

# 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, February 28, 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](http://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](http://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](mailto: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](mailto:sisaacs@ridetarc.org).

## Guidelines to speak before the TARC Board of Directors:

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

*.....continued.....*

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

## TARC BOARD OF DIRECTORS MEETING



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

# TARC BOARD OF DIRECTORS MEETING



## Agenda – February 28, 2024

I.	Quorum Call/Call to Order	Ted Smith	10:00
	A. Approval of January Meetings Minutes	Board of Directors	10:00-10:05
II.	Public Comment	Pat Mulvihill	10:05 -10:10
III.	TransPro -Peer Review Discussion Ehren Bingaman	Rob Stephens	10:10-10:25
IV.	Jarrett Walker & Assoc Discussion Scudder Wagg, Jarret Walker and Associate	Aida Copic & Alex Posorske	10:25-10:40
V.	Staff Reports and Presentation		
	A. Financial Statements for December 2023	Tonya Carter	10:40– 10:55
	B. Budget Timeline		
	C. Monthly Performance Report	Rob Stephens	
VI.	Action Items and Presentations for Board Meeting		10:55– 11:15
	a. Resolution 2024 -06 Trapeze Maintenance	Joe Triplett	
	b. Resolution 2024-07 Purchase of Diesel Fuel	Stephen Ott	
	c. Resolution 2024-08 Cooling Components	Maria Harris	
	d. Resolution 2024-09 Executive Committee Charter	Pat Mulvihill	
	e. Review overall Procurement calendar for year	Maria Harris	
VII.	Old Business	Ted Smith	11:15 – 11:20
VIII.	New Business	Ted Smith	11:20 – 11:25
IX.	Proposed Agenda / Procurements		
	A. Purchase of Paratransit Vehicles	Chris Ward	11:25 -11:30
	B. EEO Plan	Jim Burns	
	C. Advertising Policy	Pat Mulvihill	
X.	Adjournment	Ted Smith	11:30

# TARC BOARD OF DIRECTORS MEETING



## January 24, 2024 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on January 24 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**

Jan Day  
Abbie Gilbert  
Steve Miller

#### **Virtual**

Bonita Black  
Michael Schnuerle  
Tawanda Owsley

#### **Declined**

Ted Smith

### Meeting Called to Order

Jan Day called meeting to order at 10:03 a.m.

### Quorum Call

- December 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.

Mr. Eric Perry signed up on January 8, 2024 to speak on the topic of South Louisville route suggestions, but was not in attendance and did not share his remarks.

Public Comments and responses are posted on our website.

### Financial Report

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

Tawanda Owsley asked "Is this calendar in alignment with the needs of our Metro Council as we move our budget through their process? And does this allow for the timeliness?"

# TARC BOARD OF DIRECTORS MEETING



Steve Miller answered, "We're trying to schedule a meeting for Ted Smith as the Board Chair and me as the

Finance Committee Chair with Mayor Greenberg and his key staff members and then subsequently with some key members of Metro Council to review the budget calendar." Mr. Miller also shared with the Board that some of the process has started, "But we need to have a conversation with Mayor Greenberg and his team first to see how they see this fitting into the overall budget process."

More Board discussion continued in regards to moving dates earlier in April.

## Staff Reports

Rob Stephens presented the TARC highlights since last Board meeting.

- TARC completed the initial set of focus groups with TARC3 riders and advocates for individuals with disabilities to gather community input for the upcoming TARC3 RFP.
- TARC gave travel training to 90 - 5<sup>th</sup> grade students at Bloom Elementary.
- TARC took over advertising sales responsibilities for TARC bus shelters, opening up a new potential revenue stream for TARC.
- TARC hosted St. George's Scholar Institute – an afterschool program based at the California Community Center – at TARC HQ, complete with a bus riding tutorial and visit to the bus barn.
- TARC celebrated the graduation of 8 new coach operators with a ceremony in the Union Station lobby.

Rob Stephens presented the Monthly Department Operations Overall Report.

- Maintenance;
- Safety;
- Ridership;
- On Time Performance;
- Customer Service; and
- Paratransit.

Tawanda Owsley asked, "Can the delivery of the department reports be slowed down a bit?" She suggested on the Action Plan slide a column be added with deadlines of when the department is expecting the completion of items and possibly a time line with progress.

Rob Stephens answered "Absolutely! We will make those adjustments and have that ready for the next Board Meeting."

Ozzy Gibson shared with the Board how he has been amazed at the job everyone does at TARC. When you look at how many miles we drive, the number of citizens we come in contact with every month; our bus drivers are the front-line ambassadors for TARC. We do receive some complaints but when compared to the volume of customers, we serve daily, it is an overall small number. He is very appreciative of the job that everyone is doing.

# TARC BOARD OF DIRECTORS MEETING



## Action Items and Presentations for Board Meeting

Chris Ward presented Resolution 2023-11 Amendment for Options On Board Intelligent Transportation Systems. Rick Spangler with Avail Technologies participated virtually for this portion of the meeting.

Chris Ward presented all three resolutions at once because they represent the components of a single installation of ITS equipment, which includes the Motorola radio equipment and the connector between our existing Trapeze system and the new Avail technology.

- TARC has contracted with Avail Technologies to implement a new on-board intelligent transportation system to provide and assist TARC with its computer-aided dispatch, automatic vehicle locator and communications.
- A competitive solicitation, request for proposal 20221777 was issued on December 2, 2022.
- The full procurement process is described in Resolution 2023-11. The TARC Board of Directors authorized the Executive Director to enter into an agreement with Avail Technologies with an initial term of five (5) years with an option of five (5) additional one-year terms.
- TARC staff have since evaluated and recommended select options from the Avail Technologies proposal, including 5G routers and on-board video displays, and installation of separately procured two-way radios, and supplementary equipment.
- In addition to these options, TARC will seek to contract separately with Motorola to update its similarly obsolete on-board radio system. The radio system installation will be coordinated through Avail Technologies and integrated as part of the ITS implementation.
- The base cost has since been lowered to \$3,808,897 in recognition of a reduction in TARC's active fixed route fleet size since the original solicitation.
- This resolution is seeking approval for the Interim Executive Director to amend the existing five (5) year agreement with an option of five (5) one-year terms with Avail Technologies, Inc. to include selected options at an additional cost of \$3,740,326 plus a 4% contingency for an overall revised not to exceed amount of \$7,850,000.

Chris Ward presented Resolution 2024 – 1 Radio System Replacement (RFP20231831).

In coordination with the active On-Board Intelligent Transportation System (ITS) project (RFP 20221777), the Transit Authority of River City "TARC" has an opportunity to replace its aging and obsolete two-way radio system and integrate new Motorola radio equipment with the Avail ITS as part of a combined installation process.

- TARC seeks to replace its obsolete, end-of-life two-way radio infrastructure.
- TARC will coordinate this replacement with the installation of the Avail ITS system, minimizing disruption to operations and facilitating full integration.
- TARC is a participant in the MetroSafe communications system that serves the Louisville urban area and uses Motorola radio equipment.
- TARC staff have determined that the best procurement approach is through use of a piggyback contract option through the Commonwealth of Kentucky for Public Safety Communications Products.
- Motorola Solutions has provided a fixed price proposal of \$1,360,750.45 based on the terms of the contract with the Commonwealth of Kentucky.
- TARC has funds programmed for this use in a Surface Transportation Program Grant.
- This resolution is seeking approval for the Interim Executive Director to enter into an agreement with Motorola Solutions with a term of seven (7) years for a new radio system at a total not-to-exceed amount of \$1,360,750.45.

# TARC BOARD OF DIRECTORS MEETING



Chris Ward presented Resolution 2024-02 Trapeze Standard Data Exchange (RFP 20241865).

- On June 27, 2023, the Board approved Resolution 2023-11 authorizing the Executive Director to enter into an agreement with Avail Technologies to replace TARC's end-of-life on-board intelligent transportation system through RFP 20221777.
- TARC's ITS project will integrate the Avail Technologies system with on-board equipment, and fixed route scheduling data will flow through the Avail system to that equipment.
- TARC is currently replacing its end-of-life on-board intelligent transportation system and requires data to be exported from Trapeze planning software to the new Avail Technologies system.
- The Trapeze Software Group, Inc. has provided TARC a fixed price proposal for the provision of the Trapeze Standard Data Exchange (TSDE) solution.
- The TSDE scheduling export will support new ITS functionality that will provide significant improvements to TARC operations and to TARC customers' on-board and trip planning experience.
- The proprietary nature of the TSDE solution requires the use of a sole-source procurement (RFP20241865).
- TARC has funds programmed and available for this use through a fiscal year 2019 5339 formula grant.
- This resolution is seeking approval for Interim Executive Director to enter into an agreement with Trapeze Software Group, Inc. for a term of one (1) year for deployment, licensing, and maintenance of the Trapeze Standard Data Exchange ("TSDE") solution for a not-to-exceed amount of \$150,651.

The Board continued to discuss the technologies currently being used are reaching end of their useful life. The discussion continued regarding 5G and Telecommunications and how this new technology will have a huge impact on coach operators and riders over the course of the next year.

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

Maria Harris presented Resolution 2024-03 Facility Wide Building Maintenance, Repair and other General Construction On-Demand Services with IDIQ.

- TARC conducted a formal competitive solicitation.
- TARC received two responses, but only one was responsive.
- TARC received a bid proposal from City Wide Facility Solutions, which was the only proposal deemed to be responsive. Based on the pricing analysis, it was determined that hourly rates were fair and reasonable.
- This resolution is seeking approval for the Interim Executive Director to enter into an agreement with City Wide Facility Solutions for the initial term of two (2) years and three (3) one-year optional terms for a total not-to-exceed amount of \$500,000.00.

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

Joe Triplett presented Resolution 2023-04 Amendment for Renewal of Vontas ITS Support and Maintenance.



# TARC BOARD OF DIRECTORS MEETING



- TARC has operated a Vontas Intelligent Transportation System (ITS) on its fixed-route fleet since 2010.
- In August 2023, TARC contracted to replace the Vontas ITS system with a new system from Avail Technologies.
- The new Avail Technologies system is anticipated to be fully implemented in early 2025.
- The software support and maintenance agreement with Vontas requires extension to address the period from October 1, 2023 through March 31, 2025 to ensure continuity of ITS support.
- TARC seeks on-board system technologies support and maintenance agreements to provide and assist TARC with its on-going needs.
- TARC received price quotes from Vontas for renewal purposes, which were deemed fair and reasonable.
- This resolution is seeking approval for the Interim Executive Director to enter into an agreement to extend the software support and maintenance agreement with Vontas for an additional eighteen (18) months based upon the proposed cost for a total not-to-exceed amount of \$854,129.12.

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

Michael Schnuerle asked, "If the Avail system is not in place by the first quarter of 2025, does that mean that we would have to vote to extend this further? "

Joe Triplet answered "That is correct."

Steve Miller presented Resolution 2024-04 Executive Committee

- KRS 96A.070(7) and Article VIII of TARC's Bylaws contemplate the creation of an Executive Committee to help the Board transact business of TARC between regularly scheduled meetings of the Board.
- The TARC Board seeks to create a 3-member Executive Committee comprised of the following Board members: (1) Chair of the Board, (2) Vice-Chair of the Board, and (3) Chair of the Finance Committee. This necessitates an amendment to TARC's Bylaws reducing the Executive Committee from 5 members to 3 members.
- The Board would create an Executive Committee as contemplated directly above, and amend its Bylaws accordingly to reflect such change.

Steve Miller presented three examples of items that could arise that would need immediate action: substantial weather damage to the facilities, computer network system hacked; and immigrants from a border state being dropped off at Union Station. Each of these could warrant a fast response by the Executive Committee due to the spending threshold of the Interim Executive Director of \$100,000. The Executive Committee would have the \$500,000 spending threshold, and the full Board would be involved in any spending decision above this level.

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

Michael Schnuerle asked a question in regards to the numbering in the second bullet point of the Resolution.

Pat Mulvihill answered he would make the correction before the signing of the resolution.



# TARC BOARD OF DIRECTORS MEETING



## New Business

Steve Miller presented an update on the search for the next TARC Executive Director. Over 200 resumes were received. The interview process should start with the top candidates. Ted Smith may have some updates on this matter at the Special Board meeting on February 20th.

## Proposed Agenda / Procurements

Rob Stephens presented an update on the Digital Route Display Repair time line. The contractor has been secured for under the \$100,000 threshold. The timeline for the repairs is starting in the next week, January 24th and ending March 25th. Rob Stephens shared he will be updating several of the stakeholders with the repair time line.

Joe Triplett presented an update for the Trapeze Renewals that expires March 31, 2024 and shared with the Board that he could be presenting a resolution on this matter either during the February Board meeting or the March Board meeting.

Stephen Ott presented an update regarding the fuel purchase. Unfortunately, due to breach of contract and agreements, TARC had to terminate the contract. We immediately sought out direction from the FTA Federal transmission protocol Transit Administration and our own leadership for what was the best and most efficient way to proceed. The current contractor is providing fuel for our Fleet until at least the 16th of February when the RFP closes and TARC will select a new bidder. The new contract will be for 18-months. We got quotes from the initial bidders and have selected the bidder who gave TARC the best quote until the RFP closes.

Jan Day made a motion to adjourn at 10:55 a.m. This motion was duly moved by Tawanda Owsley and seconded by Michael Schnuerle and approved by the Board.

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Jan Day Vice- Chair of the TARC Board of Director

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Date



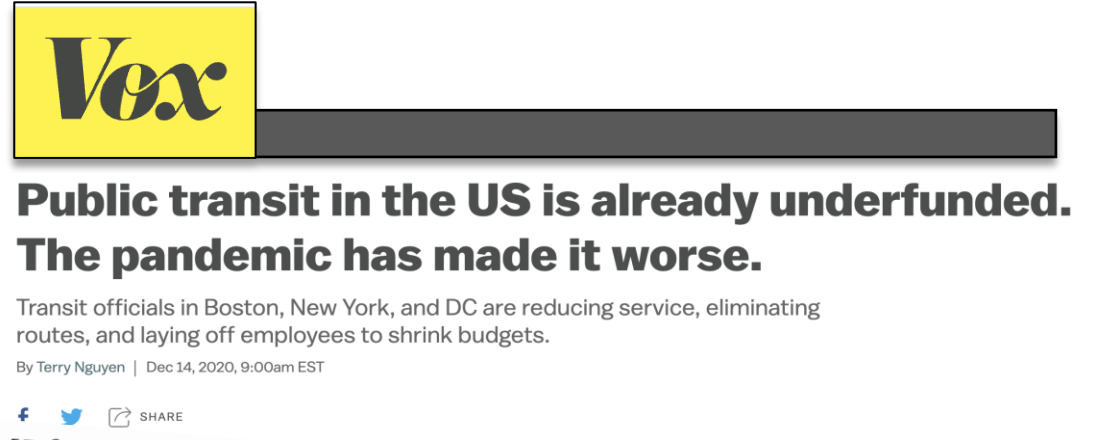
# Peer Analysis Summary

**DRAFT**  
Prepared by  
TransPro Consulting  
February 21, 2024

# TARC is not alone...



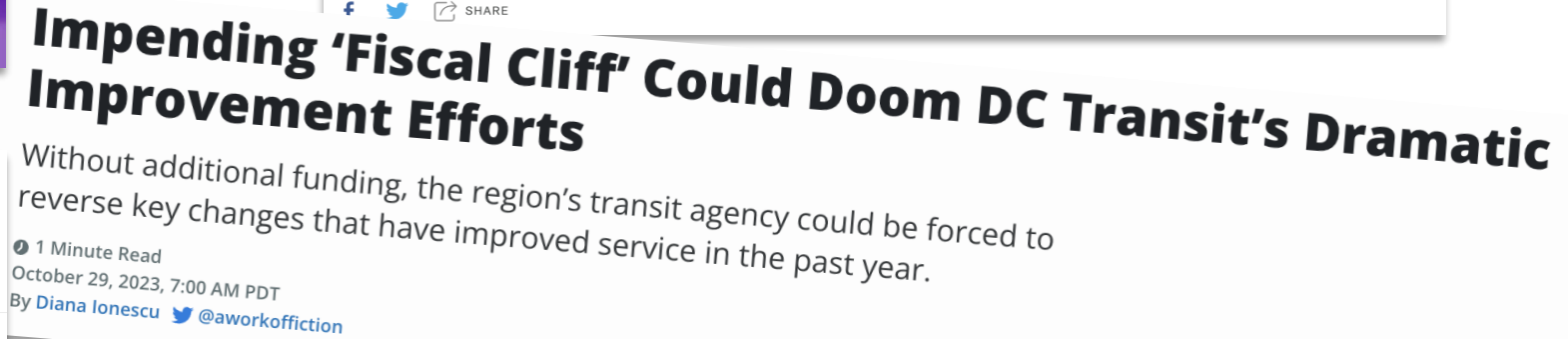
**APTA POLICY BRIEF**  
**Public Transit Agencies Face Severe Fiscal Cliff**



**Vox**  
**Public transit in the US is already underfunded. The pandemic has made it worse.**  
Transit officials in Boston, New York, and DC are reducing service, eliminating routes, and laying off employees to shrink budgets.  
By Terry Nguyen | Dec 14, 2020, 9:00am EST



**GOVERNING**  
THE FUTURE OF STATES AND LOCALITIES  
**City Transit Systems Begin to Peer Over the Fiscal Cliff**  
BART and other transit agencies are budgeting the last of their pandemic-era federal relief and looking ahead to big, ongoing deficits. Solutions are still hard to find.  
Feb. 28, 2023 • Jared Brey



**Impending 'Fiscal Cliff' Could Doom DC Transit's Dramatic Improvement Efforts**  
Without additional funding, the region's transit agency could be forced to reverse key changes that have improved service in the past year.  
1 Minute Read  
October 29, 2023, 7:00 AM PDT  
By Diana Ionescu @aworkoffiction



**Bloomberg**  
**Commuters Ditched Public Transit for Work From Home. Now There's a Crisis**  
■ Without help, agencies warn of higher fares, service cuts  
■ Top transit systems see total \$6.6 billion shortfall by 2026



**APA**  
**American Planning Association** MAGAZINE  
**On the Edge of a Fiscal Cliff: Transit Agencies Seek Solutions Post-COVID**  
*Big-city transit struggles amid mounting budget pressures, lost ridership, and changing customer expectations while smaller systems are leading through innovation.*

...many U.S. transit systems are facing fiscal challenges

## State Funding

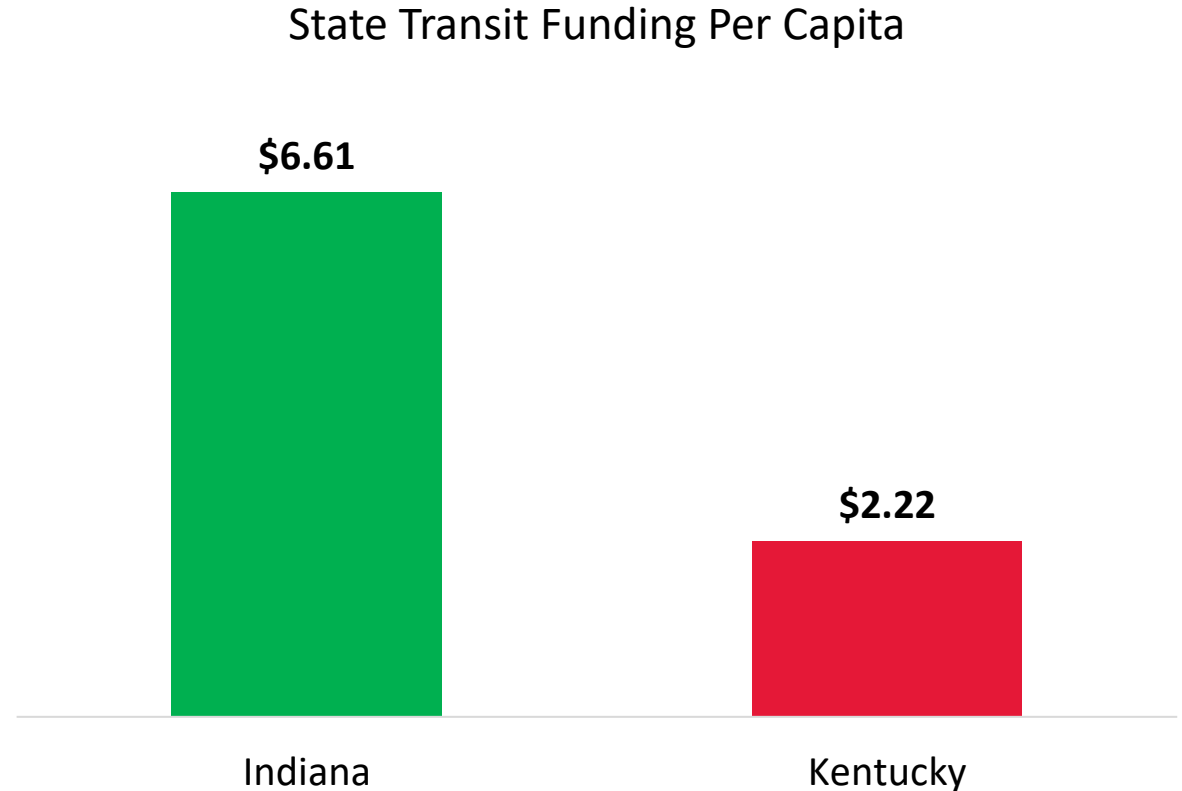
46<sup>th</sup>

Kentucky ranks  
46<sup>th</sup> out of 50  
states and D.C.  
in transit  
funding

# State Funding Per Capita

2.98x

Indiana gives 2.98 times more transit funding per capita than Kentucky.



# Increased Funding

**\$7.1m**

IN Funding per Capita \* Pop. of KY \* TARC % of Veh. Rev. Miles

$\$6.61 * 4,509,000 * 23.89\%$

If Kentucky matched Indiana's per capita transit funding, TARC would receive \$7.1m per year.

# General Transit Funding Source Categories

## Federal Funding

Most agencies receive federal formula funds and discretionary grants. Primarily for capital projects.

## State Funding

Unique to each state, sources vary.

## Local General Fund

Many systems receive general fund appropriation via local government, often property tax.

## Local Option Authority

Directly or indirectly dedicated revenues via local options or referendum.

