



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Finance Committee

Meeting Minutes

Thursday, January 12, 2023

11:00 AM

RTA Board Room

The New Orleans Regional Transit Authority (RTA) hereby declares that, in accordance with La. R.S. 42:17.1 (A)(2)(a)-(c), a meeting will be held in person on Thursday, January 12, 2023, at 11:00 a.m. Please be advised that mask wearing is encouraged inside the boardroom.

Written comments on any matter included on the agenda will be accepted in the following ways: 1) Submission of a Speaker Card on meeting day; 2) Electronically by email sent to: rtaboard@rtaforward.org prior to the meeting; or 3) By U.S. Mail send to 2817 Canal Street, Attention: Office of Board Affairs, New Orleans, LA 70119.

1. Call To Order

2. Roll Call

Commissioners Present: Commissioner Walton, Commissioner Coulon, Commissioner Ewell and Commissioner Neal

3. Consideration of Meeting Minutes

approved

[Finance Committee Meeting - December 8, 2022]

[23-005](#)

Commissioner Coulon moved and Commissioner Ewell seconded to approve the Meeting Minutes of December 8, 2022. The motion was approved unanimously.

4. Committee Chairman's Report

Habibullah Saleem spoke on how well the RTA was doing transporting people in the City of New Orleans.

Audio was not recorded for the Chairman's remarks.

5. Interim Chief Executive Officer's Report

Lona Hankins reported that she was meeting with Elected Officials to let them know RTA's plans for 2023.

6. Chief Financial Officer's Report

Gizelle Banks reported - Ridership - Ridership in November decreased by 18.5% compared to October 2022 actuals. Through November, total system ridership (bus, streetcar, and paratransit) was 778K, 31% exceeding November 2021 actuals (593K), 23% below November 2019 pre-COVID actuals (1M), and 18% above the forecast. The results show improved but mixed results across the spectrum.

Gizelle Banks reported - Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. November's farebox recovery rate decreased slightly from 9.69% in the prior month to 8.77%; a total decrease of less than 1%. The farebox recovery rate for November 2019 (Pre-COVID) was 12.76%.

Gizelle Banks reported - Ferry - Farebox Recovery Rates 2022 vs 2019 (Pre-COVID) - The decrease in farebox recovery to 8.73% in November from 12.42% in October is a result of decrease in passenger revenues and an increase in operating expenses from the prior month. Fare revenues continue to offset a small percentage of operating costs.

Gizelle Banks reported - Operating Revenues (Budget, Actual & Prior Year) - RTA's two largest revenue sources are General Use Sales Tax (\$9.3M) and Fare Revenue (\$757K). The two combined make up 83% or \$10M in total revenue. Overall, total operating revenues for the month of November are \$12M. Passenger Fares for November decreased by 12% or \$106K compared to the previous month of October actuals (\$863K).

Gizelle Banks reported - Net Revenues (Before and After Government Assistance) - Net Revenue (Before Government Assistance) is \$3.1M for the month of November. After applying \$5.3M in Government Operating Assistance, Net Revenue ended with 8.1M or a positive variance of 330% for the month of November (compared to the budget of \$1.9M).

Operating Expenses - Operating Expenses for the month of November are roughly \$8.6M. Labor and Fringe Benefits, the largest expenditure at \$5.6M, comprised 64.6% of this month's actual expenses. In total, Operating Expenses for the month of November show a slight decrease of 3.1% from \$8.9M in October.

Operating Reserve - The strong positive variance that resulted from Net Revenue (After Government Assistance of approximately \$5.3M) added \$7M to Restricted Operating/Capital Reserve after the offset of \$564K in Debt Service.

Lona Hankins reported that the RTA was working on different ways to capture extra ridership from Special Events in the city.

Commissioner Ewell stated that streetcar ridership does increase during Special Events.

Commissioner Neal stated that he would love to be a part of the conversation regarding Special Events.

In response to Commissioner Walton, Gizelle Banks reported that the RTA had drawn down all the CARES Act Funding.

7. DBE Report

Adonis Expose' reported that the RTA awarded a total of \$10,187,302 in contracts and \$6,819,611 was awarded to DBE Prime Contractors. The DBE participation was 67%.

Current DBE Projects:

CMAR - Canal Street Ferry Terminal (Construction) - 13%
Disaster Recovery Grants Management and Administration - 39%
Riverfront Track Work & Overhead Catenary - 10%
Transit Ferry Services - 24%
East New Orleans Maintenance Building - 20%
Business Intelligence & Data Management Reporting System - 36%
On Call Technical Safety Support - 22%
Napoleon Facility Renovation & Upgrade - 2%
Rampart Streetcar Line: Emergency Repair Project- 0%

Current SBE Projects:

DBE Consulting Services - 63%
Construction Cost Audits - 78%
Bus Rapid Transit Feasibility Study - 58%
On Call A&E Services for Design of Interim Downtown Transit Hub - 98%
Facility Maintenance & Construction Support Services - 64%
Classification and Compensation Study - 75%
Leadership & Change Management Training - 88%
Temporary Janitorial Services 99%

Adonis Expose' reported that DBE/SBE Next Workshop:

Tuesday, January 24, 5:30pm - 7:30pm

Topic: Responding to Bids and RFP's - Bid Better, Win More and Grow Your Business

8. Infrastructure & Planning Report

Dwight Norton reported on the following:

Close-Out:

Riverfront Streetcar - Work complete. Service restored. Completed review of DBE participation to allow retainage payment
ENO Maintenance Bldg. Exterior Envelope - Reviewing all close-out documents prior to paying final pay app.

