

FINANCE COMMITTEE MEETING

January 19, 2023

Board Committee Members

Ann Ogoreuc, Chair (in-person)
Jennifer Liptak
Gerry Delon
Jeff Letwin

Other Board Member

Stephanie Turman
Lori Mizgorski
Michelle Zmijanac
John Tague
Representative Nick Pisciotano

1. Approval of Minutes

The minutes of the November 10, 2022 Finance Committee Meeting were approved.

2. Proposed Resolutions

The first resolution reviewed by the Committee was seeking authorization to apply for and enter into Grant Agreements for Calendar Year 2023 Operating and Capital Funds.

It was reported that PRT applies for and enters into grants at a Federal, State and Local level and in many instances, the grants have tight deadlines for submission. This resolution would preauthorize PRT to submit grant applications that become available in Calendar Year 2023 including an upcoming \$150 million Federal Smart Starts grant for the Bus Rapid Transit project.

This resolution further requires staff to regularly report to the Finance Committee on grants that have been applied for and entered.

The Finance Committee agreed to recommend the resolution to the entire Board for approval.

The second resolution was seeking authorization to amend an agreement with Bank of America, NA, to provide Merchant Card Services related to Automated Fare Collection Services.

It was reported that In January 2015, PRT issued a Request for Proposals to obtain services of a firm to provide Merchant Card services. These services include debit and credit card processing related to the Automated Fare Collection System and Service Center.

In June 2015, PRT's Board authorized a five-year agreement with Bank of America for a not-to-exceed amount of \$2,500,000. The agreement also included five additional option years at PRT's sole discretion. The Agreement became effective in February 2017.

In January 2022, PRT's Board approved a resolution exercising the first option year with Bank of America and increasing the not-to-exceed amount to \$3,162,439.

It was also reported at the meeting that to date, the services provided by Bank of America have been satisfactory.

The Finance Committee agreed to recommend exercising the second option year to January 30, 2024 and increasing the not-to-exceed amount to \$3,777,439.

3. November and December 2022 Financial Statements

The November and December financial results were also presented at the meeting.

It was reported that Total Operating Income for the month of November was under budget by \$88,521 and \$1.8 million under budget for the fiscal year due to lower Passenger Revenue and ACCESS Shared Ride Revenue.

November Operating Expense were below budget for the month and year-to-date by \$3.9 million and \$21.5 million respectively, principally due to lower Salary & Wages and Benefits due to vacant positions and lower Purchased Services.

For the month of December, total Income was \$775,769 below budget and \$2.56 million below budget at mid-year. However, Total Operating Income is \$2.5 million higher than last fiscal year principally due to higher Passenger Revenues and Interest Income.

Total Expenses for the month of December were \$5.3 million below budget and \$26.7 million below budget at mid-year due to lower Wages, Benefits, Purchases Services and Other Expenses.

Total Subsidy at mid-year is \$3.0 million below budget due to lower ARPA invoicing which will normalize by year-end.

Finally, it was reported that PRT ended the month of December with approximately \$141.5 million in cash reserves.

With no further business, the meeting was adjourned.