

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**

Wednesday, March 27, 2024 at 10:00 a.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.....

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- c) In order to speak in person at a regularly scheduled TARC Board 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 – March 27, 2024

1.	Quorum Call/Call to Order	Ted Smith	10:00
	A. Approval of February Meetings Minutes	Board of Directors	10:00-10:05
	B. Approval of Special February Meeting Minutes		
2.	Public Comment	Pat Mulvihill	10:05 -10:20
3.	Board Chair Report	Ted Smith	
4.	Operations Committee Report	Tawanda Owsley	
5.	Finance Committee Report	Steve Miller	
6.	Interim Executive Director's Report and Special Recognition	Ozzy Gibson	
7.	Staff Reports and Presentation		
	A. Financial Statements for January 2023	Tonya Carter	10:20– 10:30
	B. Budget Timeline	Tonya Carter	
	C. TARC 2025 Network Redesign Update	Aida Copic & Alex Posorske	
	D. Monthly Performance Report	Rob Stephens	
	E. Review overall Procurement calendar for year	Rob Stephens	
8.	Action Items and Presentations for Board Meeting		10:30– 10:45
	a. Resolution 2024-10 Advertising Policy	Pat Mulvihill	
	b. Resolution 2024-11 Agency Safety Plan Updated	Keith Shartzter	
	c. Resolution 2024-12 Purchase of Paratransit Vehicles	Chris Ward	
	d. Resolution 2021-24 Amendment 01 Ellipse	Joe Triplett	
	e. Resolution 2024 -13 EEO Program	Jim Burns	
	f. Resolution 2024-14 Tires and Leasing Services	Maria Harris	
9.	Proposed Agenda / Procurements		
10.	Financial Discussion	Ted Smith	10:45-11:20
11.	Executive Session (Personnel Matter)	Ted Smith	11:20-11:55
12.	Adjournment	Ted Smith	12:00

TARC BOARD OF DIRECTORS MEETING



February 28, 2024 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on February 28, 2024 at 10:00 a.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
Jan Day
Abbie Gilbert
Steve Miller

Virtual

Bonita Black
Michael Schnuerle
Tawanda Owsley

Declined

Meeting Called to Order

Ted Smith called meeting to order at 10:03 a.m.

Quorum Call

- January Board Meeting Minutes approved.

Public Comment

Pat Mulvihill read the Public Comment Preamble: The TARC Board values hearing from its customers, TARC employees and public at large. This Board will not respond in this meeting to any comments made at this time. However, TARC will post a response on TARC's website regarding the comments made by the following meeting. In addition, the TARC Board may assign the feedback or comments to be further examined by its subcommittees and, if warranted, further addressed by TARC.

Pat Mulvihill reserved the right to be recalled in case any Public Comments that may be received via Facebook before the end of the Board Meeting.

Public Comments and responses are posted on our website.

Presentations

Rob Stephens introduced Ehren Bingaman with TransPro.

Ehren Bingaman presented to the Board Members several key points discussed in the Finance Committee Meeting.

1. Many public transportation agencies in the United States are working through tough financial times and fiscal cliffs.
2. TransPro is seeing the least amount of pain in communities that within the last few years have put forward bold visions for what their transportation future could and should look like.

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3. TransPro was engaged by TARC to take a look and bring fresh set of eyes and third perspective to the situation. Also, “how aggressive or conservative are we being. However, I think the reasonableness in terms of what we hear about our financial future is real.
4. “What do we want our mobility future to be for the City of Louisville?”

Further discussion took place regarding the information on several slides of the PowerPoint presentation.

Alex Posorske introduced Scudder Wagg with Jarret Walker and Associates.

Scudder Wagg presented a recap of the Jarrett Walker and Associates Network Redesign presentation that was presented during the Finance Committee Meeting. Refer to PowerPoint presentation.

- The goal is to deliver proposals based on an evaluation of the current transit network for an updated transit network that can better meet the community's priorities within the reality of the funding that TARC can expect over the next 5 to 10 years.
- This project is being funded with a couple of federal grants that Aida Copic and her team were able to secure.
- There's a point at which our community's needs and developmental patterns have changed so much that TARC needs start with fresh thinking.
- To meet both federal funding and grant requirements two particular areas will be studied. The first area is to examine Pre-Covid ridership numbers, trip patterns and activities that have changed since 2020 and recommend if any of those services should come back in to the plan in a different form. The second area to study is the mobility needs for areas of persistent poverty. The Federal government has defined specific geographic areas based on census tracts. The connectivity of those areas to jobs, educational institutions and other areas of opportunity is vital.
- Part of the process will include public dialog with key stakeholders because there are certain questions in transit that, as a publicly funded resource, users get to ask such as what should the public be subsidizing and prioritizing for transit.

Further discussion took place regarding the information on several slides of the PowerPoint presentation.

Financial Report

Tonya Carter presented the December Financials to the Board, and she presented the Budget Timeline. Please refer to PowerPoint Presentation.

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Staff Reports

Rob Stephens presented TARC highlights since last Board meeting.

- TARC launched the Operational Schedule Adherence Program to improve on-time performance along TARC's four (4) busiest routes.
- The Save a Seat campaign on board each bus in honor of Rosa Parks and Black History Month.
- Trained 90 Bloom Elementary 5th graders how to ride TARC and use the TARC system.
- Met with community members at District 5 Councilwoman Donna Purvis' Town Hall.
- Continued engagement with TARC3 customers, including four (4) TARC3 focus groups, soliciting feedback from nearly 100 TARC3 riders in an online survey, and presentations at three community events with TARC3 customers.
- Engage 2024, AVAIL has a conference coming up on May 13-15 2024. All Board Members are welcome to attend the conference.

Rob Stephens presented the Monthly Department Operations Overall Report.

- Maintenance;
- Shelter Cleaning Weekly Report;
- Safety;
- Ridership;
- On Time Performance;
- Customer Service; and
- Paratransit.

Action Items and Presentations for Board Meeting

Joe Triplett presented Resolution 2024-06 Trapeze Annual Software Maintenance and Support.

- The purpose of this resolution is to provide updated authority for the annual software maintenance and support agreements that TARC maintains with Trapeze for a range of transit software products.
- TARC has utilized Trapeze software products since 1997 to support paratransit and fixed-route operations and have upgraded and expanded their use on several occasions.
- The offerings and agreements over the years have included software license agreements, software maintenance agreements and/or enhancements for several system products.
- The expected cost for all Trapeze Software Maintenance this year, April 1, 2024 – March 31, 2025, is for a not to exceed amount of \$443,686.00, and these funds are budgeted as part of the IT Annual Software Maintenance.

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

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Stephen Ott presented Resolution 2024-07 Purchase of Diesel Fuel.

- On July 27, 2023, the TARC Board of Directors authorized the award of Ultra Low Sulfur Diesel (ULSD #2) fuel to James River Solution (JRS) through a competitive procurement and reverse auction at the price of \$2.6199 per gallon.
- Subsequent to the execution of the contract and two months into the performance of such contract, JRS was not able to meet TARC's quantity and delivery demands consistently.
- As of December 11, 2023, JRS failed to adhere to the expectations which resulted in the termination of the contract.
- TARC conducted a lowest cost solicitation Invitation to Bid (ITB) 20241867 on January 19, 2024 with a public opening of bid on February 16, 2024.
- TARC received proposals from multiple vendors, with six (6) of the bids being deemed reasonable and responsive based on pricing analysis.
- After reviewing such proposals, TARC seeks to select Valor Oil due to its bid being the lowest price to supply ULSD #2 at \$2.5934 per gallon.

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

Maria Harris presented Resolution 2024-08 Cooling Components and Related Supplies (ITB 20231859).

- The purpose of this resolution is to enter into an agreement for an Initial Term of two (2) years with an Option of three (3) additional one-year terms for cooling components and related supplies.
- A competitive solicitation, Invitation to Bid (ITB) 20231859 was issued on October 18, 2023 for such supplies.
- TARC seeks a multi-vendor award to provide cooling components and related supplies.
- TARC received two proposals to its ITB, which TARC deemed responsive and responsible, and TARC believes a multi-vendor award to Muncie and Kirk's is in its best interest.
- The agreement would be for an Initial term of two (2) years with an option of three (3) additional one-year terms with Muncie and Kirk's for a total not-to-exceed amount of \$501,838.

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

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Pat Mulvihill presented Resolution 2024 – 09 Executive Committee Charter

- 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.
- The Board at its January meeting created an Executive Committee.
- During a special meeting of the Board held on February 20, 2024, the Board adopted new charters for its revamped Finance Committee and newly created Operations Committee.
- The Executive Committee is comprised of the Board Chair, Chair of the Finance Committee and Chair of the Operations Committee.

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

Maria Harris presented an Overall Procurement Calendar for the year.

- Several updates should be added to the calendar over the coming weeks.
- Procurement is working on gathering information from other departments for updates.

New Business

Ted Smith shared with the Board Members the newly formed committees and the structure moving forward.

Tawanda Owsley has graciously agreed to chair the Operations Committee.

Steve Miller will chair the Finance Committee.

Jan Day has agreed to join the Finance Committee.

Ted Smith stated that in the absence of one Board Member he will fill the vacant position on the Finance Committee.

Ted Smith shared with the Board Members that Mayor Greenberg is actively working on a new Board Member.

Ted Smith shared with the Board Members that, Mayor Greenberg and his team are actively interviewing candidates for the Executive Director position here at TARC. He thanked Ozzy Gibson for his continued service.

Ted Smith presented information regarding PCAP EPA Grant for Metro and TARC and invited Aida Copic to present a quick overview of the grant.

Aida Copic presented an overview of PCAP EPA Grant.

- Metro Government Office of sustainability is developing an application for a Federal grant funding for climate pollution reduction Grant, Ms. Copic stated that Chris Ward director of Capital Programs and myself have been engaged with the Office of Sustainability.

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- Pollution Control Action Plan for the community timeframe of 2025 to 2030.
- TARC is applying for \$98 Million over a 5-year plan.
- The main goal of this program is to address the climate impact, which includes an immediate emission reduction plus quick wins for the community.
- One of the mechanisms to address emission reduction is to increase mass transit ridership, and thus shifting from single use vehicles to fast frequent and reliable service.
- The focus would be to increase frequency on many major corridors and many routes.
- Funds would be awarded for new vehicles and operating costs for additional service.
- Funding of five (5) million per year would also be available to underwrite the cost of transporting low income or below poverty level and aging populations.
- Current Federal funding opportunities will open up more Federal grant opportunities in the future.
- This is one of best ways for transit to be funded and TARC should be part of the cycle of future Federal funding moving forward.

Public Comment

Pat Mulvihill presented the Public Comment from Facebook.

Robert McNair sent in a public comment on Facebook. He wrote: "So are you all about to implement mobile ticketing I noticed there's a rectangular spot with a red light on the perimeter of it."

Pat Mulvihill stated, Yes. It's taken us a little longer than we need to but technology has its way of sometimes getting in the way, but I think there is a potential launch date on or about April 23rd. So, as Derby approaches and those events, I think folks would be able to purchase their tickets using a mobile device."

Ted Smith and Steve Miller both thanked Ozzy Gibson for his leadership at TARC.

Ted Smith made a motion to adjourn at 11:32 a.m. This motion was seconded by Abbie Gilbert and approved by the Board.

Ted Smith Chair of the TARC Board of Director

Date

TARC BOARD OF DIRECTORS MEETING



Special Board Meeting Tuesday, February 20, 2024

Pursuant to KRS 61.823, the TARC Board of Directors held a special meeting regarding TARC's Financial Outlook, Board Committee Structure and Upcoming Collective Bargaining Negotiations taking place later this year. The meeting was also held via teleconference as permitted by KRS 61.826. They met on February 20 at 11:30 a.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
Jan Day
Abbie Gilbert
Steve Miller
Tawanda Owsley
Michael Schnuerle

Virtual

Bonita Black

Declined

Ted Smith called the meeting to order at 11:33 a.m.

Action Items

Ozzy Gibson, Interim Executive Director presented the FY25 Budget process to date.

- Process started in January with Tonya Carter meeting with Department Directors.
- The plan is to present the 2024-2025 Budget to the Finance Committee and Board early.
- TARC is trying to send our budget to OMB -Metro Government the week of April 26.
- TARC will ask to move the FY25 Budget to Metro Council as soon as possible.
- The plan also includes meeting with Mayor Greenberg and key Metro Council Members to present and discuss the Fiscal Cliff. The preliminary meeting with Mayor Greenberg was held on February 9.

Ted Smith, TARC Board Chairperson presented Resolution 2024-05- Reconstitution of Current TARC Board Committees.

- This Resolution is meant to reconstitute the TARC Board Committees to assist in TARC Board governance and operations.
- 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.
- KRS 96A.070(8) allows the Board to create committees to report to the Board of various activities of the organization.
- The Board seeks to reconstitute its current four (4) Committees into two (2) Committees, which are to Finance and Operations Committees.

Further discussion among TARC Board Members continued.

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

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Ted Smith presented to go into Executive Session pursuant to KRS 61.810(e), "I will accept a motion to go into Executive Session to discuss upcoming collective bargaining negotiations."

The motion was duly moved for approval by Tawanda Owsley. The motion seconded by Abbie Gilbert. The Board of Directors unanimously passed the motion to go into Executive Session.

Ted Smith moved to go back into open session. No action was taken during the Executive Session.

Ted Smith made a motion to adjourn at 12:45 p.m. This motion was duly moved by Tawanda Owsley and seconded by Jan Day and approved by the Board.

Ted Smith, Chair of the TARC Board of Directors

Date



HIGHLIGHTS

SINCE THE LAST BOARD MEETING, TARC ...

- Attended the Americana Community Center Breakfast Briefing for International Women's Day
- Participated in Councilman Rick Blackwell's District 12 Dialog
- Received kudos from LMPD for the role TARC Radio Room and Coach Operators played in locating a missing man
- Joined Olmsted Parks and Louisville Metro to make Car-Free Cherokee, the last Sunday of each month, even better
- Received the Rauch Foundation Imagine Award, on behalf of people with disabilities in Southern Indiana
- Launched the TARC 2025 Network Redesign with a series of kickoff meetings with Jarrett Walker + Associates



OLMSTED PARKS CONSERVANCY LOUISVILLE PARKS AND RECREATION

Car Free Cherokee Park

Last Sunday of the Month
8 a.m. - 4 p.m.

Reduce your carbon footprint:
ride TARC route #29!

Visit ridetarc.org to learn more!

Stops at Daniel Boone Monument, Barney St., Bonnycastle Ave, and Spring Dr.



A PROCLAMATION RECOGNIZING THE DILIGENT, THOROUGH AND EXCELLENT SERVICE PROVIDED ON MARCH 4, 2024 BY JERRICA MYLES, SANSERAE GREEN, REMONDA GOODWIN, ANTONIO MYLES, ADRIANNA GOODMAN AND CASS WHITE TO LOCATE A MISSING PERSON WITH SPECIAL NEEDS AND PROVIDE A SAFE RETURN TO HIS RESIDENCE

WHEREAS, on March 4, 2024, a 30-year old male with special needs left his group home without the knowledge of the staff at the facility and proceeded to board a TARC bus; and

WHEREAS, while on the bus, the missing male did use another rider's phone to inform his residential counselor that he was on a TARC bus but gave little or no other useful information about his whereabouts; and

WHEREAS, a LMPD officer, Beth Ruoff, immediately called TARC Dispatch to try to locate the missing man; and

WHEREAS, Ms. Jerrica Myles took that phone call from Mrs. Ruoff and immediately sprang into action to try to locate the missing man; and

WHEREAS, Ms. Myles contacted Operators Green, Goodwin, Myles and Goodman, while also sending out a mass message to locate the missing man; and

WHEREAS, within 15 minutes, the quick actions and teamwork of all these individuals located the missing man who was in the company of Safety Officer Cass White, who then assisted in the safe return of the missing man to his residential facility.



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

1. A special debt of gratitude and thanks goes out to Jerrica Myles, Sanserae Green, Remonda Goodwin, Antonio Myles, Adrianna Goodman and Cass White for doing an exceptional and timely job to ensure the safety of a missing man and returning him safely to his home.

2. Please keep up the excellent work that you do every day and thanks for remaining cool, calm and collected under a stressful situation and making TARC and our community proud and indebted to your quick and decisive action.

Adopted this 27th day of March 2024

Ted R. Smith, Board Chair

**TARC Board of Directors
Financial Summary - Recap
January 2024, Fiscal Year 2024**



Current month Operating revenues are over budget \$45,476 (pg. 2, line 9) mainly due to other agency revenues and insurance recoveries over budget. Current month Operating expenses are under budget \$792,435 (pg. 2, line 41) mainly due to all expenses being under budget except Labor and Casualty & Liability. Capital expenses are under by \$72,168 (pg. 2, line 48) due to all capital expenses being under budget for the month.

Year-to-date Operating revenues are over \$661,168 (pg. 2, Line 9) mainly due to Passenger Fares, Other Agency Revenues (mainly Gov Deals sales) and Insurance Recoveries. Year to date expenses are under \$5,059,902 (pg. 2, line 41) due to all expenses being under budget except Labor and Casualty & Liability. Coach Operator labor is the main driver for labor being over and this could be timing due to timing of vacation projections. Year-to-date Capital expenses are over budget \$10,426 (pg. 2, line 48) mainly due to timing of capital projects and projecting out depreciation for the current year.

Over all TARC is under budget projections for expenses year-to-date and the MTTF receipts are performing over projections, currently projecting that TARC will be under budget for the year overall unless MTTF receipts are not favorable in April and May.

