

# TARC BOARD OF DIRECTORS MEETING



## August 26, 2025 2025 Board Meeting Minutes

The Board of Directors of Transit Authority of River City (TARC) met on August 26, 2025 at 3:00 p.m. in person at TARC, 1000 W. Broadway in the Board Room and virtually via teleconference as permitted by KRS 61.826.

### Board Members Present

#### **In Person**

Abbie Gilbert  
Ted Smith  
Michael Schnuerle  
Justin Brown  
Steve Miller  
Christy Ames

#### **Virtual**

Alice Houston  
DuWayne Gant

#### **Declined**

### Meeting Called to Order

Abbie Gilbert called meeting to order at 3:04 p.m.

### Quorum Call

July Board Meeting Minutes approved.

### Public Comment

John Hardesty 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. You have three minutes to address the Board.

Shaun Spencer representing the West Louisville Dream Team, requested a response from TARC regarding their letter of intent to purchase the NIA Center, emphasizing community support and the need for swift decision-making.

### Special Reports

Abbie Gilbert presented the Board Chair report.

- She announced the Committee Chairs: Alice Houston, Operations Committee, and Justin Brown, Finance Committee Chair.

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Justin Brown presented the Finance Committee Report.

- Excellent attendance by Board Members.
- All of the Resolutions presented have been moved to today's Board Meeting for consideration.

## Action Items

Brian Cassidy presented Resolution 2025-32 Printer Purchase and Services.

- For the past decade, TARC has utilized Lang Company as our printer and copier service provider.
- In July 2024, Lang Company was acquired by Marco, a national printer and copier provider out of Minnesota, and has since increased its pricing.
- This past June, the Procurement Department issued a Request for Quote (RFQ) 20251928 for the purchase and servicing of TARC's printer and copier equipment and was advertised in TARC's Bonfire.
- The department conducted an independent cost estimate to forecast the cost of the printer purchase and support services.
- On June 21, 2025, TARC received proposals from six (6) responsive and responsible vendors. Staff from several departments evaluated and independently scored the six proposals.
- Four (4) proposals were short-listed. The four vendors short-listed were Prosource, Visual Edge, Marco Technologies, and Konica Minolta.
- After scoring and careful consideration, the evaluation committee unanimously recommends an award to Prosource for an initial term of three (3) years with two (2) optional one-year renewals. The total term life of the contract is five (5) years.
- Prosource's proposal presented a significantly more cost-effective and best value solution to TARC.

The motion was duly moved for approval by Alice Houston. The motion was seconded by Christy Ames. The Board of Directors unanimously adopted the resolution.

Keith Shartzler presented Resolution 2025-33 Worker's Comp Excess Policy.

- TARC's Workers' Compensation Excess Insurance Policy currently self-insures the first \$500,000 of any claim, including both medical payments and indemnity benefits.
- Due to TARC being a self-insured organization, the Kentucky Labor Cabinet requires that TARC maintain an excess insurance policy.
- Higginbotham is our insurance agent for workers' compensation excess insurance claims acquiring premium quotes on our behalf.
- The current policy of \$288,877 will expire on August 31, 2025.
- Higginbotham provided four (4) quotes to TARC. Based on the quotes received from Midwest Employers, Safety National, Arch, and Chubb, Arch provided the best value for TARC.
- This Resolution seeks approval for the Board of Directors to authorize the Executive Director to negotiate and enter into a policy agreement with Arch Insurance Company that has a specific retention by TARC of the first \$500,000 on any claim with an annual premium of \$384,796 beginning September 1, 2025.

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

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Ozzy Gibson presented Resolution 2025-35 Professional Service Agreement.

- In November of 2024, TARC entered into a one-year agreement with Dan Franklin to be a Senior Advisor of Operations (no. 20241897).
- The Director of Transportation position remains open and, as a result, while TARC continues looking into filling the position, we ask for Board approval to enter into an amendment to the original contract no. 20241897 to amend the duration and the not to exceed amount of such contract.
- Since Dan has been at TARC, TARC has made 100% pull out daily and there has been a drastic drop in missed miles as seen in monthly Board meetings. On time performance continues to improve and to be in line with peer agencies.
- He has streamlined line processes and worked with the team to be more efficient. He continues to work with the team on training, coaching, looking at routes to improve on time performance and working toward our organizational goals for this coming year.
- TARC would like to amend the current agreement with an additional \$70,000 with a new annual not to exceed amount of \$170,000 for a one-year term with the option to exercise two (2) one (1) year extensions through a properly executed amendment.
- Mr. Franklin is paid for flat contract work with no benefits.