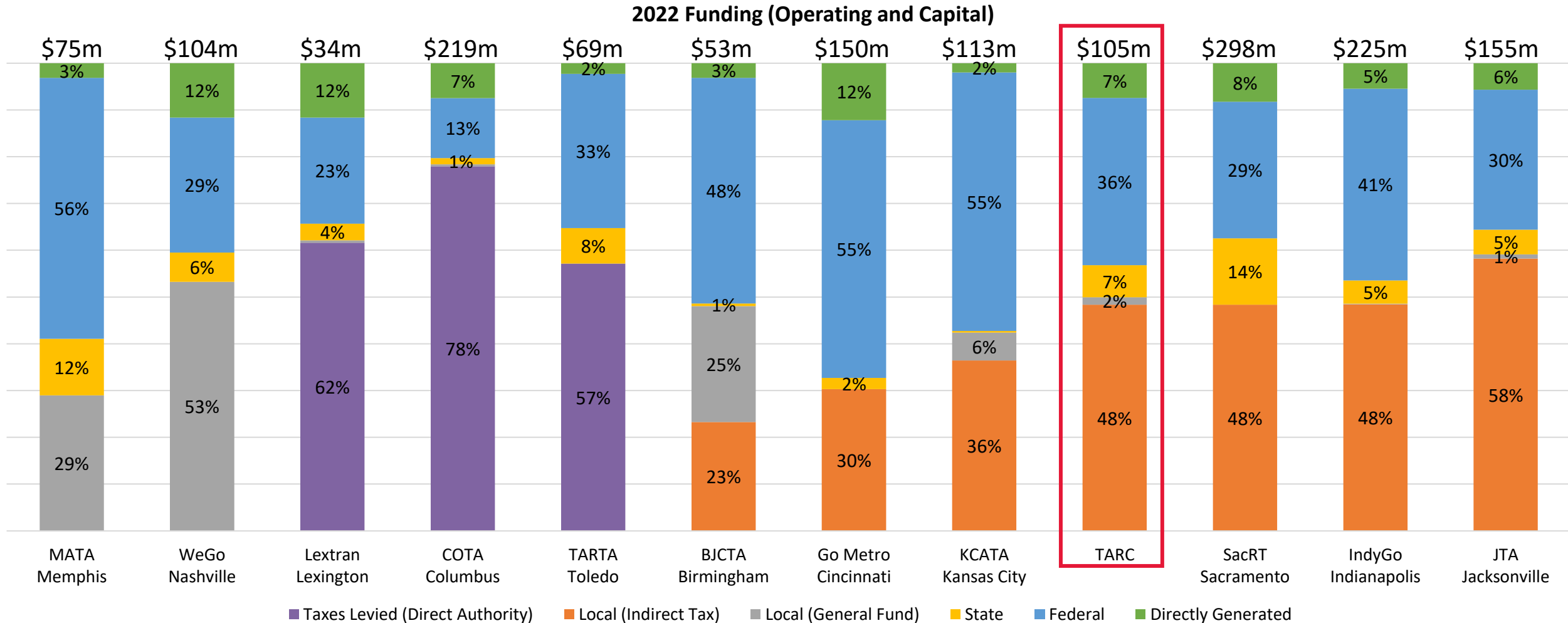


# Peer Agency – Local Funding Type

Agency	Direct Tax Type	Direct Tax Amount	Indirect Tax Type	Indirect Tax Amount	General Fund	Total Amount
LexTran - Lexington	Property	\$21,029,258	-	-	\$180,075	\$21,209,333
MATA - Memphis	-	-	-	-	\$ 21,809,072	\$21,809,072
BJCTA - Birmingham	-	-	Property and Other	\$12,268,055	\$13,082,039	\$25,350,094
TARTA - Toledo	Sales and Property	\$39,593,062	-	-	-	\$39,593,062
Go Metro - Cincinnati	-	-	Sales	\$45,376,932	-	\$45,376,932
KCATA - Kansas City	-	-	Sales	\$41,267,331	\$6,780,258	\$48,047,589
<b>TARC</b>	-	-	<b>Income</b>	<b>\$50,865,563</b>	<b>\$1,705,863</b>	<b>\$52,571,426</b>
WeGo - Nashville	-	-	-	-	\$55,429,599	\$55,429,599
JTA - Jacksonville	-	-	Sales and Fuel	\$90,477,546	\$1,413,788	\$91,891,334
IndyGo - Indianapolis	-	-	Income and Property	\$109,256,902	\$264,996	\$109,521,898
SacRT - Sacramento	-	-	Sales and Property	\$144,055,485	-	\$144,055,485
COTA - Columbus	Sales	\$171,039,332	-	-	\$952,420	\$171,991,752

Source: National Transit Database (2022). Blanks are “N/A.”

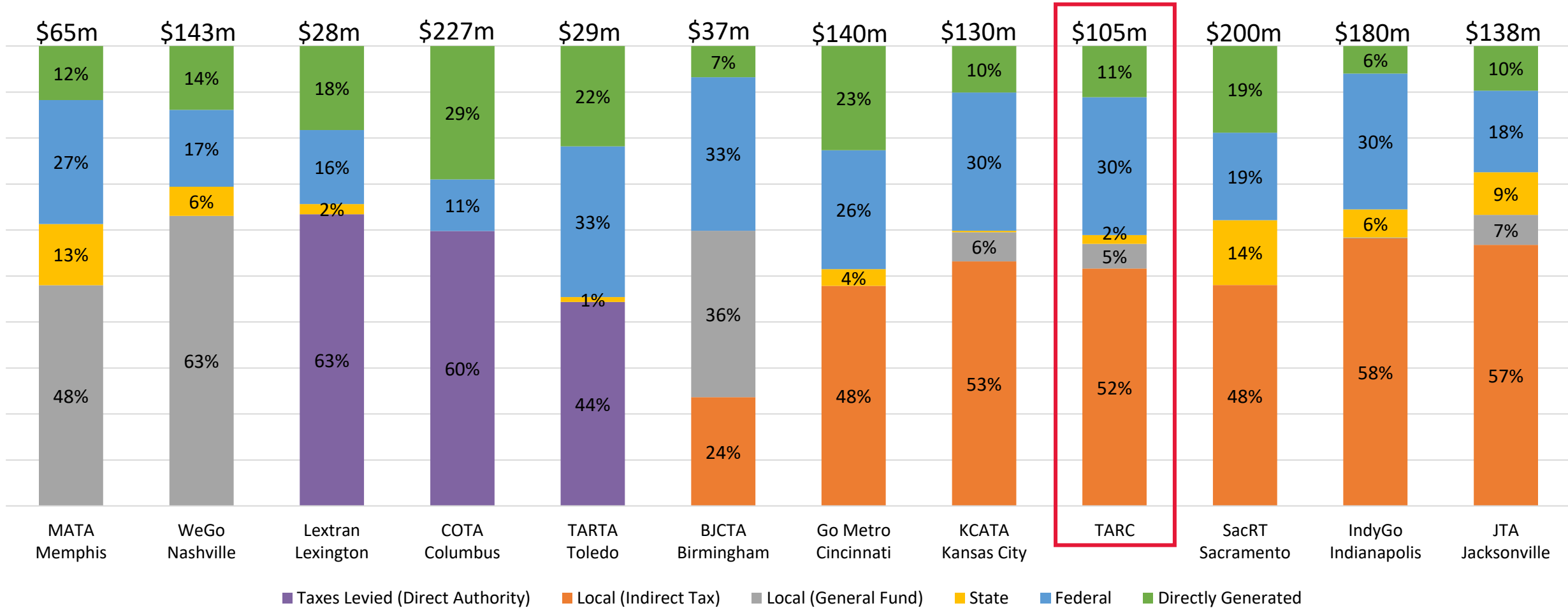
# Peer Agency – Funding Comparison



Above: Consider Direct Revenue as the sum of Local (General Fund) + State + Federal funding. TARC (44%) is third from the bottom in the percent of direct revenue, above just SacRT (43%) and JTA (36%).

# Peer Agency – Funding Comparison

2019 Funding (Operating and Capital)



Above: 2019 funding is provided to see pre-COVID relief funding. Federal and Directly Generated funding is substantially lower across the board. TARC is one of just 4 agencies who did not increase funding from 2019 to 2022 (\$105 million).

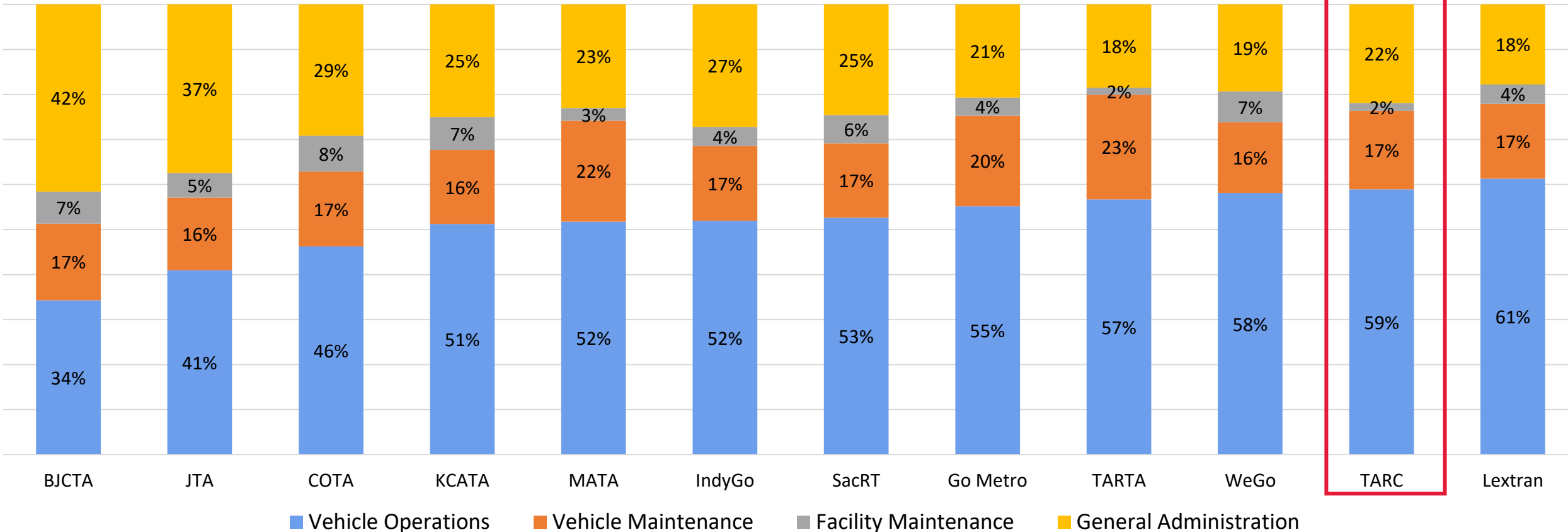
# Peer Agency – FY 2024 Budget Revenue

Agency	Tax	Local	State	Federal	Directly Generated	Non-Transportation	Total Amount
LexTran - Lexington	\$22,418,240	-	\$1,216,025	\$8,761,413	\$1,633,723	\$2,511,104	\$36,540,505
MATA - Memphis	-	\$36,550,000	\$7,656,400	\$16,718,700	\$3,146,900	\$356,400	\$64,428,400
TARTA - Toledo	\$39,555,000	-	\$1,879,046	\$21,987,818	\$1,850,000	\$370,000	\$65,641,864
<b>TARC</b>	<b>\$69,641,385</b>	<b>-</b>	<b>\$1,776,642</b>	<b>\$36,151,990</b>	<b>\$8,005,796</b>	<b>\$963,300</b>	<b>\$116,539,113</b>
WeGo - Nashville	-	\$74,690,900	\$5,314,300	\$28,558,500	\$10,701,230	\$1,363,240	\$120,628,170
JTA - Jacksonville	\$107,200,000	-	\$15,400,000	\$23,100,000	\$9,900,000	-	\$155,600,000
Go Metro - Cincinnati	\$124,201,000	-	-	\$10,933,000	\$18,857,000	\$8,508,000	\$162,499,000
IndyGo - Indianapolis	\$39,900,000	\$41,000,000	\$11,400,000	\$147,200,000	\$8,100,000	\$2,000,000	\$249,600,000
SacRT - Sacramento	\$164,457,922	-	\$24,216,050	\$125,992,272	\$18,099,730	\$4,365,000	\$337,130,974

Sources: Agency websites. Note, agencies categorize differently, so this chart represents a faithful approximation of streamlined categories.

# Peer Agency – Operating Expenses

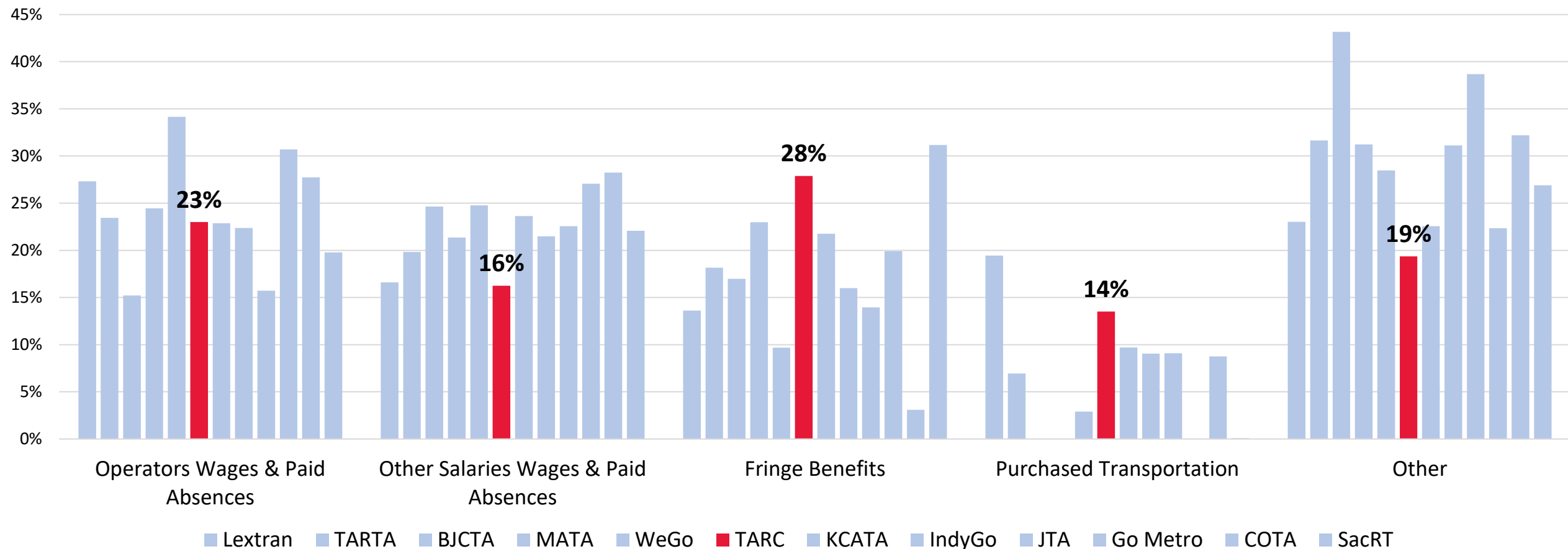
Operating Expenses (% of Total)



Above: TARC almost leads the cohort in Vehicle Operations spending. In peers, this tends to connect to lower General Administration spending, but this is not the case with TARC. Due to high costs in both areas, TARC is deferring Maintenance, an unsustainable option.

# Peer Agency – Operating Expenses by Type

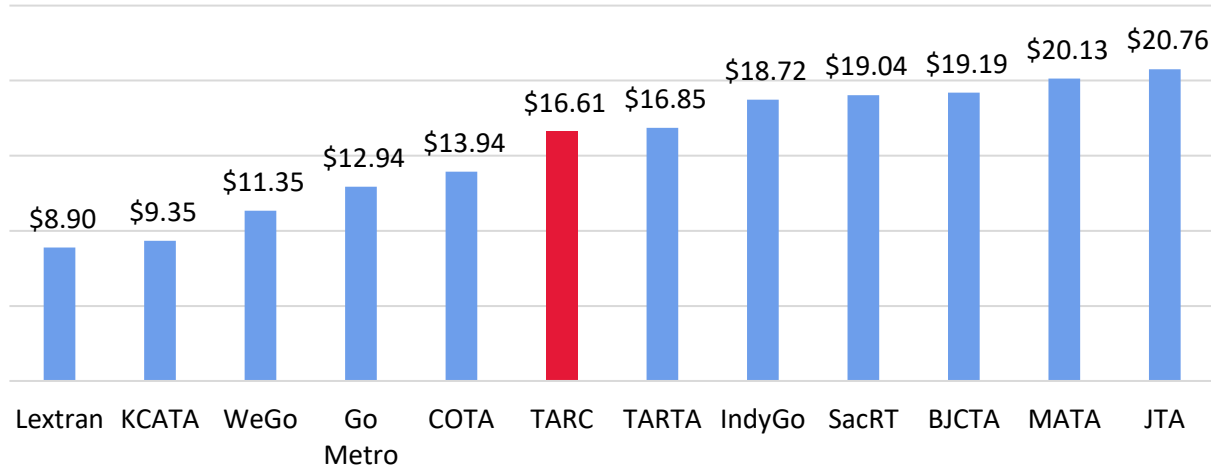
Operating Expense by Type



Above: TARC is a high outlier in Fringe Benefits and Purchased Transportation (primarily rising paratransit costs). These expense categories are putting a heavy burden on the agency.

# Peer Agency – Service and Cost

**Operating Expenses per Unlinked Passenger Trip**

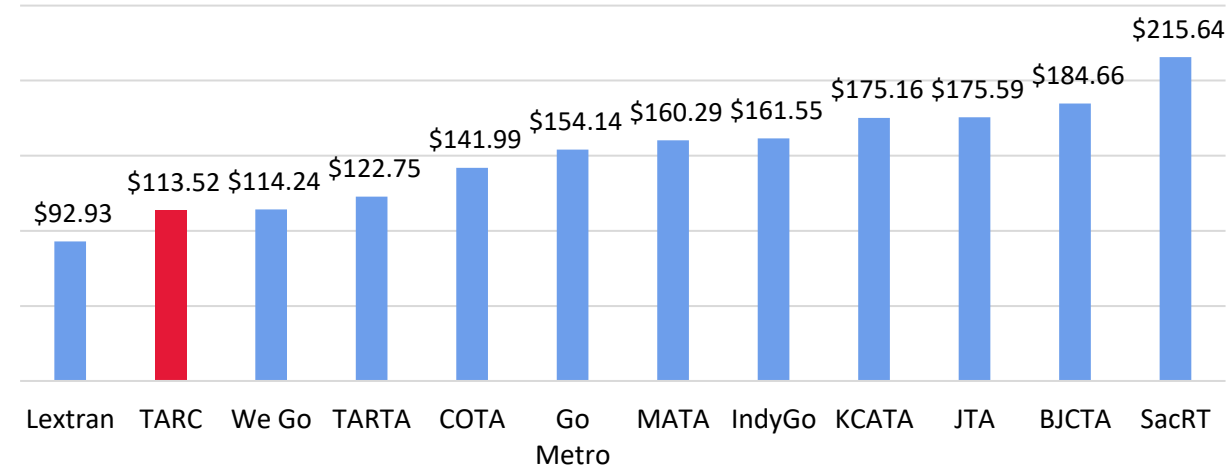


*Top Left:* TARC's expenses per trip is close to its peer average, but higher than peers like Go Metro, COTA, and WeGo, which are most similar in service area and population.

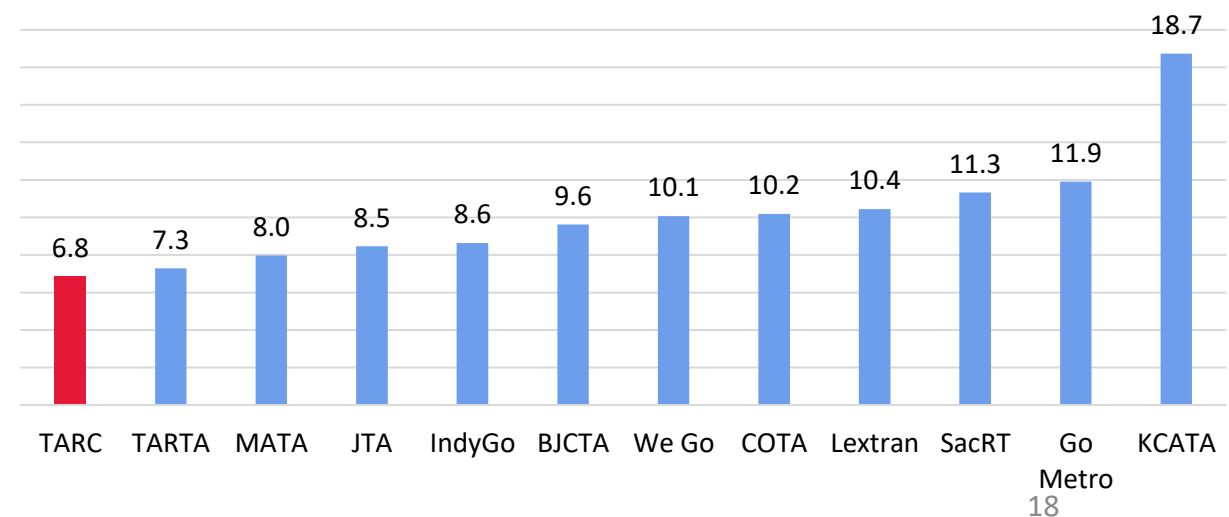
*Top Right:* TARC is nearly leading the cohort in operating cost per revenue hour.

*Bottom Right:* TARC provides the fewest trips per revenue hour. Suboptimal span (hours of operation) along with inefficient, suburban service are likely contributing to low trips per hour.