Statement of Revenue - Expenses - with Capital Contributions

January 2024, 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	401,038	396,750	4,288	3,059,421	2,821,106	238,315	37.05%
2 Paratransit Fares	960,000	82,582	80,000	2,582	562,814	560,000	2,814	41.37%
3 Special Fare Revenues (UofL, UPS and etc)	1,535,890	126,985	120,000	6,985	968,387	935,890	32,497	36.95%
4 Comp Specials	0	0	0	0	0	0	0	0.00%
5 Advertising Revenue	650,000	54,167	54,167	0	379,167	379,169	(2)	41.67%
6 Other Agency Revenues	363,300	43,821	30,275	13,546	315,075	211,925	103,150	13.27%
7 Total Recoveries-Insurance	50,000	22,243	4,167	18,076	313,564	29,169	284,395	-527.13%
8				0				
9 Operating Revenues	8,419,096	730,835	685,359	45,476	5,598,427	4,937,259	661,168	33.50%
10								
11 MTF Contributions- Federated, Operating	62,616,384	5,961,445	5,961,445	0	36,556,538	36,556,538	0	41.62%
12 Local Government Funds - MTF, Operating	1,261,975	0	84,115	(84,115)	164,800	715,105	(550,305)	86.94%
13 Federal Reimbursement Funds - FTA, Operating	36,651,990	1,437,007	2,544,792	(1,107,785)	15,107,129	20,697,342	(5,590,213)	58.78%
14 State Government Funds, Operating	1,276,642	353,989	0	353,989	1,052,331	632,883	419,448	17.57%
15								
16 Total Non-Operating Revenues	101,806,991	7,752,441	8,590,352	(837,911)	52,880,798	58,601,868	(5,721,070)	48.06%
17								
18 Total Revenues Before Cap Contributions	110,226,087	8,483,276	9,275,711	(792,435)	58,479,225	63,539,127	(5,059,902)	46.95%
19								
20 Local Government Funds - MTF, Cap	6,384,870	101,017	474,669	(373,652)	290,409	3,324,634	(3,034,225)	95.45%
21 Federal Reimbursement Funds - FTA, Cap	25,816,643	628,630	1,991,066	(1,362,436)	8,625,817	13,390,918	(4,765,101)	66.59%
22 State Government Funds, Cap	0	56,140	0	56,140	1,897,677	0	1,897,677	0.00%
23 Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24								
25 Total Capital Contributions	32,201,513	785,787	2,465,735	(1,679,948)	10,813,903	16,715,552	(5,901,649)	66.42%
26								
27 Total Revenues	142,427,600	9,269,063	11,741,446	(2,472,383)	69,293,128	80,254,679	(10,961,551)	51.35%
28								
29								
Expenses								
30								
31								
32 Labor	33,240,842	2,841,175	2,806,972	34,203	19,653,890	19,187,957	465,933	40.87%
33 Fringes & Benefits	30,712,129	2,665,179	2,719,356	(54,177)	17,642,050	18,272,181	(630,131)	42.56%
34 Services	7,737,546	429,065	640,097	(211,032)	3,370,373	4,532,717	(1,162,344)	56.44%
35 Materials	9,035,040	697,429	775,536	(78,107)	4,635,319	5,240,122	(604,803)	48.70%
36 Utilities	1,205,000	94,026	100,417	(6,391)	571,960	702,919	(130,959)	52.53%
37 Casualty & Liability	3,827,100	342,779	318,926	23,853	2,357,041	2,232,482	124,559	38.41%
38 Purchased Transportation	23,507,410	1,390,043	1,838,449	(448,406)	10,045,590	12,829,043	(2,783,453)	57.27%
39 Interest Expense	0	0	0	0	0	0	0	0.00%
40 Other Expenses	961,020	23,581	75,958	(52,377)	203,002	541,706	(338,704)	78.88%
41 Operating Expenses	110,226,087	8,483,276	9,275,711	(792,435)	58,479,225	63,539,127	(5,059,902)	46.95%
42								
43								
44								
45 Development Cost & Loss on Disposal	2,083,268	21,197	92,212	(71,015)	75,682	370,177	(294,495)	96.37%
46 Depreciation Expenses	12,579,047	1,068,842	1,069,994	(1,152)	7,195,094	6,890,173	304,921	42.80%
47 Loss on Disposal of Assets	0	0	0	0	0	0	0	0.00%
48 Total Capital Expenses	14,662,315	1,090,038	1,162,206	(72,168)	7,270,776	7,260,350	10,426	50.41%
49								
50 Total Expenses	124,888,402	9,573,314	10,437,917	(864,603)	65,750,001	70,799,477	(5,049,476)	47.35%
51								
52								
53 Revenue / Expense Difference Before Capital	0	0	0	0	0	0	0	0.00%
54								
55 Revenue / Expense Difference After Capital	17,539,198	(304,251)	1,303,529	(1,607,780)	3,543,127	9,455,202	(5,912,075)	79.80%

Total Labor

January 2024, 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	2,841,175	2,806,972	34,203	19,653,890	19,187,957	465,933	40.87%
2	Sick Leave	1,761,580	219,288	141,692	77,596	1,003,784	1,162,530	(158,746)	43.02%
3	Holiday	1,428,538	246,199	286,473	(40,274)	910,942	991,228	(80,286)	36.23%
4	Vacation	2,236,350	100,255	187,027	(86,772)	1,390,993	1,322,785	68,208	37.80%
5	Other Paid Absences	238,442	21,235	16,175	5,060	128,741	157,567	(28,826)	46.01%
6									
7	Total	38,905,752	3,428,152	3,438,339	(10,187)	23,088,350	22,822,067	266,283	40.66%
8									
9	Difference compared to Budget			(10,187)		266,283			
		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	257,374	263,033	(5,659)	1,731,917	1,745,881	(13,964)	41.81%
11	Pension	9,323,000	724,966	802,509	(77,543)	5,118,026	5,569,061	(451,035)	45.10%
12	Hospital Medical & Surgical	9,228,084	663,811	744,200	(80,389)	4,798,680	5,209,400	(410,720)	48.00%
13	Vision Care Insurance	85,741	9,119	7,153	1,966	34,339	50,071	(15,732)	59.95%
14	Dental Plans	345,120	17,667	28,760	(11,093)	148,515	201,320	(52,805)	56.97%
15	Life Insurance	46,536	3,465	3,878	(413)	24,702	27,146	(2,444)	46.92%
16	Disability Insurance	154,956	11,858	12,913	(1,055)	84,537	90,391	(5,854)	45.44%
17	Kentucky Unemployment	40,000	0	0	0	12,223	20,000	(7,777)	69.44%
18	Worker's Compensation	2,500,000	377,727	208,334	169,393	1,976,658	1,458,338	518,320	20.93%
19	Uniform & Work Clothing Allowance	345,000	12,169	17,000	(4,831)	275,710	265,000	10,710	20.08%
20	Other Fringes	2,500	48	209	(161)	2,285	1,463	822	8.60%
21	Total Fringe & Benefits	25,047,219	2,078,202	2,087,989	(9,787)	14,207,589	14,638,071	(430,482)	43.28%
22									
23									
24	Sick Leave	1,761,580	219,288	141,692	77,596	1,003,784	1,162,530	(158,746)	43.02%
25	Holiday	1,428,538	246,199	286,473	(40,274)	910,942	991,228	(80,286)	36.23%
26	Vacation	2,236,350	100,255	187,027	(86,772)	1,390,993	1,322,785	68,208	37.80%
27	Other Paid Absences	238,442	21,235	16,175	5,060	128,741	157,567	(28,826)	46.01%
28	Total Compensation Benefits	5,664,910	586,977	631,367	(44,390)	3,434,461	3,634,110	(199,649)	39.37%
29									
30	Total	30,712,129	2,665,179	2,719,356	(54,177)	17,642,050	18,272,181	(630,131)	42.56%
31									
32	Difference compared to Budget			(54,177)		(630,131)			

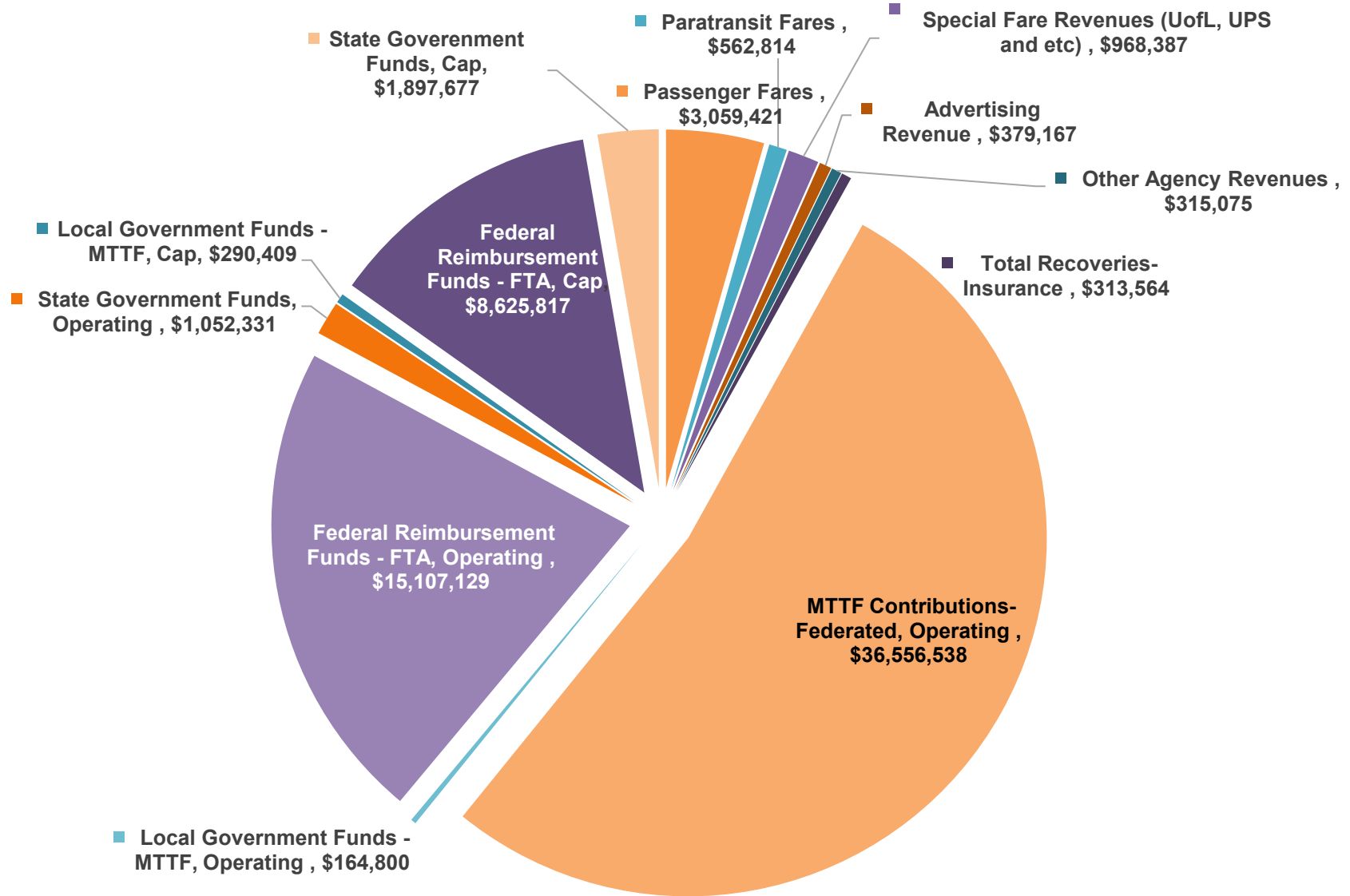


Balance Sheet

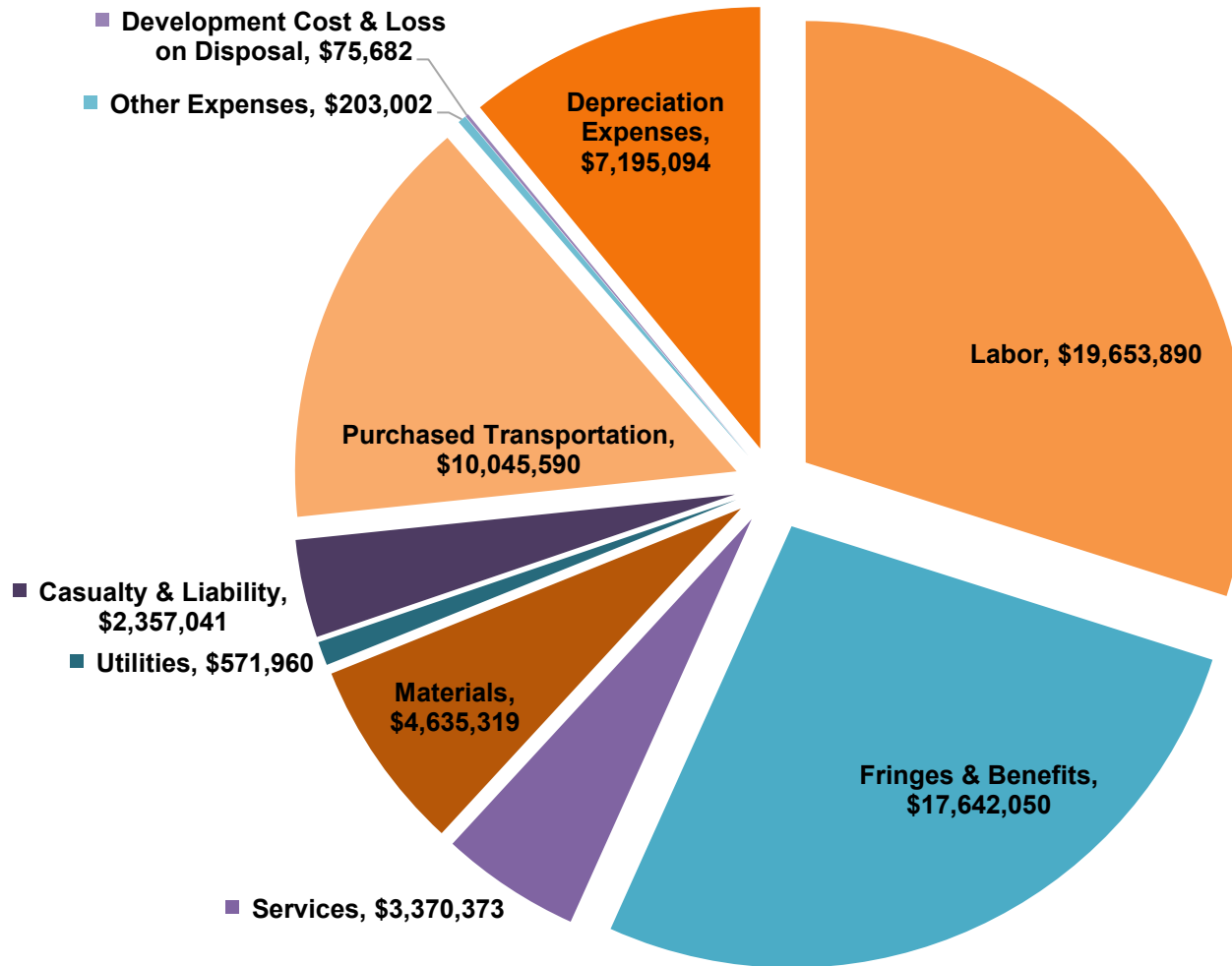
January 2024, Fiscal Year 2024

Assets	FY 24	FY 23	Liabilities, Reserves & Capital	FY 24	FY 23
Current Assets			Current Liabilities		
Cash & Cash Items	2,627,266	6,974,446	Long Term Debt	0	0
Short Term Investments	5,806,254	4,938,943	Short Term Debt	0	0
Accounts Receivable	83,400,254	88,092,647	Trade Payables	7,780,648	6,428,829
Interest Receivable	0	86	Accrued Payroll Liabilities	4,775,833	4,355,614
Due From Grant	80,000	80,000	Estimated Workmans Compensation	5,180,477	5,382,688
Materials & Supplies	2,662,333	2,116,525	Accrued Tax Liabilities	(4)	1,800
Total Current Assets	94,576,106	102,202,646	Unredeemed Tickets & Tokens	2,120,105	1,617,429
Other Assets			Reserves - Injury & Damages	1,489,700	1,309,800
Prepaid Insurance & Dues & WIP	1,234,479	1,251,140	Due To Operations	80,000	80,000
Total Other Assets	1,234,479	1,251,140	Unearned Capital Contributions	70,896,804	81,961,562
Fixed Assets			Other Current Liabilities (Health Ins.)	4,310,726	3,465,448
Land	3,773,249	3,187,624	Total Current Liabilities	96,634,289	104,603,170
Buildings	52,132,145	49,683,200	Equity		
Coaches	140,117,391	128,879,067	Retained Earnings	3,543,127	(4,825,442)
Office Equipment	11,553,184	10,595,691	Prior Year Retained Earning	78,763,717	78,980,037
Other Equipment	21,664,432	23,402,433	Total Equity	82,306,845	74,154,595
Development Costs	257,480	494,269	Total Liabilities & Equity	178,941,134	178,757,765
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	185,103	189,242			
Total Fixed Assets	231,103,388	217,851,932			
Less Accumulated Depreciation					
Accumulated Depr Land	818,976	770,397			
Accumulated Depr Buildings	31,058,225	29,532,909			
Accumulated Depr Coaches	88,034,715	82,743,926			
Accumulated Depr Office Equipment	9,631,003	9,275,777			
Accumulated Depr Other Equipment	17,126,973	18,872,519			
Accumulated Depr Development Cost	75,682	193,180			
Accumulated Depr Vehicle Exp - Opr	1,069,617	1,013,490			
Accumulated Depr Other Equipment Op	157,648	145,756			
Total Depreciation	147,972,840	142,547,954			
Net Fixed Assets	83,130,548	75,303,978			
Total Assets	178,941,134	178,757,765			

YTD Revenues - January 2024, FY 2024



YTD Expenses - January 2024, FY 2024



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	\$4,364,470	\$4,473,572	(\$109,102)	\$3,168,934	-2.44%	13.72%
December	\$7,192,670	\$6,400,979	\$791,691	\$3,960,625	12.37%	13.43%
January	\$6,796,045	\$6,329,856	\$466,189	\$4,426,814	7.36%	12.36%
February		\$4,578,304	(\$4,578,304)	(\$151,490)	-100.00%	-0.37%
March		\$5,839,108	(\$5,839,108)	(\$5,990,598)	-100.00%	-12.95%
April		\$11,523,802	(\$11,523,802)	(\$17,514,400)	-100.00%	-30.32%
May		\$5,215,370	(\$5,215,370)	(\$22,729,770)	-100.00%	-36.09%
June		\$6,660,085	(\$6,660,085)	(\$29,389,855)	-100.00%	-42.20%
TOTAL	\$40,251,530	\$69,641,385				

MTTF Revenue Deposits - Actuals

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

	January 2024	January 2023	YTD FYE 2024	YTD FYE 2023	Difference Amount	Percent Change
Receipts						
Employee Withholding	\$ 5,958,147	\$ 5,648,982	\$ 34,443,111	\$ 32,485,327	\$ 1,957,784	6.03%
Individual Fees	-	-	-	364	(364)	-100.00%
Net Profit Fees	822,495	594,434	5,457,893	4,264,159	1,193,734	27.99%
Interest & Penalty	70,945	59,993	649,260	596,061	53,199	8.93%
Total Collections	\$ 6,851,587	\$ 6,303,409	\$ 40,550,264	\$ 37,345,911	\$ 3,204,353	8.58%
Investment Income	\$ 36,954	\$ 24,266	\$ 198,694	\$ 79,991	\$ 118,703	148.40%
Total Receipts	\$ 6,888,541	\$ 6,327,675	\$ 40,748,958	\$ 37,425,902	\$ 3,323,056	8.88%
Disbursements						
Collection Fee	\$ 92,496	\$ 85,096	\$ 547,428	\$ 504,168	\$ 43,260	8.58%
Reversal of FY22 Investment Income	\$ -	\$ -	\$ -	\$ 4,534	\$ (4,534)	
Total Disbursements	\$ 92,496	\$ 85,096	\$ 547,428	\$ 508,702	\$ 43,260	8.50%
Due Mass Transit	\$ 6,796,045	\$ 6,242,579	\$ 40,201,530	\$ 36,917,200	\$ 3,284,330	8.90%
Less Previous Payments			33,405,485	30,674,621	2,730,864	8.90%
Payable To Trust Fund			\$ 6,796,045	\$ 6,242,579	\$ 553,466	8.87%