Construction: Canal Ferry Terminal - Ferry Service operation at permanent wharf target January 20

Building: 99% complete, target substantial completion January 20. Planters (enhanced Audubon improvements target March. Dry side (Floodwall to Canal St) - Landscape, hardscape, bridge and elevator target May

Temporary dismantle and pile removal: no later than June 2023

Napoleon Facility Rehabilitation - Foundation work has begun to stabilize the wall. Received Army Corp Permits. Roofing material has been ordered. Working with SHPO on the design of window (Historic Approval)

Rampart Streetcar Restoration Recovery from Hard Rock Hotel Collapse - Target construction start January 23 starting at Elysian Fields - Target completion date early May 2023 - Parts supply issues have delayed start.

Interim Downtown Transfer Center - Downtown Phase 1 complete - shelters installed.

Design review for Downtown Phase 2 this month and construction bid advertise in by March 2023 - New Orleans East hub shelters installed.

Procurement:

2021 Non-Advertising Shelter - Bid release - responses due 1/17. DBE/SBE outreach event held 1/4

Planning:

Bus Rapid Transit (BRT) Feasibility Study - Draft route evaluation / alternatives analysis report released.

Adoption of LPA on January board and early February council vote. Public meetings week of 1/23

Algiers Point Ferry Terminal Rehabilitation and Modernization - Waiting on results of FY22 FTA Grant Application

Lower Algiers Car Ferry Landing Barge Replacement - Working on Project Execution Plan

Algiers Point Landing Barge Replacement - Working on Project Execution Plan

No Emission Vehicle Pilot - Held kick off meeting with Fleet Vendor

RAISE: Fare Technology Replacement - Prepared CE checklist to allow grant fund draw down. RFI results due mid-January. RFP for fare tech consultant in development

RAISE: Transit Facilities Design and Build - Initial programming locally starting in Q1; Funded in 2023 Capital budget - required for FTA environmental review and grant draw down.

5307 Passenger Ferry - New landing barge for Algiers Point, drydock Armiger and Levy Ferry Boats

State Capital Outlay - Replace Maintenance Barges at Lower Algiers FY-2022-2023 Priority 4

New Applications:

State DOTD 5339 - Replace para-transit vehicles that are at the end of useful life.

FY2023-2024 Capital Outlay: Ferry Maintenance Barge Replacement - State of Louisiana Capital Outlay submission, requirement to submit until the funds are spent. Priority 4 in the FY 2022-2023 budget.

FY2023-2024 Capital Outlay Vehicle Ferry Replacement Study - State of Louisiana Capital Outlay submission

In response to Commissioner Walton, Dwight Norton reported that staff was looking at diesel hybrid buses.

Commissioner Neal stated that staff should present to the Board a full strategy regarding fleet replacement and how staff are going to handle these issues.

Lona Hankins stated that the RAISE Grant will be coming before the Board for approval in February and this grant would be a great opportunity to rebuild New Orleans around transit.

9. Procurements

A. Authorizations:

Marketing and Advertising Services (Campaigns) and Media Planning and Buying Services [22-111](#)

In response to Commissioner Walton, Angele Young reported that this contract was on an annual basis for five years with a not to exceed \$200,000 per year.

In response to Commissioner Neal, Angele Young reported that each consultant has their own specialty.

Commissioner Coulon moved and Commissioner Ewell seconded to approve the Marketing and Advertising Services (Campaigns) and Media Planning and Buying Services. The motion was approved unanimously.

approved

Enactment No: 23-002

Radio Communications Infrastructure 2 [22-159](#)

In response to Commissioner Ewell, Lona Hankins reported that this contract was A Not to Exceed \$1.2 M for the first year and years 2 and 3 was Not to Exceed \$700,000. This is being procured off of State Contract.

Commissioner Neal moved and Commissioner Coulon seconded to approved the Radio Communications Infrastructure 2. The motion was approved unanimously.

approved

Enactment No: 23-003

Clever Device Maintenance Agreement [22-175](#)

Commissioner Coulon moved and Commissioner Ewell seconded to approve the Clever Device Maintenance Agreement. The motion was approved unanimously.

approved

Enactment No: 23-04

Cooperative Endeavor Agreement (CEA) between the City of New Orleans and Regional Transit Authority (RTA) Audubon Nature Institute (ANI) [22-179](#)

Commissioner Ewell moved and Commissioner Neal seconded to approve the CEA Between the City of New Orleans and Regional Transit Authority (RTA)

Audubon Nature Institute (ANI). The motion was passed with 3 yeas and 1 abstained.

Enactment No: 23-006

B. Amendments:

NEOGOV Contract Renewal

[22-176](#)

In response to Commissioner Walton, Darwin Anderson reported that the annual cost was \$199,526.36 for 2023.

Commissioner Ewell moved and Commissioner Neal seconded to amend the NEOGOV Contract Renewal. The motion was approved unanimously.
amended

Enactment No: 23-005

Transit Security Services - SEAL Security Services

[22-188](#)

In response to Commissioner Walton, Robert Hickman reported that a new contract should be in place by the March Board Meeting.

In response to Commissioner Ewell, Robert Hickman reported the extension amount was \$517,440.

In response to Commissioner Walton, Robert Hickman reported that the last extension was done in either September or October.

Commissioner Ewell moved and Commissioner Neal seconded to amend Transit Security Services - SEAL Security Services. The motion was amended unanimously.
approved

Enactment No: 23-007

10. Audience Questions & Comments

None.

11. New Business

None.

12. Adjournment

Commissioner Neal moved and Commissioner Ewell seconded to adjourn the January 12, 2023, Finance Committee Meeting. The motion was adjourned unanimously.
adjourned