**Operating Expenses per Vehicle Revenue Hour**



**Unlinked Passenger Trips per Vehicle Revenue Hour**





# Peer Strategies – TARTA, Toledo

- Facing insolvency leading up to early 2020s
- Built a local coalition of business and community to support investment
- Worked arm-in-arm with the ATU
- Cut Sunday and all event service to save expenses and show seriousness
- Passed a tax referendum in 2021
- Repealed existing property tax and replaced with a 0.5% sales tax for 10 years
- Increased local funding from \$14m to \$32m
- After the vote, they have yet to receive negative feedback about the tax



# Peer Strategies – WeGo, Nashville

- Solidly funded through local general fund appropriation
- Supportive Mayor with a vision for increased investment in transit to advance growth and development of Nashville
- Mayor is anticipated to put a ballot initiative forward to expand and enhance transit investment in coming election cycle



# Peer Strategies – IndyGo, Indianapolis

- Chronically underinvested system, facing annual fiscal crisis
- 2012 Mayor and Business Leaders put forward bold vision for transit called IndyConnect
- 2014 Indiana General Assembly creates local option funding mechanism with referendum language
- 2016 Referendum passes with 63% of the vote
- 0.25% income tax ; 70% increase in service
- 2018 First BRT opens
- 2024 Anticipated opening of 2<sup>nd</sup> BRT line
- 2027 Anticipated opening of 3<sup>rd</sup> BRT
- Fiscally solvent



# Peer Strategies – Go Metro, Cincinnati

- Faced a 10-year projected deficit of \$160.5 million
- 2020 Referendum passes with 50.4% of the vote
- Repealed existing 0.3% City of Cincinnati income tax
- Replaced with a permanent 0.8% sales tax
- 2024 Budget anticipates \$124.2 million revenue from tax



# Passing a Tax Vote: Bold Vision

85%

85% of local tax votes to fund public transit were approved between 2017-2022\*.

# Financial Scenarios

Placeholder slide for Financial Operations Scenarios. Will complete after the meeting with the mayor and any key decisions are made.

## Key Question

What is the vision for  
transportation in Louisville?



## Key Question

What is the state and city willing to do to keep an \$88m business that employs 300+ people?

## Key Question

Do we want a world-class  
transit system?



**TARC 2025  
NETWORK REDESIGN**

KICKOFF PRESENTATION TO FINANCE COMMITTEE  
FEBRUARY 21, 2024





# WHO IS LEADING THIS STUDY?



Leads: Alex Posorske & Aida Copic



**SCHMIDT**  
ASSOCIATES

JARRETT  
WALKER  
+ ASSOCIATES  
Let's think about transit

**wba** RESEARCH

**Gresham  
Smith**

**ehi**  
CONSULTANTS

**RASOR**  
COMMUNICATORS, STRATEGISTS, CREATIVES.



# ABOUT US

## NETWORK DESIGN LEAD

- 17 people
- 3 offices
- Exclusively focused on transit service design and related issues.

JARRETT  
WALKER  
+ ASSOCIATES

Let's think about transit

Houston



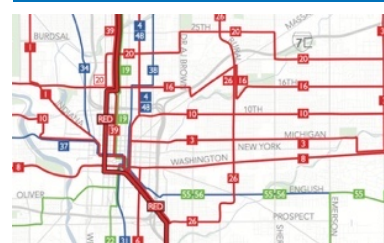
Dublin



Dallas



Indianapolis



Madison



Miami



# SUCCESSFUL NETWORKS ACROSS THE WORLD



**JARRETT  
WALKER**  
+ ASSOCIATES  
Let's think about transit



# TARC 2025 NETWORK REDESIGN

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## TARC FACES A RANGE OF CHALLENGES

- Federal Covid operational support funding is exhausted
- Costs have increased significantly
- Multiple routes and services were cut back during Covid
- Post-Covid travel patterns have changed: how should TARC respond?
- Our Goal:
  - Deliver two proposals for an updated TARC transit network
    - that can better meet the community's goals and priorities
    - within the reality of the funding that TARC can expect over the next 5-10 years.





# TARC 2025 STUDY FUNDING

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## FEDERALLY FUNDED STUDY

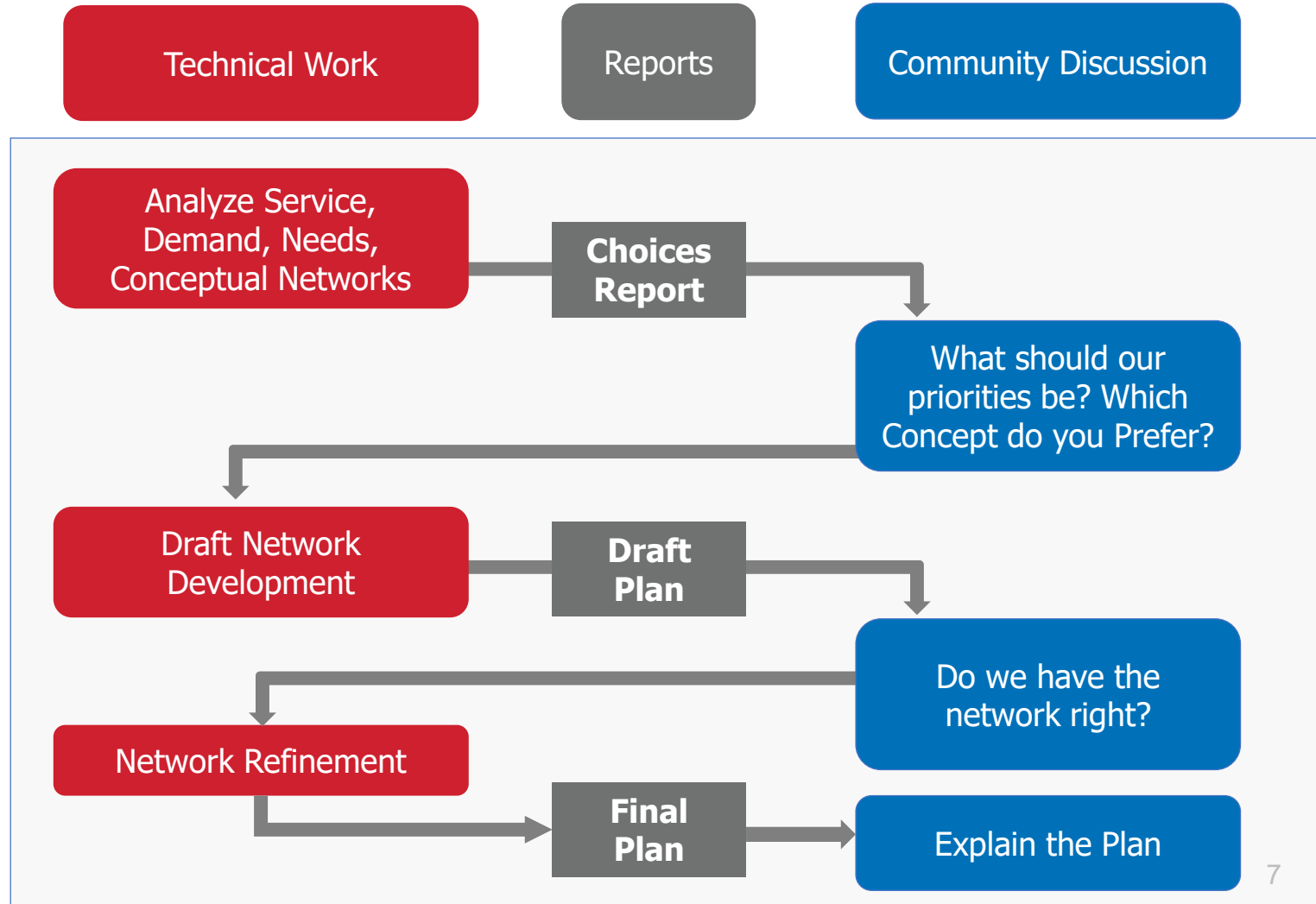
- TARC Staff applied for two Federal Transit Administration grants:
  - Post-Covid Route Restoration
    - Review routes and services cut during Covid (2019-2022)
    - Assess trip patterns post-Covid
    - Recommendation for service restoration that meets today's needs
  - Mobility Study for Areas of Persistent Poverty
    - Review existing connectivity with focus on the areas of persistent poverty
    - Identify barriers and issues limiting transit access and connectivity within, and to and from, the areas of persistent poverty
    - Recommend improvements to mobility and connectivity from the areas of persistent poverty to large employment centers, education, and other major destination points in the region.
- TARC 2025 will cover these topics and develop a plan for the short and long-term to fit within expected resources.



# TARC 2025 STUDY PROCESS

## THE PROJECT IS A CONVERSATION

- The process builds on the interaction between the technical work and community conversations.



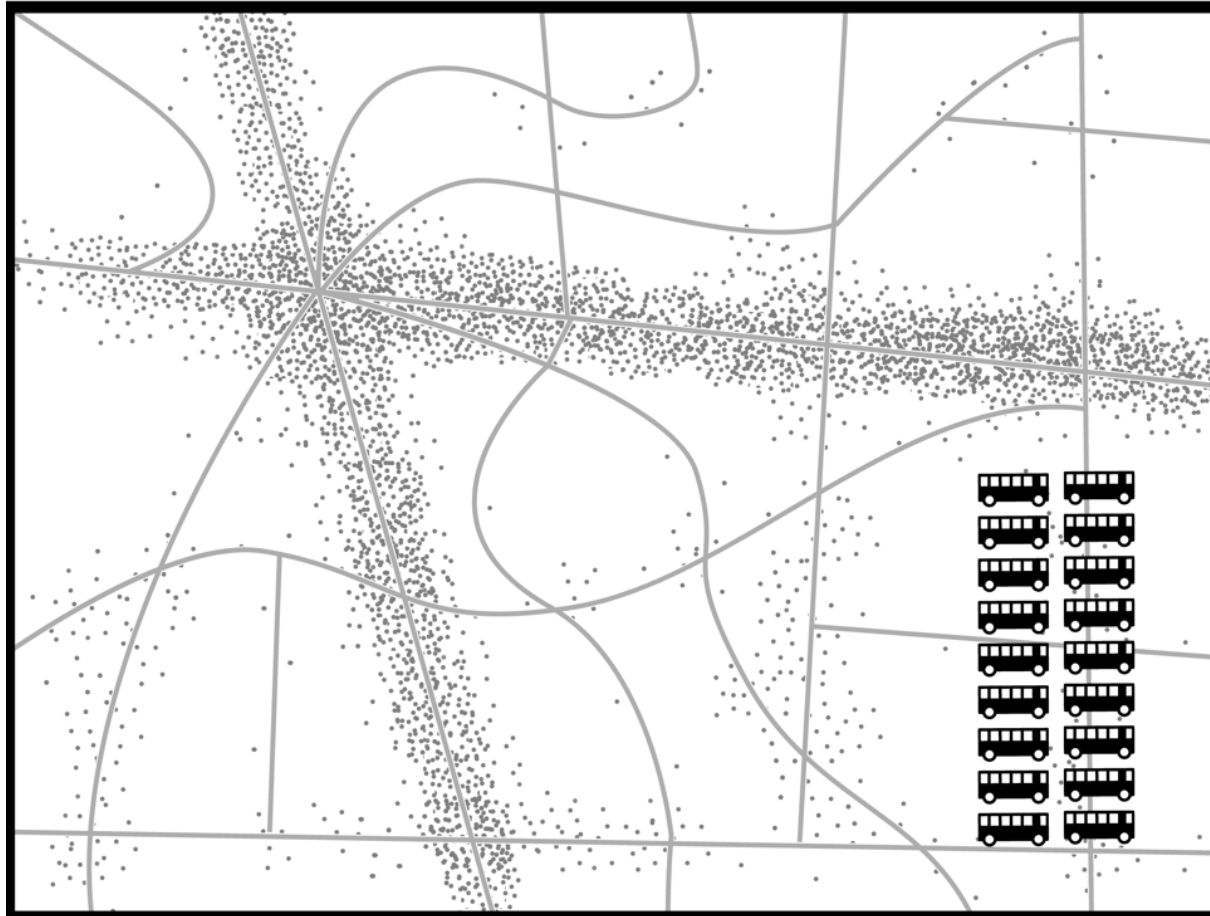


## WHAT IS TRANSIT TRYING TO DO?

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The ridership-coverage tradeoff

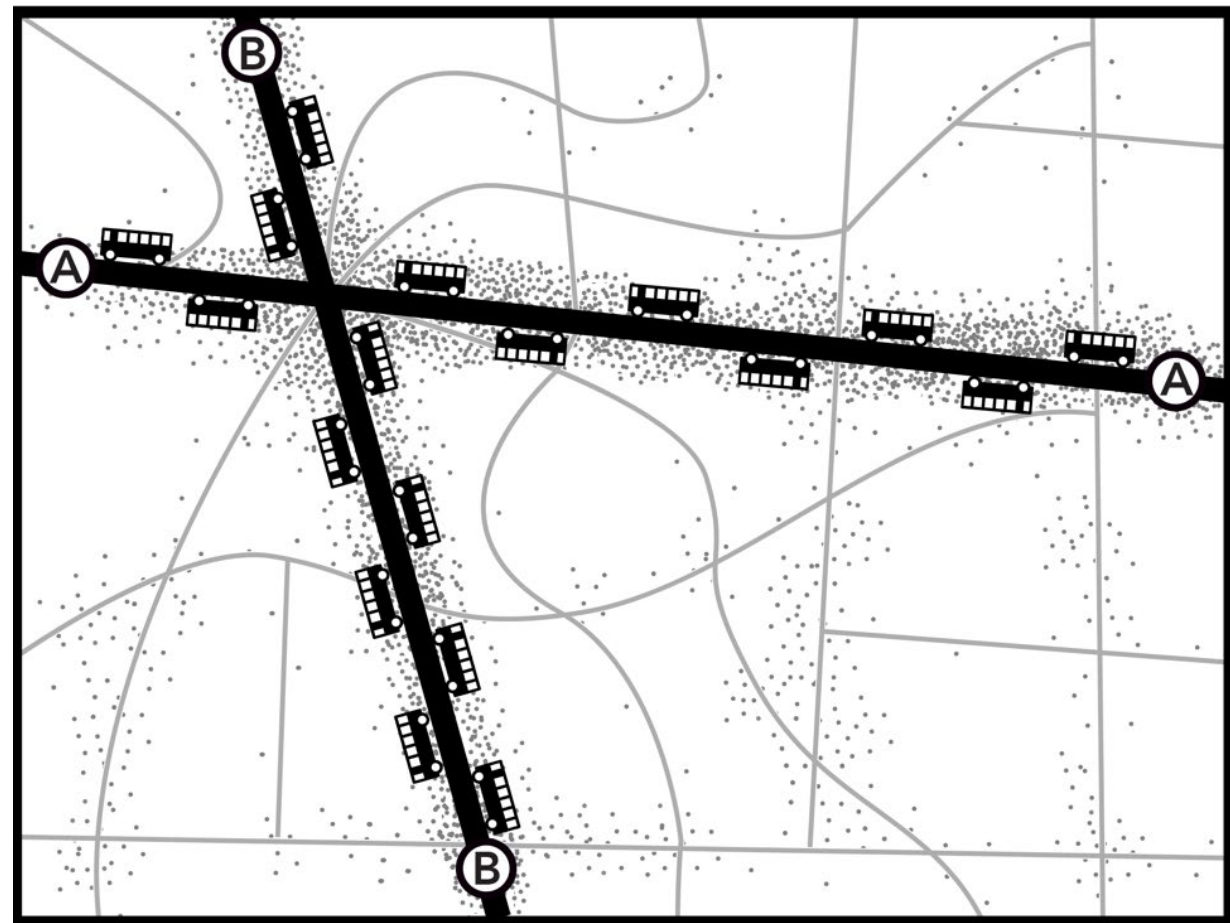
## DIFFERENT GOALS, DIFFERENT SERVICE



- Imagine you had 18 buses to serve this fictional town.
- Dots are the locations of residents and jobs.



# RIDERSHIP GOAL



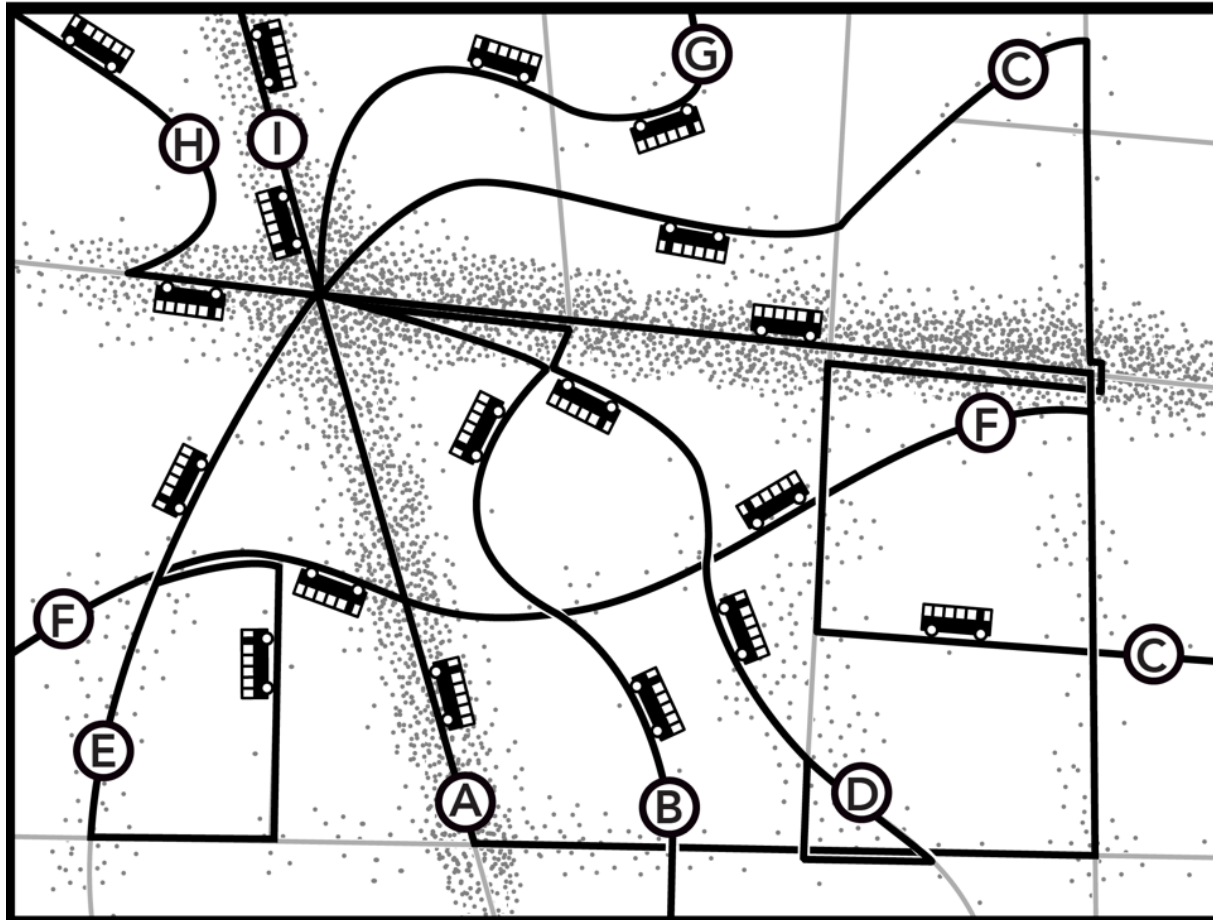
- If your only goal were ridership, you would focus on service that generates the most ridership for the least cost.
- That means high frequency in places that are dense, walkable, and linear, but no service elsewhere.

The Ridership Goal

**Useful service in places where many people and nearby, and can compete for as many trips as possible.**



## COVERAGE GOAL



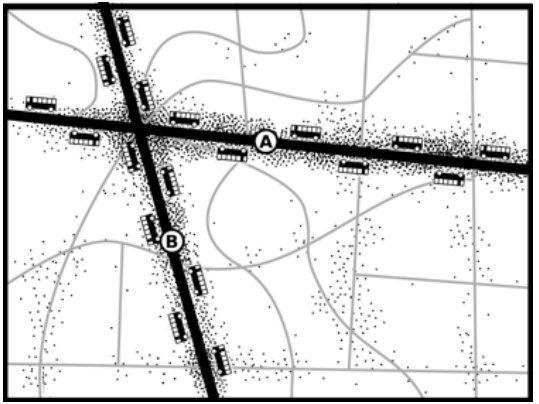
- If your only goal were Coverage, you would spread service out.
- So you'd have a lot of routes...
- which means you couldn't afford to run them very frequently...
- which makes them not very useful...
- which means not many people ride.
- Spreading it out = spreading it thin.

The Coverage Goal

**Some service near everyone who needs it.**

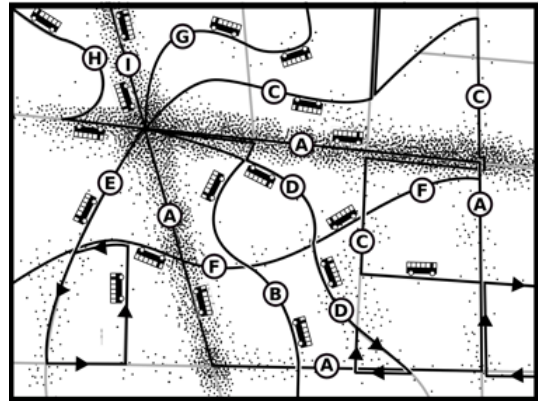


Both goals are important,  
... but they lead opposite directions!



**Ridership Goal**

- “Think like a business.”
- Lowest subsidy per passenger.
- Supports dense and walkable development.
- Max. emissions reduction.
- Maximum reduction of vehicle miles traveled.



**Coverage Goal**

- “Think like a public service.”
- “Access for all”
- Lifeline access for every home and job.
- Service to every member city or electoral district.

