



2817 Canal Street  
New Orleans, LA 70119

## New Orleans Regional Transit Authority Finance Committee

### Meeting Minutes

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Thursday, June 9, 2022

11:00 AM

Virtual

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The New Orleans Regional Transit Authority's Board of Commissioners hereby certifies that it will convene a meeting on Thursday, June 9, 2022 electronically via Zoom in accordance with the provisions of La. R.S. 42:17.1(A)(2)(a)-(c).

#### 1. Call To Order

#### 2. Roll Call

**Commissioners Present:** Commissioner Raymond, Commissioner Coulon, Commissioner Ewell and Commissioner Walton.

#### 3. Consideration of Meeting Minutes (April 14, 2022)

Finance Committee Meeting Minutes

[22-090](#)

Commissioner Coulon moved and Commissioner Ewell seconded to approve the minutes from April 14 2022. The motion was approved unanimously.

#### 4. Committee Chairman's Report

No report.

#### 5. Chief Executive Officer's Report

Lona Hankins gave the report for Alex Wiggins.

Lona Hankins reported that the RTA received a Certificate of Merit from the APTA Rail Conference for Rail Safety.

Lona Hankins reported that the air at the East New Orleans Facility has been out since late spring of this year due to the chiller and the part that is needed will not be delivered until July and that staff could not work from home was located in the maintenance side of the East New Orleans Facility.

Lona Hankins reported that there was another chiller relocated at the building that was unreliable.

## 6. Chief Financial Officer's Report

Gizelle Banks reported that - Ridership - As COVID wanes, ridership gradually recovers while service levels remain steady. However, the number of public transit trips taken by riders in April 2022 (889K) shows a slight increase of (62K) from the previous month of March 2022. Actual ridership when compared to the budget shows a positive variance of over 22% for the month of April.

Gizelle Banks reported that - Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a slightly lower percentage of operating expenses as ridership struggles to rebound. April's farebox recovery decreased slightly from 12.60% in the prior month to 10.93%; a total decline of 1.7%.

Gizelle Banks reported that - FERRY- Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - The increase in farebox recovery to 13.91% in April from 8.42% in March is a result of increase in passenger revenue and a slight decrease \$408K in operating expenses from the prior month.

Gizelle Banks reported that - Operating Revenues (Budget, Actual & Prior Year) - Overall, Operating Revenues display positive results for the month when compared to the prior year due to strong Sales Tax Revenues. Passenger Fares for April fared favorably by \$153K or 21.3% when compared to the budget.

Gizelle Banks reported that - Net Revenue (Before and After Government Assistance) - is \$3.7M for the month of April. After applying the month's \$1.9M in Government Operating Assistance, Net Revenue ended with a \$4.6M or 442% positive variance for the month of April (when compared to the budget \$971K).

Gizelle Banks reported that - *Operating Expenses* - for the month of April is 7.9M. Labor and Fringe Benefits, the largest expenditure at \$5.3M, comprised 66.4% of this month's actual expenses. In total, Operating Expenses for the month shows a negative variance of \$1M or 11.9% when compared to the budget.

Gizelle Banks reported that - Operating Reserve - The strong positive variance that resulted from Net Revenue (After Government Assistance) added \$4M to Restricted Operating/Capital Reserve after the offset of \$567K in Debt Service.

In response to Commissioner Coulon, Gizelle Banks reported that the RTA was not mandated to keep a 15% rainy day fund balance and staff was currently working on a reserve policy with a 20% operating reserve.

[April Financials]

[22-093](#)

## 7. DBE Report

Adonis Expose' reported that the RTA awarded a total of \$8,417,785 in contracts and \$6,719,611 was awarded to DBE Prime Contractors. The DBE participation was 80%.

### Current DBE Projects:

CMAR - Canal Street Ferry Terminal (Construction) - 6%  
Disaster Recovery Grants Management and Administration - 35%  
Riverfront Track Work & Overhead Catenary - 10%  
Transit Ferry Services - 9%  
East New Orleans Maintenance Building - 19%  
St. Charles Streetcar Line Downtown Loop Pavement Replacement - 67%  
OCS Pole Replacement - 0%  
Business Intelligence & Data Management Reporting System - 0%  
On Call Technical Support - 0%  
Napoleon Facility Renovation & Upgrade - 0%  
Transit Security Services - 0%

### Current SBE Projects:

DBE Consulting Services - 46%  
Construction Cost Audits - 49%  
Bus Rapid Transit Feasibility Study - 16%  
On Call A&E Services for Design of Interim Downtown Transit Hub - 0%  
Vegetation Control on Streetcar Lines - 0%  
Facility Maintenance & Construction Support Services - 0%  
Classification and Compensation Study - 0%  
Leadership & Change Management Training - 0%  
Temporary Janitorial Services 0%

### Upcoming - DBE/SBE Projects:

Contractors for Rampart Streetcar Line: Emergency Repair Project - 13.8%  
Transit Stop On-Call & Support Services - 28.33%

Adonis Expose' reported that there were going to be two DBE/SBE Outreach Events on June 16, 2022 with the City of New Orleans for the 2022 Reverse Trade Show and on June 29, 2022 the Port of NOLA Procurement Fair.

In response to Commissioner Ewell, Lona Hankins reported that the completion of the Canal Street Terminal was scheduled to be completed by for the end of the year.

