	0	175,049	0	175,049	175,049	0	175,049	0.00%
23 Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24								
25 Total Capital Contributions	<b>32,201,513</b>	<b>1,398,261</b>	<b>940,814</b>	<b>457,447</b>	<b>1,398,261</b>	<b>1,598,185</b>	<b>(199,924)</b>	<b>95.66%</b>
26								
27 Total Revenues	<b>142,427,600</b>	<b>9,853,489</b>	<b>10,303,261</b>	<b>(449,771)</b>	<b>17,986,422</b>	<b>19,377,259</b>	<b>(1,390,837)</b>	<b>87.37%</b>
28								
29								
<b>Expenses</b>								
30								
31								
32 Labor	33,240,842	2,827,318	2,963,331	(136,013)	5,614,238	5,529,504	84,734	83.11%
33 Fringes & Benefits	30,712,129	2,498,931	2,553,163	(54,232)	5,015,831	4,952,628	63,203	83.67%
34 Services	7,737,546	468,077	644,180	(176,103)	922,250	1,306,780	(384,530)	88.08%
35 Materials	9,035,040	778,361	773,565	4,796	1,328,580	1,427,135	(98,555)	85.30%
36 Utilities	1,205,000	89,944	100,417	(10,473)	176,668	200,834	(24,166)	85.34%
37 Casualty & Liability	3,827,100	229,483	318,926	(89,443)	489,199	637,852	(148,653)	87.22%
38 Purchased Transportation	23,507,410	1,534,769	1,935,407	(400,638)	2,992,341	3,574,925	(582,584)	87.27%
39 Interest Expense	0	0	0	0	0	0	0	0.00%
40 Other Expenses	961,020	28,346	73,458	(45,112)	49,055	149,416	(100,361)	94.90%
41 Operating Expenses	<b>110,226,087</b>	<b>8,455,229</b>	<b>9,362,447</b>	<b>(907,218)</b>	<b>16,588,162</b>	<b>17,779,074</b>	<b>(1,190,911)</b>	<b>84.95%</b>
42								
43								
44								
45 Development Cost & Loss on Disposal	2,083,268	7,102	28,309	(21,207)	7,102	32,650	(25,548)	99.66%
46 Depreciation Expenses	12,579,047	1,021,673	929,276	92,397	2,030,662	1,852,088	178,574	83.86%
47 Loss on Disposal of Assets	0	0	0	0	0	0	0	0.00%
48 Total Capital Expenses	<b>14,662,315</b>	<b>1,028,775</b>	<b>957,585</b>	<b>71,190</b>	<b>2,037,764</b>	<b>1,884,738</b>	<b>153,026</b>	<b>86.10%</b>
49								
50 Total Expenses	<b>124,888,402</b>	<b>9,484,004</b>	<b>10,320,032</b>	<b>(836,028)</b>	<b>18,625,926</b>	<b>19,663,812</b>	<b>(1,037,885)</b>	<b>85.09%</b>
51								
52								
53 Revenue / Expense Difference Before Capital	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>0</b>	<b>(1)</b>	<b>0</b>	<b>(2)</b>	<b>0.00%</b>
54								
55 Revenue / Expense Difference After Capital	<b>17,539,198</b>	<b>369,485</b>	<b>(16,771)</b>	<b>386,257</b>	<b>(639,504)</b>	<b>(286,553)</b>	<b>(352,952)</b>	<b>103.65%</b>