# ENGAGING EXTERNALLY AND INTERNALLY

## TO ANSWER VALUE QUESTIONS AND BUILD CONFIDENCE

- Intense External Engagement
  - 3 Rounds
  - Stakeholder Workshops
  - Public Meetings
  - Pop-Up Events
  - Online and In-Person Surveying
- Inreach
  - Thoughtful Internal Engagement
  - Focus Groups with Operators and Supervisors
  - Coordination across Departments
  - Collaborative Design Workshop





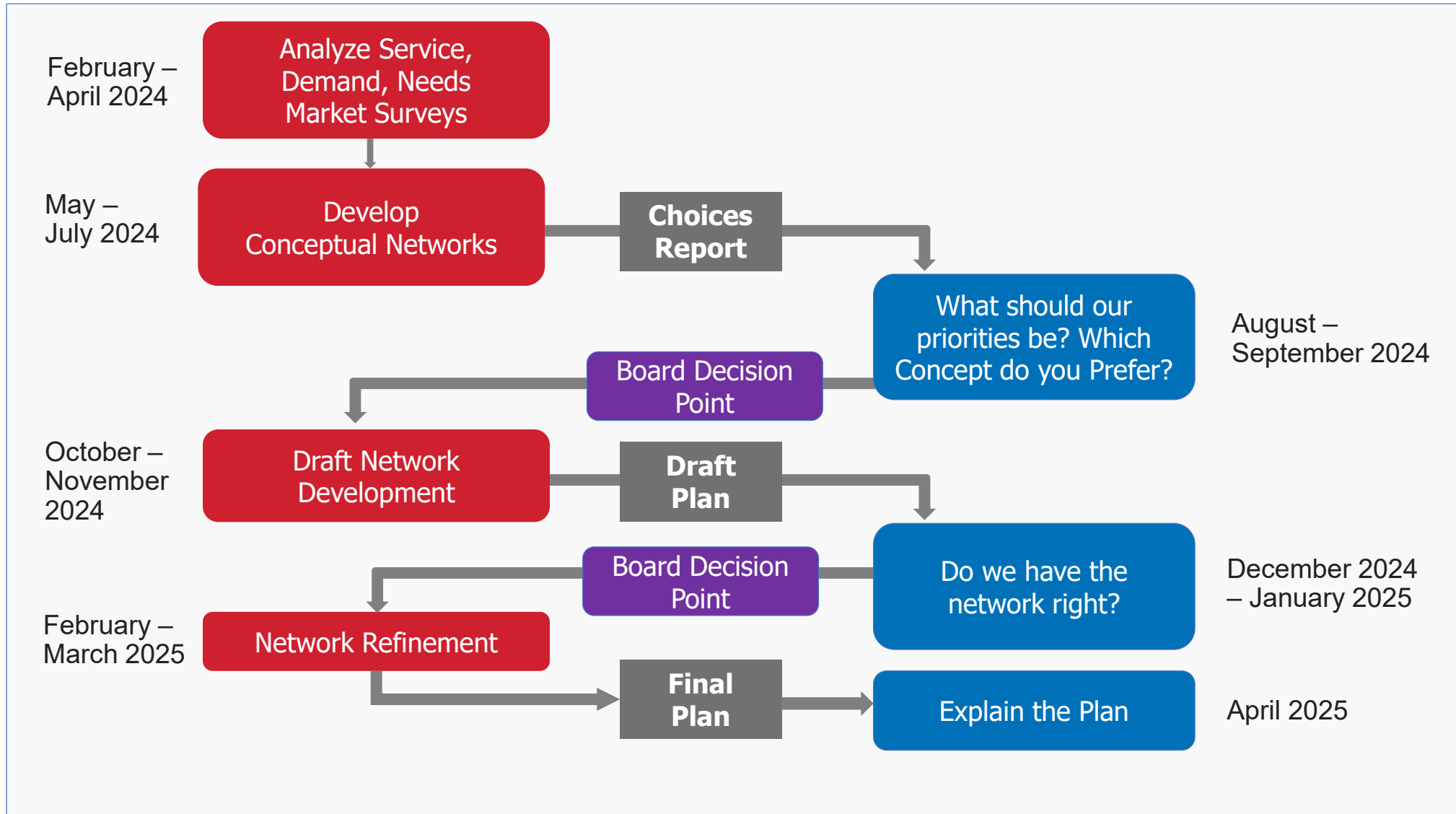


# TARC 2025 STUDY PROCESS

Technical Work

Reports

Community Discussion





**THANK YOU!**

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Questions or Discussion

**TARC Board of Directors  
Financial Summary - Recap  
December 2023, Fiscal Year 2024**



Current month Operating revenues are over budget \$206,886 (pg. 2, line 9) mainly due to Special fares and insurance recoveries. Current month Operating expenses are under budget \$119,031 (pg. 2, line 41) mainly due to all expenses being under budget except Labor, Fringes and services. Capital expenses are under by \$99,996 (pg. 2, line 48) mainly due to Development Cost & Loss on Disposal being under budget.

Year-to-date Operating revenues are over \$615,692 (pg. 2, Line 9) mainly due to passenger fares and insurance recoveries. Year to date expenses are under \$4,267,467 (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 \$82,593 (pg. 2, line 48) mainly due to timing of capital projects and projecting out depreciation for the current year.

Over all we are under budget projections for expenses year-to-date and the MTTF receipts are performing over projections so we are on a good road to be under budget for the year.

Statement of Revenue - Expenses - with Capital Contributions

December 2023, Fiscal Year 2024



Description	Current Month				Fiscal Year-to-date			
	FY24 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
<b>Revenues</b>								
1 Passenger Fares	4,859,906	403,439	396,750	6,689	2,658,383	2,424,356	234,027	45.30%
2 Paratransit Fares	960,000	72,519	80,000	(7,481)	480,232	480,000	232	49.98%
3 Special Fare Revenues (UofL, UPS and etc)	1,535,890	202,306	150,000	52,306	841,402	815,890	25,512	45.22%
4 Comp Specials	0	0	0	0	0	0	0	0.00%
5 Advertising Revenue	650,000	54,167	54,167	0	325,000	325,002	(2)	50.00%
6 Other Agency Revenues	363,300	36,152	30,275	5,877	271,254	181,650	89,604	25.34%
7 Total Recoveries-Insurance	50,000	153,662	4,167	149,495	291,321	25,002	266,319	-482.64%
8				0				
9 Operating Revenues	<b>8,419,096</b>	<b>922,245</b>	<b>715,359</b>	<b>206,886</b>	<b>4,867,592</b>	<b>4,251,900</b>	<b>615,692</b>	<b>42.18%</b>
10								
11 MTTF Contributions- Federated, Operating	62,616,384	5,005,884	5,005,884	0	30,595,093	30,595,093	0	51.14%
12 Local Government Funds - MTTF, Operating	1,261,975	0	147,265	(147,265)	164,800	630,990	(466,190)	86.94%
13 Federal Reimbursement Funds - FTA, Operating	36,651,990	2,573,186	2,797,392	(224,206)	13,670,122	18,152,550	(4,482,428)	62.70%
14 State Government Funds, Operating	1,276,642	353,933	308,379	45,554	698,342	632,883	65,459	45.30%
15								
16 Total Non-Operating Revenues	<b>101,806,991</b>	<b>7,933,003</b>	<b>8,258,920</b>	<b>(325,917)</b>	<b>45,128,357</b>	<b>50,011,516</b>	<b>(4,883,159)</b>	<b>55.67%</b>
17								
18 Total Revenues Before Cap Contributions	<b>110,226,087</b>	<b>8,855,248</b>	<b>8,974,279</b>	<b>(119,031)</b>	<b>49,995,949</b>	<b>54,263,416</b>	<b>(4,267,467)</b>	<b>54.64%</b>
19								
20 Local Government Funds - MTTF, Cap	6,384,870	15,110	274,755	(259,645)	189,393	2,849,965	(2,660,572)	97.03%
21 Federal Reimbursement Funds - FTA, Cap	25,816,643	589,716	1,099,018	(509,302)	7,997,187	11,399,852	(3,402,665)	69.02%
22 State Government Funds, Cap	0	117,045	0	117,045	1,841,537	0	1,841,537	0.00%
23 Other Agencies Revenue, Cap	0	0	0	0	0	0	0	0.00%
24								
25 Total Capital Contributions	<b>32,201,513</b>	<b>721,871</b>	<b>1,373,773</b>	<b>(651,902)</b>	<b>10,028,116</b>	<b>14,249,817</b>	<b>(4,221,701)</b>	<b>68.86%</b>
26								
27 Total Revenues	<b>142,427,600</b>	<b>9,577,119</b>	<b>10,348,052</b>	<b>(770,933)</b>	<b>60,024,064</b>	<b>68,513,233</b>	<b>(8,489,169)</b>	<b>57.86%</b>
28								
29								
<b>Expenses</b>								
30								
31								
32 Labor	33,240,842	2,824,055	2,557,692	266,363	16,812,715	16,380,985	431,730	49.42%
33 Fringes & Benefits	30,712,129	3,047,825	2,741,798	306,027	14,976,871	15,552,825	(575,954)	51.23%
34 Services	7,737,546	719,028	638,947	80,081	2,941,308	3,892,620	(951,312)	61.99%
35 Materials	9,035,040	650,050	753,264	(103,214)	3,937,890	4,464,586	(526,696)	56.42%
36 Utilities	1,205,000	81,412	100,417	(19,005)	477,934	602,502	(124,568)	60.34%
37 Casualty & Liability	3,827,100	91,907	318,926	(227,019)	2,014,262	1,913,556	100,706	47.37%
38 Purchased Transportation	23,507,410	1,394,662	1,782,277	(387,615)	8,655,547	10,990,594	(2,335,047)	63.18%
39 Interest Expense	0	0	0	0	0	0	0	0.00%
40 Other Expenses	961,020	46,308	80,958	(34,650)	179,422	465,748	(286,326)	81.33%
41 Operating Expenses	<b>110,226,087</b>	<b>8,855,248</b>	<b>8,974,279</b>	<b>(119,031)</b>	<b>49,995,949</b>	<b>54,263,416</b>	<b>(4,267,467)</b>	<b>54.64%</b>
42								
43								
44								
45 Development Cost & Loss on Disposal	2,083,268	4,851	87,292	(82,441)	54,485	277,965	(223,480)	97.38%
46 Depreciation Expenses	12,579,047	1,014,503	1,032,058	(17,555)	6,126,252	5,820,179	306,073	51.30%
47 Loss on Disposal of Assets	0	0	0	0	0	0	0	0.00%
48 Total Capital Expenses	<b>14,662,315</b>	<b>1,019,354</b>	<b>1,119,350</b>	<b>(99,996)</b>	<b>6,180,737</b>	<b>6,098,144</b>	<b>82,593</b>	<b>57.85%</b>
49								
50 Total Expenses	<b>124,888,402</b>	<b>9,874,602</b>	<b>10,093,629</b>	<b>(219,027)</b>	<b>56,176,686</b>	<b>60,361,560</b>	<b>(4,184,874)</b>	<b>55.02%</b>
51								
52								
53 Revenue / Expense Difference Before Capital	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
54								
55 Revenue / Expense Difference After Capital	<b>17,539,198</b>	<b>(297,483)</b>	<b>254,423</b>	<b>(551,906)</b>	<b>3,847,378</b>	<b>8,151,673</b>	<b>(4,304,295)</b>	<b>78.06%</b>

Total Labor

December 2023, Fiscal Year 2024



		Current Month			Fiscal Year-to-date			
Description	FY24 Total Budget	Actual	Budget	Over budget (Under budget)	Actual	Budget	Over budget (Under budget)	Percentage Remaining
1 Direct Labor	33,240,842	2,824,055	2,557,692	266,363	16,812,715	16,380,985	431,730	49.42%
2 Sick Leave	1,761,580	129,541	114,132	15,409	784,496	1,020,838	(236,342)	55.47%
3 Holiday	1,428,538	286,362	283,633	2,729	664,742	704,755	(40,013)	53.47%
4 Vacation	2,236,350	361,645	185,800	175,845	1,290,738	1,135,758	154,980	42.28%
5 Other Paid Absences	238,442	18,866	62,229	(43,363)	107,507	141,392	(33,885)	54.91%
6								
7 Total	<b>38,905,752</b>	<b>3,620,469</b>	<b>3,203,486</b>	<b>416,983</b>	<b>19,660,198</b>	<b>19,383,728</b>	<b>276,470</b>	<b>49.47%</b>
8								
9 Difference compared to Budget			416,983			276,470		
		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	271,167	245,065	26,102	1,474,542	1,482,848	(8,306)	50.46%
11 Pension	9,323,000	895,920	828,492	67,428	4,393,059	4,766,552	(373,493)	52.88%
12 Hospital Medical & Surgical	9,228,084	677,558	744,200	(66,642)	4,134,869	4,465,200	(330,331)	55.19%
13 Vision Care Insurance	85,741	893	7,153	(6,260)	25,220	42,918	(17,698)	70.59%
14 Dental Plans	345,120	16,808	28,760	(11,952)	130,848	172,560	(41,712)	62.09%
15 Life Insurance	46,536	3,528	3,878	(350)	21,237	23,268	(2,031)	54.36%
16 Disability Insurance	154,956	12,074	12,913	(839)	72,679	77,478	(4,799)	53.10%
17 Kentucky Unemployment	40,000	12,223	0	12,223	12,223	20,000	(7,777)	69.44%
18 Worker's Compensation	2,500,000	345,967	208,334	137,633	1,598,932	1,250,004	348,928	36.04%
19 Uniform & Work Clothing Allowance	345,000	14,748	17,000	(2,252)	263,541	248,000	15,541	23.61%
20 Other Fringes	2,500	525	209	316	2,237	1,254	983	10.52%
21 Total Fringe & Benefits	<b>25,047,219</b>	<b>2,251,411</b>	<b>2,096,004</b>	<b>155,407</b>	<b>12,129,387</b>	<b>12,550,082</b>	<b>(420,695)</b>	<b>51.57%</b>
22								
23								
24 Sick Leave	1,761,580	129,541	114,132	15,409	784,496	1,020,838	(236,342)	55.47%
25 Holiday	1,428,538	286,362	283,633	2,729	664,742	704,755	(40,013)	53.47%
26 Vacation	2,236,350	361,645	185,800	175,845	1,290,738	1,135,758	154,980	42.28%
27 Other Paid Absences	238,442	18,866	62,229	(43,363)	107,507	141,392	(33,885)	54.91%
28 Total Compensation Benefits	<b>5,664,910</b>	<b>796,414</b>	<b>645,794</b>	<b>150,620</b>	<b>2,847,484</b>	<b>3,002,743</b>	<b>(155,259)</b>	<b>49.73%</b>
29								
30 Total	<b>30,712,129</b>	<b>3,047,825</b>	<b>2,741,798</b>	<b>306,027</b>	<b>14,976,871</b>	<b>15,552,825</b>	<b>(575,954)</b>	<b>51.23%</b>
31								
32 Difference compared to Budget			306,027			(575,954)		



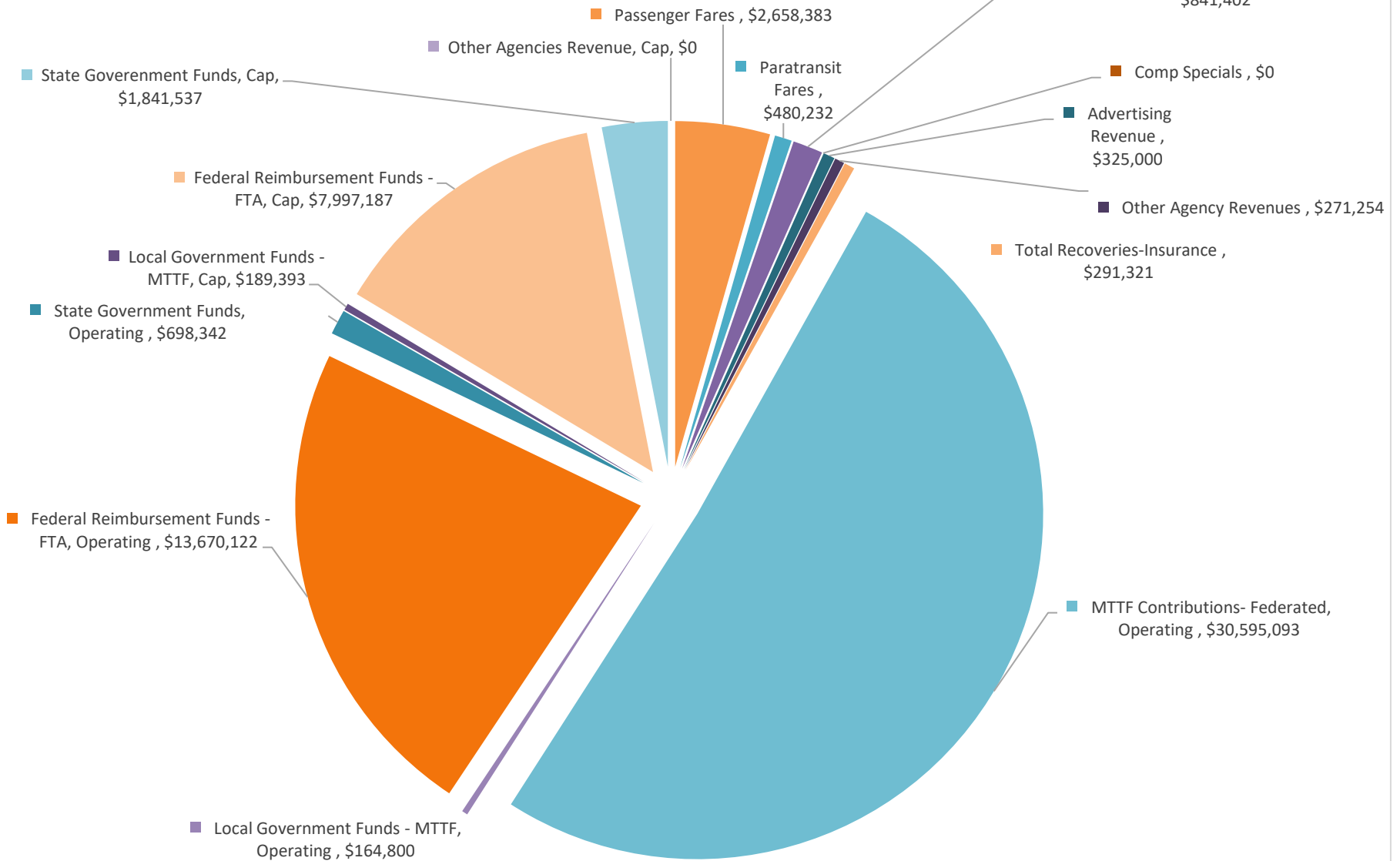
## Balance Sheet

December 2023, Fiscal Year 2024

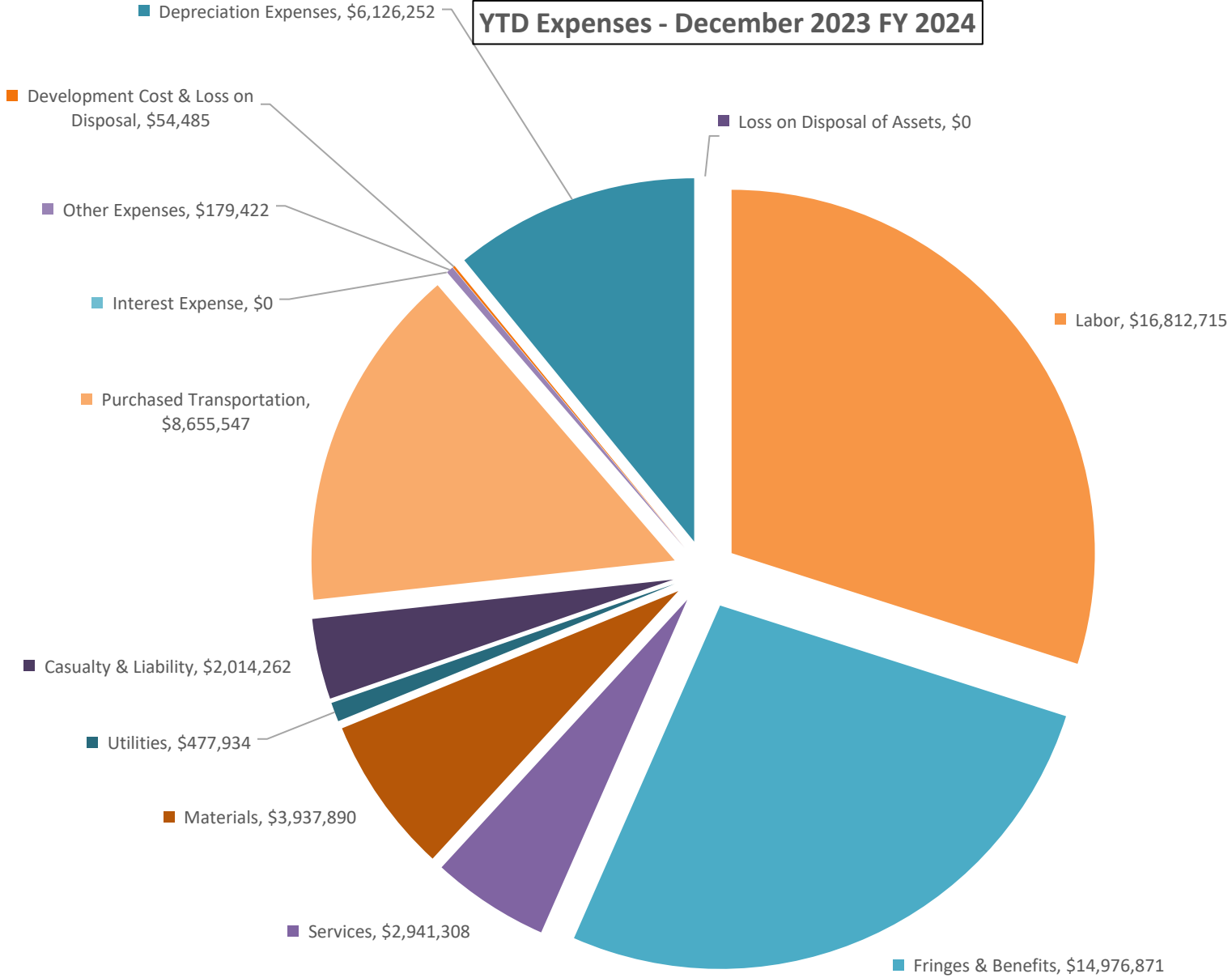
Assets	FY 24	FY 23	Liabilities, Reserves & Capital	FY 24	FY 23
<b>Current Assets</b>			<b>Current Liabilities</b>		
Cash & Cash Items	2,921,786	1,585,834	Long Term Debt	0	0
Short Term Investments	5,815,771	8,836,051	Short Term Debt	0	0
Accounts Receivable	81,969,964	92,797,385	Trade Payables	6,160,839.05	6,586,554.79
Interest Receivable	0	43	Accrued Payroll Liabilities	4,558,134.00	4,140,348.32
Due From Grant	80,000	80,000	Estimated Workmans Compensation	5,138,783.20	4,872,808.75
Materials & Supplies	2,573,447	2,089,708	Accrued Tax Liabilities	0	41,151.77
<b>Total Current Assets</b>	<b>93,360,968</b>	<b>105,389,021</b>	Unredeemed Tickets & Tokens	2,099,542.18	1,657,810.46
<b>Other Assets</b>			Reserves - Injury & Damages	1,396,100.00	1,516,300.00
Prepaid Insurance & Dues & WIP	1,263,885.99	1,365,739.64	Due To Operations	80,000.00	80,000.00
<b>Total Other Assets</b>	<b>1,263,886</b>	<b>1,365,740</b>	Unearned Capital Contributions	71,539,410.20	85,452,500.92
<b>Fixed Assets</b>			Other Current Liabilities (Health Ins.)	4,475,748.73	3,585,310.03
Land	3,773,249	3,187,624	<b>Total Current Liabilities</b>	<b>95,448,557</b>	<b>107,932,785</b>
Buildings	51,839,743	49,683,200	<b>Equity</b>		
Coaches	140,117,391	129,428,769	Retained Earnings	3,847,378	(3,840,154)
Office Equipment	11,553,184	10,565,331	Prior Year Retained Earning	78,763,717	78,980,037
Other Equipment	21,247,069	24,010,625	<b>Total Equity</b>	<b>82,611,096</b>	<b>75,139,883</b>
Development Costs	181,457	455,200	<b>Total Liabilities &amp; Equity</b>	<b>178,059,653</b>	<b>183,072,668</b>
Vehicle Exp - Operating	1,420,405	1,420,405			
Other Equipment -Operating	185,103	189,242			
<b>Total Fixed Assets</b>	<b>230,317,601</b>	<b>218,940,396</b>			
<b>Less Accumulated Depreciation</b>					
Accumulated Depr Land	813,708	767,569			
Accumulated Depr Buildings	30,925,225	29,409,613			
Accumulated Depr Coaches	87,298,516	82,574,510			
Accumulated Depr Office Equipment	9,582,692	9,219,361			
Accumulated Depr Other Equipment	16,986,942	19,346,389			
Accumulated Depr Development Cost	54,485	151,991			
Accumulated Depr Vehicle Exp - Opr	1,064,940	1,008,813			
Accumulated Depr Other Equipment Op	156,294	144,242			
<b>Total Depreciation</b>	<b>146,882,802</b>	<b>142,622,489</b>			
<b>Net Fixed Assets</b>	<b>83,434,799</b>	<b>76,317,908</b>			
<b>Total Assets</b>	<b>178,059,653</b>	<b>183,072,668</b>			