In response to Commissioner Ewell, Lona Hankins reported that this particular contractor for the Ferry relied heavily on the Marine from a DBE Certified that was kicked out of the DBE Program because he was no longer qualified. Staff was currently working with the contractor to see if they can come up with another qualified DBE Certified Firm.

Lona Hankins reported that there are so few marine contractors that are DBE Certified so it's going to be hard to meet the 30% mark so staff was asking the contractor to invest in more DBE's on the building side of the contract.

## 8. Infrastructure & Planning Report

Lona Hankins reported on the following:

### **Close-Out:**

Riverfront Streetcar - Service was restored, working on contract close-out; added repair of Poydras St. Station new underway.

St. Charles Streetcar: Downtown Loop Pavement Replacement - Returned to service March 6, 2022 and working on punch-list items are being addressed.

### **Commissioning:**

#### **Construction:**

Canal Ferry Terminal - Building: 60% complete, roofing underway on terminal. Elevator Shaft: sheetrock & electrical underway. Wharf: foundation 75% complete

ENO Maintenance Bldg. Exterior Envelope - 98% complete

Napoleon Facility Rehabilitation - Waiting on permit from CNO

#### **Procurement:**

Rampart Streetcar Restoration: Recovery from Hard Rock Hotel Collapse - Due June 6

On-Call Transit Stop Support - Due June 16

#### **Engineering:**

2021 Non-Advertising Shelter - Anticipate advertisement July

Interim Downtown Transfer Center - Met with external stake-holders, target In-Service is September 2022

Algiers Point Ferry Terminal Rehabilitation and Modernization - Finalizing internal project design/project charter.

Lower Algiers Car Ferry Terminal and Maintenance Barge Renovation - Waiting on clearance to begin.

#### **Planning:**

Bus Rapid Transit (BRT) Feasibility Study - Draft of BRT Standards completed Analysis

Community responses of route alternatives underway

#### **2021 Carryover Applications:**

Areas of Persistent Poverty Program (Replaces HOPE) - Develop safe, fast and comfortable transit corridors along the high frequency bus and streetcar routes

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

5339 Bus and Bus Facilities - Design and construct Downtown Transit Center

State Capital Outlay - Replace Maintenance Barges at Lower Algiers

#### **New Applications:**

State DOTD 5339 - Purchase non-revenue vehicles to support maintenance crews and administrative staff

Katrina Rita D-CDBG - Purchase additional revenue vehicles right sizing the fleet for New Links Implementation

5339 Bus and bus Facilities - Procure 23 low-floor 40' diesel bus

Lona Hawkins reported that some of the New Links Projects that are going to need Board approval may not make it through the committees and just go through the Board Meeting due to the time constraints of the project.

In response to Commissioner Walton, Lona Hankins reported that the RTA was not ready for the Electrical Vehicles.

In response to Commissioner Coulon, Lona Hankins reported that the Procurement Policy requires staff to bring any change order amendment over \$100,000 to the Board for Approval.

In response to Commissioner Coulon, Gizelle Banks reported that there was a short fall on the Operating side and on the Capital Side there was a short fall on the Maritime Operations and there is some CARES Act funding and the American Recover Plan funding that was being used to supplement the Operating Capital Gaps that is in the Budget.

In response to Commissioner Coulon, Gizelle Banks reported that the \$59 Million that the RTA received from the Federal Government has not been allocated and the CARES Act funding that was received was being used to supplement the operating deficit from the impact of COVID.

In response to Commissioner Coulon, Gizelle Banks reported that the RTA does have a Five Year Projection Plan and the plan has been submitted to the FTA.

## 9. Authorization

RTA Line of Credit (Rescind and Replace Resolution Number 19-092)

[22-088](#)

Mark Major reported that the board had previously authorized a line of credit with JP Morgan Chase Not to Exceed \$50,000 for declared emergencies and staff was asking to increase that amount to \$100,000 and add five additional individuals would be added to the authorization. Once the declared emergency is over the authorization would go back to the original \$50,000 with the original two users.

The following five people are:

Gerard Guter  
Mike Smith  
Craig Toomey  
Ronald Baptiste  
Jacques Robichaux

In response to Commissioner Ewell, Mark Major stated that critical staff remained in the City during Hurricane Ida and those employees' essential needs needed to be met such as food and water and Executive Staff would like to make sure that all employees are taken care of in the time of a declared emergency.

In response to Commissioner Raymond, Mark Major stated that the two individuals that have authorization currently is himself and Alex Wiggins.

Commissioner Raymond asked Mark Major to add Lona Hankins as an individual authorized to use the credit card during a declared emergency.

Mark Major stated that he would amend the resolution to include Lona Hankins as an authorized user for declared emergencies for approval at the June 28, 2022 Board Meeting.

Commissioner Walton moved and Commissioner Coulon seconded to approve the original resolution. The motion approved unanimously.

Commissioner Walton moved and Commissioner Ewell seconded to approve the amended resolution to include Lona Hankins as an authorized user during declared emergency.

Enactment No: 22-045

## **10. New Business**

None.

## **11. Audience Questions & Comments**

## **12. Adjournment**

Commissioner Ewell moved and Commissioner Coulon seconded to adjourn the Finance Committee Meeting - June 9, 2022. The motion was approved unanimously.

[June 9, 2022 Finance PowerPoint Presentation]

[22-106](#)