Total Labor

August 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	2,827,318	2,963,331	(136,013)	5,614,238	5,529,504	84,734	83.11%
2	Sick Leave	1,761,580	64,559	172,106	(107,547)	142,221	288,227	(146,006)	91.93%
3	Holiday	1,428,538	2,837	0	2,837	122,335	137,488	(15,153)	91.44%
4	Vacation	2,236,350	172,819	210,176	(37,357)	352,243	385,557	(33,314)	84.25%
5	Other Paid Absences	238,442	15,717	15,520	197	35,472	31,040	4,432	85.12%
6									
7	<b>Total</b>	<b>38,905,752</b>	<b>3,083,250</b>	<b>3,361,133</b>	<b>(277,883)</b>	<b>6,266,509</b>	<b>6,371,816</b>	<b>(105,307)</b>	<b>83.89%</b>
8									
9	Difference compared to Budget			(277,883)			(105,307)		
		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	231,297	257,129	(25,832)	470,595	487,444	(16,849)	84.19%
11	Pension	9,323,000	734,832	865,285	(130,453)	1,405,416	1,567,978	(162,562)	84.93%
12	Hospital Medical & Surgical	9,228,084	672,756	744,200	(71,444)	1,356,893	1,488,400	(131,507)	85.30%
13	Vision Care Insurance	85,741	5,423	7,153	(1,730)	10,673	14,306	(3,633)	87.55%
14	Dental Plans	345,120	24,840	28,760	(3,920)	52,849	57,520	(4,671)	84.69%
15	Life Insurance	46,536	(11,987)	3,878	(15,865)	7,006	7,756	(750)	84.94%
16	Disability Insurance	154,956	11,987	12,913	(926)	23,974	25,826	(1,852)	84.53%
17	Kentucky Unemployment	40,000	(12,223)	10,000	(22,223)	(12,223)	10,000	(22,223)	130.56%
18	Worker's Compensation	2,500,000	573,836	208,334	365,502	1,035,614	416,668	618,946	58.58%
19	Uniform & Work Clothing Allowance	345,000	12,018	17,500	(5,482)	12,018	34,000	(21,982)	96.52%
20	Other Fringes	2,500	220	209	11	745	418	327	70.20%
21	<b>Total Fringe &amp; Benefits</b>	<b>25,047,219</b>	<b>2,242,999</b>	<b>2,155,361</b>	<b>87,638</b>	<b>4,363,559</b>	<b>4,110,316</b>	<b>253,243</b>	<b>82.58%</b>
22									
23									
24	Sick Leave	1,761,580	64,559	172,106	(107,547)	142,221	288,227	(146,006)	91.93%
25	Holiday	1,428,538	2,837	0	2,837	122,335	137,488	(15,153)	91.44%
26	Vacation	2,236,350	172,819	210,176	(37,357)	352,243	385,557	(33,314)	84.25%
27	Other Paid Absences	238,442	15,717	15,520	197	35,472	31,040	4,432	85.12%
28	<b>Total Compensation Benefits</b>	<b>5,664,910</b>	<b>255,932</b>	<b>397,802</b>	<b>(141,870)</b>	<b>652,271</b>	<b>842,312</b>	<b>(190,040)</b>	<b>88.49%</b>
29									
30	<b>Total</b>	<b>30,712,129</b>	<b>2,498,931</b>	<b>2,553,163</b>	<b>(54,232)</b>	<b>5,015,831</b>	<b>4,952,628</b>	<b>63,203</b>	<b>83.67%</b>
31									
32	Difference compared to Budget			(54,232)			63,203		