### YTD Revenues - December 2023 FY 2024



### YTD Expenses - December 2023 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	<b>\$3,960,625</b>	12.37%	13.43%
January		\$6,329,856	(\$6,329,856)	(\$2,369,231)	-100.00%	-6.61%
February		\$4,578,304	(\$4,578,304)	(\$6,947,535)	-100.00%	-17.20%
March		\$5,839,108	(\$5,839,108)	(\$12,786,643)	-100.00%	-27.65%
April		\$11,523,802	(\$11,523,802)	(\$24,310,445)	-100.00%	-42.08%
May		\$5,215,370	(\$5,215,370)	(\$29,525,815)	-100.00%	-46.88%
June		\$6,660,085	(\$6,660,085)	(\$36,185,900)	-100.00%	-51.96%
<b>TOTAL</b>	<b>\$33,455,485</b>	<b>\$69,641,385</b>				

**MTTF Revenue Deposits - Actuals**

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

	December 2023	December 2022	YTD FYE 2024	YTD FYE 2023	Difference Amount	Percent Change
<b>Receipts</b>						
Employee Withholding	\$ 4,706,851	\$ 4,367,823	\$ 28,484,964	\$ 26,836,345	\$ 1,648,619	6.14%
Individual Fees	-	26	-	364	(364)	-100.00%
Net Profit Fees	2,465,117	1,924,482	4,635,398	3,669,725	965,673	26.31%
Interest & Penalty	92,312	85,105	578,315	536,068	42,247	7.88%
<b>Total Collections</b>	<b>\$ 7,264,280</b>	<b>\$ 6,377,436</b>	<b>\$ 33,698,677</b>	<b>\$ 31,042,502</b>	<b>\$ 2,656,175</b>	<b>8.56%</b>
Investment Income	\$ 26,458	\$ 20,289	\$ 161,740	\$ 55,725	\$ 106,015	190.25%
<b>Total Receipts</b>	<b>\$ 7,290,738</b>	<b>\$ 6,397,725</b>	<b>\$ 33,860,417</b>	<b>\$ 31,098,227</b>	<b>\$ 2,762,190</b>	<b>8.88%</b>
<b>Disbursements</b>						
Collection Fee	\$ 98,068	\$ 86,095	\$ 454,932	\$ 419,072	\$ 35,860	8.56%
<b>Reversal of FY22 Investment Income</b>	\$ -	\$ -	\$ -	\$ 4,534	\$ (4,534)	
<b>Total Disbursements</b>	<b>\$ 98,068</b>	<b>\$ 86,095</b>	<b>\$ 454,932</b>	<b>\$ 423,606</b>	<b>\$ 35,860</b>	<b>8.47%</b>
<b>Due Mass Transit Less Previous Payments Payable To Trust Fund</b>	<b>\$ 7,192,670</b>	<b>\$ 6,311,630</b>	<b>\$ 33,405,485</b>	<b>\$ 30,674,621</b>	<b>\$ 2,730,864</b>	<b>8.90%</b>
			26,212,815	24,362,991	1,849,824	7.59%
			<b>\$ 7,192,670</b>	<b>\$ 6,311,630</b>	<b>\$ 881,040</b>	<b>13.96%</b>



**Year to Date Summary**

**December 2023, Fiscal Year 2024**

**Actual Compared to Budget YTD**

	Good	In the Red	
Total Revenues before Capital are Over/ <b>Under</b> by (pg. 2, line 18)		\$4,267,467	
Total Expenses are Over/ <b>Under</b> by (pg. 2, line 41)	\$4,267,467		
MTTF Revenue Deposits are <b>Over</b> /Under by (pg. 7)	\$3,960,625		
December has a favorable balance before Capital of	\$8,228,092	\$4,267,467	\$3,960,625

**Actual Revenues over Expenses**

Operating Revenues	\$4,867,592
Operating Expenses	\$49,995,949
<b>Net Gain/(Loss) before MTTF</b>	<b>(\$45,128,356)</b>
MTTF Approved Contributions	\$30,595,093
<b>Net Gain/(Loss) before Subsidies</b>	<b>(\$14,533,263)</b>
 <b>Subsidies</b>	
ARP	\$12,008,355
5307 Federal Formula dollars to be used as (CEER)	\$1,661,766
MTTF Local Share	\$164,800
State Contributions	\$698,342
<b>Total Subsidies</b>	<b>\$14,533,263</b>
 <b>Net Gain/(Loss) before Capital</b>	 <b>\$0</b>



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

	<b>TARC Share</b>	<b>Actual YTD FY 2023</b>	<b>Actual YTD FY 2024</b>	<b>Remaining Balance</b>	<b>Budget YTD FY 2024</b>	<b>Actual FY 2024 vs Budget FY 2024</b>
<b>ARP***</b>	\$48,293,376	\$9,596,003	\$12,008,355	\$26,689,018	\$28,695,496	(\$16,687,141)

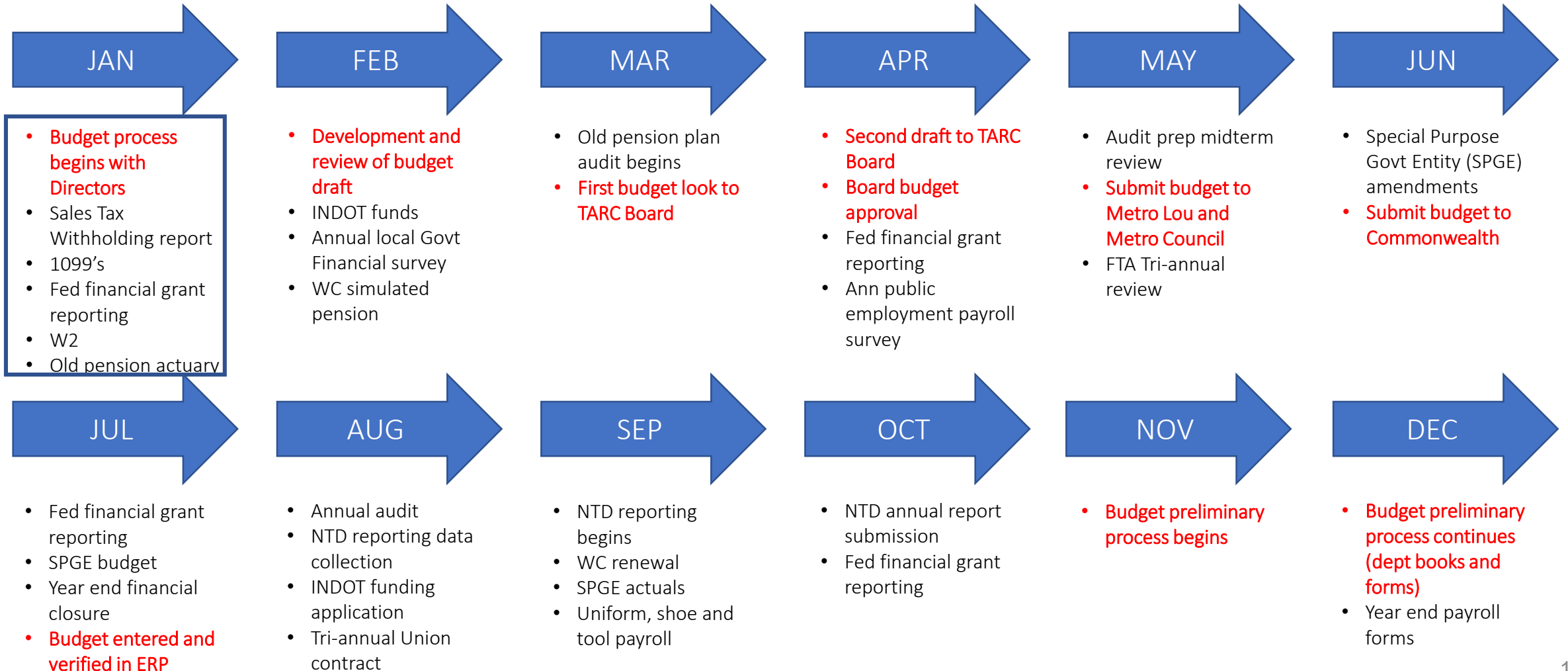
\*\*\* KY-2022-003 was approved/Executed 5/24/2022 end of FY 2022

## DRAFT FY 2025 BUDGET SCHEDULE

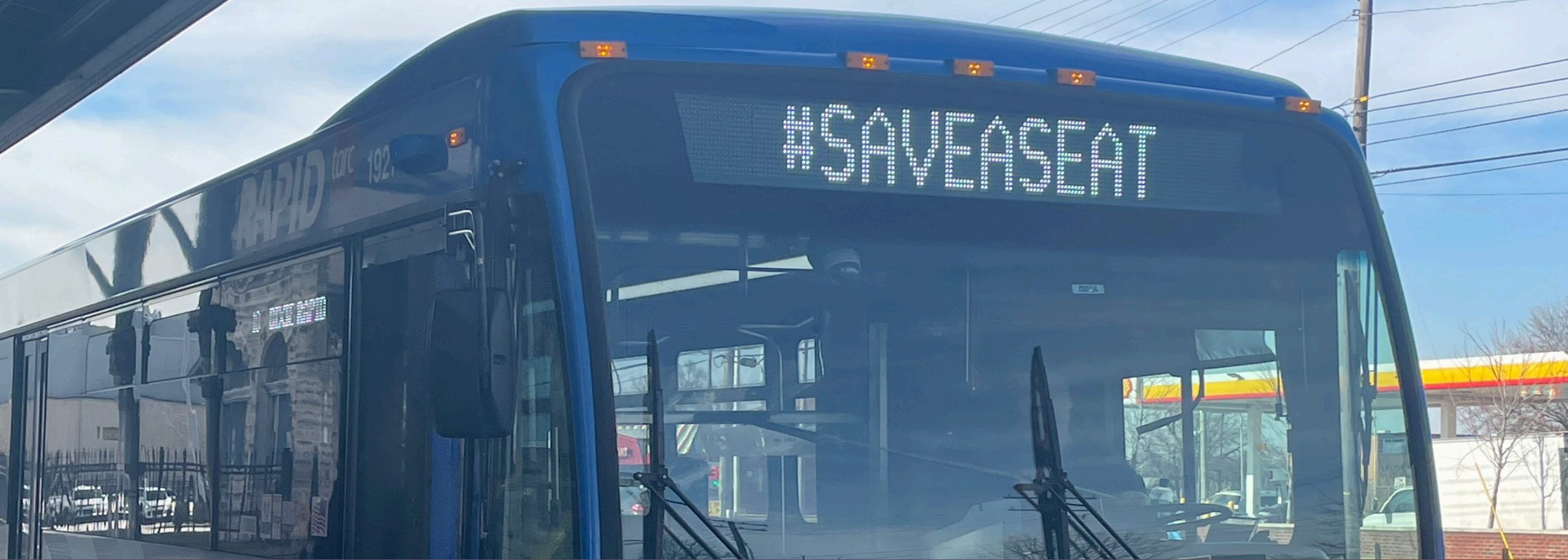
### BUDGET TIME LINE - 11/10/2023

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
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 11th	BY OBJECT CLASS COMPLETED FOR EXECUTIVE REVIEW & FINANCE COMMITTEE
MARCH 20th	TARC FINANCE COMMITTEE REVIEW OF BUDGET (FIRST LOOK)
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 24th	TARC BOARD APPROVES BUDGET
APRIL TBD	REVIEW WITH METRO COUNCIL AND THE MAYOR
APRIL 26th	MUST HAVE BUDGET TO METRO GOVERNMENT OMB
MAY TBD	MAYOR'S RECOMMENDED BUDGET (Around the 3rd Thursday)
JUNE TBD	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

# ANNUAL FINANCIAL CALENDAR







**BOARD OF DIRECTORS**  
**FEBRUARY 28, 2024**

FEBRUARY OPERATIONAL UPDATE



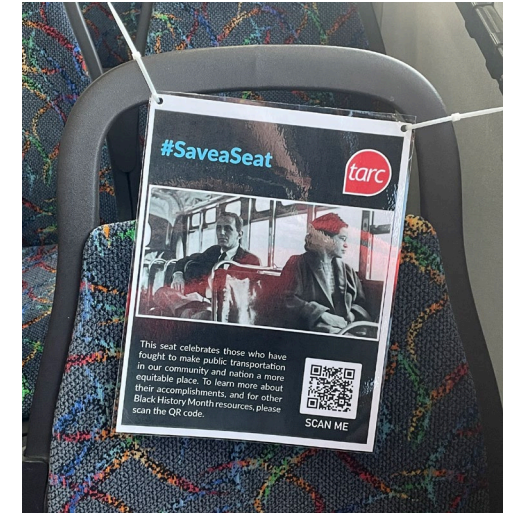
1927 RAPID



# HIGHLIGHTS

## SINCE THE LAST BOARD MEETING, TARC ...

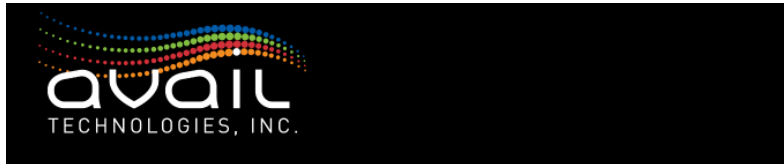
- Launched the Operational Schedule Adherence Program to improve on-time performance along TARC's four busiest routes
- Saved a Seat on board each bus in honor of Rosa Parks and Black History Month
- Trained 90 Bloom Elementary 5<sup>th</sup> graders how to ride TARC and use the TARC system
- Met with community members at District 5 Councilwoman Donna Purvis' Town Hall.
- Continued engagement with TARC3 customers, including four TARC3 focus groups, soliciting feedback from nearly 100 TARC3 riders in an online survey, and presentations at three community events with TARC3 customers





# 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.

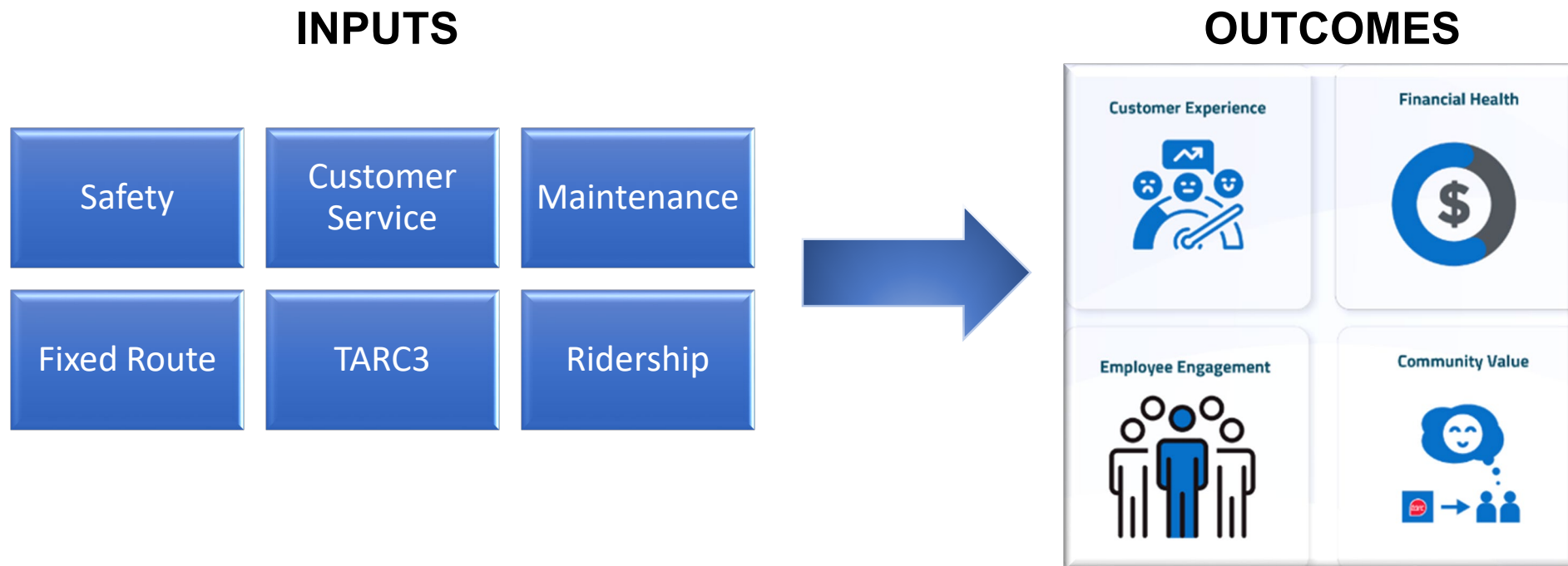
[Learn more about Louisville >](#)





# 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.

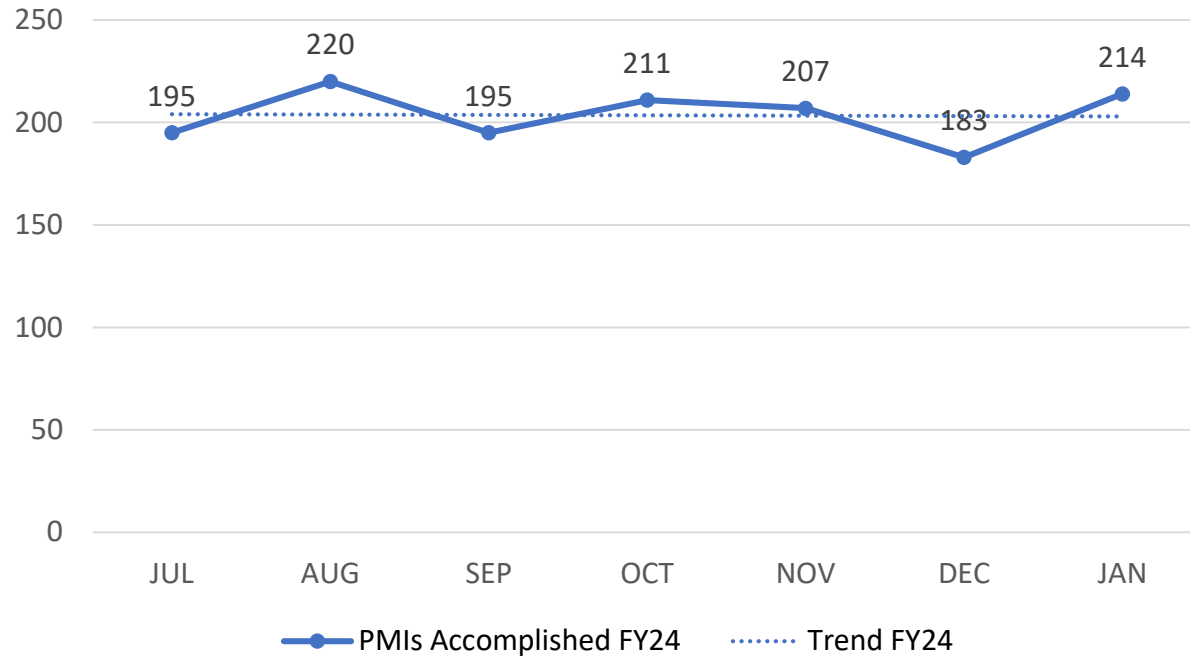




# MAINTENANCE

Target PMI: 220  
Total Vehicle PMIs: 214

Preventive Maintenance Inspections (PMI)  
Accomplished FY24



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

## Coach Maintenance Plan Includes:

### **3,000 mile inspection:**

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

### **6,000 mile inspection:**

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

### **12,000 mile inspection**

- Perform brake Tapley
- Perform 6,000 mile inspection

### **24,000 mile inspection**

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

### **48,000 mile inspection**

- Fluid change
- Inspect transmission
- Sample transmission fluid

### **96,000 mile inspection**

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

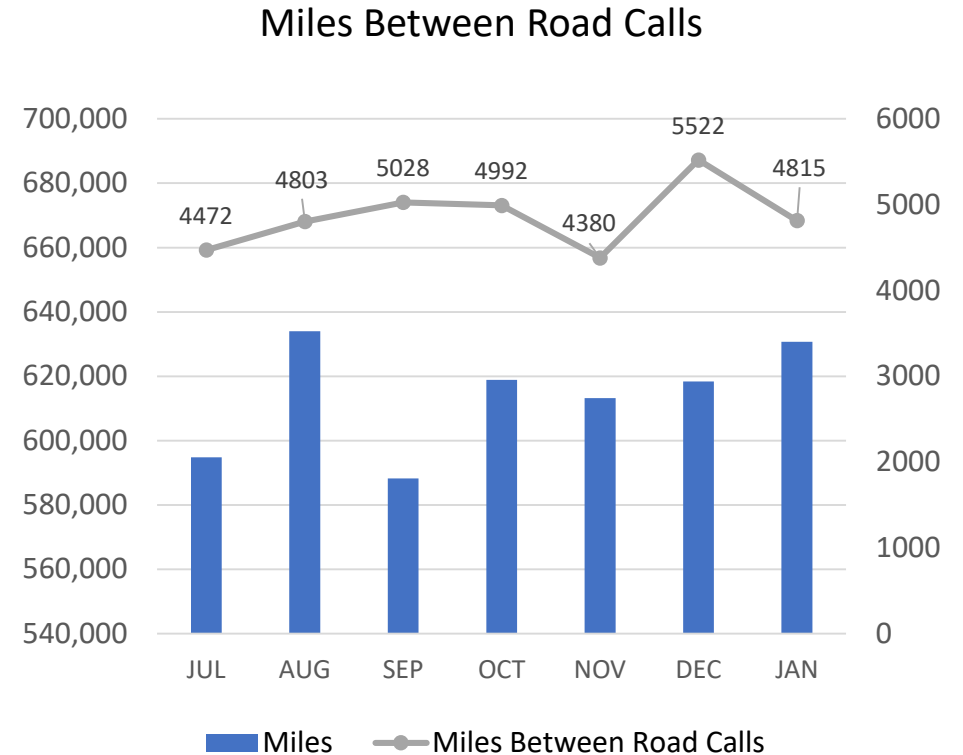


# MAINTENANCE

## MILES BETWEEN MECHANICAL FAILURES

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

January: Total Miles Between Road Calls = **4815**  
Target Miles Between Road Calls = **5000**

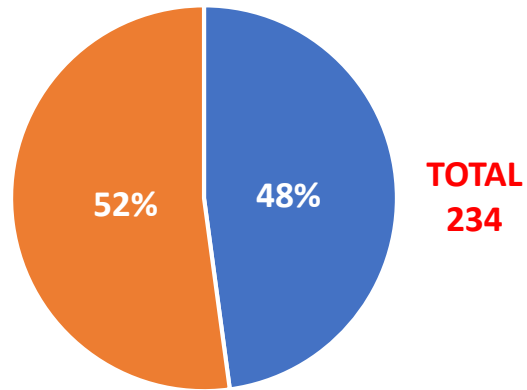


A Mechanical Road Call occurs when mechanical problems prevent the revenue vehicle from completing a scheduled revenue trip, or from starting the next scheduled revenue trip because actual movement is limited, or because of safety concerns.