Year to Date Summary

January 2024, Fiscal Year 2024

Actual Compared to Budget YTD

	Good	In the Red	
Total Revenues before Capital are Over/ Under by (pg. 2, line 18)		\$5,059,902	
Total Expenses are Over/ Under by (pg. 2, line 41)	\$5,059,902		
MTTF Revenue Deposits are Over /Under by (pg. 7)	\$4,426,814		
Janaury has a favorable balance before Capital of	\$9,486,716	\$5,059,902	\$4,426,814

Actual Revenues over Expenses

Operating Revenues	\$5,598,427
Operating Expenses	\$58,479,225
Net Gain/(Loss) before MTTF	(\$52,880,798)
MTTF Approved Contributions	\$36,556,538
Net Gain/(Loss) before Subsidies	(\$16,324,260)
Subsidies	
ARP	\$13,587,860
5307 Federal Formula dollars to be used as (CEER)	\$1,519,269
MTTF Local Share	\$164,800
State Contributions	\$1,052,331
Total Subsidies	\$16,324,260
Net Gain/(Loss) before Capital	\$0



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	\$13,587,860	\$25,109,513	\$28,695,496	(\$15,107,636)

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

DRAFT FY 2025 BUDGET SCHEDULE

BUDGET TIME LINE - revised 3/19/24

DECEMBER 14th	INITIAL BUDGET PLANNING MEETING WITH FINANCE
DECEMBER 22nd	EMAIL FROM MATT THAT DIRECTORS HAVE ACCESS TO FILES NO LATER THAN DATE STATED
JANUARY 15th	KEY PLANS AND PROJECTS FOR FY25, DEPARTMENT ACCOMPLISHMENT IN FY24 TO MARKETING - Alex CAPITAL ITEMS TO GRANTS - Chris & Julia, Tonya ANY TRAINING AND RELATED COST TO - Nathan/Matt/Tonya MEETING COST, DUES & SUBSCRIPTIONS TO - Matt/Tonya IT NEEDS TO - Joe/Chris/Matt/Tonya MARKETING NEEDS & PRINTING TO - Alex/Jeremy
FEBRUARY 5th	DEPARTMENT DRAFT BUDGETS DUE TO FINANCE - MUST HAVE AT LEAST MET WITH FINANCE ONCE
FEBRUARY 5th	COMMUNICATIONS/MARKETING DEPT. DUE DATE FOR SUBMITTING TO FINANCE: Intro and any other budget items for the Book
FEBRUARY 9th	MEET WITH MAYOR ABOUT TARC'S FINANCIAL OUTLOOK
FEBRUARY 26st - MARCH 2nd	EXECUTIVE DIRECTOR REVIEW OF DEPT BUDGETS (Rob,Tonya, Matt and Department Head)
MARCH 18th	BY OBJECT CLASS COMPLETED FOR EXECUTIVE REVIEW
MARCH 20th	TARC FINANCE COMMITTEE REVIEW OF BY OBJECT CLASS
MARCH 18th - 29th TBD	REVIEW WITH METRO COUNCIL AND THE MAYOR
MARCH 27th	TARC BOARD REVIEW OF BUDGET (FIRST LOOK)
APRIL 17th	TARC FINANCE COMMITTEE REVIEWS AND GIVES SUPPORT OF FINAL BUDGET
APRIL 18th	MUST HAVE BUDGET TO METRO GOVERNMENT OMB FOR MAYOR REVIEW
APRIL TBD	TARC BOARD APPROVES BUDGET
APRIL TBD	TARC BUDGET GOES TO METRO COUNCIL WITH METRO'S BUDGET
MAY TBD	MAYOR'S RECOMMENDED BUDGET (Around the 3rd Thursday)
JUNE on or before the 3rd	BUDGET HEARINGS WITH METRO COUNCIL BEG. OF JUNE
JUNE TBD	FOLLOW UP BUDGET HEARINGS IF NECESSARY MID JUNE
JUNE TBD	APPROVAL BY METRO GOVERNMENT END OF JUNE



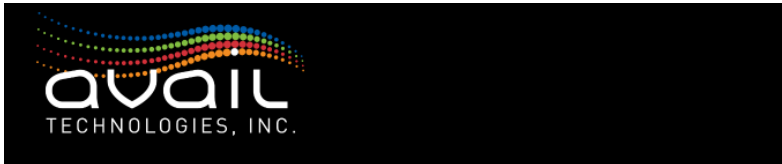
BOARD OF DIRECTORS
MARCH 27, 2024

MARCH OPERATIONAL UPDATE



HIGHLIGHTS

UPCOMING...



Engage 2024

Get ready to mark your calendars and pack your bags because we have thrilling news to share! Engage 2024 is making a triumphant return to the in-person scene, and this time, we're heading to the vibrant city of Louisville, KY!

Designed exclusively for transit professionals, Engage 2024 caters to individuals at every stage of their career journey, from entry-level to executives and everyone in between. Brace yourself for a conference experience like no other, filled with expert tips, visionary keynotes, unparalleled networking opportunities, and an exclusive showcase of the latest innovations of our Enterprise Transit Management Solutions (ETMS).



May 13 - 15, 2024 | Louisville, KY
Louisville Marriott Downtown

[Register Now](#)

[Modify my registration >](#)



What Is Engage?

Avail's Engage conference is geared toward transit professionals looking to maximize their technology investment. Join us for expert tips, forward-thinking keynotes, peer networking, and the newest innovations in our Enterprise Transit Management Software (ETMS).

New Location, New Experiences

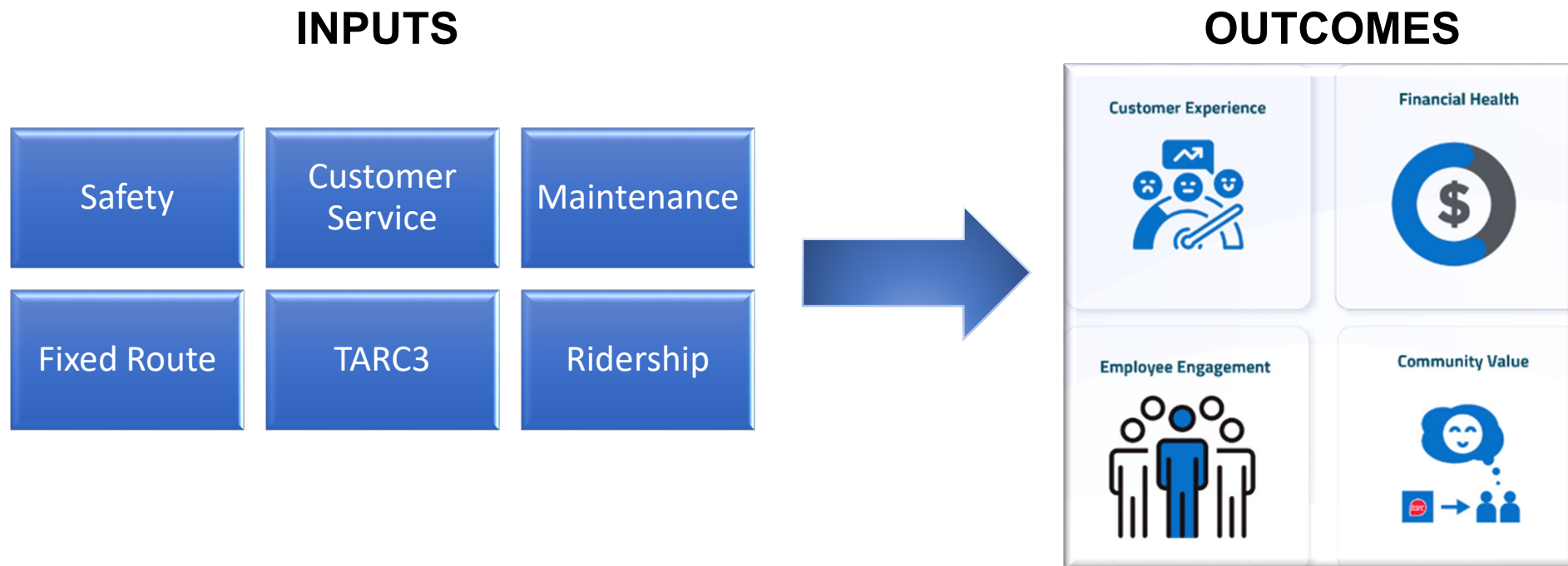
Our in-person conference is headed to Louisville, KY - expect innovation, networking, and pure excitement! Get ready to explore Bourbon City where every year, the spirit of the original Bourbon entrepreneurs is on full display.

[Learn more about Louisville >](#)



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.

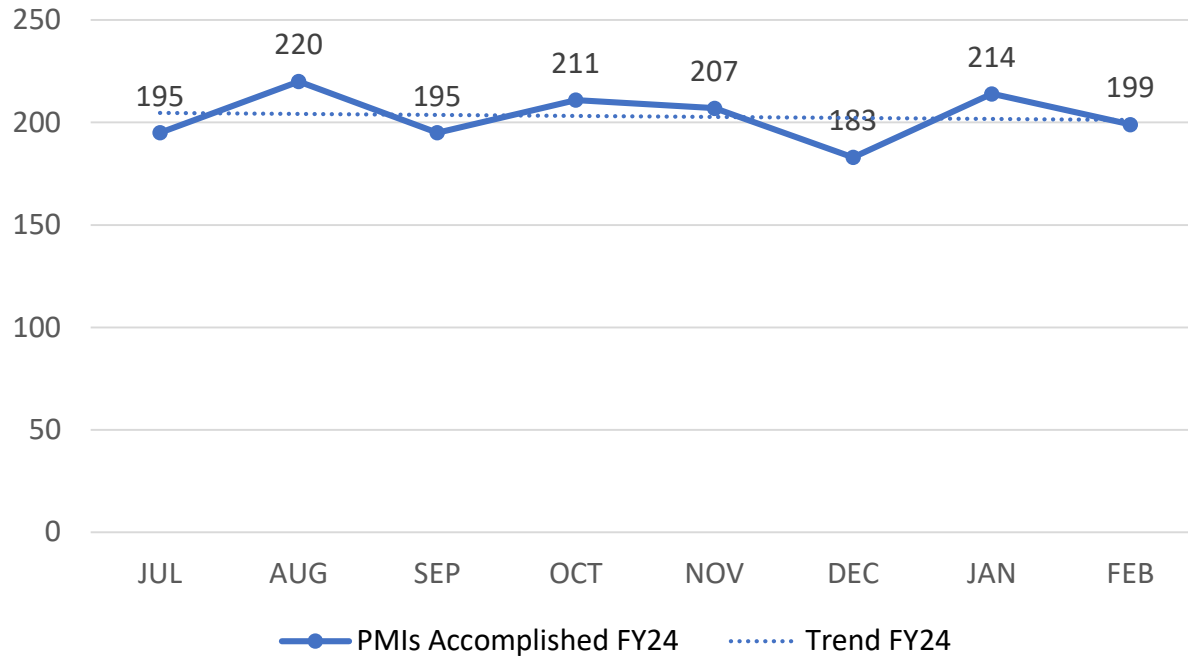




MAINTENANCE

Target PMI: 220
Total Vehicle PMIs: 199

Preventive Maintenance Inspections (PMI)
Accomplished FY24



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

* 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.

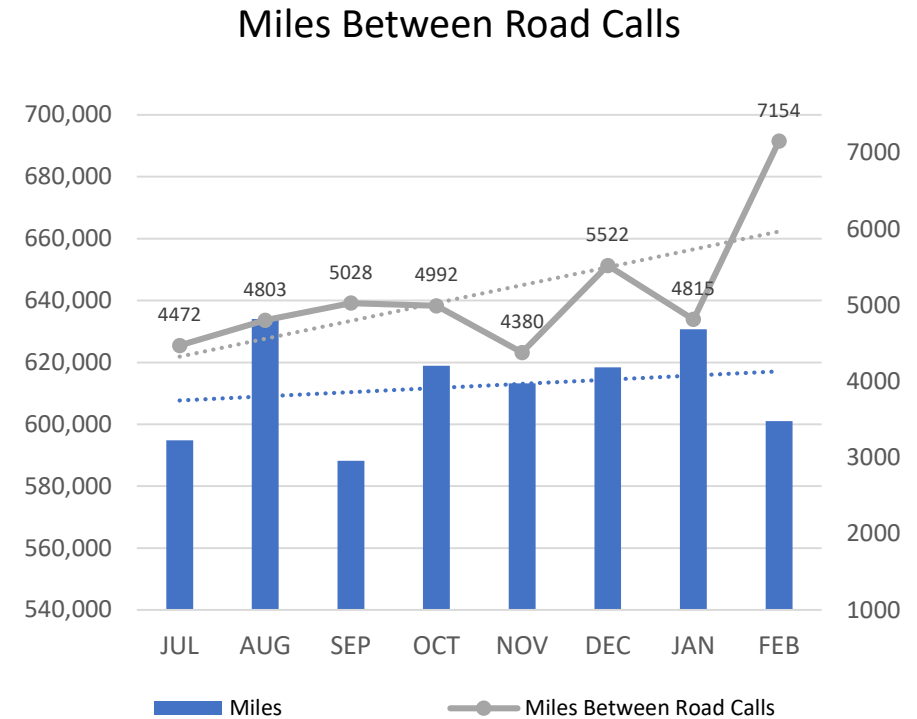


MAINTENANCE

MILES BETWEEN MECHANICAL FAILURES

FY24	Miles	Chargeable Road Calls	Miles Between Road Calls
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
Dec	618,417	112	5,522
Jan	630,740	131	4,815
Feb	601,018	84	7,154

February: Total Miles Between Road Calls = **7154**
Target Miles Between Road Calls = **5000**



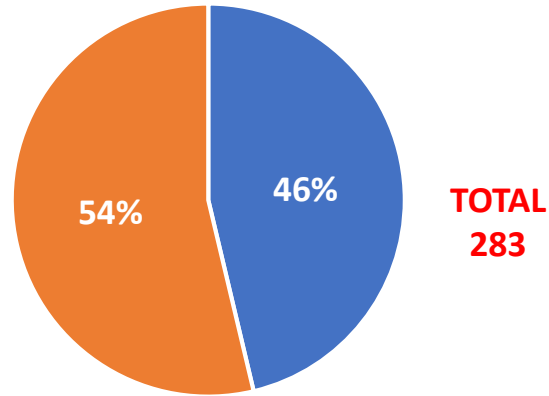
A Mechanical Road Call occurs when mechanical problems prevent the revenue vehicle from completing a scheduled revenue trip, or from starting the next scheduled revenue trip because actual movement is limited, or because of safety concerns.



MAINTENANCE

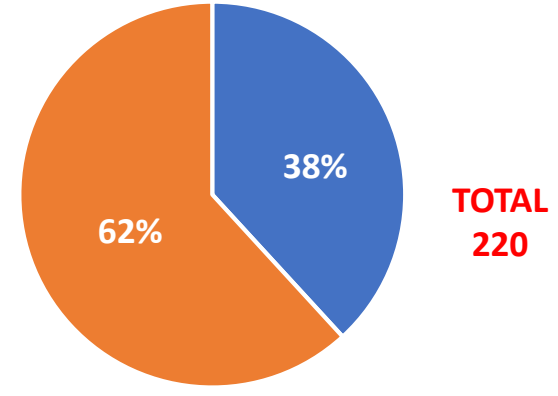
CHARGEABLE VS NON-CHARGEABLE ROAD CALLS

January 2024 Maintenance Road Calls



■ Chargeable Road Calls 131 ■ Non-Chargeable Roads Calls 152

February 2024 Maintenance Road Calls



■ Chargeable Road Calls 84 ■ Non-Chargeable Roads Calls 136

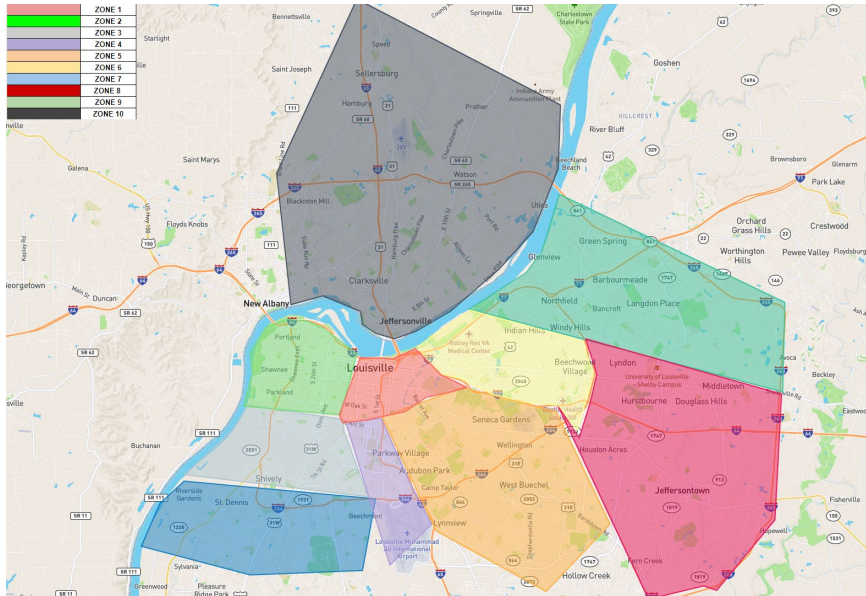
Chargeable Categories

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

Non-Chargeable Categories

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

FEBRUARY SHELTER CLEANINGS



Task	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9	Zone 10	Total
TARC Shelter Cleaned	127	162	104	144	110	76	219	231	70	69	1312
TARC Trash Can Emptied	31	40	11	18	10	5	20	32	11	12	190
TARC Bio-Hazard Cleaned	3	4		1				2	1		11
TARC Damage Reported	11	6	9	13	2	3	5	12	3	1	65
TARC Graffiti Removed	1	8		3	5	4	11	5	2	1	40
TARC Installation of Advertisements	4	6	1	4	2	2	3	2	1		25
TARC Spot/Stain Pressure Washed	1			3	3		8		4		19

February Shelter Cleanings **1312**
Other Requests **350**
Goal Shelter Cleanings **45 per day**
THIS MONTH **100.5%**



SAFETY

SAFETY PREVENTABLE ACCIDENTS

Monthly

10

TYPE OF ACCIDENT			
Fixed Object	8	80.0%	
Moving Vehicle	1	10.0%	
Backing	1	10.0%	