## Balance Sheet

August 2023, Fiscal Year 2024

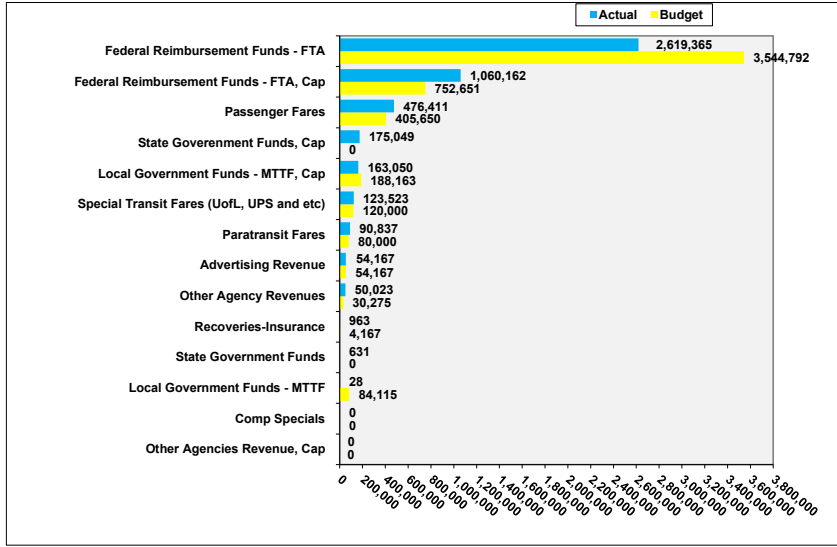
Assets	FY 24	FY 23	Liabilities, Reserves & Capital	FY 24	FY 23
<b>Current Assets</b>			<b>Current Liabilities</b>		
Cash & Cash Items	4,351,002	3,932,771	Long Term Debt	0	0
Short Term Investments	4,226,555	6,536,426	Short Term Debt	0	0
Accounts Receivable	97,851,962	98,822,484	Trade Payables	5,738,357	5,982,161
Interest Receivable	0	43	Accrued Payroll Liabilities	4,049,399	4,420,805
Due From Grant	80,000	80,000	Estimated Workmans Compensation	5,284,486	4,006,288
Materials & Supplies	2,334,363	1,860,727	Accrued Tax Liabilities	0	0
<b>Total Current Assets</b>	<b>108,843,883</b>	<b>111,232,451</b>	Unredeemed Tickets & Tokens	2,125,406	1,645,515
<b>Other Assets</b>			Reserves - Injury & Damages	1,133,700	1,732,300
Prepaid Insurance & Dues & WIP	1,799,843	1,770,995	Due To Operations	80,000	80,000
<b>Total Other Assets</b>	<b>1,799,843</b>	<b>1,770,995</b>	Unearned Capital Contributions	88,911,876	93,235,855
<b>Fixed Assets</b>			Other Current Liabilities (Health Ins.)	4,144,004	3,042,488
Land	3,773,249	3,187,624	<b>Total Current Liabilities</b>	<b>111,467,230</b>	<b>114,145,412</b>
Buildings	51,011,713	49,486,992	<b>Equity</b>		
Coaches	134,464,734	129,428,769	Retained Earnings	(639,504)	(1,437,789)
Office Equipment	10,886,615	10,550,199	Prior Year Retained Earning	78,763,717	78,980,037
Other Equipment	21,091,495	22,833,510	<b>Total Equity</b>	<b>78,124,214</b>	<b>77,542,248</b>
Development Costs	116,314	205,979	<b>Total Liabilities &amp; Equity</b>	<b>189,591,443</b>	<b>191,687,660</b>
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	184,903	189,242			
<b>Total Fixed Assets</b>	<b>222,949,427</b>	<b>217,302,720</b>			
<b>Less Accumulated Depreciation</b>					
Accumulated Depr Land	792,635	756,256			
Accumulated Depr Buildings	30,411,328	28,901,159			
Accumulated Depr Coaches	85,758,360	80,005,198			
Accumulated Depr Office Equipment	9,384,088	8,965,219			
Accumulated Depr Other Equipment	16,451,091	18,833,130			
Accumulated Depr Development Cost	7,102	29,532			
Accumulated Depr Vehicle Exp - Opr	1,046,231	990,104			
Accumulated Depr Other Equipment Op	150,876	137,907			
<b>Total Depreciation</b>	<b>144,001,710</b>	<b>138,618,505</b>			
<b>Net Fixed Assets</b>	<b>78,947,718</b>	<b>78,684,215</b>			
<b>Total Assets</b>	<b>189,591,443</b>	<b>191,687,660</b>			

Actual Revenue vs. Budget

August 2023, Fiscal Year 2024



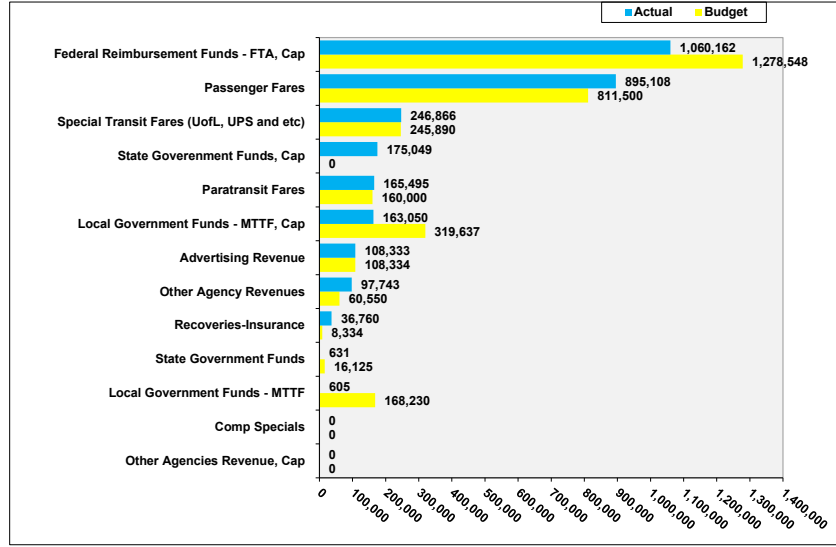
Current Month Revenues



MTTF \$5,039,281 Actual = \$5,039,281 Budget

- Passenger fares \$70,761 ▲
- Paratransit fares \$10,837 ▲
- Other Agency Revenues \$19,748 ▲
- Federal Reimbursement Funds - FTA \$925,427 ▼