# MAINTENANCE

## CHARGEABLE VS NON-CHARGEABLE ROAD CALLS

December 2023 Maintenance Road Calls

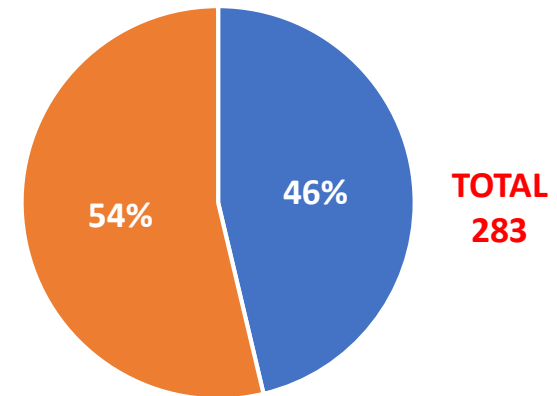


■ Chargeable Road Calls 112   ■ Non-Chargeable Roads Calls 122

### Chargeable Categories

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

January 2024 Maintenance Road Calls



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

### Non-Chargeable Categories

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



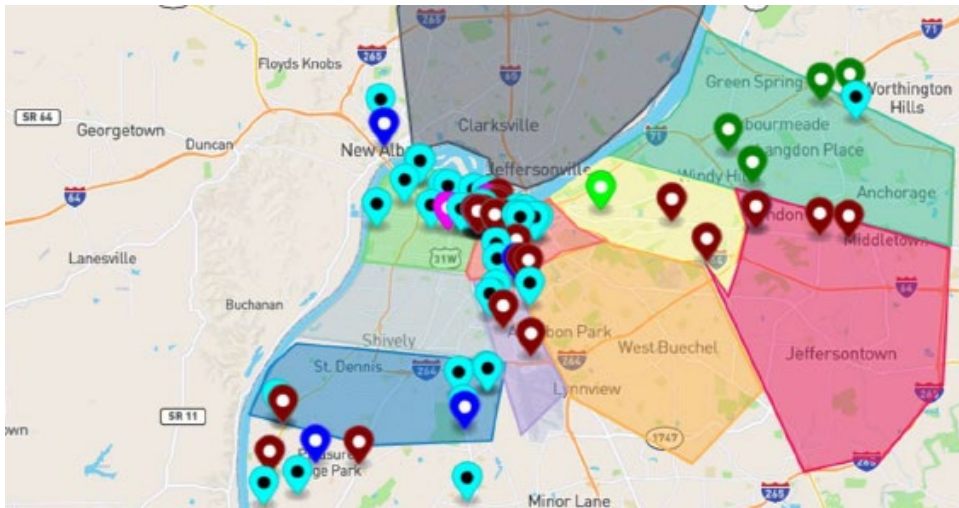
# MAINTENANCE

## SHELTER CLEANING WEEKLY REPORT

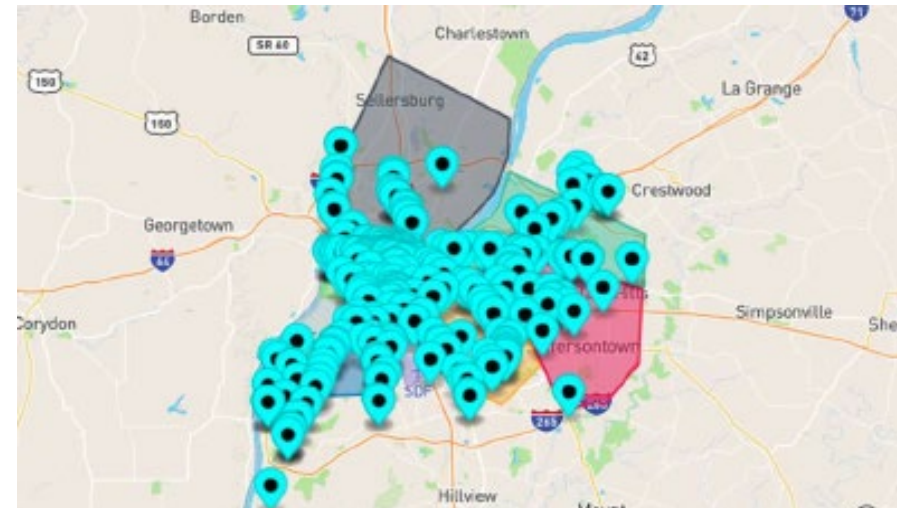
FEB 12, 2024 THROUGH FEB 18, 2024

	2/12	2/13	2/14	2/15	2/16	2/17	2/18	TOTAL	MAP
TARC - Trash Can Emptied	2	0	13	15	9	2	9	50	1
TARC BioHazard Cleaned	1	0	0	1	0	0	0	2	1
TARC Damage Reported	0	5	5	3	6	0	3	22	1
TARC Graffiti Removed	0	1	0	0	1	1	3	6	1
TARC Shelter Cleaned	27	28	74	71	54	16	93	363	2
TARC Spot/Stain Pressure Washed	0	0	0	0	0	4	0	4	1
TARC Surface Scrub Pressure Wash Complete	0	1	0	0	0	0	0	1	1

STATS MAP 1 - SANS CLEANING (85)



STATS MAP 2 - CLEANING (363)





# MAINTENANCE

## ACTION PLAN

Items	Status	Timeline	Completion
Shop Floor	1) Actively seeking competitive quotes for repair 2) Work to begin in May	1) Feb – Apr 2) May – Jul	1) Started
Shelter Cleaning Report	1) Block by Block preparing calendar/schedule	Feb – Ongoing	N/A
Pylon Repair	1) IT manages this project	Feb – Mar	5%
Create additional recruitment efforts	1) Job postings 2) New hiring business card with QR code and contact information		Complete
Bus Pest Control Cleaning	1) Pests are under control; maintaining treatment plan 2) Fleet is treated at least three times a month 3) Bus garage is cleaned on weekdays, trash cans and dumpsters emptied 4) Communicating preventive measures 5) Bus Deep Cleanings		Complete
Covert alarm testing campaign	1) Assessment - Completed 2) System operational		Complete
Predictive Maintenance	1) Scheduling other campaigns 2) 11 new buses were released into revenue service 3) Fleet and facilities HVAC system inspections		Complete



# SAFETY

## SAFETY PREVENTABLE ACCIDENTS

Monthly

9

TYPE OF ACCIDENT

Fixed Object	7	77.8%
Moving Vehicle	2	22.2%

YTD

78

## PREVENTABLE ACCIDENTS / 100K MILES

Monthly

1.6

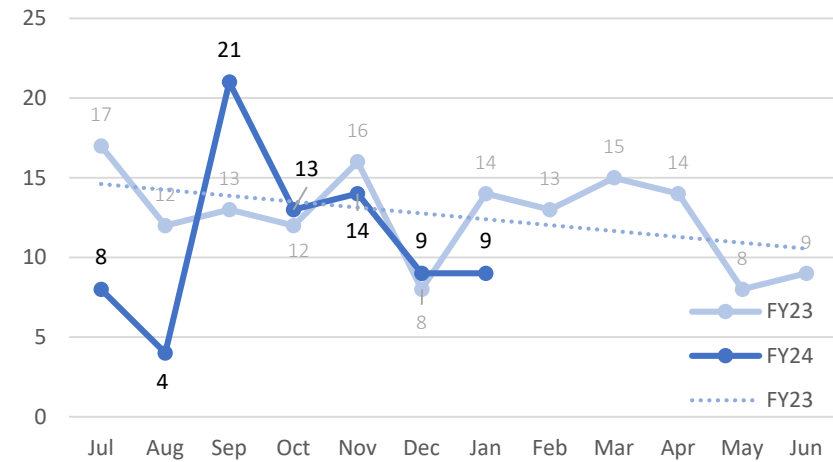
YTD AFR Goal

2.3

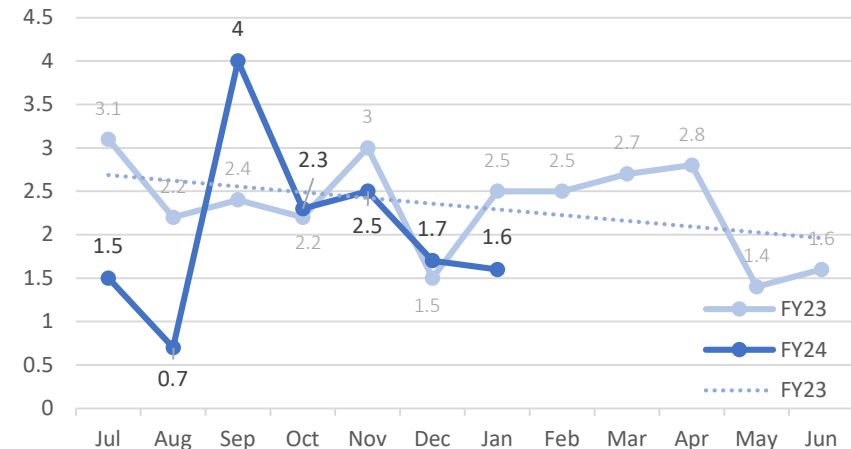
YTD

2.0

FY24 PREVENTABLE ACCIDENTS



PREVENTABLE ACCIDENT AFR FY23 vs FY24





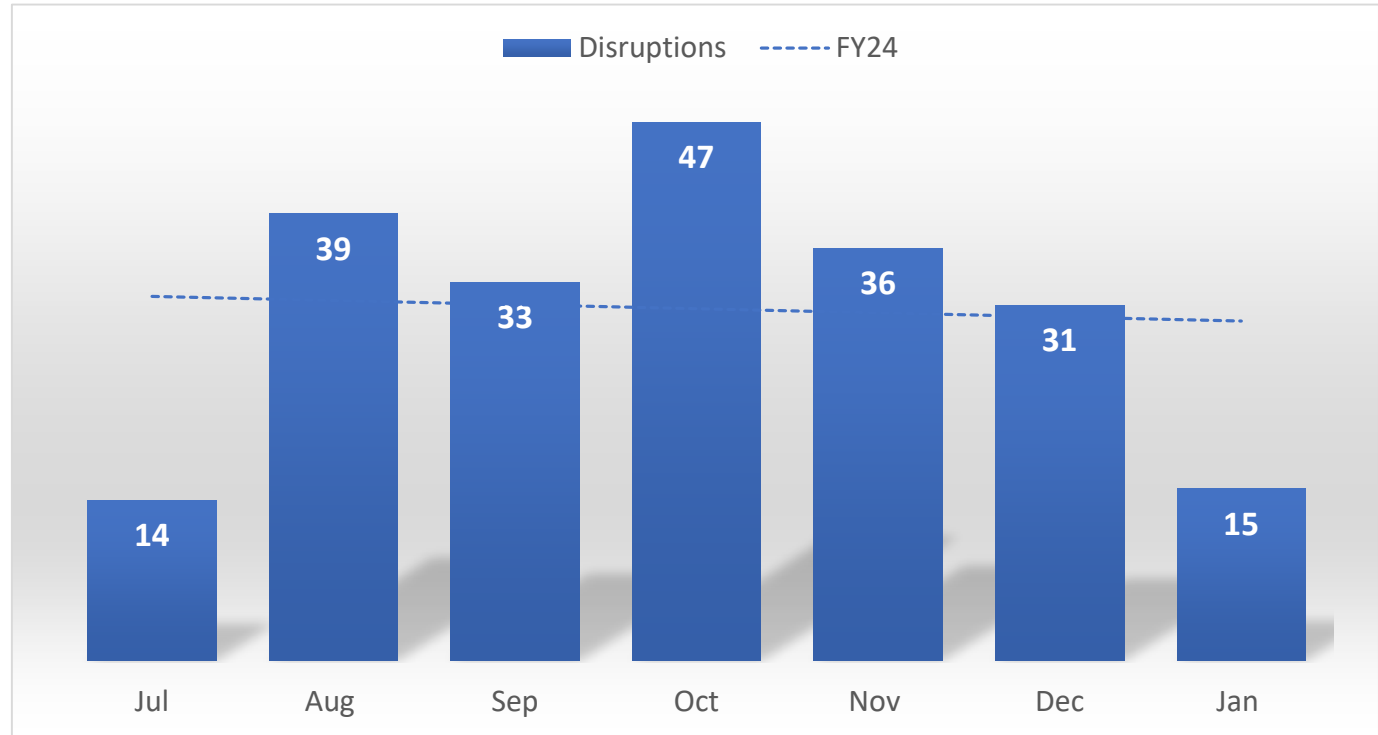


# SAFETY

## PASSENGER DISRUPTIONS BY LINE FY24 JUL THROUGH JAN

Route ID	Disruptions
Broadway - #23	43
Fourth St - #4	26
Preston - #28	24
Dixie Rapid - #10	22
Market St - #15	16
Muhammad Ali - #19	9
Oak-Westport - #25	9
Bardstown - #17	8
Crums Lane - #63	7
J'ville-Lou-New Albany - #71	7
Sixth St - #6	6
Dixie Hwy - #18	6
Shelbyville Rd - #31	6
Chestnut St - #21	5
Taylorville Rd - #40	4
Portland Popar Level - #43	4
Twelfth St - #12	3
Clarksville - #72	3
Second St - #2	2
Eastern Pkwy - #29	2
Cardinal - #94	2
Hill St - #27	1
Outer Loop - #46	0
Med Ctr - #52	0

## TOTAL PASSENGER DISRUPTIONS - FY24



### PASSENGER DISRUPTIONS

This Month Total

**15**

Monthly Avg

**30.7**



### 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%

## 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.





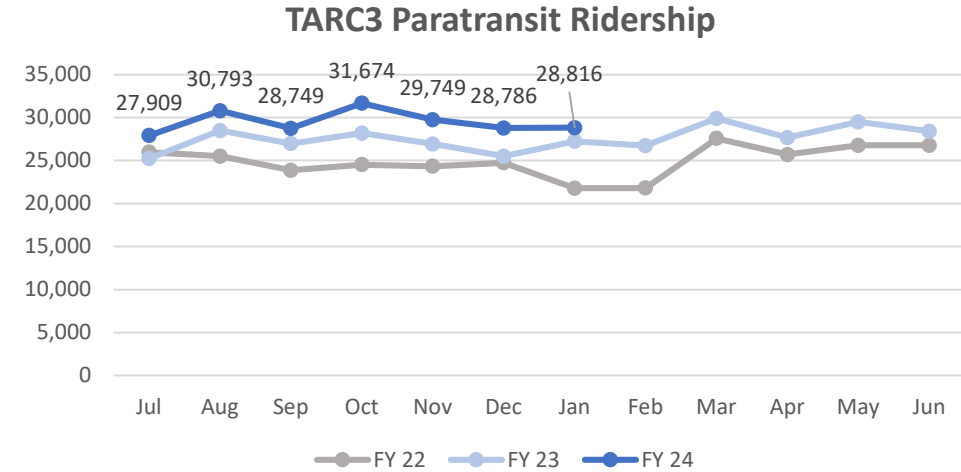
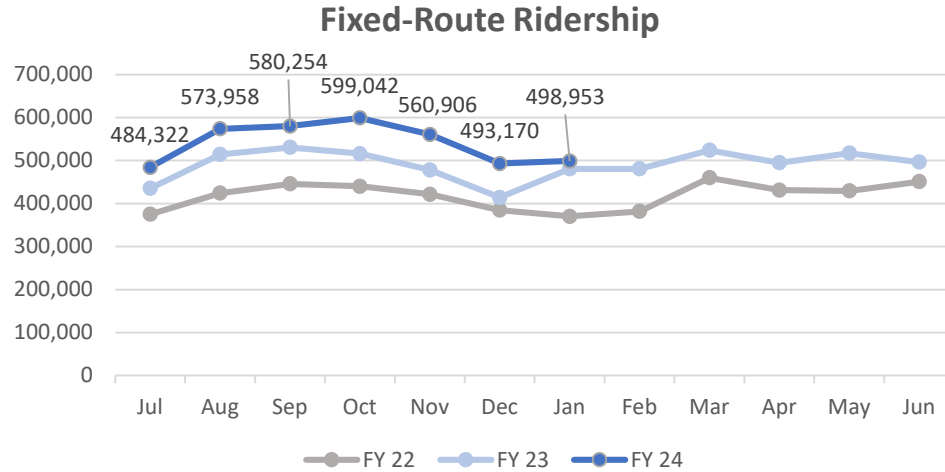
# SAFETY

## ACTION PLAN

Items	Status	Timeline	Completion
Safety Ambassador Program	Line #23 began 2/1 with 2 ambassadors: 16 hrs,7 days/week	Feb - August	Started
Active Shooter Program	Live training for all TARC employees. De-escalation training for operators/customer service personnel.	Mar – April	
Public Transit Agency Safety Plan (PTASP)	Annual review and update is required Draft has been finalized Working on process for approval	Jan - June	90%
January Safety Highlight - Safe Winter Weather Habits	Short video discussing 3-point contact going up/down steps/stairs  Walk like a penguin for more stability, hands out of pockets to break fall  Thorough pre-trip inspection on defroster, wipers, washer, and lights  Increase following distance and decrease speed		Complete



# JANUARY RIDERSHIP



## FIXED ROUTE

Monthly  
**499K**

YTD  
**3,791K**

1.2% VLM  
3.8% VLY

## PARATRANSIT

Monthly  
**29K**

YTD  
**206K**

0.1% VLM  
5.8% VLY

## COMBINED

This Month, Last Year  
**508K**

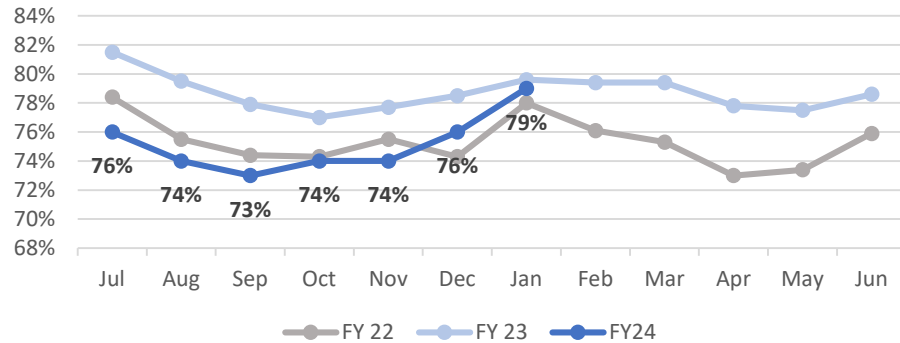
This Month, This Year  
**528K**

Performance Indicator	Fixed-Route System			Paratransit (TARC3)		
	FY24 YTD	FY23 YTD	FY22 YTD	FY24 YTD	FY23 YTD	FY22 YTD
System Production						
Total Ridership	3,790,605	5,882,660	5,016,283	206,476	330,793	299,412
Weekday Ridership	3,207,569	5,203,973	4,429,315	170,275	280,874	254,834
Saturday Ridership	321,396	382,620	325,458	16,079	25,040	22,640
Sunday/Holiday Ridership	246,671	296,067	261,510	20,122	22,186	17,940
Total Revenue Miles	3,839,829	6,520,833	6,372,079	2,489,765	3,648,867	3,855,246
Total Revenue Hours	312,672	547,944	542,472	163,718	266,904	237,715
Trips per Revenue Mile	0.98	0.9	0.79	.08	0.09	0.08
Trips per Revenue Hour	12.08	10.74	9.25	1.29	1.24	1.26