YTD

88

PREVENTABLE ACCIDENTS / 100K MILES

Monthly

1.9

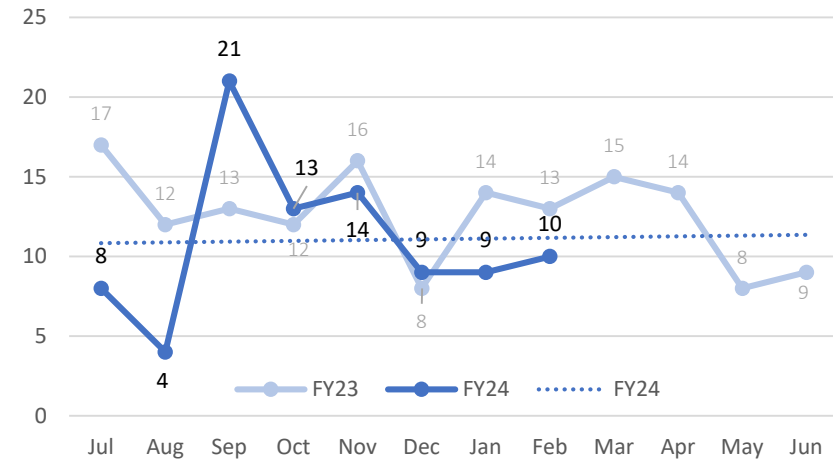
YTD AFR Goal

2.3

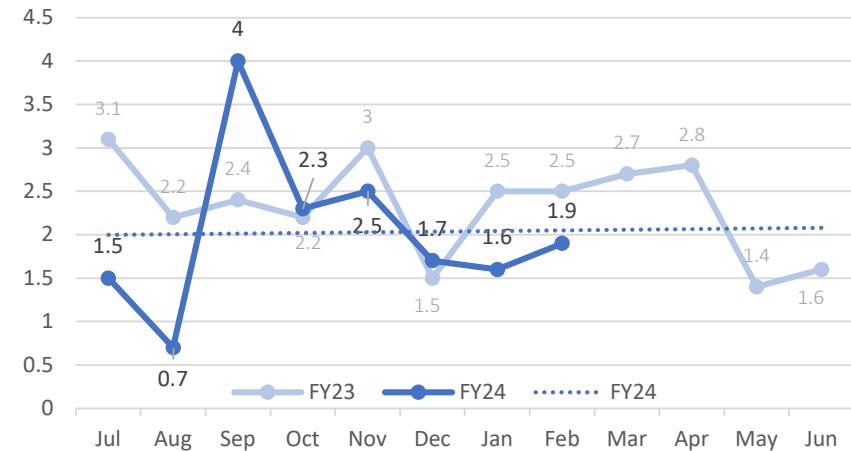
YTD

2.0

FY24 PREVENTABLE ACCIDENTS



PREVENTABLE ACCIDENT AFR FY23 vs FY24



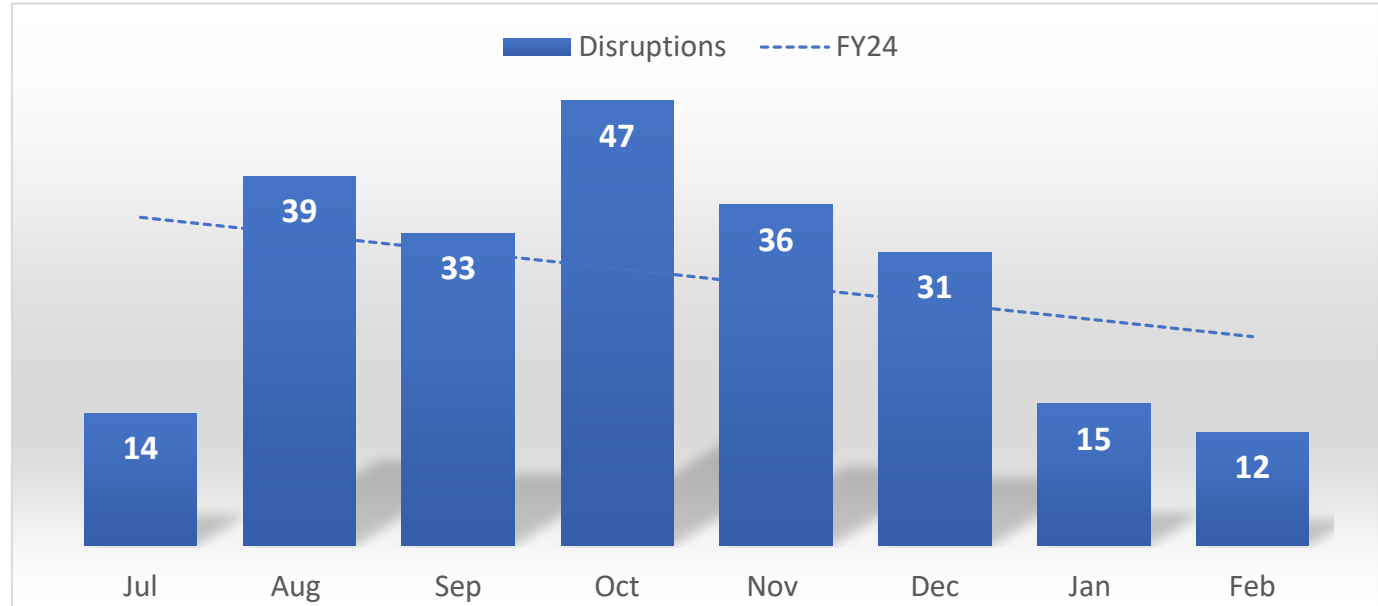


SAFETY

PASSENGER DISRUPTIONS BY LINE FY24 JUL THROUGH FEB

Route ID	Disruptions
Broadway - #23	44
Fourth St - #4	29
Preston - #28	24
Dixie Rapid - #10	22
Market St - #15	19
Oak-Westport - #25	10
Muhammad Ali - #19	9
Bardstown - #17	8
Dixie Hwy - #18	7
Shelbyville Rd - #31	7
J'ville-Lou-New Albany - #71	7
Crums Lane - #63	7
Sixth St - #6	6
Chestnut St - #21	5
Portland Poplar Level - #43	5
Taylorsville Rd - #40	4
Clarksville - #72	4
Twelfth St - #12	3
Eastern Pkwy - #29	2
Second St - #2	2
Cardinal - #94	2
Hill St - #27	1
Med Ctr - #52	0
Outer Loop - #46	0

TOTAL PASSENGER DISRUPTIONS - FY24



PASSENGER DISRUPTIONS*

This Month Total

12

Monthly Avg

28.4

***Disruption:** an incident on the coach that delays service more than 5 minutes

Incident: confrontation with a passenger for failure to follow TARC's Code of Conduct (ie: fare evader, profanity, fighting, etc.)



Survey Methodology

To measure the effectiveness of the Block by Block Ambassador Program pilot on the 23, TARC worked with TransPro Consulting to create a before and after survey. The survey includes questions surrounding personal security, cleanliness, erratic behavior, and overall impression.

The Before survey was conducted prior to the launch of the program and the After survey will launch while the program is underway.

A sample size of 204 customers yields a margin of error of +/-7%

SAMPLE SIZE	NET PROMOTER SCORE	OVERALL SATISFACTION
204	-13	44%

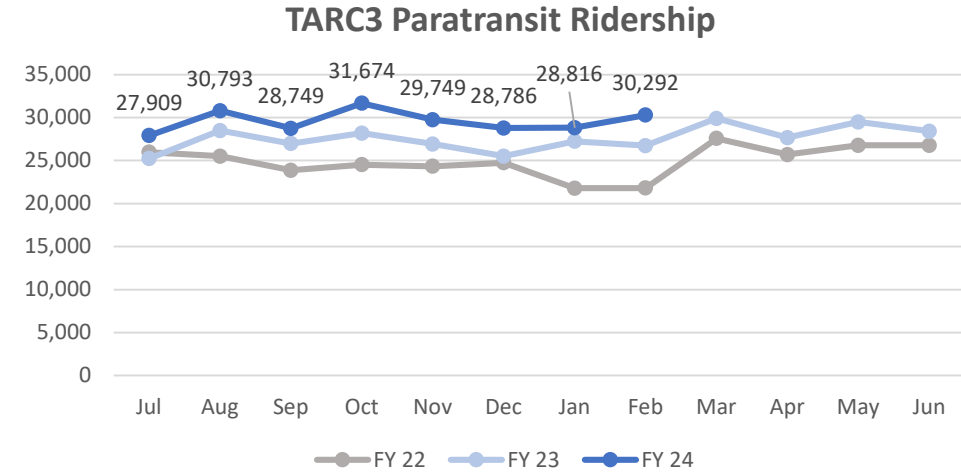
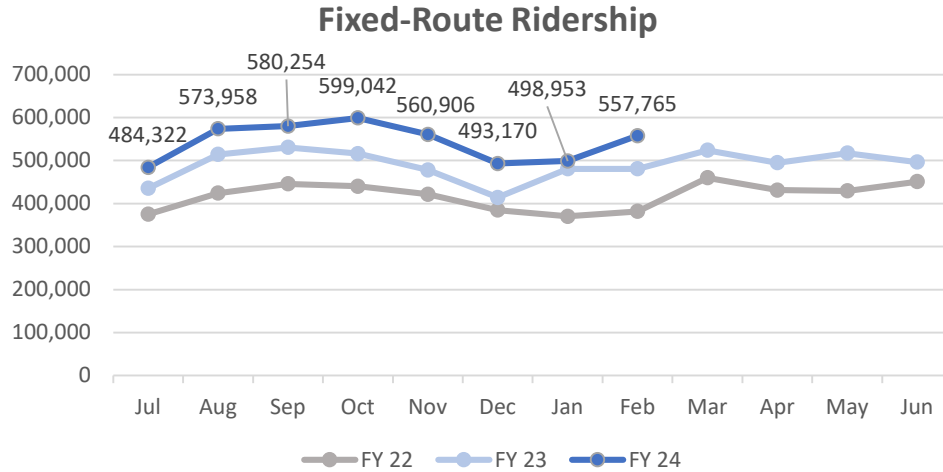
SAFETY AMBASSADOR PROGRAM

The satisfaction metrics, Net Promoter Score, and Overall Satisfaction come in 30-40 percentage points below the control route and TransPro's industry average.

TARC's partnership with Block by Block furthers its effort of continuous improvement. By targeting key aspects of customer experience, we anticipate statistically significant increases in each metric in the After survey.



FEBRUARY RIDERSHIP



FIXED ROUTE

Monthly **558K** 11.8% VLM
 YTD **4,348K** 16% VLY

PARATRANSIT

Monthly **30K** 5.1% VLM
 YTD **237K** 13.2% VLY

COMBINED

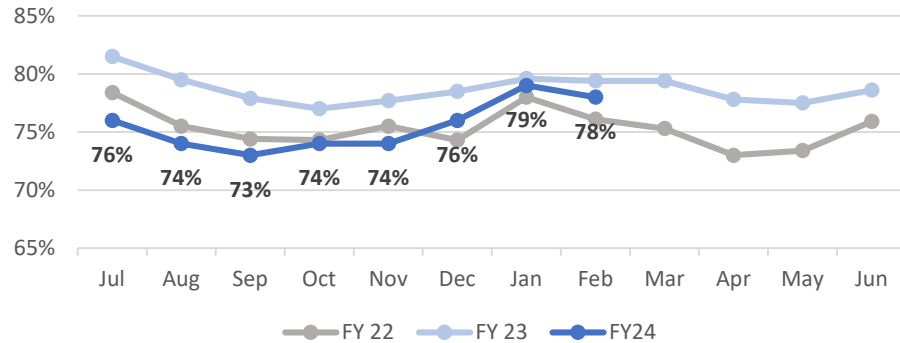
This Month, Last Year **508K** This Month, This Year **588K**

Performance Indicator	Fixed-Route System			Paratransit (TARC3)		
	FY24 YTD	FY23 YTD	FY22 YTD	FY24 YTD	FY23 YTD	FY22 YTD
Total Ridership	4,348,370	5,882,660	5,016,283	236,768	330,793	299,412
Weekday Ridership	3,693,866	5,203,973	4,429,315	173,851	280,874	254,834
Saturday Ridership	361,340	382,620	325,458	18,035	25,040	22,640
Sunday/Holiday Ridership	278,541	296,067	261,510	22,498	22,186	17,940
Total Revenue Miles	4,377,728	6,520,833	6,372,079	2,854,932	3,648,867	3,855,246
Total Revenue Hours	357,017	547,944	542,472	186,554	266,904	237,715
Trips per Revenue Mile	0.99	0.9	0.79	.08	0.09	0.08
Trips per Revenue Hour	12.14	10.74	9.25	1.33	1.24	1.26

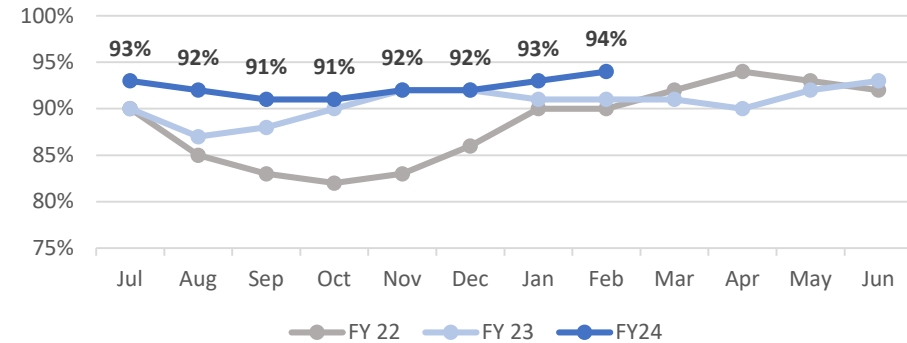


FEBRUARY ON-TIME PERFORMANCE

Fixed-Route On-Time Performance



TARC3 Paratransit On-Time Performance



Fixed-Route
FY24 Goal
80%

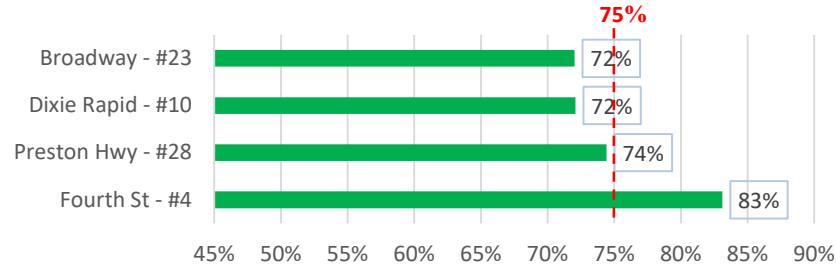
On-Time Performance							
	Fixed-Route			Paratransit (TARC3)			
	FY24	FY23	FY22		FY24	FY23	FY22
Jul	76%	78%	80%	Jul	93%	90%	90%
Aug	74%	76%	80%	Aug	92%	87%	85%
Sept	73%	74%	78%	Sep	91%	88%	83%
Oct	74%	74%	77%	Oct	91%	90%	82%
Nov	74%	76%	78%	Nov	92%	92%	83%
Dec	76%	74%	79%	Dec	92%	92%	86%
Jan	79%	78%	80%	Jan	93%	91%	90%
Feb	78%	76%	79%	Feb	94%	91%	90%
Mar		75%	79%	Mar		91%	92%
Apr		73%	78%	Apr		90%	94%
May		73%	78%	May		92%	93%
June		76%	79%	Jun		93%	92%
FYTD	75%	75%	79%	FYTD	92%	91%	88%