Year to Date Revenues



MTTF \$9,110,527 Actual = \$9,110,527 Budget

Federal Reimbursement Funds - FTA \$5,926,093 Actual < \$7,089,584 Budget

- Passenger fares \$83,608 ▲
- Paratransit fares \$5,495 ▲
- Other Agency Revenues \$37,193 ▲
- Federal Reimbursement Funds - FTA \$1,163,491 ▼
- Federal Reimbursement Funds - FTA, Cap \$218,386 ▼

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- \* Other Agency Revenues - are over budget \$19,748 mainly due to interest income
- \* Federal Reimbursement Funds - FTA is under budget \$925,427 mainly due to operating expenses being under budget

YTD

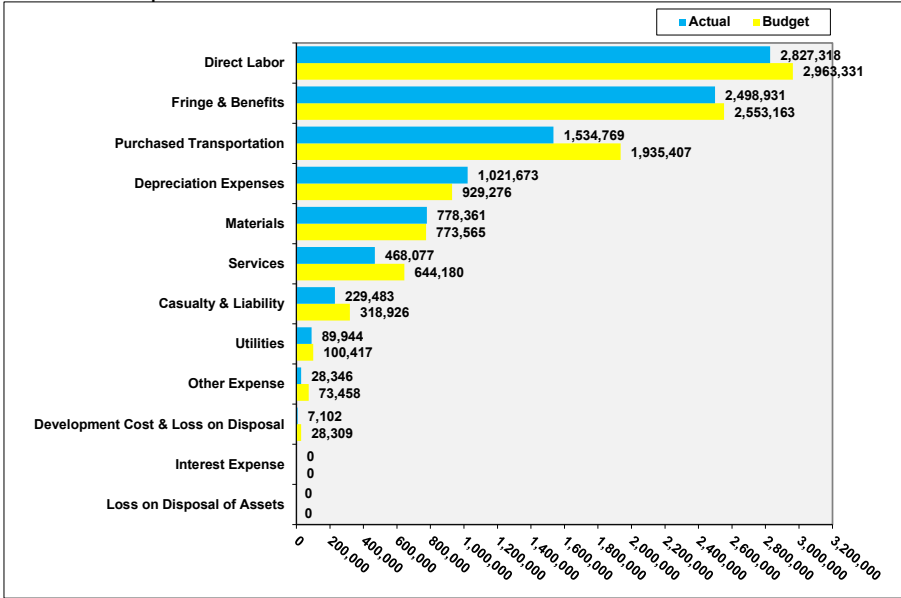
- \* Other Agency Revenues - are over budget \$37,193 mainly due to interest income from TARC's Federated and Workers Comp Escrow accounts
- \* Federal Reimbursement Funds - FTA is under budget \$1,163,491 due to operating expenses being under budget and operating revenues being over budget
- \* Federal Reimbursement Funds - FTA, Cap is under budget \$218,386 mainly due to timing of expenditures, a \$307,511 decrease from last month