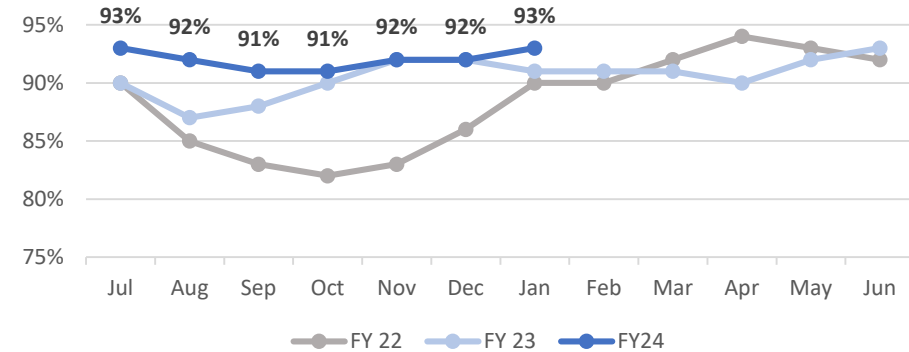


# JANUARY ON-TIME PERFORMANCE

### Fixed-Route On-Time Performance



### TARC3 Paratransit On-Time Performance



Fixed-Route  
FY24 Goal  
**80%**

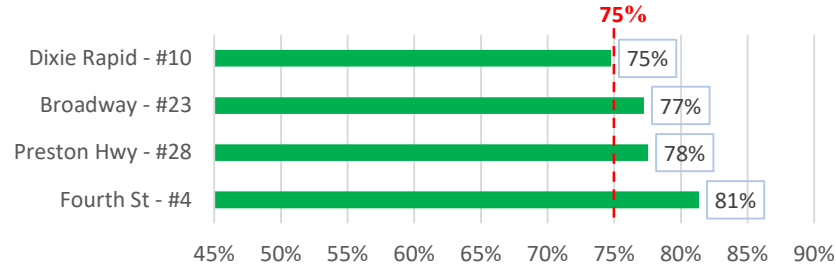
On-Time Performance							
	Fixed-Route			Paratransit (TARC3)			
	FY24	FY23	FY22		FY24	FY23	FY22
Jul	76%	78%	80%	Jul	93%	90%	90%
Aug	74%	76%	80%	Aug	92%	87%	85%
Sept	73%	74%	78%	Sep	91%	88%	83%
Oct	74%	74%	77%	Oct	91%	90%	82%
Nov	74%	76%	78%	Nov	92%	92%	83%
Dec	76%	74%	79%	Dec	92%	92%	86%
Jan	79%	78%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

Paratransit  
FY24 Goal  
**93%**

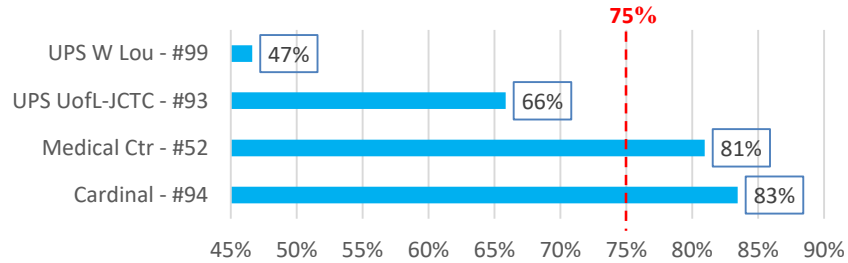


# JANUARY ON-TIME PERFORMANCE

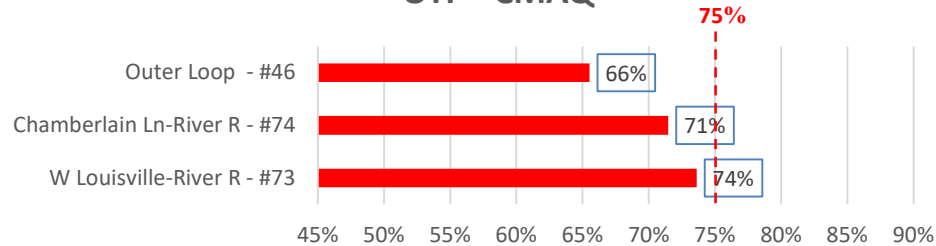
### OTP - Core



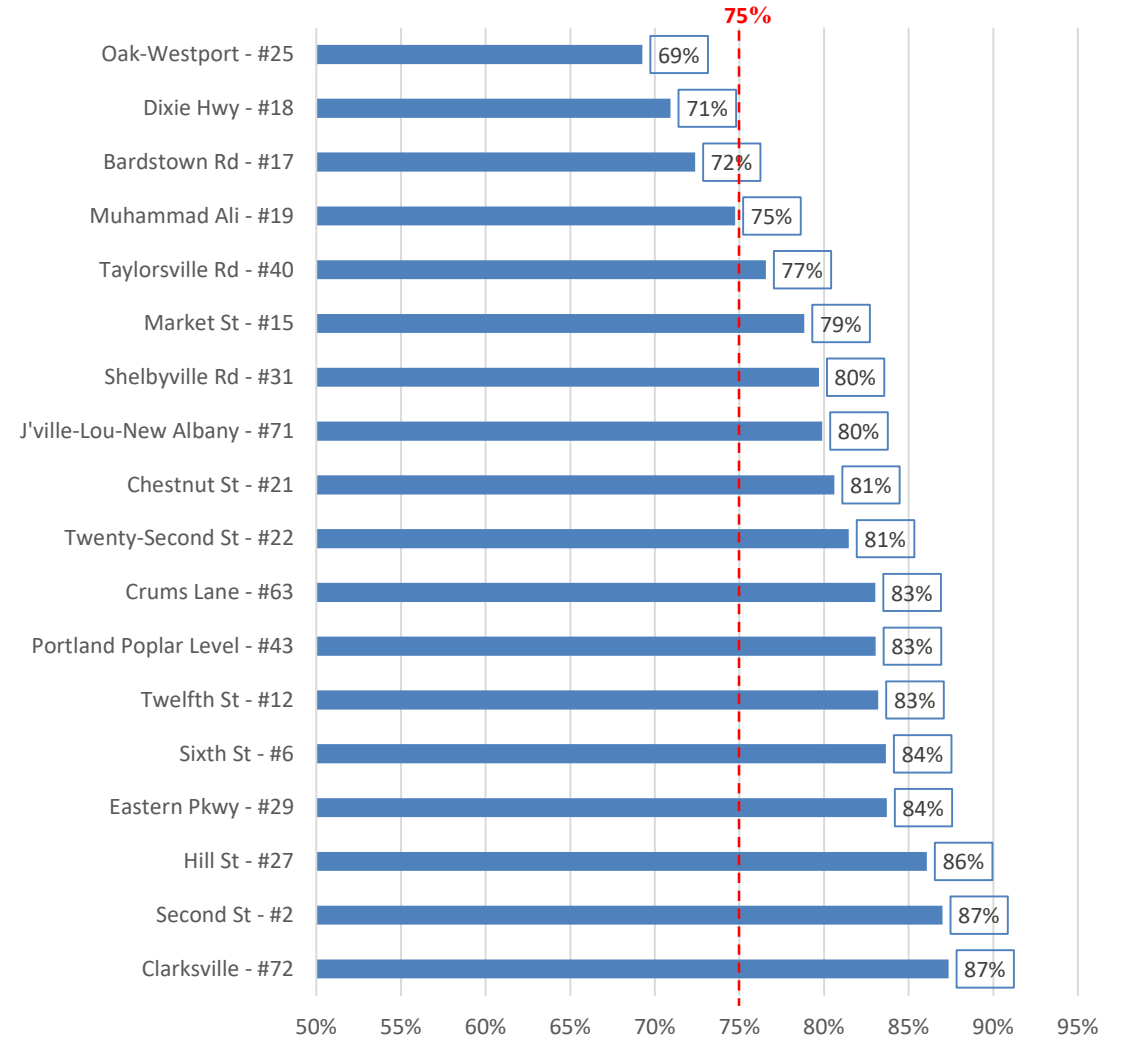
### OTP - Circulator



### OTP - CMAQ



### OTP - Local





# ON-TIME PERFORMANCE

## ACTION PLAN

Items	Status	Timeframe	Completion
OSAP/OTP	Live schedule adherence – Routes #4,10 ,23, and 28 Will expand to additional routes after data is reviewed	Feb – July	Started
Late Garage Departures	1) Designated Operations Supervisor to monitor daily morning mark out beginning in January 2) Tracking issues that cause garage departure delays (Controllable & Uncontrollable)		Complete
Dwell Times	1) Investigating ways to minimize extended dwell time for passengers 2) Minimize operator/passenger confrontations		Complete
Schedule Adherence	1) Continuing run time/schedule time analysis 2) Control Center Pilot completed, expanding to Core Routes in January 3) Boarding and Alighting Study – Section of Broadway using ride checkers		Complete
Fare Box Issues	1) Looking into better ways to manage fare loading 2) Focusing on how to minimize service delays due to fare box malfunctions		Complete





# CUSTOMER FEEDBACK

## FIXED ROUTE

Monthly

**324**

13% VLM  
12% VLY

YTD

**2,413**

## PARATRANSIT

Monthly

**153**

12% VLM  
26% VLY

YTD

**909**

## COMPLAINTS / 1,000 RIDERS

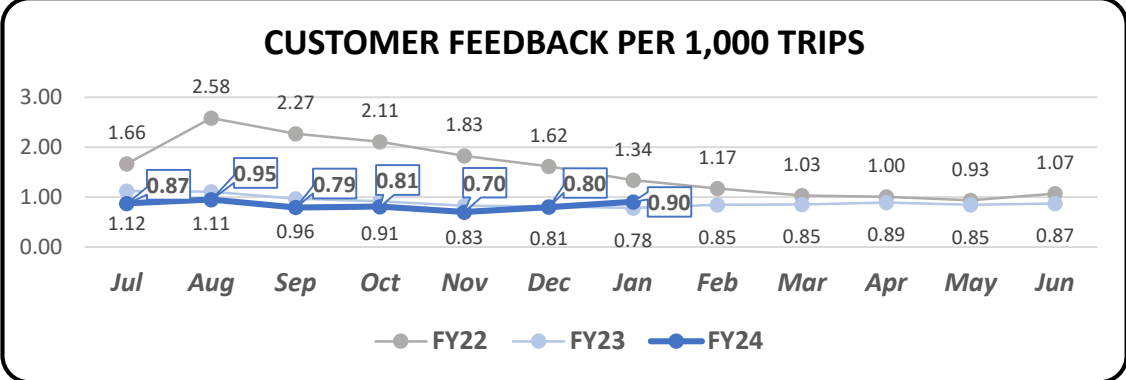
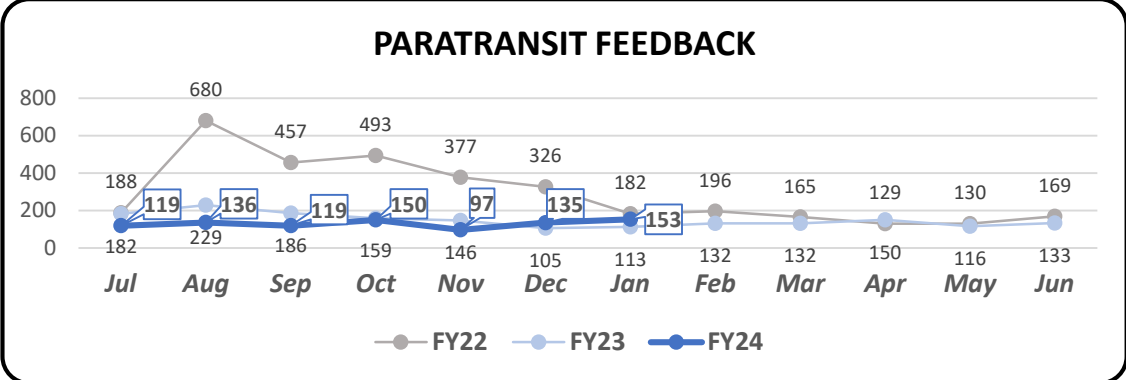
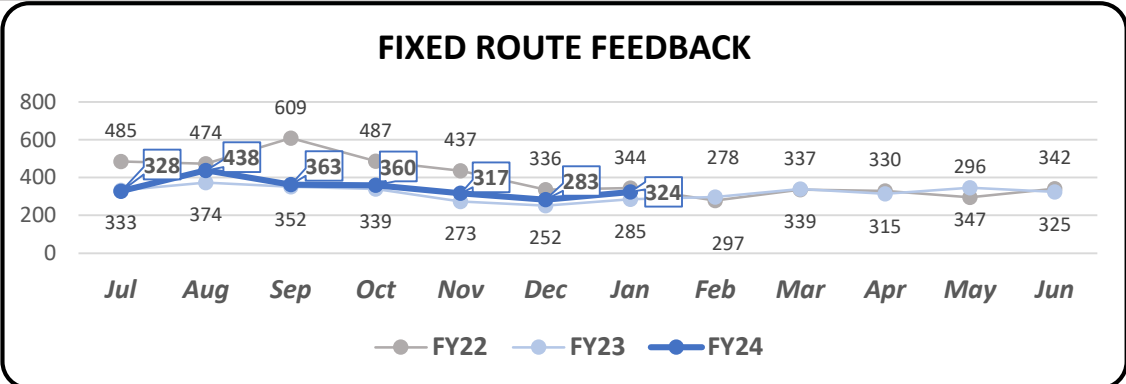
Monthly

**.90**

11% VLM  
13% VLY

YTD

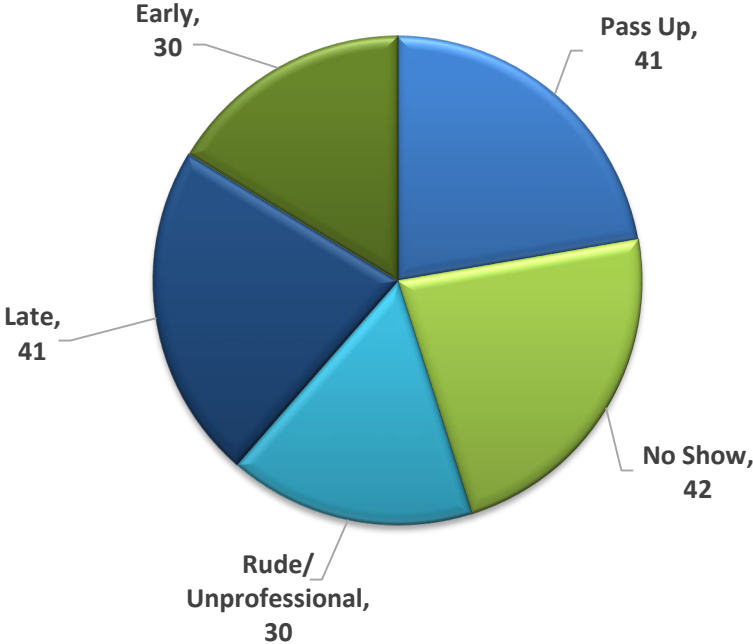
**.83**



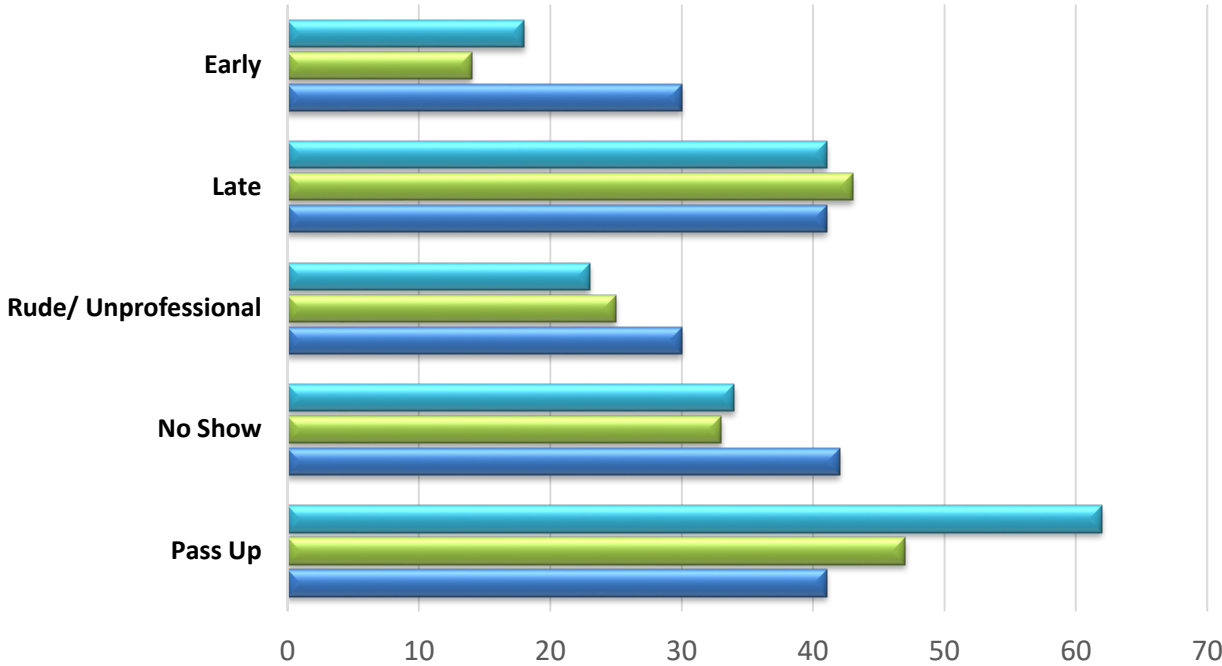


# FIXED ROUTE TOP 5 FEEDBACK CATEGORIES – JANUARY 2023

Feedback Categories



3 Month Comparison

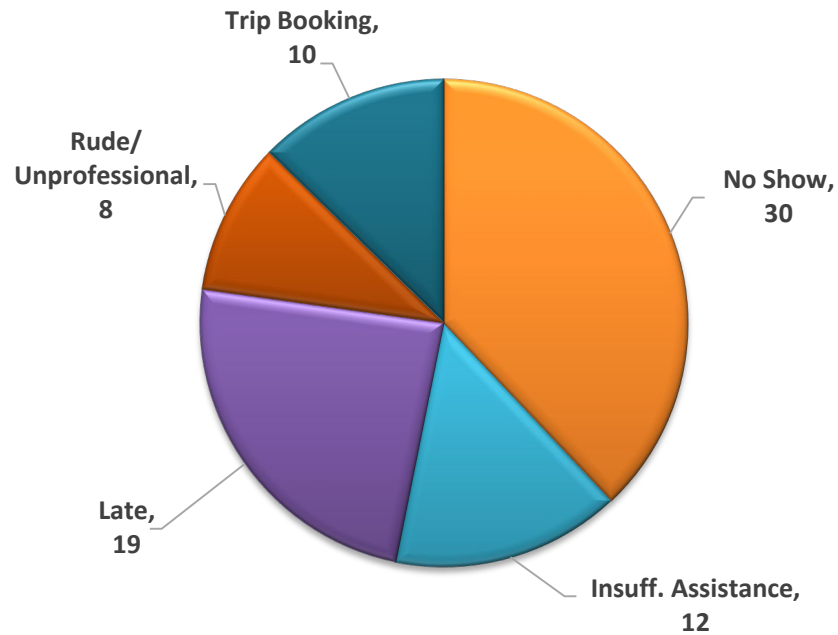


	Pass Up	No Show	Rude/ Unprofessional	Late	Early
Nov-23	62	34	23	41	18
Dec-23	47	33	25	43	14
Jan-24	41	42	30	41	30

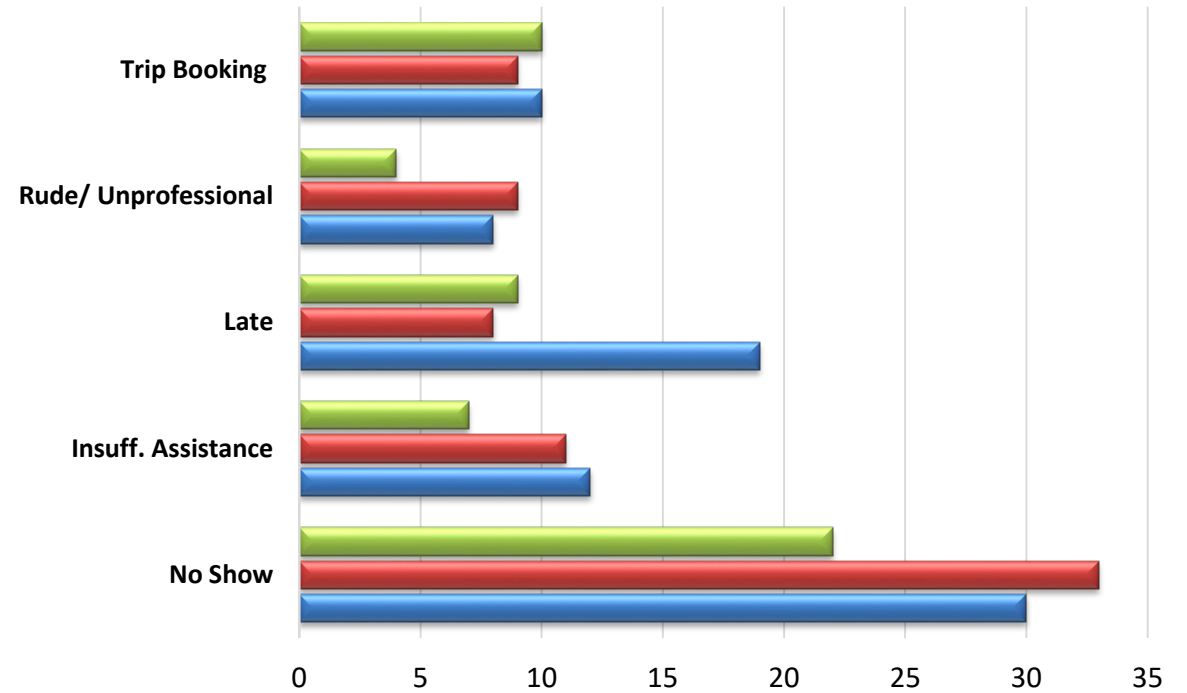


# TARC3 TOP 5 FEEDBACK CATEGORIES – JANUARY 2023

**Feedback Categories**



**3 Month Comparison**



	No Show	Inuff. Assistance	Late	Rude/ Unprofessional	Trip Booking
Nov-23	22	7	9	4	10
Dec-23	33	11	8	9	9
Jan-24	30	12	19	8	10