Paratransit
FY24 Goal
93%

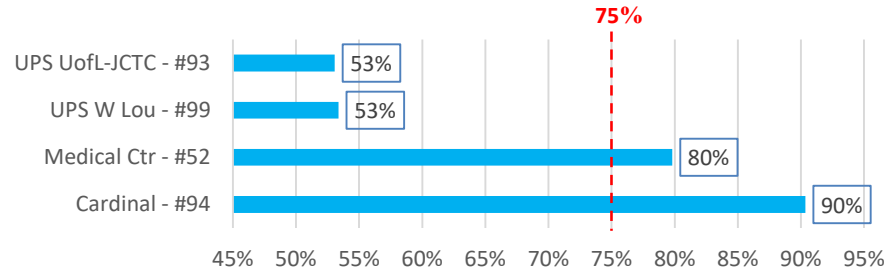


FEBRUARY ON-TIME PERFORMANCE

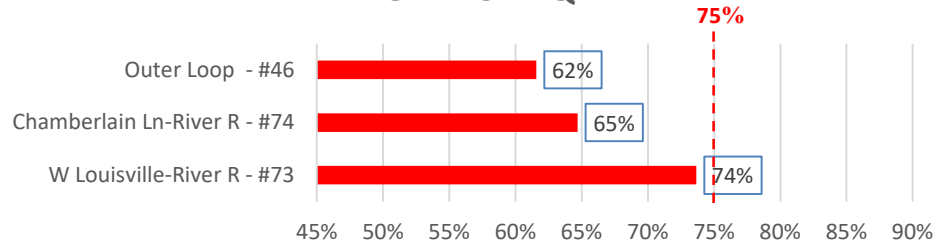
OTP - Core



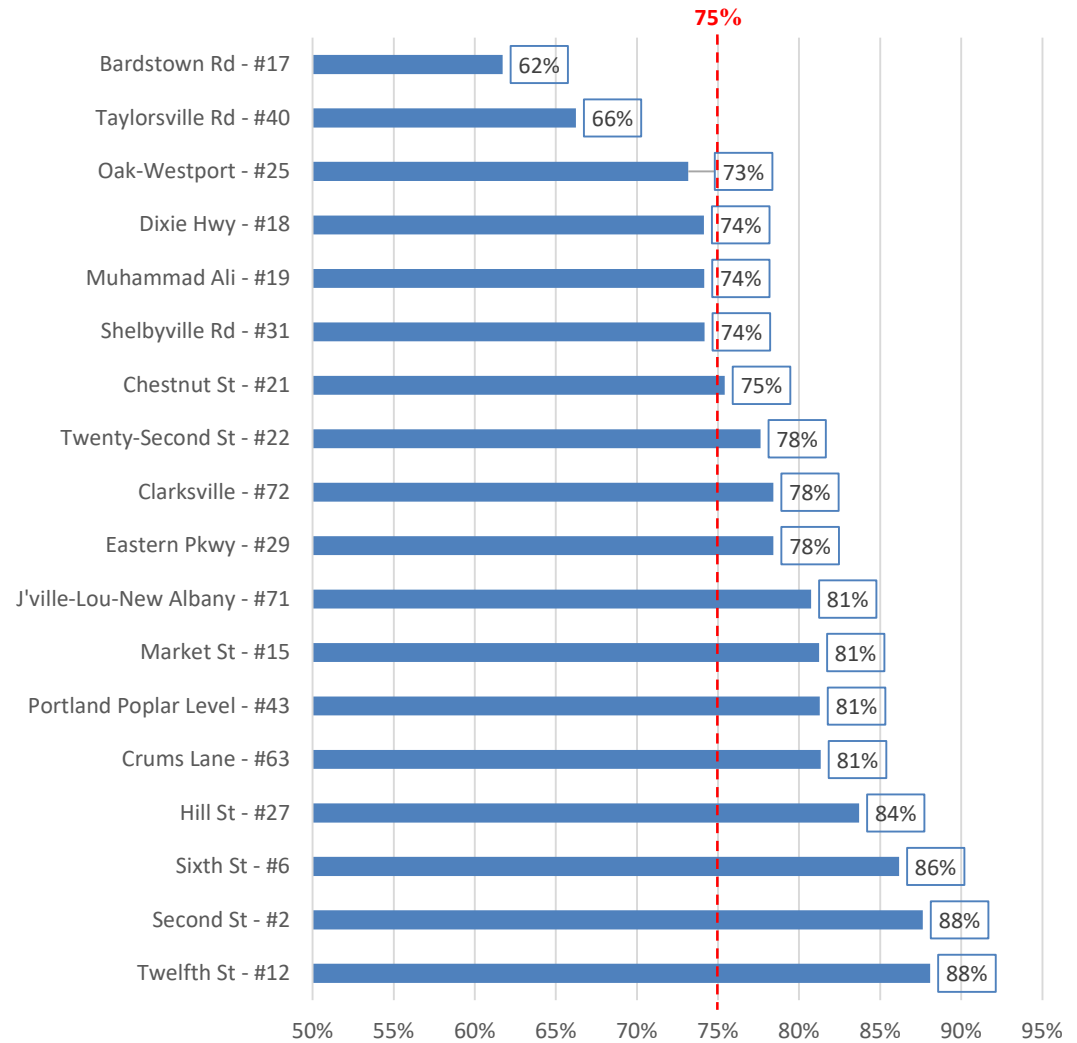
OTP - Circulator



OTP - CMAQ



OTP - Local





CUSTOMER FEEDBACK

FIXED ROUTE

Monthly

338

4% VLM
12% VLY

YTD

2,748

PARATRANSIT

Monthly

113

-35% VLM
-17% VLY

YTD

1,024

COMPLAINTS / 1,000 RIDERS

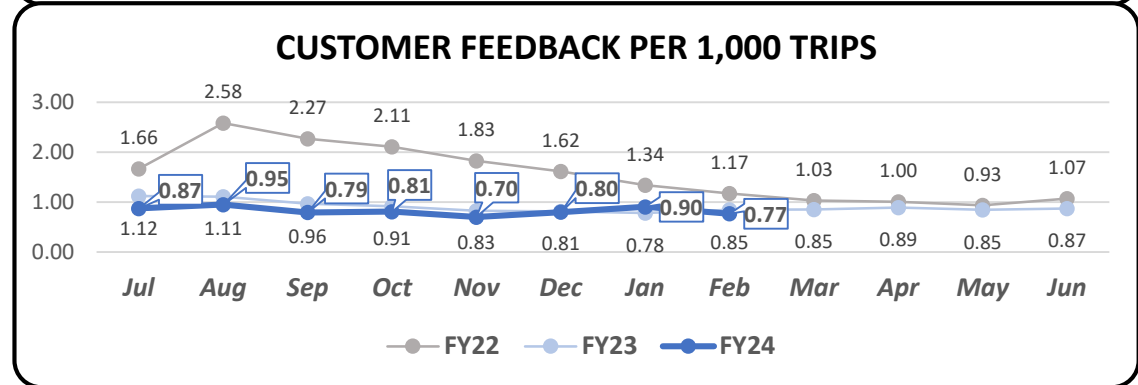
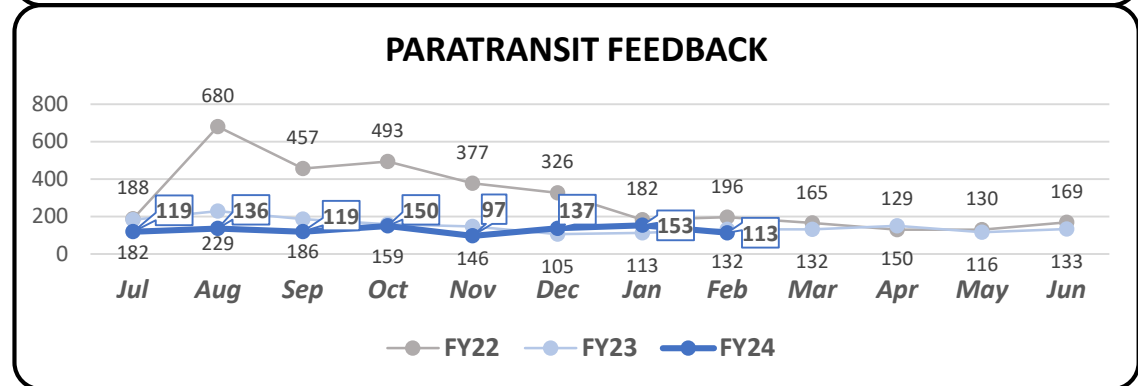
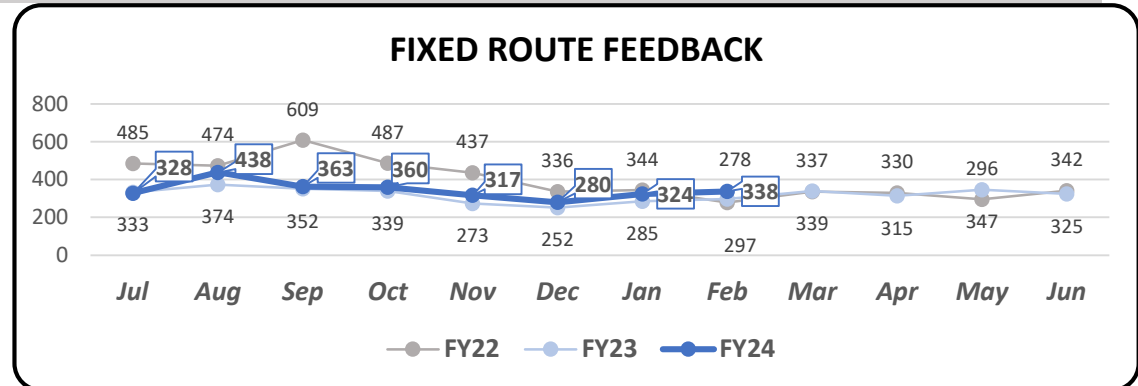
Monthly

.77

-18% VLM
-10% VLY

YTD

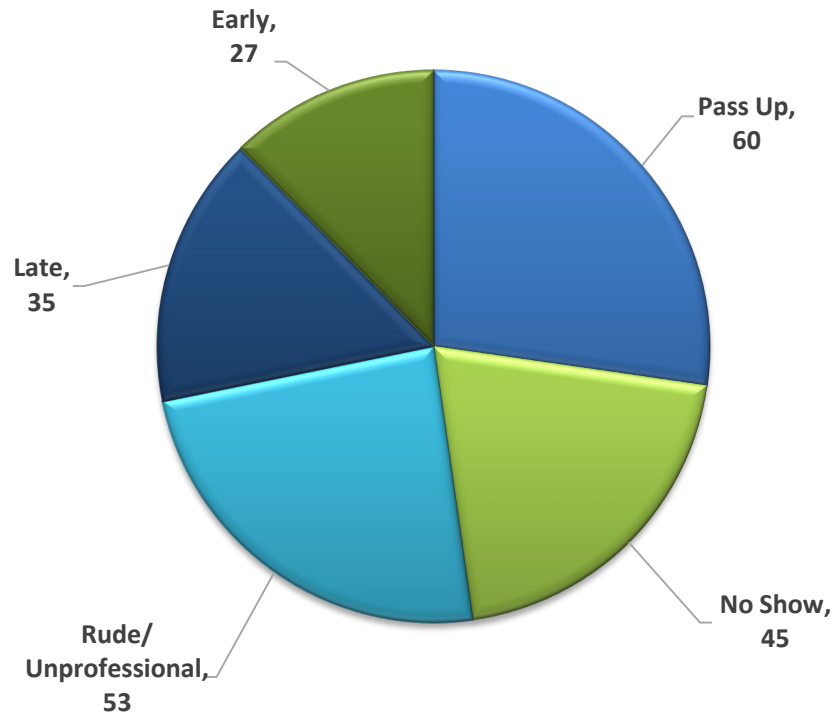
.82



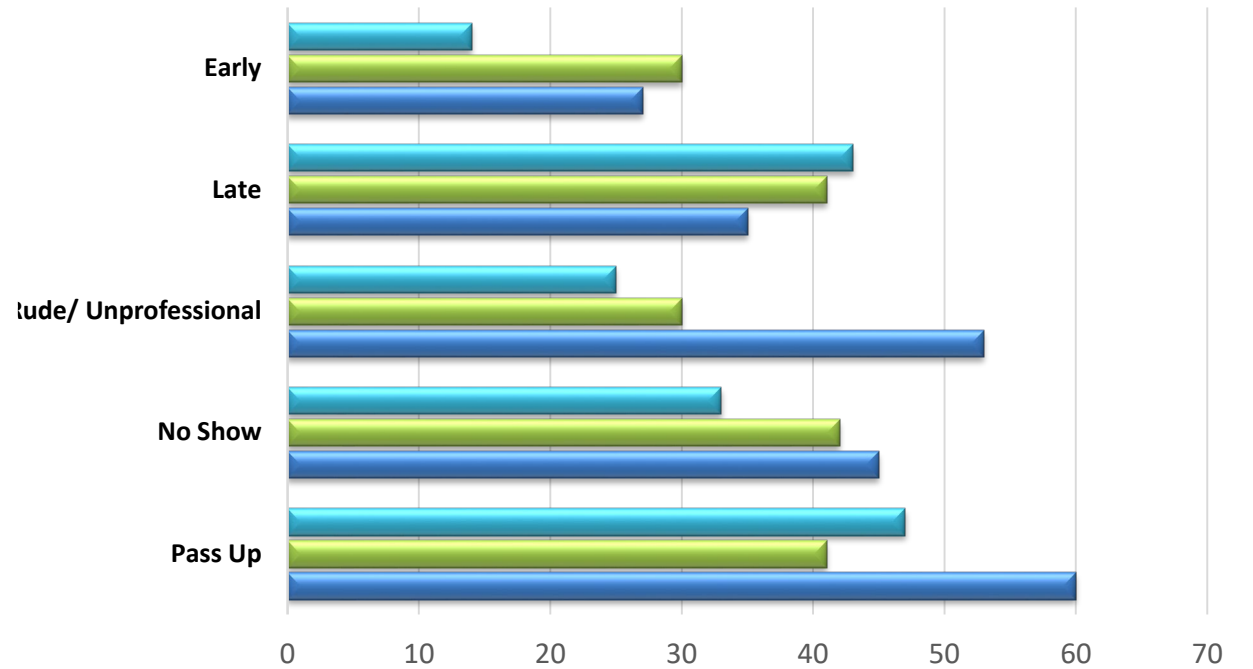


FIXED ROUTE TOP 5 FEEDBACK CATEGORIES – FEBRUARY 2024

Feedback Categories



3 Month Comparison

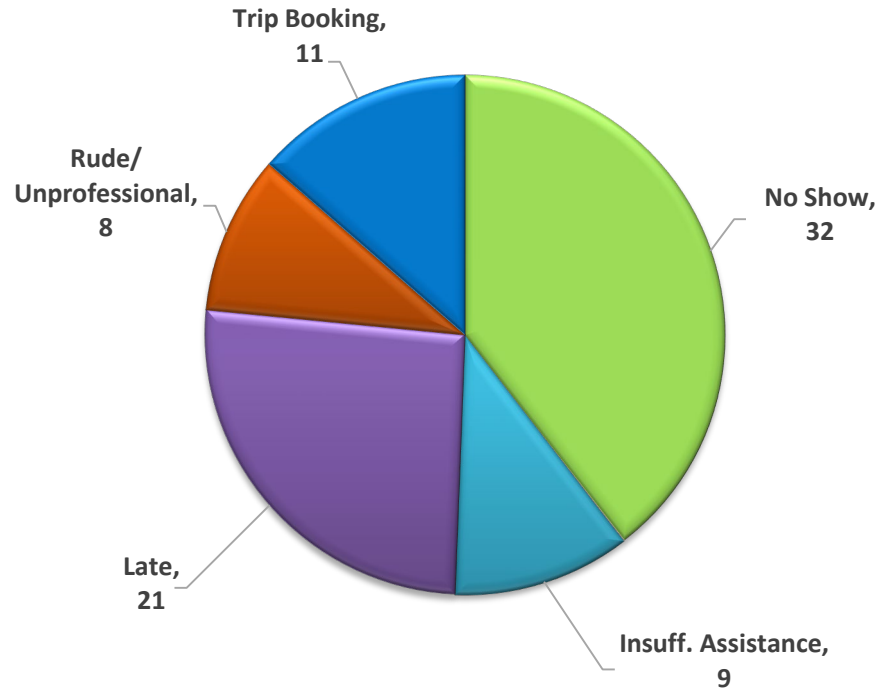


	Pass Up	No Show	Rude/Unprofessional	Late	Early
Dec-23	47	33	25	43	14
Jan-24	41	42	30	41	30
Feb-24	60	45	53	35	27

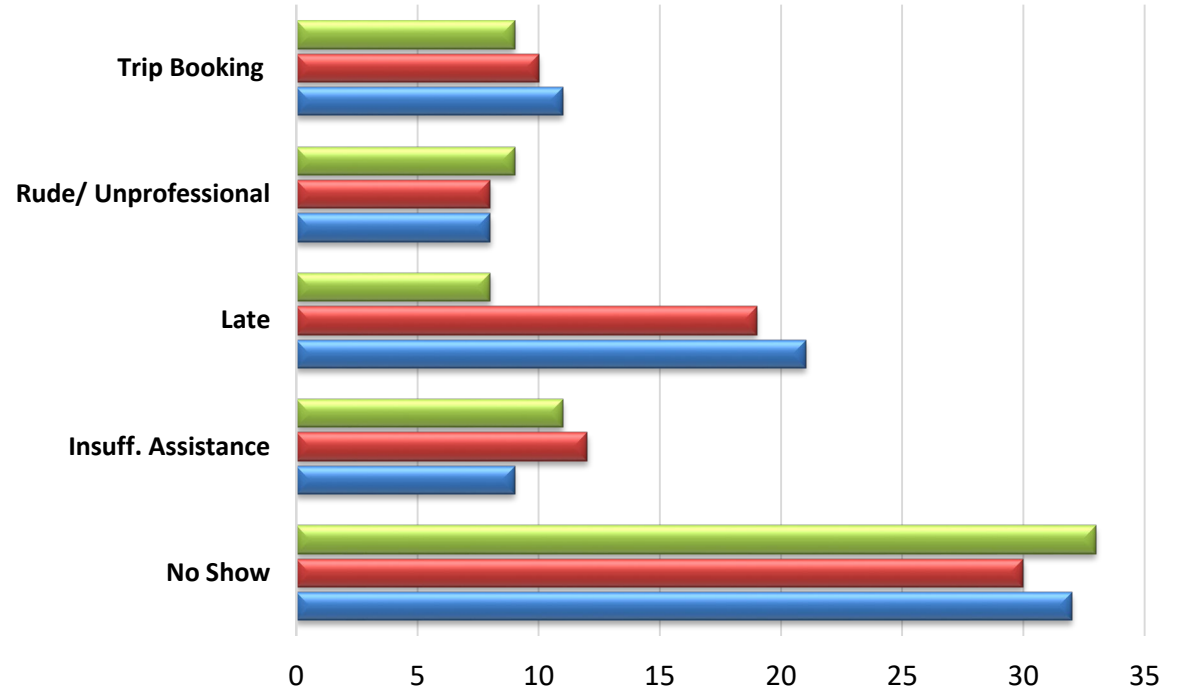


TARC3 TOP 5 FEEDBACK CATEGORIES – FEBRUARY 2024

Feedback Categories



3 Month Comparison

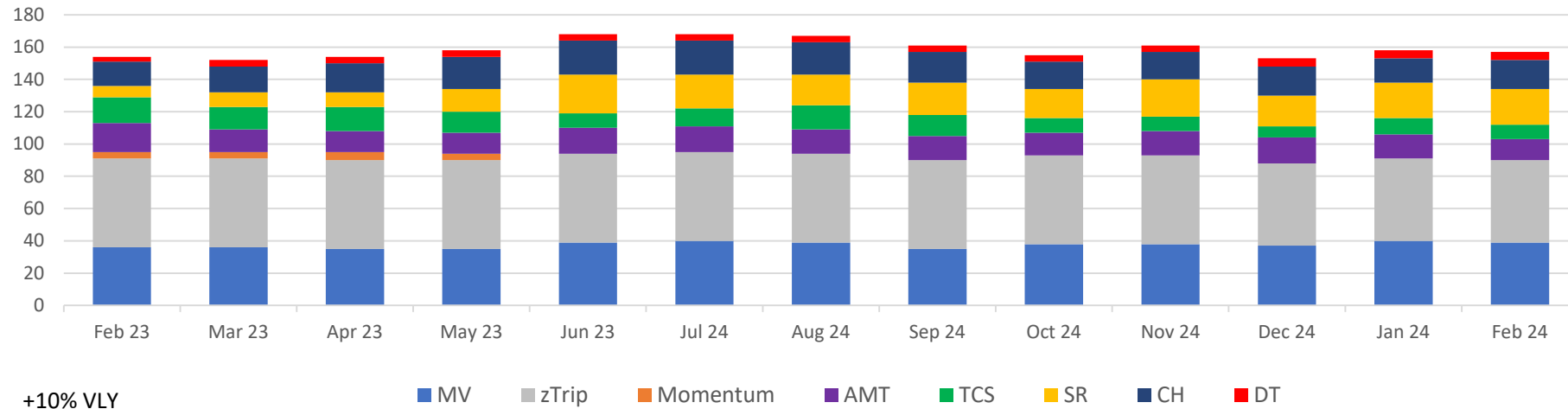


	No Show	Insuff. Assistance	Late	Rude/ Unprofessional	Trip Booking
■ Dec-23	33	11	8	9	9
■ Jan-24	30	12	19	8	10
■ Feb-24	32	9	21	8	11



TARC3 (PARATRANSIT) OPERATOR STAFFING

MONTHLY OPERATORS



Total Network Headcount to Date: 157 (+2% from February FY23)
 Current Operator Count Goal = 165

Operator Counts

- MV Transportation: 39
- zTrip: 51
- Alpha Medical: 13
- Choice Medical: 18
- Diversity Medical: 5
- Transport Care: 9
- SilverRide: 22