Actual Expenses vs. Budget

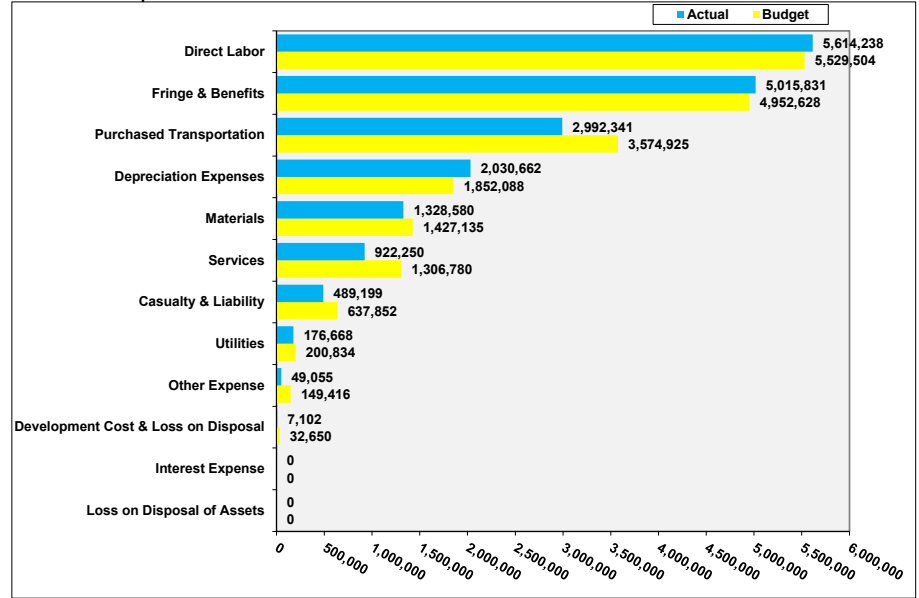
August 2023, Fiscal Year 2024



Current Month Expenses



Year to Date Expenses



Direct Labor \$136,013 ↓ Total Labor \$277,883 ↓  
 Fringe & Benefits \$54,232 ↓  
 Services \$176,103 ↓  
 Purchased Transportation \$400,638 ↓

Direct Labor \$84,734 ↑ Total Labor \$105,307 ↓  
 Fringe & Benefits \$63,203 ↑  
 Services \$384,530 ↓  
 Purchased Transportation \$582,584 ↓

CM

- \* Fringe & Benefits are under budget \$54,232 mainly due to Worker's Compensation being over budget an offset by almost all other fringes being under budget
- \* Services are under budget \$176,103 mainly due to Maintenance, Executive Office, Information Technology and Finance outside services being under budget
- \* Purchased Transportation is under budget \$400,638 mainly due to revenue hours, penalties and mobility as a service

YTD

- \* Fringe & Benefits are under budget \$63,203 mainly due to Pension and Medical being under budget an offset by Workers Compensation being over budget
- \* Services are under budget \$384,530 mainly due to Maintenance, Executive Office, Information Technology and Finance outside services being under budget
- \* Purchased Transportation is under budget \$582,584 mainly due to revenue hours, penalties 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		\$5,225,029	(\$5,225,029)	(\$4,781,705)	-100.00%	-31.64%
October		\$3,508,717	(\$3,508,717)	(\$8,290,422)	-100.00%	-44.52%
November		\$4,473,572	(\$4,473,572)	(\$12,763,994)	-100.00%	-55.27%
December		\$6,400,979	(\$6,400,979)	(\$19,164,973)	-100.00%	-64.98%
January		\$6,329,856	(\$6,329,856)	(\$25,494,829)	-100.00%	-71.17%
February		\$4,578,304	(\$4,578,304)	(\$30,073,133)	-100.00%	-74.43%
March		\$5,839,108	(\$5,839,108)	(\$35,912,241)	-100.00%	-77.66%
April		\$11,523,802	(\$11,523,802)	(\$47,436,043)	-100.00%	-82.12%
May		\$5,215,370	(\$5,215,370)	(\$52,651,413)	-100.00%	-83.60%
June		\$6,660,085	(\$6,660,085)	(\$59,311,498)	-100.00%	-85.17%
<b>TOTAL</b>	<b>\$5,772,993</b>	<b>\$69,641,385</b>				

**MTTF Revenue Deposits - Actuals**

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

	August 2023	August 2022	YTD FYE 2024	YTD FYE 2023	Difference Amount	Percent Change
<b>Receipts</b>						
Employee Withholding	\$ 4,230,696	\$ 4,672,084	\$ 9,639,303	\$ 9,172,901	\$ 466,402	5.08%
Individual Fees	-	104	-	193	(193)	-100.00%
Net Profit Fees	292,884	341,410	590,021	632,457	(42,436)	-6.71%
Interest & Penalty	75,353	56,216	135,118	120,953	14,165	11.71%
<b>Total Collections</b>	<b>\$ 4,598,933</b>	<b>\$ 5,069,814</b>	<b>\$ 10,364,442</b>	<b>\$ 9,926,504</b>	<b>\$ 437,938</b>	<b>4.41%</b>
Investment Income	\$ 20,047	\$ 2,183	\$ 55,365	\$ 4,816	\$ 50,549	1049.61%
<b>Total Receipts</b>	<b>\$ 4,618,980</b>	<b>\$ 5,071,997</b>	<b>\$ 10,419,807</b>	<b>\$ 9,931,320</b>	<b>\$ 488,487</b>	<b>4.92%</b>
<b>Disbursements</b>						
Collection Fee	\$ 62,086	\$ 68,442	\$ 139,920	\$ 134,007	\$ 5,913	4.41%
Reversal of FY22 Investment Income	\$ -	\$ -	\$ -	\$ 4,534	\$ (4,534)	
<b>Total Disbursements</b>	<b>\$ 62,086</b>	<b>\$ 68,442</b>	<b>\$ 139,920</b>	<b>\$ 138,541</b>	<b>\$ 5,913</b>	<b>4.27%</b>
<b>Due Mass Transit</b>	<b>\$ 4,556,894</b>	<b>\$ 5,003,555</b>	<b>\$ 10,279,887</b>	<b>\$ 9,792,779</b>	<b>\$ 487,108</b>	<b>4.97%</b>
Less Previous Payments			5,722,993	4,789,224	933,769	19.50%
<b>Payable To Trust Fund</b>			<b>\$ 4,556,894</b>	<b>\$ 5,003,555</b>	<b>\$ (446,661)</b>	<b>-8.93%</b>



