

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

May 19, 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, May 19, 2022, pursuant to proper notice to the public and news media.

Present were Valerie Gainer, Todd Goldman, and Jay Snodgrass* representing Kanawha County, Eric Hicks and Thomas Toliver representing the City of Charleston, Connie Fout representing the Town of Belle, Larry Bailey* representing the City of Dunbar, David White representing the City of Montgomery, Jean Arthur representing the City of South Charleston and Robert Sutphin representing the City of St. Albans. Also present were members of the KVRTA Staff including Sean Hill, Scott Menefee and Curt Zickafoose. In addition, there were in attendance, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Brett Meadows - representing Local ATU-1742, and Kelsey Tucker – Transportation Planning Manager: Regional Intergovernmental Council (* - denotes attended virtually).

Absent were Dave Casebolt, Manfred Holland, and Joe Koval.

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the April 21, 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. Sutphin and duly seconded, the minutes of the April 21, 2022, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for April 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 April totaled \$152,890 while expenses for the month were \$1,199,366. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. Mr. Hick's asked if staff was able to come up with any explanation as to why ridership has not been increasing as is typically the case with increase in fuel prices; this is something that has been looked at, but no definitive answer has resulted as staff will continue to track this information. The financial statements for April 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 presented the Insurance Report and stated there were no major changes during the month of April; he then presented the KAT operations Report and called attention to the decrease from the SOR program in April that was attributed to the program eliminating service on Sundays.

Mr. Goldman then asked Mr. Hill to give a summary of the recently passed levy. Mr. Hill wanted to thank everyone who was involved, from the sheriff's office, ambulance authority, volunteer fire departments, emergency services, the various municipalities, as well as to all of those on the board who helped get it passed. The rate was close to the previous one and came in at approximately 79.8%.

Mr. Hill then provided an update with the facility improvement plan. He noted that Ms. Greathouse has been coordinating the efforts of both Thrasher and Wendel in their preliminary design and site preparation/documentation; in addition, she has gotten the draft put together for the Transit Equity Analysis as well as worked with RIC to amend our TIP for this new project.

Mr. Menefee then presented the proposal for the FY23 budget for both operating and capital. The budget committee, consisting of Mr. Goldman, Mr. Hicks and Ms. Gainer had met previously and reviewed with staff the various detailed line-by-line of the general ledger accounts to get the presentation summarized into the broader categories the board is accustomed to during regular meetings. The proposed budget is about \$800,000 more than that of the previous year and is due to the contractual obligations for increases in wages and related benefits, increase by PEIA for health insurance, increase in positions for additional cleaners and KAT drivers, as well as the general increase for parts/supplies. For the capital side, the major increase was to obligate funds to provide the necessary local match to have available as we begin to explore the opportunity for the facility upgrade, and also for technology related improvements with the servers, fare collections, and GPS tracking for the entire fleet. After the presentation and a brief discussion, Mr. Hicks made the motion to accept the FY23 as presented, which was then duly seconded and approved unanimously.

Lastly, Mr. Hill then gave the board a brief update with the recent RFP for paratransit vehicles. As these proposals were received last week, staff has not had adequate time to get together and review them as needed with various travel and we request some more time before something may be presented to the Board for their approval.

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, June 16, 2022, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.