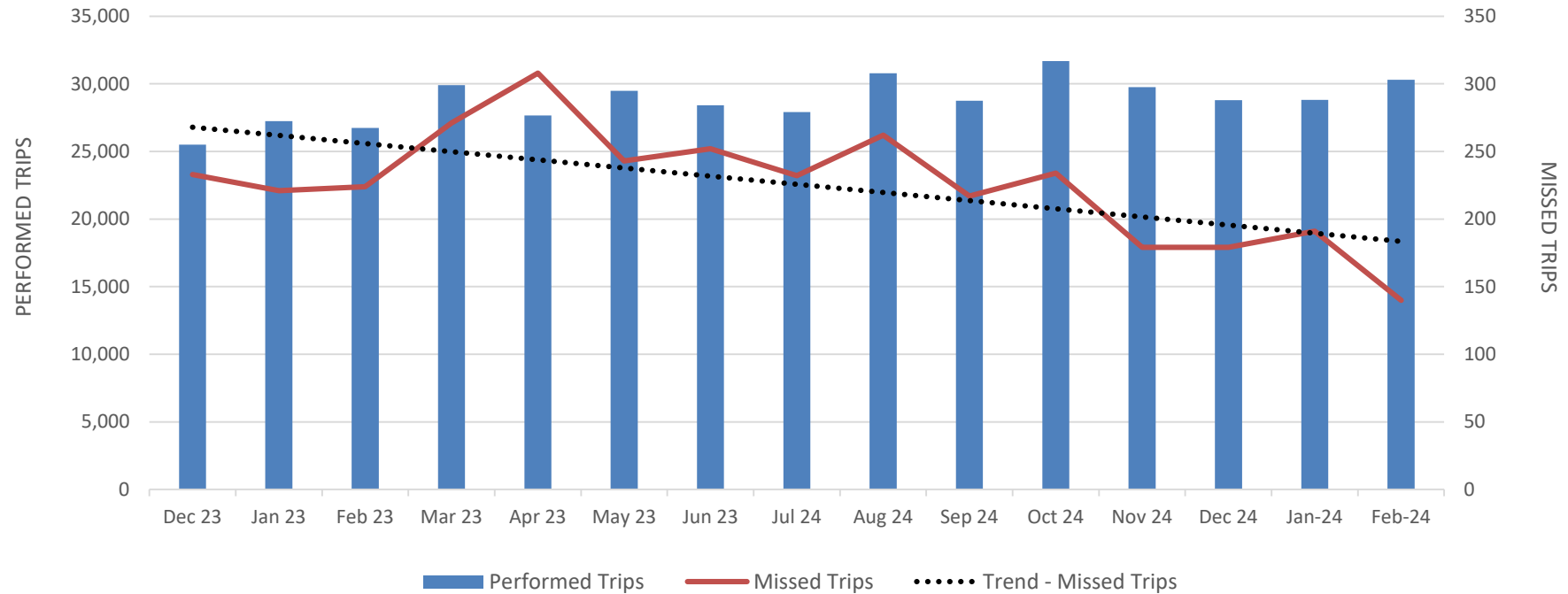
Recruiting Report

- Candidate Outreach: 12
- Office appointments/Interviews scheduled: 9
- Interviews conducted: 8



MV MONTHLY PERFORMANCE – FEBRUARY 2024

MONTHLY PERFORMED AND MISSED TRIPS



Missed Trips (after reconciliation)

FY24 February Missed Trips: 0.46%

30,292 Performed Trips



MV LIQUIDATED DAMAGES – FEBRUARY 2024

PARATRANSIT

Monthly

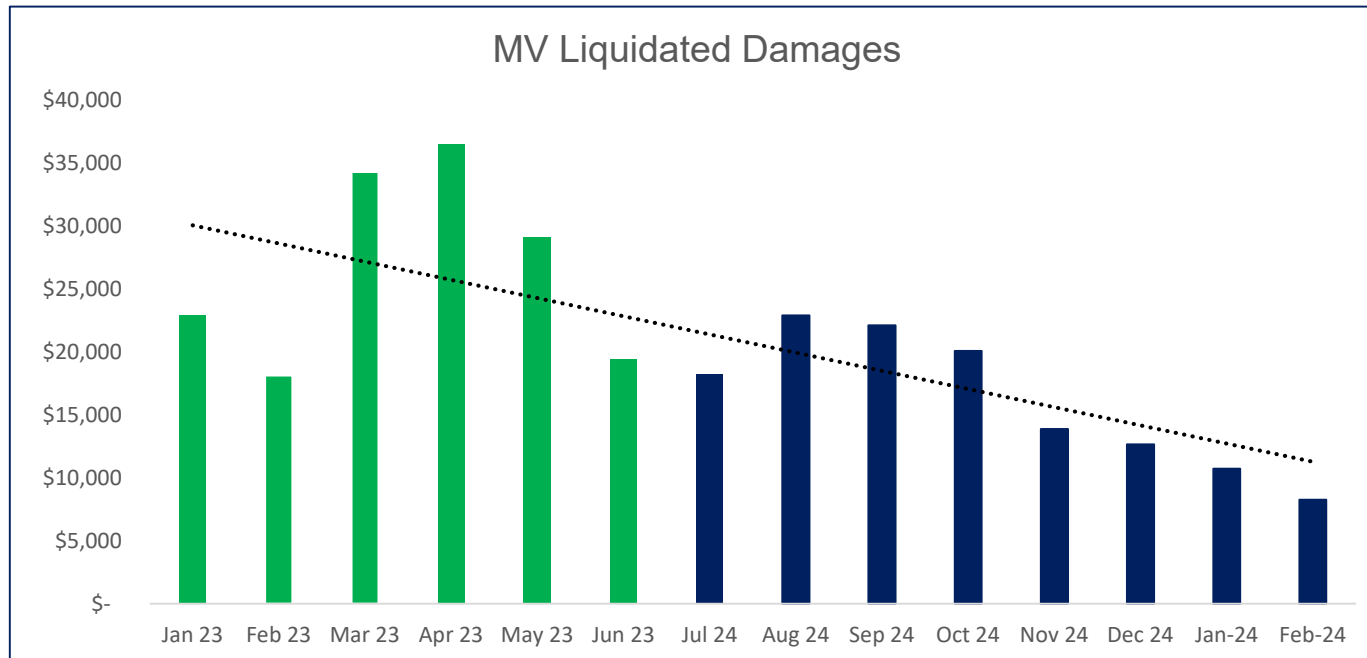
\$8.3K

-23% VLM
-54% VLY

YTD

\$129K

-71% VLY



Monthly Details

\$4K (46%), Late Trip, >30 mins late

\$3.5K (44%), Missed Trips

Types of Penalties:

Missed Trip

Late Trip

On-Time Performance

Excessive Trip Length

Customer Complaints

Compromised Safety

Maintenance



TARC ACTION PLAN

ACTION PLAN

Department	Item	Status	Timeline	Completion
Maintenance	Shop Floor	1) Actively seeking competitive quotes for repair 2) Work to begin in May	1) Feb – Apr 2) May – Jul	1) Started
Maintenance	Pylon Repair	IT manages this project	Feb – Apr	5%
Safety	Safety Ambassador Program	Line #23 running with 2 ambassadors: 16 hrs/day, 7 days/week	Feb - July	17%
Safety	Active Shooter Program	Live training for all TARC employees will be held May 6-24, including de-escalation training for operators/customer service personnel.	Mar – May	Started
Safety	Public Transit Agency Safety Plan (PTASP)	Ready for Board’s approval	Jan - June	100%
Transportation	OSAP/OTP	Live schedule adherence – Routes #4,10 ,23, 28 Will expand to additional routes after data is reviewed	Feb – July	Started
Customer Feedback	Completion Rate of Feedback	Developing and analyzing monthly target goal of feedback closures	Feb ‘24 - May ‘24	25%
Paratransit	Mystery Rider Program	Developing plan and solicitation for paratransit Mystery Rider Program	Mar 2024 - Sept 2024	0%



MARCH BOARD OF DIRECTORS UPDATE

March 27, 2024



MEMORANDUM

To: TARC Board of Directors

From: Rob Stephens, Chief Operating Officer

Date: March 20, 2024

Re: Procurement Calendar Process

The executive office in coordination with purchasing will engage in a three-step process to build a 12-18 procurement calendar for board approval each month.

1. Quarterly Meetings with department heads to identify emerging need, emergency need, and ad hoc requests for procurement of goods and services that reach board approval threshold
2. Contract repository listing accuracy and maintenance of contracts to include expiration date, option periods, and total NTE.
3. Monthly touch points with capital and grants department to align TARC purchasing departments preparation of a calendar with projects that are captured in our transit asset management plan and are going through a prioritization process.

Please find examples of tools that will be used to meet our monthly calendar goals. Expected outcomes of the calendar process is to have an accurate representation of TARC's procurement calendar for board presentation and approval.

The procurement department will be responsible for administering the procurement calendar process and the presentation to the board of directors.

Please call me at 502-561-5101 if you have any questions.

Thank-you.

Criticality

	Critical Services		Non-critical Services	
	Tier 1	Tier 2	Tier 3	Tier 4
	Mission Critical Requires continuous availability. Breaks in service are intolerable immediately and significantly damaging. Availability required at almost any price	Business Critical Requires continuous availability, though short service outages are not catastrophic. Availability required for effective business operation	Business Operational Contributing to efficient business operation but out of direct line of service to customer	Administrative Office productivity tools, required for business to operate. Failures are undesirable but do not affect customers and can be tolerated
Characteristics	-Generates Revenue -External customers are direct users -Underpins (e.g. is shared platform for) several other services	-Indirectly affects revenue generation -Supports activities essential for effective business operation -Org-wide dependency/pervasiveness	-Supports Operational Activities -Mostly Internal users only -Affects efficiency & cost of operation	-Used by Internal users exclusively -Supports individual productivity
Unavailability Impacts	Severe -Direct impact on public/national safety -Immediate damage to Organisation's commercial reputation & credibility -Damage to Revenue Generation -Regulatory penalties & non-compliance	Significant -Indirect impact on Public safety -Prevents collection of revenue -Significant reduction of ability to service customers -Significant disruption to operation	Moderate -Reduced efficiency and increased cost of operation	Minor -Reduced individual performance and productivity
Availability Requirement	High[est]	High	Medium	Low

Customer Impact

Score	Characteristics
1	Impacts travel time, access, or comfort for entire service
2	Impacts travel time, access, or comfort for multiple routes or shelters
3	Impacts travel time, access, or comfort for a single route or shelter
4	No Impact

Employee Impact

Score	Characteristics
1	Impacts entire company
2	Impacts more than 100 employees
3	Impacts fewer than 100 employees
4	No impact

Flexibility

Score	Characteristics
1 - Most	This project will allow for adaptation and offers additional opportunity if additional funds are applied.
2 - Some	This project does not allow for adaptation, but it offers additional opportunity if additional funds are applied.
	OR
	This project will allow for adaptation, but it does not offer any additional opportunity.
3 - Neutral	This project offers neither adaptation nor additional opportunity.
4 - Limiting	This project will use dated technology and may require replacement prior to Useful Life Benchmark.

Growth

Score	Characteristics
1 - Three characteristics	Meets 3 of Increase Capacity/Remove Constraint/Align with Plan
2 - Two characteristics	Meets 2 of Increase Capacity/Remove Constraint/Align with Plan
3 - One characteristic	Meets 1 of Increase Capacity/Remove Constraint/Align with Plan
4 - None	Does not have characteristics associated with Growth/Expansion

Investment Prioritization Worksheet

Score only blue columns		Risk						SGR			Impact				
Project #	Project Name	Pre-Mitigation Risk Score	Post-Mitigation Risk Score	Risk Reduction Score	Primary Risk Category	Assumptions	Quantity	Condition	Criticality	SGR score	Flexibility/Longevity	Growth/Expansion	Passenger Experience	Employee Experience	Priority Rank
0030	A&E Scope for Bus Wash System Repl./Exp.	15	1	14	Financial and Reputational	See #70	N/A	2	2	12	2	2	2	2	63
0039	USTA End Wall Stabilization	15	2	13	Health and Safety		N/A	2	4	4	2	2	3	2	52
0071	Access & Security Upgrades	12	4	8	Health and Safety			3	2	9	2	3	4	1	52
0047	Roof replacement, 2905 Maintenance Shop	15	2	13	Financial and Asset Loss	Revisit condition score, new roof	N/A	3	3	6	1	3	4	3	52
0075	Unit Shop - Replace lifts	12	1	11	Service			2	2	12	3	3	4	2	50
0058	Secure cash counting room	12	1	11	Service Impact	See #70	1	2	2	12	2	3	4	4	49
0009	Remove and replace 6 in-ground lifts	9	4	5	Service Impact/Health & Safety	Tied to 0008	6	2	2	12	1	2	4	3	48
0078	Telephone system upgrade	4	1	3	Service			3	1	12	1	2	3	2	45
0065	USTA sidewalks surrounding USTA, under canopy, & front/rear step	12	2	10	Health and Safety		N/A	3	4	3	2	3	3	1	43
0074	Unit Shop - Resurface shop floors	9	2	7	Service/Health			2	2	12	3	3	4	2	42
0080	Unit Shop - electrical	9	2	7	Health/Service/Fin			2	3	8	2	2	4	3	41
0079	Unit Shop - plumbing	9	2	7	Health/Env/Fin			2	3	8	2	2	4	3	40
0010	Spec roof replacement, Union Station	12	2	10	Financial and Asset Loss		N/A	3	4	3	2	3	4	3	38
0077	Union Station ballistic glass	12	4	8	Health			4	4	2	3	3	4	2	38
0042	Scope - T&O Building Interior Rehab	4	1	3	Financial and Asset Loss	See #70	N/A	3	4	3	1	2	3	1	36
0008	Patch and recoat shop floors (USTA)	4	2	2	Health and Safety	Tied to 0009	17,500 sq ft	2	2	12	2	3	4	2	33
0048	USTA pavement reseal and striping	6	2	4	Financial and Health & Safety	See #70	N/A	2	3	8	2	3	4	2	33
0041	T&O HVAC Replacement	4	2	2	Health and Safety	See #70	N/A	2	4	4	1	2	4	2	33
0063	USTA elevator modernizations	4	1	3	Health and Safety		2	3	4	3	2	3	3	1	29
0031	Repairs to Baggage Bldg roof and gutters	6	1	5	Financial and Asset Loss		N/A	2	4	4	2	2	4	4	29
0040	USTA Atrium Restoration	4	1	3	Reputational damage	Scoped, 39 is dependency	N/A	3	4	3	2	3	3	2	28
0035	BLDG10-BARN Recoat barn roof	4	1	3	Financial and Asset Loss	See #70		3	3	6	3	4	4	4	25
0006	Extended Bay - Diesel West	1	1	0	Financial and Asset Loss	Relisted, scoped		2	4	4	1	2	3	2	24
0059	Minor renovation of Purchasing offices	1	1	0	Financial and Asset Loss		N/A	4	4	2	3	3	4	3	16

A **project number**. Note that any project numbers that are numbered as alternatives (-01, -02, etc.) are mutually exclusive - only one of the projects may be funded.

The **pre-mitigation risk score**. This is the risk score for the risk before the mitigation (project) is applied. Green (1-4) is low, yellow (5-12) is medium, and red (13-25) is high.

The **post-mitigation risk score**. This is the risk score for the risk after the mitigation (project) is applied. Green (1-4) is low, yellow (5-12) is medium, and red (13-25) is high.

The **risk reduction score**. This is the difference between the pre-mitigation and post-mitigation risk scores. This indicates the extent to which the project mitigates the risk.

The **quantity** is the number/volume/size associated with the project.

Scoring criteria for all **Impact** categories are defined in the comments attached to each column heading.

CONTRACT ID	DESCRIPTION	PARTIES	EFFECTIVE DATE	TERM	OPTIONAL TERM	NUMBER OF OPTIONAL TERMS	CURRENT EXPIRATION DATE	NTE TOTAL
20221748	Brakes and other related components, goods and services	Fraser Tools	04/05/2022	2 YEARS	1 YR	3	04/04/2024	\$ 435,497.00
20221748	Brakes and other related components, goods and services	KIRK'S AUTOMOTIVE	04/05/2022	2 YEARS	1 YR	3	04/04/2024	
20221748	Brakes and other related components, goods and services	MOHAWK	04/05/2022	2 YEARS	1 YR	3	04/04/2024	
20221748	Brakes and other related components, goods and services	MUNCIE	04/05/2022	2 YEARS	1 YR	3	04/04/2024	
20221748	Brakes and other related components, goods and services	NEOPART	04/05/2022	2 YEARS	1 YR	3	04/04/2024	
20221748	Brakes and other related components, goods and services	VEHICLE MAINTENANCE	04/05/2022	2 YEARS	1 YR	3	04/04/2024	\$ 446,582.43
20201023	BUS STARTERS & COMPONENTS -Multi-Vendor	ALLIED TOOLS, INC	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201023	BUS STARTERS & COMPONENTS -Multi-Vendor	GILLIG, LLC	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201023	BUS STARTERS & COMPONENTS -Multi-Vendor	KIRK'S AUTOMOTIVE, INC	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201023	BUS STARTERS & COMPONENTS -Multi-Vendor	MUNCIE TRANSIT SUPPLY	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201023	BUS STARTERS & COMPONENTS -Multi-Vendor	Romaine Electric	04/28/2021	3 YEARS	1 YR	2	04/27/2024	\$ 761,524.08
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	D & W Diesel	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	Neopart	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	MUNCIE TRANSIT SUPPLY	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	Vehicle Maintenance	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	Gullig	04/28/2021	3 YEARS	2 YR	1	04/27/2024	\$ 3,681,260.27
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	Kirk's Automotive	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201024	ELECTRICAL COMPONENTS AND OTHER RELATED SUPPLIES	Muncie	04/28/2021	3 YEARS	2 YR	1	04/27/2024	
20201031	Multi-Vendor ENGINE COMPONENTS	ALLIED TOOLS, INC.	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201031	Multi-Vendor ENGINE COMPONENTS	Cummins	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201031	Multi-Vendor ENGINE COMPONENTS	Kirk's Automotive,	04/28/2021	3 YEARS	1 YR	2	04/27/2024	\$ 705,189.20
20201031	Multi-Vendor ENGINE COMPONENTS	Neopart	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201032	MULTI-VENDOR Transmission and Other Related Components Goods and Services	CLARKE POWER SERVICES, INC	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20201032	MULTI-VENDOR Transmission and Other Related Components Goods and Services	MUNCIE	04/28/2021	3 YEARS	1 YR	2	04/27/2024	
20211706	Janitorial and Cleaning Services	JCC MAINTENANCE, LLC	05/16/2022	2 YEARS	1 YR	3	05/15/2024	
20201005	Multi-Vendor BUS HOSES AND OTHER RELATED COMPONENTS	Gullig	06/01/2021	3 YEARS	1 YR	2	05/31/2024	\$ 124,856.52
20201005	Multi-Vendor BUS HOSES AND OTHER RELATED COMPONENTS	Muncie	06/01/2021	3 YEARS	1 YR	2	05/31/2024	
20201022	MULTI-VENDOR Bus Frames & Bumpers & Related Components, Goods and Services	Gillig	06/01/2021	3 YEARS	1 YR	2	05/31/2024	\$ 210,590.50
20231785	BALLISTIC WINDOW PROTECTION AND INSTALLATION	WR COLE AND ASSOCIATES	09/15/2023	1 YEAR			09/14/2024	\$ 557,500.00
2020640	Security guard at the (29th Street) location - ADDED ALLIED CONTRACT for Two (2) security guards at Union Station and Guard Shack (10th Street and 11th Street)	Morgan Security	01/25/2022	3 YEARS	1 YR	2	01/24/2025	\$ 1,142,622.00
2783	Audit Services	Crowe Horwath	02/01/2020	3 YEARS	2 YR	1	01/31/2025	\$ 320,660.00
20211694	Digital Fare Management	GENFARE	03/01/2022	3 YEARS			02/28/2025	\$ 640,610.00
20211692	ADP	ADP	03/26/2022	3 YEARS	1 YR	2	03/25/2025	\$ 902,981.00
20211741	DRUG AND SUBSTANCE TESTING & HEALTH SVCS - CONCENTRA	CONCENTRA	06/02/2022	3 YEARS	1 YR	2	06/01/2025	\$ 383,480.00
20221787	Government Affairs, Public Relations, Marketing and Creative Services	Transpro Consulting, LLC	06/20/2023	2 YEARS	1 YR	1	06/19/2025	\$ 795,000.00



MEMORANDUM

To: Ted R. Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Interim Executive Director

Date: March 27, 2024

Re: Resolution 2024-10 Advertising Policy

TARC has previously had two separate vendors for advertising on its buses and shelters. However, at the beginning of January 1, 2024, TARC took over the responsibility of its shelters, including advertising on such facilities. As a result, TARC does not currently have an advertising policy with respect to its shelters.