**Year to Date Summary**

**August 2023, Fiscal Year 2024**

**Actual Compared to Budget YTD**

	Good	In the Red	
Total Revenues before Capital are Over/ <b>Under</b> by (pg. 2, line 18)		\$1,190,913	
Total Expenses are Over/ <b>Under</b> by (pg. 2, line 41)	\$1,190,911		
MTTF Revenue Deposits are <b>Over</b> /Under by (pg. 7)	\$443,324		
August has a favorable balance before Capital of	\$1,634,235	\$1,190,913	\$443,322

**Actual Revenues over Expenses**

Operating Revenues	\$1,550,305
Operating Expenses	\$16,588,162
<b>Net Gain/(Loss) before MTTF</b>	<b>(\$15,037,857)</b>
MTTF Approved Contributions	\$9,110,527
<b>Net Gain/(Loss) before Subsidies</b>	<b>(\$5,927,330)</b>
<b>Subsidies</b>	
ARP	\$5,850,240
5307 Federal Formula dollars to be used as (CEER)	\$75,853
MTTF Local Share	\$605
State Contributions	\$631
<b>Total Subsidies</b>	<b>\$5,927,329</b>
<b>Net Gain/(Loss) before Capital</b>	<b>(\$1)</b>



**Reimbursement Funds Only and a One Time Funding Source**

	<b>TARC Share</b>	<b>Actual YTD FY 2023</b>	<b>Actual YTD FY 2024</b>	<b>Remaining Balance</b>	<b>Budget YTD FY 2024</b>	<b>Actual FY 2024 vs Budget FY 2024</b>
<b>ARP***</b>	\$48,293,376	\$9,596,003	\$5,850,240	\$32,847,133	\$28,695,496	(\$22,845,256)

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



## MEMORANDUM

**To:** TARC Board of Directors  
**From:** Carrie Butler, Executive Director  
**Date:** October 24, 2023  
**Re:** Resolution 2023 - 25 Fiscal Year 2024 Line of Credit Renewal

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Attached is a Resolution requesting approval for TARC Management to renew a line of credit with Fifth Third Bank that expires on November 30, 2023. TARC started this line of credit in 2009 due to strains on cash flow. TARC used \$3,000,000 in Fiscal Year (FY) 2020 prior to award of the Coronavirus Aid, Relief and Economic Security (CARES) Act. All line of credit funds was repaid back in FY2020.

TARC relies on formula funding from the federal government to reimburse capital and eligible operating expenses each year. Federal formula dollars have been unpredictable on when they are awarded and/or obligated. Thus, TARC's ability to receive or accrue is also unpredictable and the maintenances of the line of credit allows for any unforeseen expenses, especially with regard to being self-insured for property and liability claims and health benefits. Any delay in funding puts a strain on cash flow. The Finance Department continues to work diligently to manage cash flow in an effort to minimize TARC's need for a line of credit. However, in order to be prepared for any unforeseen disruption in business processes, this Resolution requests approval to renew the line of credit with Fifth Third bank that TARC started in 2009.

Fifth Third has advised that they can accommodate up to a \$4,000,000 line of credit at the 30 – day Secured Overnight Financing Rate (SOFR), which as of September 29, 2023 was at 5.32% rate, plus 1.50%. Fifth Third will not charge a non-use fee. Fifth Third bank is willing to set the line of credit on a 14-month term, which can be renewed yearly. Extending 14-months allows for a new cycle with a January 31<sup>st</sup> expiration date.

