



2817 Canal Street  
New Orleans, LA 70119

## New Orleans Regional Transit Authority Board of Commissioners

### Meeting Minutes

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Tuesday, April 26, 2022

10:00 AM

Virtual

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The New Orleans Regional Transit Authority does hereby certify that it is unable to hold a commission meeting under regular quorum requirements due to COVID-19. The next Commission meeting will be held via Zoom on Tuesday, April 26, 2022 at 10:00 am in accordance with the provisions of La R.S. 42:17.1(A)(2)(a)-(c). All efforts will be made to provide for observation and input by members of the public.

#### 1. Call to Order

#### 2. Roll Call

**Commissioner Present:** Chairman Daniels, Commissioner Bryan, Commissioner Neal, Commissioner Raymond, Commissioner Sarwar, Commissioner Tillery, Commissioner Walton and Commissioner Wegner,

#### 3. Consideration of Meeting Minutes

[Board Meeting Minutes - March 22, 2022]

[22-077](#)

Commissioner Tillery moved and Commissioner Sarwar seconded to approve the Board Meeting Minutes of March 22, 2022. The motion was approved unanimously.  
approved

#### 4. Reports

##### A. RTA Chairman's Report

Commissioner Raymond moved and Commissioner Walton seconded to adopt a Resolution of Appreciation for Commissioner Wegner. Resolution No. 22-032 was adopted unanimously.

Commissioner Raymond moved and Commissioner Walton seconded to adopt a Resolution of Appreciation for Commissioner Tillery. Resolution No. 22-033 was adopted unanimously.

Commissioner Raymond moved and Commissioner Walton seconded to adopt a Resolution of Appreciation for Commissioner Sarwar. Resolution No. 22-034 was adopted unanimously.

The Board had a moment of silence for the family of the kids that drowned in the Mississippi River.

Commissioner Daniels stated that the RTA was going back to in-person meetings for the May 24, 2022, Board Meeting and as a safety precaution everyone from the public would be asked to wear a mask at the Meeting.

B. Operations & Administration Committee Chairman's Report

Commissioner Neal reported that on Thursday, April 28, 2022, the RTA was going to hold an Open House for the Bus Rapid Transit Project in the Board Room from 5:30pm - 7:00pm.

C. Finance Committee Chairman's Report

Commissioner Raymond stated that the Finance Committee had a very productive Committee Meeting.

D. Jefferson Parish Report

No report.

E. RTA General Counsel's Report

Sundiata Halley stated that his report was going to be discussed in Executive Session.

F. RTA Chief Executive Officer's Report

Alex Wiggins reported that the RTA had suspended the mask mandate enforcement on all modes of transportation and currently the RTA has two employees with COVID.

Alex Wiggins reported that the majority of the operators are still wearing their mask and encouraging passengers to do the same.

Alex Wiggins reported that the RTA was awarded a State Grant for \$1.687 Million to fund 37 non-revenue vehicles.

Alex Wiggins reported that the 2021 RTA Annual Report was available on the RTA Website.

Alex Wiggins reported that staff was preparing for JazzFest and making the necessary schedule adjustments to accommodate the riding public.

Alex Wiggins reported that the RTA was attending the City Council Hurricane

Preparedness Briefing on April 28, 2022, to discuss the following:

The RTA will maintain service across all transit modes if weather conditions allow us to do so safely.

In the event of a CAE, the RTA will....

Transport evacuees and their pets (those in small and extra-small carriers) from pickup locations to the Smoothie King Center (SKC). Pet buses also are provided for evacuees with large pets. Muzzles and leashes are a must.

Provide paratransit support for the transport of home-bound citizens from their residences to the SKC.

Provide supplemental transport of hotel visitors from the hotel staging centers to MSY, if required.

Operate a limited number of regular bus routes, as resources permit.

Alex Wiggins reported that the 14th Annual ADA Hurricane Preparedness Meeting was going to take place on Thursday, May 19, 2022 at the RTA Canal Facility.

#### G. RTA's Chief of Staff Legislative Update

Katherine Felton reported on the following:

\$1.68M to replace 37 non-revenue fleet vehicles

Rural Section 5339 Bus and Bus Facility FFY19 remaining balance & all FFY20 & FFY21 apportionment.