TARC continues to have an agreement with Lamar Transit, LLC (“Lamar”) to advertise on its buses. The criteria of permissible content with respect to advertisements on its buses is set forth in the contract that TARC has with Lamar.

TARC believes its advertising policy should be consistent in the governance of the activity over both buses and shelters. TARC also wishes to establish standards and guidelines that will guide current and future contracts and discussions. Attached is a Resolution and an Advertising Policy for the Board’s consideration and adoption that will set forth a consistent advertising policy on its buses and shelters and establish guidelines and standards for such advertising.

If you should have any questions about the Resolution or Policy, please call me at 561-5100. Thank you.



RESOLUTION 2024-10

Advertising Policy

A Resolution adopting the Transit Authority of River City (TARC) Advertising Policy.

WHEREAS, TARC has never had a stand-alone advertising policy for its buses and shelters; and

WHEREAS, as a result, TARC has had inconsistent policy on what is permitted to be advertised on its buses and shelters; and

WHEREAS, TARC would like to establish an Advertising Policy that would be consistent and establish guidelines and standards across TARC's advertising landscape; and

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE TRANSIT AUTHORITY OF RIVER CITY HEREBY RESOLVE THAT:

The attached Advertising Policy is hereby adopted.

ADOPTED THIS 27th DAY OF MARCH 2024

Ted R. Smith, Board Chair

I. Advertising Standards and Guidelines

A. Advertising Policy

Transit Authority of River City (“TARC”) intends that its facilities and/or property shall constitute non-public forums. TARC does not commit or dedicate any of its facilities and/or property for use as a forum for communication on public issues; rather, advertising shall be limited as set forth in this policy and may be further limited in TARC’s discretion. Advertising on TARC facilities is not open to any and all advertisers. TARC intends to retain control over the type of advertising that it will allow on its buses, paratransit vehicles, facilities and/or property. As such, certain forms of paid and unpaid advertising will not be permitted for placement or display on or in TARC facilities and/or its property.

B. Limitations on Advertising

TARC shall not display or maintain any advertisement that falls within one or more of the following categories.

1. promotes the sale of tobacco or tobacco-related products, including advertisements depicting such products;
2. promotes adult book stores, adult video stores, dance clubs featuring nudity or erotic dancing and other similar adult entertainment establishments, adult telephone services, adult Internet sites and escort services;
3. promotes unlawful or illegal goods or services, including material contained therein or referred to therein which appears to promote or encourage, the use or possession of such unlawful or illegal goods or services;
4. promotes unlawful or illegal activities or conduct, including material contained therein or referred to therein which appears to promote or encourage such activities or conduct;
5. appears to be false, misleading or deceptive, including material contained therein which is false, misleading or deceptive;
6. implies or declares an endorsement by TARC of any goods, service, activities or points of view, including material contained therein or referred to therein which implies or declares any such endorsement, without the prior written authorization of TARC;
7. appears to be libelous, an invasion of privacy, an infringement of copyrighted material, or otherwise appears unlawful or illegal or likely to subject TARC to litigation;
8. promotes, supports or contains political speech, meaning speech that (1) pertains to any candidate for public office, (2) pertains to specific ballot question, initiative petition, or referendum, or (3) addresses a disputed political issue or cause;

9. fosters sexual, racial, religious or other offensive stereotypes, including material contained therein or referred to therein which fosters such stereotypes;
 10. contains profane language;
 11. contains nudity, obscenity, materials indecent or inappropriate as to minors, or materials which otherwise depict sexual activities, conduct, excitement, or sadomasochistic abuse;
 12. contains images of graphic violence, including, but not limited to, the depiction of acts of violence or harm to a person or animal and images of human or animal bodies or its parts in a mutilated, dismembered, decomposed and/or disfigured state;
 13. contains material that appears (from the viewpoint of a reasonably prudent person) to demean, disparage, ridicule, mock, abuse, display hostility to, or debase the dignity or stature of, any individual or group of individuals or any racial, religious or ethnic group;
 14. contains material which is likely to offend, discomfort, or annoy TARC customers, or make them feel unwelcome, unsafe, or uncomfortable;
 15. displays any word, phrase, symbol, or character likely to interfere with, mislead, or distract traffic, or conflict with any traffic control device;
 16. demeans or disparages an individual or group of individuals. For purposes of determining whether an advertisement contains such material, TARC will determine whether a reasonably prudent person, knowledgeable of TARC's ridership and using prevailing community standards, would believe that the advertisement contains material that ridicules or mocks, is abusive or hostile to, or debases the dignity or stature of, an individual or group of individuals.
- C. Advertisement of Alcohol Experiences, Tours, Associated with Events or Sales by Retail Entities

Advertisements related to alcohol experiences, tours, associated with events, or sales by retail entities are permitted. However, the advertisement shall contain a statement, occupying at least 3% of the area of the advertisement, that indicates the legal drinking age in Kentucky and warns of the dangers of alcohol consumption during pregnancy, or in connection with the operation of heavy machinery, or while driving. In addition, the advertisement shall contain a statement "Please Drink Responsibly and in Moderation." Advertisements of alcohol which only showcase or depict a specific brand or type of alcohol are prohibited unless associated with one of the aforementioned permitted alcohol advertisements.

D. Additional Limitations for Non-Commercial Advertisers

1. TARC will accept advertisements from non-commercial advertisers to promote charitable events or community outreach efforts, so long as the advertiser is a charitable or religious organization with tax exempt status, *i.e.*, 501 (c)(3) status or is a government or government-sponsored organization. Advertisements from non-commercial advertisers must likewise comply with the guidelines set

forth in herein.

2. The spaces available on TARC's buses, paratransit vehicles and facilities are limited in number. In light of TARC's stated goal of maximizing revenue generated by advertising, priority as to the posting and placement of ads will be given to commercial advertisers over non-commercial advertisers.

E. Disclaimers

TARC reserves the right, in all circumstances, to require that an advertisement on or in its facilities and/or property include attribution to the sponsor of the advertisement and/or a disclaimer indicating that it is not sponsored by, and does not necessarily reflect the views of TARC.

F. Promotion of Transportation Function

Notwithstanding any particular limitations set forth above, TARC has the unqualified right to display, on it in its facilities and/or property, advertisements and notices that pertain to TARC operations and promotions or that otherwise encourage and promote public use of TARC's transportation facilities or public or mass transit in general.

G. Right to Modify

In light of TARC's stated goals of maximizing its ridership and providing a friendly and welcoming environment for its riders, TARC reserves the right to modify, change or withdraw existing advertisements based upon complaints or other information.

II. Administration of Standards and Guidelines

A. Advertising Contractor. TARC may, from time to time, select an "Advertising Contractor" who shall be responsible for the daily administration of a segment or all of TARC's advertising program, in a manner consistent with the guidelines set forth herein and the terms of its agreement with TARC. The advertising program shall include, but not be limited to, promotion, solicitation, sales, accounting, billing, collections, and posting of advertising displays on or in all TARC facilities and/or property including, but not limited to, transit vehicles.

B. Review by Advertising Contractor. TARC's Advertising Contractor will review each advertisement submitted for display and installation on TARC's buses, paratransit vehicles, or facilities and/or property, to determine whether the proposed advertisement falls within, or may fall within, prohibitions or limitations under this Policy. Internet addresses or websites listed on advertisements may be scrutinized and to the extent that such referenced places contain material which is deemed objectionable per the standards set forth herein, the advertisement may be deemed objectionable based on such materials.

C. Review by TARC. If the Advertising Contractor determines that an advertisement falls within, or may fall within, prohibitions or limitations under this Policy, the following steps will be taken.

(1) the Advertising Contractor will promptly provide the advertiser with a copy of these standards and written notice of its determination, the reasons for the determination and the option for the advertiser to request a review of the

- decision before TARC;
- (2) the Advertising Contractor will provide TARC with a copy of the written notice to the advertiser and the advertisement at issue;
 - (3) upon written request from the advertiser, TARC will conduct a review within fourteen (14) days of receipt of such a request, to determine whether the advertisement at issue falls within prohibitions or limitations under this Policy; and
 - (4) within five (5) days of the review conducted by TARC, it will provide the advertiser and the Advertising Contractor with a written notice of its determination. TARC's determination will be final.

D. No Rights Created. In setting for the above review process, TARC does not intend to create any due process rights for advertisers. Rather, TARC's intent is to establish a review process for the purpose of attempting to ensure the uniform application and enforcement of the stated guidelines and standards.

E. Severability. If prohibition or limitation under this Policy is determined to be invalid as applied to any particular type of TARC bus, paratransit vehicle, facility and/or property, the category shall, to the extent permissible, remain applicable to all other types of TARC buses, paratransit vehicles, facilities and/or property.

F. Amendment. TARC reserves the right to amend these policies and standards at any time. Any revisions or amendment to this policy will be in writing and supplied to the Advertising Contractor. Any member of the public may obtain a copy of these policies and standards at any time, upon request.

III. Design and Minimum Advertising Purchases

A. Amount. TARC's Marketing Department, in cooperation with the Advertising Contractor, will establish minimum rates and/or amounts of advertising that must be purchased by an advertiser before an advertisement is accepted.

B. Schedule. The minimum rates and/or amounts of advertising required to be purchased will be made available to any potential advertisers by the Advertising Contractor. A rate card, to be reviewed and approved by TARC's Marketing Department, will be published for advertising space and production charges offered to the public on, at minimum, an annualized basis. Co-promotional trade programs will be considered on a proposal basis only with a minimum of one-month lead time and are not available to offset revenue guarantees

C. Revenues. Contracts must include a remittance of revenues to TARC. Revenues from these contracts shall be retained by TARC and used to offset the need for public subsidy. Revenues pledged to a particular operation shall be accounted for in accordance with regulatory requirement. In lieu of revenue, TARC may accept an equivalent value of goods and/or services, including but not limited to capital improvements, information services, advertising, site maintenance and other benefits.



MEMORANDUM

To: Ted R. Smith, Chair of TARC Board of Directors
From: Ozzy Gibson, Interim Executive Director
Date: March 27, 2024
Re: Resolution 2024-11 TARC Updated Agency Safety Plan

The Federal Transit Administration (FTA) requires TARC as a public transportation agency and recipient of Section 5307 Urbanized Area Formula Grants to prepare and maintain an Agency Safety Plan (Plan). The Board in Resolution 2021-06 adopted TARC's Agency Safety Plan. In addition, the Board amended this Plan in July 2021 through Resolution 2021-28 to modify the safety targets in such Plan.

Since that time, FTA has suggested some additional modifications be included in such Plans, which deal with an agency's response and strategy regarding airborne illnesses and to track operator assaults and to develop strategies to prevent such occurrences from happening.

The accompanying Resolution seeks the Board to approve the modified Plan.

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



RESOLUTION 2024-11

Transit Authority of River City Updated Agency Safety Plan

WHEREAS, United States Code, Title 49. Transportation, Subtitle III General and Intermodal Programs, Chapter 53 Public Transportation, Section 5307 Urbanized Area Formula Grants provides that public transportation agencies prepare and maintain an agency safety plan. On July 19, 2018, Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS); and

WHEREAS, the FTA has set forth some updates that pertain to airborne illnesses and operator assaults that it wants included in the Agency Safety Plan; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Transit Authority of River City hereby approves the 2024 Updated Agency Safety Plan.

ADOPTED THIS 27th DAY OF MARCH 2024

Ted R. Smith, Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Ozzy Gibson, Interim Executive Director

Date: March 27, 2024

Re: Resolution 2024-12 Purchase of Paratransit Vehicles (RFP 20241868)

TARC has a pressing need to replace cutaway buses in our paratransit fleet that have far exceeded their useful lives. Supply chain issues that began two years ago have caused significant delays and cost increases for new ADA cutaway buses for paratransit services. Those delays have recently begun to subside, and TARC has identified an existing FTA compliant vehicle contract procured by the State of Georgia that is available for use and offers a range of vehicle types and options.

This resolution requests approval to purchase up to twenty (20) new 2024 StarTrans Senator II model wheel-chair accessible vehicles from Model1 Commercial Vehicles, currently estimated at \$137,672 each. The total amount for this purchase will not exceed the \$2,479,838 programmed in grant funds.

On March 12th, the TARC Accessibility Advisory Council (TAAC) was consulted regarding the characteristics of the proposed vehicle specification and endorsed it with two suggestions for equipment considerations.

These buses are available for delivery within six months, and they represent a significant improvement for our paratransit fleet and service. The buses will be purchased through the State of Georgia's vehicle contract 99999-SPD0000212 Public Mass Transit Vehicles and Related Options, Equipment, and Accessories.

With your approval, TARC will acquire these buses using funds from four grants, including FFY 2019, 2021, and 2023 5307 and 5339 Formula funds, as well as FFY 2022 Surface Transportation Block Grant (STBG) funds. Each of these grants requires a local match of 20%, which will come from the Mass Transit Trust Fund. The combined amount available from the four grants is \$2,479,838. Two of these grants are in the approval process of FTA's award management system, so the order will be placed when the grants are fully executed.

At this time, I am requesting Board authority to place an order for up to twenty (20) new 2024 StarTrans Senator II model wheel-chair accessible vehicles from Model1 Commercial Vehicles through the State of Georgia's solicitation #99999-SPD0000212 for a not to exceed amount of \$2,479,838.

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



RESOLUTION 2024-12

Purchase of Paratransit Vehicles

A Resolution authorizing the Interim Executive Director to purchase up to twenty (20) new 2024 StarTrans Senator II model wheel-chair accessible vehicles from Model1 Commercial Vehicles through the State of Georgia's solicitation #99999-SPD0000212 for a not to exceed amount of \$2,479,838:

WHEREAS, TARC has a significant need to replace cutaway buses in its paratransit fleet that have far exceeded their useful lives; and

WHEREAS, funds are available from TARC's FFY 2019, 2021, and 2023 Formula grants, as well as an FFY 2022 Surface Transportation Block Grant (STBG) grant; and

WHEREAS, funds for the required local match are available in the Mass Transit Trust Fund; and

WHEREAS, TARC will combine all of those available funds to purchase up to twenty (20) 2024 StarTrans Senator II model wheel-chair accessible vehicles; and

WHEREAS, the vehicles are available for purchase from Model1 Commercial Sales through an FTA compliant vehicle contract (Solicitation #99999-SPD0000212) procured by the State of Georgia; and

WHEREAS, TARC is eligible to purchase vehicles from that contract upon request; and

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

The Interim Executive Director is hereby authorized to purchase up to twenty (20) new 2024 StarTrans Senator II model wheel-chair accessible vehicles from Model1 Commercial Vehicles through the State of Georgia's solicitation #99999-SPD0000212 for a not to exceed amount of \$2,479,838.

ADOPTED THIS 27th DAY OF MARCH 2024

Ted Smith, Chair of the Board of Directors



MEMORANDUM

To: Ted Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Interim-Executive Director

Date: March 27, 2024

Re: Resolution 2021-24 Sole Source 20211525 Amendment to Ellipse Annual Licensing Fees

TARC's enterprise-wide resource planning system (Ellipse Software) was originally procured and awarded through a competitive bidding process in early 2000. The system was implemented in 2002 and later upgraded in 2018. The system has been in place for over twenty years and the contract was at its final option of which it has expired on June 30, 2021.

In order to meet our asset management and state of good repair requirements, we believe it is important that we continue to use the system. However, TARC requires that licensing of Ellipse and any software system be provisioned annually with a year-to-year agreement.

In May 2021, we requested Hitachi Power Grids (formerly ABB) for a sole source quote for the continued licensing and support of the ERP system. Based on our request, Hitachi provided the following pricing for the upcoming five (5) years. The agreement with Hitachi will be renewable annually, thus this agreement will be brought in front of the Board for approval each year. Our Director of Procurement also requested a change in the billing cycle from annual to quarterly invoicing which will begin April 1, 2024. Hitachi has agreed to the requested change.

YEAR	JUL 2021	JUL 2022	JUL 2023	JUL 2024	JUL 2025
ESCALATOR	5%	5%	5%	5%	5%
EST. ANNUAL FEE	\$145,364.10	\$152,632.31	\$160,263.92	\$168,277.12	\$176,690.97

The Procurement Department performed a pricing analysis and an Independent Cost Estimate for the licensing fees and found that the price provided is fair and reasonable.

The Review Committee recommends the award of an agreement for Ellipse Software Licensing to Hitachi Power Grids.

At this time, we respectfully request the Board of Directors to authorize the Interim-Executive Director to enter into a licensing agreement with an initial term of one (1) year and an option of four (4) one-year terms with Hitachi Power Grids for Ellipse ERP Software.

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



RESOLUTION 2021-24

Amendment to Ellipse Software Licensing

A Resolution authorizing the Interim-Executive Director to enter into an Initial Term of one (1) year with an Option of four (4) one-year term and the Option term to be brought in front of the Board for approval annually:

WHEREAS, TARC seeks an enterprise resource planning software firm to provide and assist TARC with its Financial and Operational resource software system needs; and,

WHEREAS, a sole source, quote request for pricing proposal was requested on May 25, 2021.