# CUSTOMER FEEDBACK

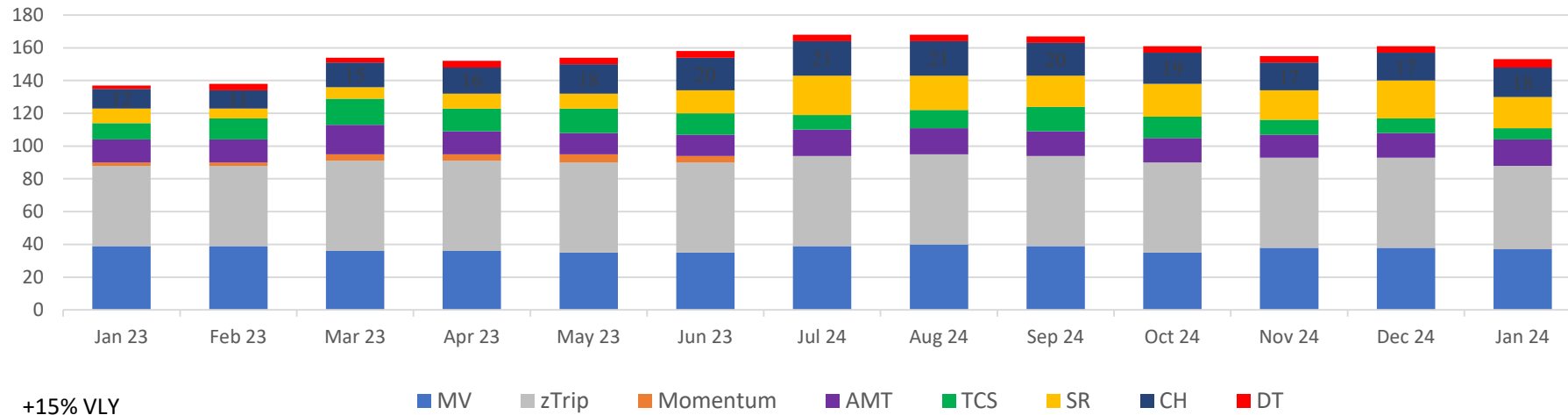
## ACTION PLAN

Items	Status	Timeline	Completion
Completion Rate of Feedback	Developing and analyzing monthly target goal of feedback closures	Feb '24 - May '24	25% Complete
Customer Feedback Work Instructions	Modifying existing feedback intake procedures to improve customer experience		Complete
Develop Customer Feedback Benchmark Goal	Compiling Customer Feedback goals of similar sized agencies to set TARC benchmark		Complete
Implementing Customer Service Refresher Training	<ol style="list-style-type: none"><li>1. System software training for Customer Feedback</li><li>2. Customer communication with a focus on empathy</li></ol>		Complete



# TARC3 (PARATRANSIT) OPERATOR STAFFING

## MONTHLY OPERATORS



+15% VLY

■ MV   
 ■ zTrip   
 ■ Momentum   
 ■ AMT   
 ■ TCS   
 ■ SR   
 ■ CH   
 ■ DT

Total Network Headcount to Date: 158 (+15% from January FY23)  
 Current Operator Count Goal = 165

### Operator Counts

- MV Transportation: 40
- zTrip: 51
- Alpha Medical: 15
- Choice Medical: 15
- Diversity Medical: 5
- Transport Care: 10
- SilverRide: 22

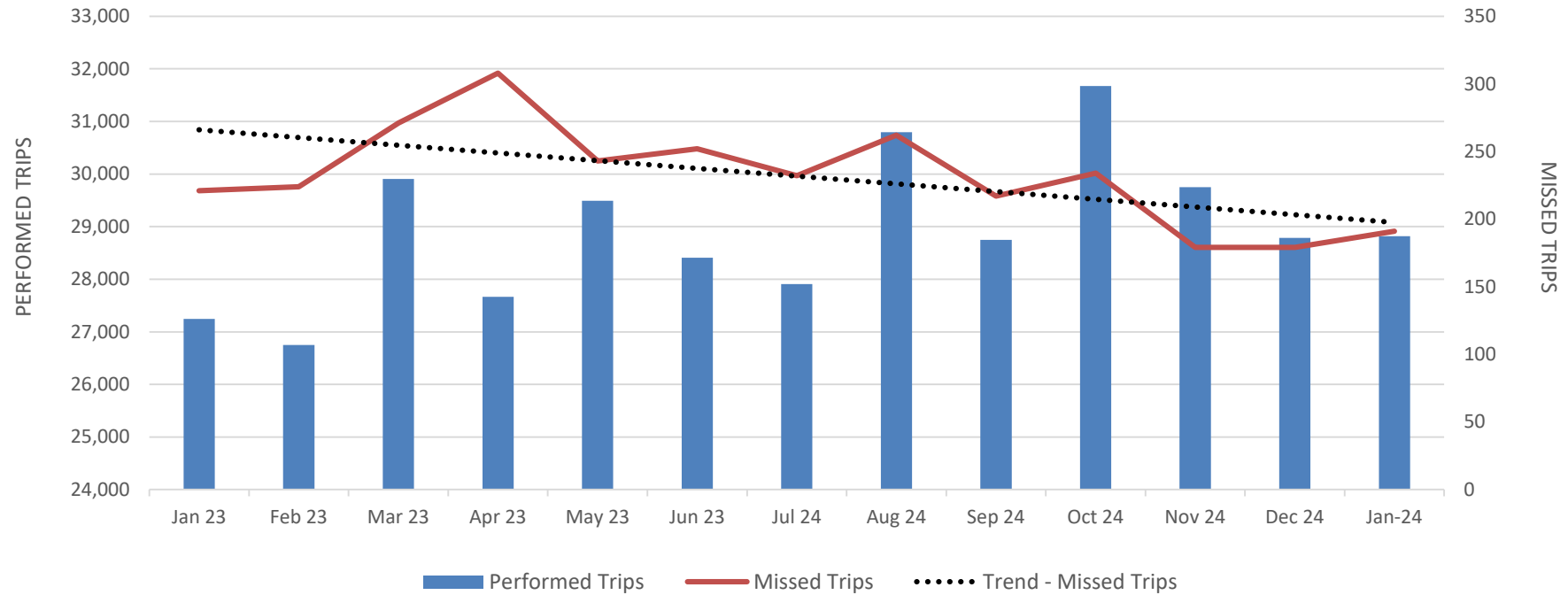
### Recruiting Report

- Candidate Outreach: 67
- Office appointments/Interviews scheduled: 67
- Interviews conducted: 29
- Job Fair held January 17 & 18



# MV MONTHLY PERFORMANCE

## MONTHLY PERFORMED AND MISSED TRIPS



### Missed Trips (after reconciliation)

FY24 January Missed Trips: 0.66%

28,816 Performed Trips



# MV LIQUIDATED DAMAGES

## PARATRANSIT

Monthly

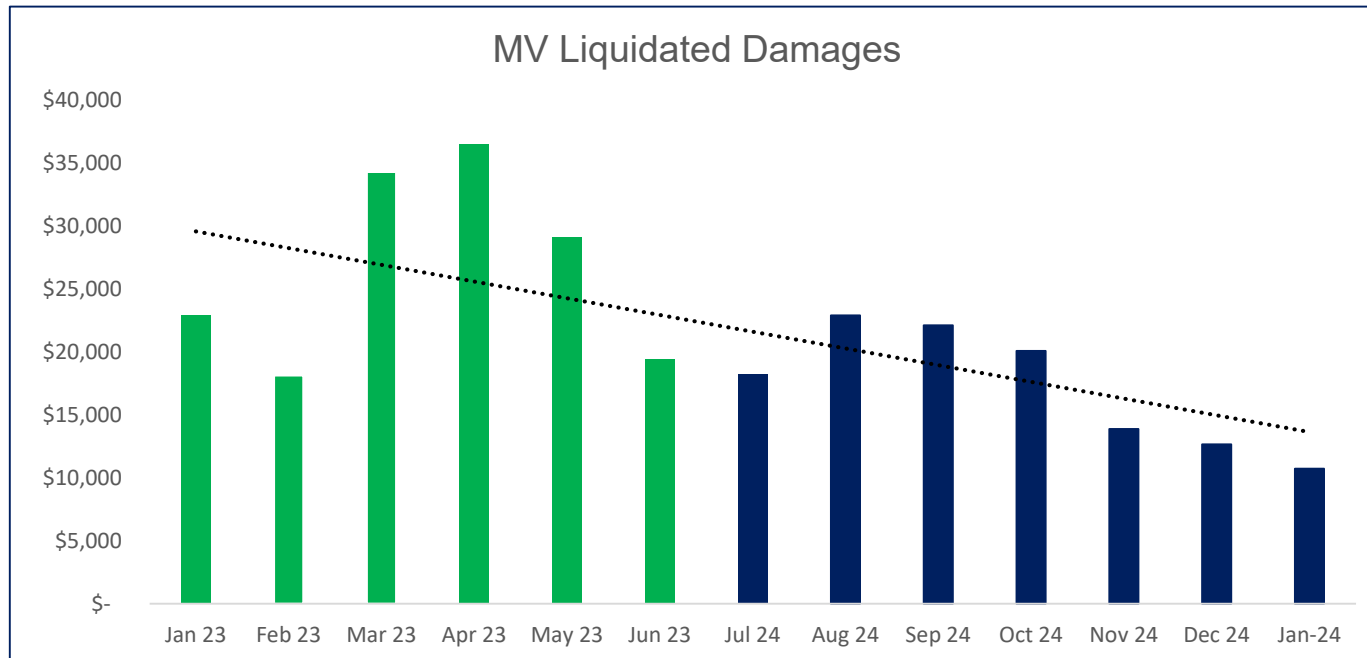
**\$10.7K**

-15% VLM  
-53% VLY

YTD

**\$121K**

-79% VLY



### Monthly Details

\$6K (56%), Late Trip, >30 mins late

\$4.7K (44%), Missed Trips

### Types of Penalties:

Missed Trip

Late Trip

On-Time Performance

Excessive Trip Length

Customer Complaints

Compromised Safety

Maintenance





# PARATRANSIT

## ACTION PLAN

Items	Status	Timeline	Completion
Mystery Rider Program	1) Developing plan and solicitation for paratransit Mystery Rider Program	Mar 2024 thru Sept 2024	0%
Customer Experience	1) Continuing development of Paratransit RFP 2) Various Focus Group Meetings to get input on upcoming paratransit RFP		Complete
Quality Assurance	1) Began conducting audits of all providers in conjunction with MV management		Complete
Operator Recruitment & Training	1) MV Holding Job Fair 2) Partnering with Center for Accessible Living to conduct training; all operators have been invited to attend		Complete



# FEBRUARY BOARD OF DIRECTORS UPDATE

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February 28, 2024



# MEMORANDUM

**To:** TARC Board of Directors

**From:** Ozzy Gibson, Interim Executive Director

**Date:** February 28, 2024

**Re:** 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 the following system products:

- Trapeze PASS Paratransit scheduling and reservations software
- Trapeze COM Fixed Route/Paratransit Customer feedback and management software
- Trapeze FX Fixed-Route operations management software
- Trapeze OPS On-Board operations software and equipment
- Trapeze INFO IVR Integrated Voice Response
- Trapeze INFO Agent Client Info System
- Trapeze INFO Real Time Route information

As part of our Software Maintenance, TARC recently completed the process of upgrading our Trapeze Back Office systems to version 21 in September 2023. This allows us to stay at a current, supportable version which also makes upgrading in the future easier.

The expected cost for all Trapeze Software Maintenance this year, April 1, 2024 – March 31, 2025, is not to exceed \$443,686.00, and these funds are budgeted as part of the IT Annual Software Maintenance.

This Resolution seeks approval for the Board of Directors to authorize the Interim Executive Director to enter into an agreement with Trapeze for a total not-to-exceed amount of \$443,686.00.

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



## **RESOLUTION 2024-06 TRAPEZE ANNUAL SOFTWARE MAINTENANCE AND SUPPORT**

A Resolution authorizing the Interim Executive Director to enter into an additional one-year agreement with Trapeze:

**WHEREAS**, TARC seeks software maintenance and support on its existing Trapeze products; and,

**WHEREAS**, TARC received quotes from Trapeze, which were deemed fair and reasonable; 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 an additional one-year agreement with Trapeze based upon a proposed cost for a not-to-exceed amount of \$443,686.00.

**ADOPTED THIS 28<sup>th</sup> DAY OF FEBRUARY 2024**

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



## MEMORANDUM

**To:** TARC Board of Directors

**From:** Ozzy Gibson, Interim Executive Director

**Date:** January 28, 2024

**Re:** Resolution 2024-07 Purchase of Ultra Low Sulfur Diesel (ULSD #2) from Invitation to Bid 20241867 (ITB)

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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 per gallon price of \$2.6199. 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. JRS was placed on a 30-60-day improvement and remedy plan, and as of December 11, 2023, JRS failed to adhere to the expectations which resulted in the termination of the contract.

On January 9, 2024, an emergency fuel procurement was initiated through a request for quotes with the intent to supply TARC with ULSD #2 until end of February until a new solicitation could be publicized and awarded. The request was sent to all bidders and advertised in Bonfire. A total of five (5) bidders responded and Valor Oil provided the lowest price, and in turn, won the bid during this period.

On January 16, 2024, a new Invitation to Bid (ITB) 20241867 to purchase ULSD #2 for an 18-month supply was released with a bid end date of February 16, 2024. The public opening was held via zoom on February 16<sup>th</sup> and a total of six (6) vendors were deemed responsible and responsive. Valor Oil provided the lowest price for ULSD #2 fuel at a firm fixed-price per gallon price of \$2.5934.

At this time, the Board of Directors is respectfully requested to authorize the Interim Executive Director to enter into an agreement with Valor Oil for an 18-month supply of ULSD #2 at a firm fixed-price per gallon of \$2.5934.

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



## **RESOLUTION 2024-07**

### **Purchase of Ultra Low Sulfur Diesel (ULSD #2)**

A Resolution authorizing the Executive Director to enter into an agreement with Valor Oil for a term of 18-months to supply ULSD #2 fuel:

**WHEREAS**, 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; and,

**WHEREAS**, TARC received proposals from multiple vendors, with six (6) of the bids being deemed reasonable and responsive based on pricing analysis; and,

**WHEREAS**, 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; 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 an agreement with Valor Oil for an 18-month term based upon the firm fixed-price per gallon of \$2.5934 for ULSD #2 fuel.

**ADOPTED THIS 28th DAY OF FEBRUARY 2024**

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**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:** February 28, 2024

**Re:** Resolution 2024-08 COOLING COMPONENTS AND RELATED SUPPLIES (ITB 20231859)

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In October 2023, the Procurement Department issued an invitation to bid (ITB) 20231859 for Cooling Components and Related Supplies. The solicitation was advertised in TARC's Bonfire online and Transit Talent. Bids were received from two (2) qualified and experienced vendors and both were deemed responsive.

The Procurement Department performed an independent cost estimate prior to receiving bids and the data is based on the last three (3) years spend. Historically our average annual spend for these types of supplies and materials are \$82,180. With previous yearly contracts, in the past we have not taken this to the Board for authorization and approval. However, we are now opting to have two (2) or more years with respect to agreements for these supplies so we must ask the Board for authorization and approval to enter into an agreement due to the threshold of Board approval.

Price increases of raw materials are apparent and inventory availability is volatile, so the Procurement Department has increased the anticipated spend to \$82,802 beginning this year with an escalation of 10% year-after-year. The Procurement Department will be performing a pricing analysis prior to the 2<sup>nd</sup> year's expiration of the contract to ensure price is within the market range.

The proposed pricing from both bidders was reviewed and compared against an Independent Cost Estimate (ICE) conducted by the Procurement Department, which found that the items were priced fair and reasonable both bidders. It is our intent to award these line item parts jointly to two (2) vendors:

- Muncie
- Kirk's

At this time, we respectfully request the Board of Directors to authorize the Interim Executive Director to enter into an agreement with an initial term of two (2) years in the amount of \$173,884 with an option of three (3) one-year terms in the amount of \$327,953 over those three additional years. The five (5) year total for this agreement shall not exceed amount is \$501,838.

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





## **RESOLUTION 24-08 COOLING COMPONENTS AND RELATED SUPPLIES**

A Resolution authorizing the Interim Executive Director 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:

**WHEREAS**, a competitive solicitation, Invitation to Bid (ITB) 20231859 was issued on October 18, 2023 for such supplies; and

**WHEREAS**, TARC seeks a multi-vendor award to provide cooling components and related supplies; and

**WHEREAS**, 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; 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 agreement 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.

**ADOPTED THIS 28th DAY OF February 2024**

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



# MEMORANDUM

**To:** TARC Board of Directors

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

**Date:** February 28, 2024

**Re:** Resolution 2024 – 09 Executive Committee Charter

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The Board held a special organizational meeting on September 25, 2023 to look at ways that the Board could improve its Board and Committee structure and meetings to be more effective and efficient. At the January Board meeting, the Board created an Executive Committee to assist it in carrying out functions and responsibilities of the Board. In a special meeting of the Board 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. As a result of these changes, the Board wishes to finalize its Charter for the Executive Committee, a copy of which is hereby attached.

The Board through this Resolution is seeking approval from the Board for the attached Executive Committee Charter. Please let us know if you have any questions. Thanks.



## **RESOLUTION 2024 - 09**

### **Executive Committee Charter**

A Resolution adopting the Executive Committee Charter:

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

**WHEREAS**, the Board at its January meeting created an Executive Committee; and

**WHEREAS**, the Board now wishes to adopt the Executive Committee Charter setting forth its functions and responsibilities; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Transit Authority of River City hereby adopts the Executive Committee Charter.

**ADOPTED THIS 28<sup>th</sup> DAY OF FEBRUARY 2024**

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



## **TARC Board of Directors**

### **Executive Committee Charter**

#### **Authority**

The Executive Committee (“Committee”) is a committee of the TARC Board of Directors (“Board”) established pursuant to KRS 96A.070(7) and by TARC’s Board Bylaws in Article VIII, Section 1.

#### **Membership and meetings**

There shall be three members (3) of the Committee, who shall be the Chair of the Board, Chair of the Finance Committee and Chair of the Operations Committee. The Board Chair shall serve as the Chair of the Committee. The Committee will meet as necessary by the call of the Committee Chair. Two (2) members attending in-person or virtually shall constitute a quorum.

#### **Term**

Each Committee member shall serve as long as he or she remains Board Chair or a Chair of the Finance and/or Operations Committee and until his or her successor for such respective position occurs.

#### **Responsibilities**

The Committee’s responsibilities shall be to:

- Expend \$500,000 or less in lieu of the full Board acting;
- Name members to the Nominating Committee no later than May 1 annually;
- Establish an annual process to evaluate TARC’s Executive Director;
- Identify training opportunities for Board members and ensure that the appropriate Board training is provided;
- Prepare a Board meeting attendance matrix annually;
- Review TARC’s strategic planning process and outcomes prior to presentation of such information to the full Board for its consideration; and
- Exercise all other powers granted by the Board, other than those set out herein and which shall only be expressly permitted by KRS 96A to be exercised by the entire Board.

Approved as of \_\_\_\_\_, 2024.

## PROJECTED PROCUREMENT PLAN PRIORITY FOR FY 2024

JAN 2024	FEB 2024	MAR 2024	APR 2024	MAY 2024	JUN 2024
	DIESEL FUEL	ROLLING STOCK - PURCHASE PARATRANSIT CUTAWAYS	ROLLING STOCK PRE & POST AUDIT AND PRODUCTION LINE INSPECTION SERVICES - RFP	FUEL ISLANDS REPAIR AND MAINTENANCE SERVICES	BUS WASH UPDATE (REPAIR AND MAINTENANCE)
	COOLING COMPONENTS	WHEEL CHAIR LIFTS	FACILITY-WIDE WATER DISPENSING SYSTEM - RFP	EXTRA POLICE SERVICES - RFP	FACILITY-WIDE LIGHTING UPGRADE (REPAIR AND MAINTENANCE)
			ELEVATOR REPAIR AND MAINTENANCE SERVICES	TECHNOLOGY PROFESSIONAL CONSULTING SERVICES - RFP	PAINT BOOTH UPGRADE (REPAIR AND MAINTENANCE)

JUL 2024	AUG 2024	SEP 2024	OCT 2024	NOV 2024	DEC 2024
MAINTENANCE GARAGE FLOOR REPAIRS	CARD ACCESS AND SECURITY IMPROVEMENT PROJECTS - RFP	BENEFITS BROKER CONSULTING SERVICES - RFP	ELECTRIC BUS ELECTRIFICATION INFRASTRUCTURE	NEW ERP SYSTEM - RFP	PARATRANSIT OPERATIONS AND MANAGEMENT (O&M) SERVICES - RFP
ON-BOARD BUS VIDEO SURVEILLANCE CAMERA SYSTEM MANAGEMENT, SUPPORT AND MAINTENANCE	GUARD SHACK RENOVATIONS (29TH STREET AND 11TH STREET)	COMPUTER HARDWARE DESK AND LAPTOPS AND PERIPHERALS	HEAVY-DUTY 40FT CLEAN DIESEL BUS - RFP	BUS SHELTER DESIGN, INSTALLATION AND MAINTENANCE - RFP	
LEARNING MANAGEMENT SYSTEM - RFP	MS OPERATING SYSTEM SOFTWARE LICENSING AND SUPPORT	GENFARE/FAREBOX REPAIR, SUPPORT AND MAINTENANCE - SOLE SOURCE	BUS MOBILE LIFTS UPGRADE (REPAIR AND MAINTENANCE)	FACILITY-WIDE LIGHTING UPGRADE (REPAIR AND MAINTENANCE)	
PERIMETER FENCING AND GATE REPAIR AND MAINTENANCE					



# EQUAL EMPLOYMENT OPPORTUNITY PROGRAM (EEOP)

**Develop, implement, and monitor an effective program to ensure that transit agencies do not discriminate against any employees or applicants for employment because of race, color, religion, sex, disability, age or national origin.**

**Every four years required of all DOT/FTA direct grant recipients, subrecipients, contractors & subcontractors that meet the following thresholds:**

<b>Employs 100 or more transit related employees</b>	<b>Receives capital or operating assistance in excess of \$1 million</b>	<b>Receives planning assistance in excess of \$250,000</b>
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## EEOP Components

<b>Statement of Policy</b>	<b>Communication &amp; Dissemination</b>	<b>Designation of Personnel Responsibility</b>	<b>Utilization Analysis</b>
<b>Goals &amp; Timetables</b>	<b>Assessment of Employment Practices</b>	<b>Monitoring &amp; Reporting</b>	