Management would use the line of credit as a last resort and only until federal formula or other federal funds were able to be accessed. As an example, if we drew down \$1 million at a 6.82% rate, it would cost about \$189.44 a day, last year's estimate was \$146.11. Example:  $\$1,000,000 \times .0682 / 360 \text{ days} = \$189.44$

Please call me at 502-561-5100 if you have any questions.



## **Resolution 2023 - 25 Fiscal Year 2024 Line of Credit Renewal**

A Resolution authorizing the Executive Director/CEO, Carrie Butler, or Chief Financial Officer/ CFO, Tonya Carter, to execute any documents, advances and pay downs on the \$4,000,000 revolving line of credit with Fifth Third Bank.

**WHEREAS**, TARC entered into this agreement in 2009 and has only used funds in FY2020 to assist with cash flow during the pandemic; and

**WHEREAS**, TARC may require a line of credit to finance operating activities to assist with cash flow; and

**WHEREAS**, TARC will renew contract with Fifth Third bank to provide a line of credit up to \$4,000,000 for a 14-month term; and

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

The Executive Director/CEO, Carrie Butler, or Chief Financial Officer/ CFO, Tonya Carter, are hereby authorized to execute documents, advances and pay downs on a \$4,000,000 revolving line of credit with Fifth Third Bank.

**Adopted this 24th day of October, 2023**

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**Ted R Smith, Chair of the Board of Directors**





# MEMORANDUM

**To:** TARC Board of Directors

**From:** Carrie Butler, Executive Director

**Date:** October 24, 2023

**Re:** Resolution 2023-26 Vehicle Filter Supplies (ITB 20231805)

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TARC currently operates 215 Gillig buses with model years ranging from 2008 to 2022, which contain different types of filters that are often changed and maintained on a regular basis. On July 12, 2023, the TARC Procurement Department issued an Invitation to Bid (ITB) 20231805 Vehicle Filters and Supplies which comprised of twenty-seven (27) different types of filters for transmissions, power steering, oil filters, fuel filters, water filters and hydraulic filters. The solicitation was advertised in TARC's Bonfire procurement portal as well as sent directly to a list of suppliers who TARC is currently doing business. Procurement team members conducted an independent cost estimate based on prior 12-month purchase history and online market pricing. It was determined that an estimated annual spend of \$212,065.50 may be expected in the coming years.

A total of seven (7) bids were received from Cummins, Gillig, Kirk's Automotive, Mohawk Manufacturing and Supply, Muncie Transit Supply, NeoPart Transit and Vehicle Maintenance Program on the bid opening date of August 8, 2023. The Procurement Department has conducted and completed a pricing analysis and compliance verification, and has determined that all bids received were responsive and responsible. As a result, the Procurement Department recommends a multi-contract award to Cummins, Gillig, Kirk's Automotive, Mohawk Manufacturing and Supply, Muncie Transit Supply, NeoPart Transit and Vehicle Maintenance Program.

The contract initial term is two (2) years for a total amount of \$424,131.00 with three (3) additional option years to exercise at TARC's discretion of which TARC would bring back to the Board for its consideration.

At this time, this Resolution requests the Board of Directors to authorize the Executive Director to enter into an agreement with an initial term of two (2) years for a total not-to-exceed amount of \$424,131.00 with the option of up to 3 additional years.

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



## **RESOLUTION 2023-26**

### **Vehicle Filters Supplies**

A Resolution authorizing the Executive Director to enter into an Initial Term of two (2) years with an Option of three (3) one-year terms:

**WHEREAS**, TARC seeks vendors to supply vehicle filters and supplies for TARC's bus fleet and support vehicles; and

**WHEREAS**, a competitive solicitation, Invitation To Bid (ITB) was issued on July 12, 2023 for such supplies; and

**WHEREAS**, TARC received proposals from Cummins, Gillig, Kirk's Automotive, Mohawk Manufacturing and Supply, Muncie Transit Supply, NeoPart Transit and Vehicle Maintenance Program, which were all deemed responsive and responsible and as such, TARC wishes to make a multi-contract award to all the aforementioned listed vendors; 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 multi-award contract for an Initial Term of two (2) years for a total not-to-exceed amount of \$424,131.00 with the vendors listed above with the option of up to 3 additional years.

**ADOPTED THIS 24th DAY OF OCTOBER 2023**

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**Ted R. Smith, Chair of the Board of Directors**