

**MINUTES
OF THE MEETING OF
THE BOARD OF MEMBERS
KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY**

April 21, 2022

The Board of Members of the Kanawha Valley Regional Transportation Authority (KVRTA) met for its regular monthly meeting at the offices of the Authority (with attendance both in person and also via video conferencing) at 8:45 AM, Thursday, April 21, 2022, pursuant to proper notice to the public and news media.

Present were Valerie Gainer, Todd Goldman, Manfred Holland* and Jay Snodgrass representing Kanawha County, Eric Hicks, and Thomas Toliver representing the City of Charleston, Connie Fout representing the Town of Belle, David White representing the City of Montgomery, Dave Casebolt* representing the City of Nitro, and Jean Arthur* representing the City of South Charleston. Also present were members of the KVRTA Staff including Chris Baldwin*, Travis Garrett, Kara Greathouse, Sean Hill, Scott Menefee, Jacob Pitman, and Curt Zickafoose. In addition, there were in attendance, Mark Dellinger of Jackson Kelly PLLC - legal counsel to the Authority, Brett Meadows - representing Local ATU-1742, and Jane Bostic – City of Charleston (* - denotes attended virtually).

Absent was Joe Koval, Larry Bailey and Robert Sutphin

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the March 17, 2022, meeting was dispensed with since each member of the Board had been previously provided with a copy thereof. Following the review of the minutes a motion was made by Mr. Snodgrass, and duly seconded by Mr. Hicks, the minutes of the March 17, 2022, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for March 2022 consisting of the statement of net position, the statement of revenues and expenses, comparative analysis of operations, the four weeks moving totals for passenger revenues, and a statistical analysis of operations. He stated that revenues for March totaled \$182,258 while expenses for the month were \$1,125,059. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. Mr. Menefee noted that ridership and revenue have both decreased in comparison to last year. Mr. Menefee noted that March's levy receipts received are down four (4) percent in comparison to last year's receipts but on trend to what has been anticipated. The financial statements for March 2022 were received and filed as presented and directed to be attached to and made a part of these minutes.

Mr. Hill informed the board there were no invoices to approve in excess of \$5,000.

Mr. Hill then turned to Mr. Pitman to present the Insurance Report. Mr. Pitman stated there were no major changes during the month of March. Mr. Snodgrass asked about the previous accidents at Cabin Creek and Mr. Pitman stated he was still in discussion with WVDOH. Mr. Pitman presented the KAT Operations Report and called attention to the \$50,358 received from the SOR program in March of this year in comparison to approximately \$10,000 received in March 2021.

Mr. Hill provided an update on the new City Center Station. Construction is complete, and the building was opened on April 11th. Mr. Hill thanked everyone for attending the Ribbon Cutting and detailed the transition of work as successful. Mr. Hill detailed the dedication of the City Center's Conference Room to Doug Hartley and presented a picture of Mr. Hartley next to the dedication plaque. Mr. Goldman commented on the event, thanking everyone for their attendance and stressed the increased safety and security would be crucial to the general maintenance of the area.

Mr. Goldman turned to Ms. Greathouse to update the board on the Maintenance Facility Improvement Plan. Ms. Greathouse summarized the final report from Wendel and discussed cost estimates from Wendel and Thrasher Engineering to provide NEPA documentation. Mr. Goldman requested a prioritized list from Wendel of items needed to ensure safety in the Maintenance Garage. After questions and answers from board members KRT staff was tasked with engaging Thrasher Engineering to complete NEPA documentation.

Mr. Goldman then moved to new business and discussed preparation of next years budget. Mr. Goldman asked for volunteers to serve on the budget committee. Mr. Hicks, Ms. Gainer and Mr. Goldman will meet on May 5th to discuss next year's budget. Mr. Goldman requested Mr. Hill send the meeting invitation to the full board so any member may attend if able. The completed budget will be presented at the May board meeting.

Mr. Hill then detailed Election Day Fare. After discussion the board supported a free fare day of on Election Day May 10.

Mr. Hill requested Mr. Pitman present plans for future mobile ticketing. Mr. Pitman reviewed past and current efforts to improve farebox technology. Current fareboxes need to be replaced and after research KRT staff recommends purchasing validators and software from Masabi. In order to reduce costs staff also recommends joining Neoride which serves as a council of governments for transit authorities in Ohio, Kentucky, Michigan and Arkansas. After discussion Mr. Goldman encouraged Mr. Pitman to visit nearby transit authorities already utilizing the desired software and hardware to better understand the operations. Ms. Gainer requested the Neoride Bylaws to review so that the board may fully understand KRT's obligations before joining.

With nothing further to be discussed, a motion was made by Mr. Goldman to adjourn the meeting. The next regular meeting of the Board will be held Thursday, May 19, 2022, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.