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

Joe Triplett presented Resolution 2025-36 Single Source -Spectrum.

- The purpose of this resolution is to provide updated authority for TARC to enter into an agreement with Spectrum, a single source procurement, to move our current fiber connection between Union Station and our 29<sup>th</sup> St. facilities. TARC has utilized Spectrum for the current connection since 2016.
- The original procurement included another provider such as AT&T. Based on cost and service deliverables, Spectrum provided the best value to TARC and pricing was deemed fair and reasonable.
- In 2020, as Single Source procurement, Spectrum provided a secondary Internet connection as a failover/backup to TARC's primary Internet connection through Lumen.
- While meeting with Spectrum to discuss moving our current connection between Union Station and the NIA Center, we also discussed the possibility of a second connection between Union Station and our Car Hoist facility at 925 W. Broadway.
- This fiber connection would replace the current wireless bridge providing a more reliable connection and faster speeds.
- Spectrum provided multiple proposals and after reviewing the options the staff elected the following options:
  - Spectrum to move the current connection from the NIA Center to TARC's facility at 2905 W. Broadway, while increasing the connection speed from 1GB to 2GB.
  - To replace the wireless bridge with a fiber connection between Union Station and the Car Hoist facility. Increasing the speed of our failover/backup Internet connection to 2GB.
  - Total cost of installation on all location is \$850.00.
  - Monthly subscription of \$3,790.00 for all of the changes listed.
  - Total monthly savings of \$239.00 and estimated contract term total savings of \$14,340.00.

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- This Resolution seeks approval for the Board of Directors to authorize the Executive Director to enter into a five (5) year agreement with Spectrum Business to provide the services as described above with a total not-to-exceed amount of \$240,000.00.

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

Ozzy Gibson presented Resolution 2025-37 Committee and Board Meeting Times.

- A resolution establishing the Board and Committee Meeting Dates for September 2025 – August 2026.
- Committee Meetings will be held on the third Tuesday of the month starting at 2:00 p.m.
- Board Meetings will be held on the fourth Tuesday of the month starting at 3:00 p.m.
- All new times will be posted to the TARC Website.
- Meeting notices will be sent out Board Members and Staff.

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

Stephanie Isaacs presented the Above and Beyond Employees of the Month.

Annalisa Roberson & Lillian Brents

Matt Abner presented the Crowe LLP Audit Update.

Ozzy Gibson presented the Operations Report.

- Noted significant improvements in on-time performance for both fixed route (84%) and paratransit services (95%), with the board expressing pride in these achievements.
- Safety numbers discussed, which showed a decrease in issues from 15 to 9 compared to the previous year.
- The Board Members discussed the need to better define categories like "inefficient routing" in the reporting.

## **Closed Board Meeting Session**

Abbie Gilbert requested a motion for a Closed Board Meeting Session.

The motion was duly moved for approval by Justin Brown. The motion was seconded by Christy Ames. The Board of Directors unanimously adopted the motion.

Abbie Gilbert presented that no actions were taken regarding the real estate opportunity.

The motion was duly moved for approval by Christy Ames. The motion was seconded by Steve Miller. The Board of Directors unanimously adopted the motion.

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Abbie Gilbert requested a motion for an Open Board Meeting Session.

Abbie Gilbert requested a motion for the authority to move on the sale of the NIA Center.

The motion was duly moved for approval by Alice Houston. The motion was seconded by Christy Ames. The Board of Directors unanimously adopted the motion.

The TARC Board of Directors is authorizing the Executive Director to enter into a 14-day exclusive negotiating period with the West Louisville Dream Team for the sale of the NIA Center.

TARC's response will be submitted to the West Louisville Dream Team no later than 5:00 p.m. on August 29<sup>th</sup>.

Abbie Gilbert made a motion to adjourn at 5:00 p.m. This motion was approved by the Board.

Abbie Gilbert

Abbie Gilbert, Board Chair

9-23-25

Date