WHEREAS, TARC received a proposal from Hitachi and were deemed responsive,

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

The Interim-Executive Director is hereby authorized to enter into an Initial Term of one (1) year with an Option of four (4) one-year term contract with Hitachi ABB Power Grids based upon Price Sheet herein for Ellipse Software and Licensing for a not-to-exceed amount of \$168,277.12.

ADOPTED THIS 27th DAY OF March 2024

Ted Smith, Chair of the Board of Directors



MEMORANDUM

To: TARC Board of Directors

From: Jim Burns, Labor Relations & Civil Rights Officer

Date: March 27, 2024

Re: Resolution 2024-13 TARC Equal Employment Opportunity (EEO) Program

The Federal Transit Laws, 49 U.S.C. 5332(b), provide that "no person in the United States shall on the grounds of race, color, religion, national origin, sex, or age be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any project, program or activity funded in whole or in part through financial assistance under this Act." This applies to employment and business opportunities and is considered to be in addition to the provisions of Title VI of the Civil Rights Act of 1964.

The FTA requires agencies that receive federal funding to submit an updated EEO Program every four years for review and approval as part of federal funding requirements. TARC's last EEO Program was submitted and approved by the FTA in November of 2020, which Program reviewed TARC's workforce analysis as of June 30, 2020.

It is now time to submit an updated EEO Program that incorporates a workforce analysis as of June 30, 2023. The updated EEO Program is attached for Board review. Once the Board approves the EEO Program, it will be submitted to the FTA for review.

The goal of TARC's EEO Program is to achieve a workforce that is represented in all occupational areas consistent with local community workforce demographics. The EEO Program examines data gathered from TARC's current workforce statistics, recruitment and hiring efforts and identifies groups in each EEO occupational category that may be underutilized, and establishes employment goals for the next EEO Program cycle. The EEO Program also examines TARC's efforts in recruiting and hiring, training and development, and employee disciplinary actions taken over a four-year cycle in support of efforts to achieve equity and fairness in employment practices in the workplace.

Goals and timetables provided on page 20-21 of the EEO Program will be used as a guide for hiring and promotional activity during the EEO Program time frame. TARC will continue to strive to meet the goals as stated in the 2024 through 2028 EEO Program by emphasizing equal employment opportunities in all advertising and recruitment efforts.

There is no fiscal impact associated with adoption of the EEO Program. However, failure to adopt the updated Program could cause TARC to be ineligible to receive federal funding due to non-compliance with FTA regulations.



The Interim Executive Director and Staff recommend the Board approve a resolution adopting TARC's EEO Program for 2024 through 2028. The attached resolution seeks approval of TARC's 2024 - 2028 EEO Program.

If you have any questions, please call me at 502-561-5106.



RESOLUTION 2024-13

2024 - 2028 EEO Program

A Resolution requesting the approval of the 2024 - 2028 Equal Employment Opportunity (EEO) Program per FTA regulations and requirements.

WHEREAS, under Federal Transit Administration requirements and guidelines for Federal Transit Administration recipients, FTA EEO Circular 4704.1A, TARC has updated its EEO Program for 2024 - 2028; and

WHEREAS, TARC is committed to adhering to Title VI and Title VII regulations, which are part of the Civil Rights Act of 1964; and

WHEREAS, TARC is committed to full compliance with all FTA regulations; and

WHEREAS, TARC is committed to the goal of having a workforce that is represented in all occupational areas consistent with local community workforce demographics; and

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

The TARC 2024 - 2028 Equal Employment Opportunity Program has been approved pursuant to the Federal Transit Administration requirement and guidelines, Circular FTA C 4704.1A.

Adopted this 27th day of March 2024

Ted R. Smith, Chair, Board of Directors



MEMORANDUM

To: Ted Smith, Chair of TARC Board of Directors

From: Ozzy Gibson, Interim-Executive Director

Date: March 27, 2024

Re: Resolution 2024-14 Amendment to Resolution 2018-04 and Contract P-2720 for Tire Leasing and Servicing with Goodyear Tire & Rubber Company

In February 2018, the Board authorized Resolution 2018-04 for the Executive Director to enter into a contract P-2720 with The Goodyear Tire and Rubber Company Tire Leasing and Servicing for a five (5) year base term with two one-year renewals which will be requested from the Board at that time. That time has come again to exercise this final option year. The rate and fees remain the same as originally agreed upon in the original executed contract. The option year 7 begins on April 1st 2024 through March 31st 2025 and is valued at \$737,000, which has been budgeted for FY 2024 and FY 2025.

The Procurement Department conducted a price/cost analysis and deemed \$737,000 not to exceed amount price for the year is fair and reasonable.

At this time, the staff is submitting the attached resolution 2024-14 requesting authority to enter into a one-year renewal contract with Goodyear for a not to exceed amount of \$737,000.

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



RESOLUTION 2024-14 Tire Leasing and Servicing

A Resolution authorizing the Interim Executive Director to enter into a renewal of one (1) year option term with The Goodyear Tire & Rubber Company.

WHEREAS, TARC seeks to exercise the final option of the contract P-2720; and,

WHEREAS, TARC received an amendment to the contract in the not to exceed amount of \$737,000; and,

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

The Interim Executive Director is hereby authorized to enter into a final option of one-year with The Goodyear Tire & Rubber Company for tire leasing and servicing for a not-to-exceed amount of \$737,000.

ADOPTED THIS 27th DAY OF MARCH 2024

Ted R. Smith, Chair of the Board of Directors

16 Facts

Fact 1. TARC's fixed-route ridership boardings (one-way and each transfer is a separate boarding) declined for years pre-COVID. There were about 11m individual boardings in 2019; now, it's less than 6m annually. That's about 17,000 individual boardings each weekday.

Fact 2. TARC's current operating budget is about \$110m, and revenue comes from these sources:

▫ Occupational tax	67%	▫ Federal formula funds	3%
▫ Federal Covid funds	20%	▫ Other local revenue	3%
▫ Fares	5%	▫ State funds (KY & IN)	2%

Fact 3. The local occupational tax rate was set in 1974 and hasn't changed. TARC receives 9% of the occupational tax proceeds. Changing the rate requires that people vote to pass a tax levy.

Fact 4. TARC projects that it will completely exhaust its federal COVID relief funds by July 1, 2025.

Fact 5. Soon, the General Assembly will set the Commonwealth's biennial budget through July 1, 2026.

Fact 6. TARC aggressively seeks federal grants, but few of such grants fund operating expenses.

Fact 7. TARC's operational spending is as follows:

▫ Labor	34%	▫ Materials & supplies	7%
▫ Fringe benefits	32%	▫ Services	6%
▫ Paratransit	17%	▫ Other	4%

Fact 8. TARC has had substantial operating deficits for a long time. TARC's leadership addressed these deficits, in large part, by 1) diverting capital funds to the operating budget (in legally permitted ways) for 20 years, 2) cutting less used routes, and 3) using federal COVID relief funds in recent years.

Fact 9. TARC anticipates finishing FY24 (June 2024) with an operational deficit of about \$27m, this being fares, other local revenues, and planned use of the Mass Transit Trust Fund (TARC's portion of occupational taxes) minus operational expenses. Currently, many cities face such operational deficits.

Fact 10. TARC's collective bargaining agreement runs out in August 2024.

Fact 11. TARC's paratransit contract with the service provider runs out in December 2024.

Fact 12. Without a substantial infusion of new revenue or substantial reductions in spending, TARC will begin drawing down on the Mass Transit Trust Fund balance reserve much more aggressively in FY26 (beginning in July 2025). The MTTF currently holds about \$54m allocated to TARC from occupational taxes.

Fact 13. As of the end of FY26 (June 2026), TARC anticipates an annual structural operating budget deficit of about \$28-30m. Fortunately, TARC has no long-term debt other than its pension obligations.

Fact 14. Without substantial new revenues or substantial spending reductions, TARC will hit its fiscal cliff within a few months of July 1, 2026. TARC would then be forced to borrow millions of dollars (if a lender could be found), radically reduce its service area and frequency of service, or become insolvent.

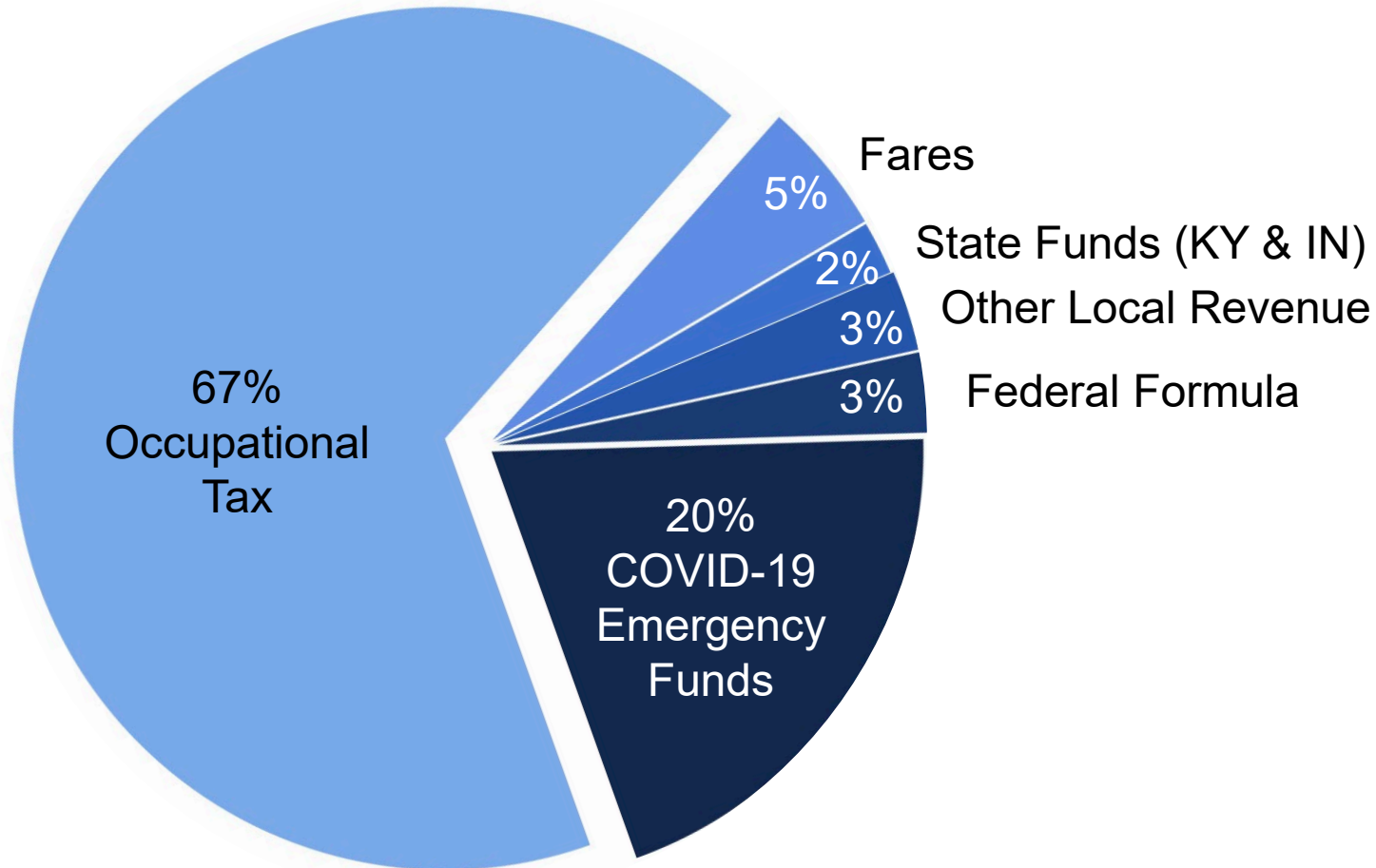
Fact 15. Currently, TARC does not have a strategic plan that clearly defines spending priorities—geographical, demographic, or other—to guide decisions by the Board, the Mayor, or the Metro Council.

Fact 16. TARC received federal grants (called TARC 2025) totaling \$1.2m to develop and consider system redesign options. This process will include facilitated conversations with the major stakeholders as well as the public and will produce initial recommendations by December 2024. Because of federal rules, it would then take as much as a year to implement a significant redesign of TARC's system.

OPERATING FUNDS AVAILABLE FY 23



Total \$108,581,375

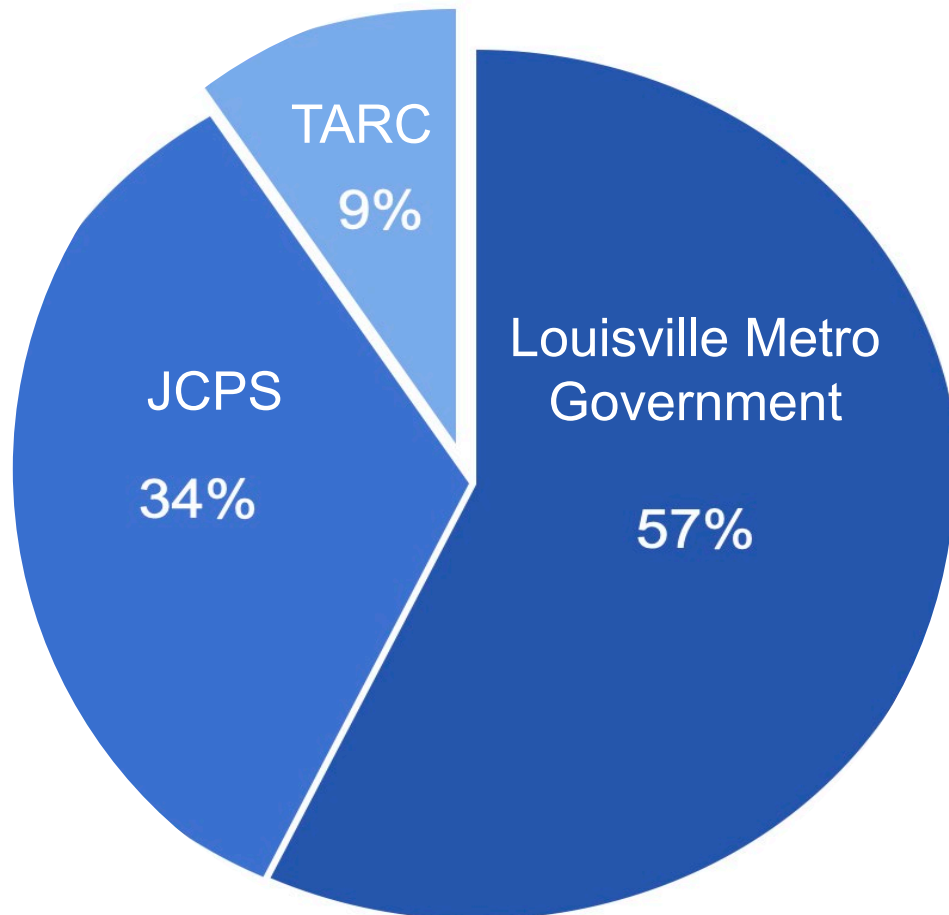


Occupational Tax	\$72,840,808
COVID Emergency Funds	\$21,654,905
Fares	\$5,927,630
Federal Formula	\$3,466,748
Other Local Revenue	\$2,958,337
State Funds	\$1,732,947





OCCUPATIONAL TAX



PANDEMIC FUNDING

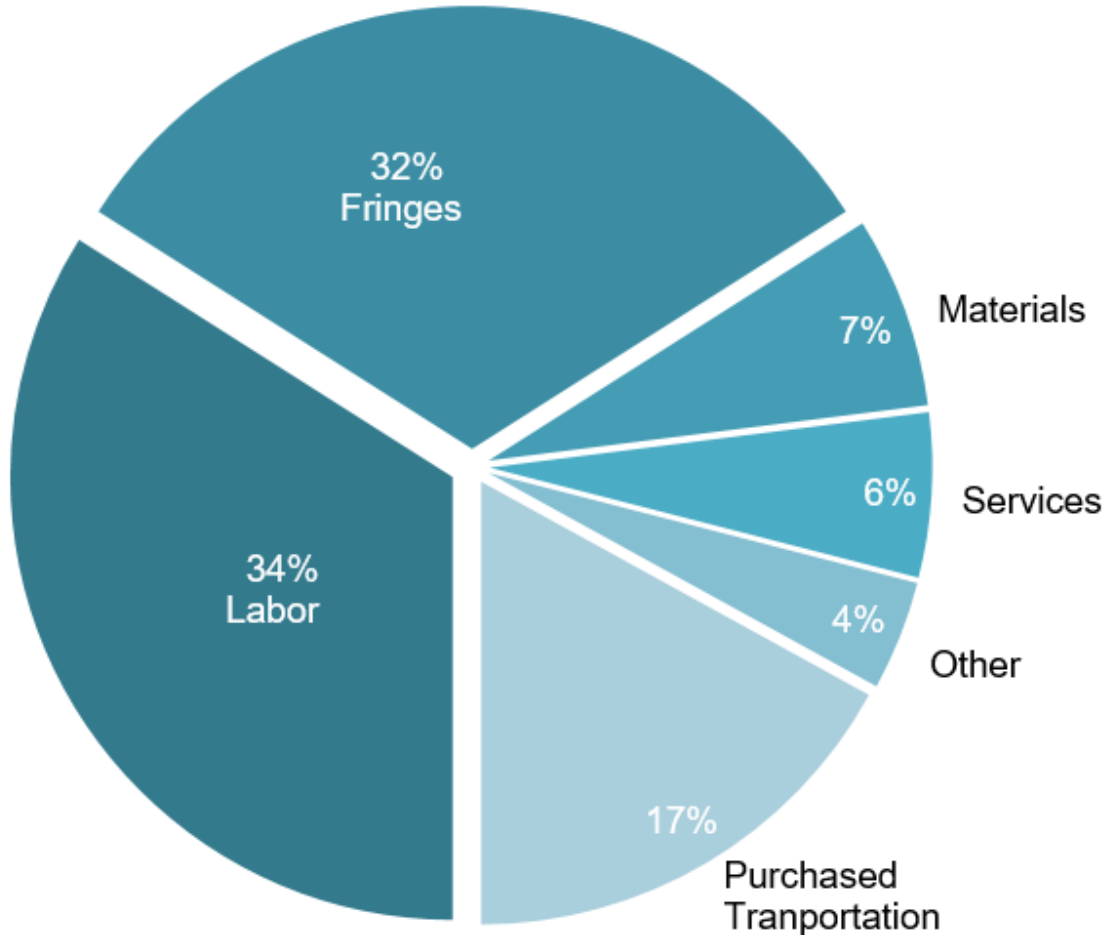
- **3 rounds of federal emergency funding totaling \$140,639,568**
- **Will be entirely exhausted by June 30, 2025**



ACTUAL OPERATING EXPENSES FY 23



Total \$95,436,879



Labor	\$32,534,202
Fringes	\$30,473,948
Materials	\$6,587,012
Services	\$5,618,683
Other	\$4,092,419
Purchased Trans.	\$16,130,617