\$14M Capital Outlay Request

Baton Rouge - New Orleans Demonstration Ride

Infrastructure Czar Meeting to discuss transit priorities

\$5M appropriations request submitted to U.S. Representative Carter

Senator Cassidy deadline early May

City of New Orleans/RTA joint \$25M RAISE Grant submission for design and construction of the downtown transit center

### 5. RTA Chief Financial Officer's Report

Gizelle Banks reported that - Ridership - As COVID wanes, ridership gradually recovers while service levels remain steady. However, February's ridership of 612K fell short of the budget by 89k passengers. Year-to-date comparisons to February actuals show mixed results across the spectrum - when compared to the budget. When compared to February 2021 actuals ridership (458K passengers) increased by (242K passengers) or (25%), 2020 actuals (1M passengers) or (38%) decrease and 2019 actuals (1.3M passengers) or (52% decrease).

Gizelle Banks reported that - Farebox Recovery Rates 2021 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a slightly lower percentage of operating expenses as ridership struggles to rebound. However, January's farebox recovery increased from 7.21% in the prior to 8.67%.

Gizelle Banks reported that Ferry - Farebox Recovery Rates 2021 vs.2019 (Pre-COVID) - The decrease in farebox recovery to 7.79% in February from 9.87% in January is a result of decrease in passenger revenue and an increase in operating expenses.

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 February, fared within 5.41% of the budget, or \$36K.

Gizelle Banks reported that - Operating Expenses - Labor and Fringe Benefits, the largest expenditure at \$5.3M, comprised 73.3% of this month's actual expenses. In total, Operating Expenses for the month shows a negative variance of 700K when compared to the budget.

Gizelle Banks reported that - Operating Reserve - To offset the adverse position of Net Revenue (After Government Assistance) approximately 1.8M from Restricted Operating Capital was used.

Gizelle Banks reported that - Net Revenue (Before and After Government Assistance) - Net Revenue (Before Government Assistance) is (1.6M) for the month of February. After applying the month's \$1.2M in Government Operating Assistance, Net Revenue ended with a (974K) negative variance.

In response to Commissioner Daniels, Gizelle Banks reported that that the timing of retirement.

In response to Commissioner Daniels, Gizelle Banks reported that it was the timing of the retirement and when the payouts were made.

Commissioner Daniels asked for a long-term forecast for Operating Reserves for three to five years.

Commissioner Wegner suggested a buy-in for certain business and schools that benefit from transit.

[February 2022 Financials]

[22-074](#)

## **6. DBE Report**

Adonis Expose' reported that the RTA awarded a total of \$6,570,826 in contracts and \$5,191,500 was awarded to DBE Prime Contractors. The DBE participation was 79%.

### **Current DBE Projects:**

CMAR - Canal Street Ferry Terminal (Construction) - 5%

Security Services - 15%

Disaster Recovery Grants Management and Administration - 33%

Riverfront Track Work & Overhead Catenary - 10%

Transit Ferry Services - 7%

East New Orleans Maintenance Building - 14%

St. Charles Streetcar Line Downtown Loop Pavement Replacement - 55%  
OCS Pole Replacement - 0%  
Business Intelligence & Data Management Reporting System - 0%  
On Call Technical Support - 0%  
Napoleon Facility Renovation & Upgrade - 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

**Upcoming DBE/SBE Projects:**

Leadership & Change Management Training - 100% SBE  
Transit Security Services - 23%  
Short-Term Janitorial Services - 100% SBE

Adonis Expose' reported that the DBE/SBE Opportunity Conference for Disadvantaged and Small Business Enterprises was taking place on Wednesday, April 27, 2022, at 5:30 pm at McDonough #35.

**7. Operations Update**

Gerard Guter reported that the total Ridership for the month of February 2022 was 610K. On-Time Performance for bus and streetcar was 76%.

Gerard Guter reported that Route 45-Lakeview had the highest On-Time Performance with 80% and the route with the lowest On-Time Performance was Route 32 Leonidas-Treme with 68%.

Gerard Guter reported that 18 of the 34 service routes were affected by Temporary Detours which was 52.9% of the routes and 6 of the 34 service routes were affected by Long Term Detours which was 17.6% of the routes.

Gerard Guter reported that for the month of February RTA delivered 98% of Bus Service and 97% of Streetcar Service.

**8. Consent Agenda**

Commissioner Tillery moved Commissioner Wegner seconded to adopt the Consent Agenda. Resolution No. 22-023 was adopted unanimously.  
approved

Out of Shop Bus Diagnostic and Repairs

[22-031](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the

Out of Shop Bus Diagnostic and Repairs. Resolution No. 22-021 was adopted unanimously.

Enactment No: 22-021

Leadership & Change Management Training [22-040](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the Leadership & Change Management Training. Resolution No. 22-022 was adopted unanimously.

Enactment No: 22-022

Clever Device Maintenance Agreement [22-050](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt Clever Device Maintenance Agreement. Resolution No. 22-024 was adopted unanimously.

Enactment No: 22-024

Temporary Janitorial Services Contract [22-055](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the Temporary Janitorial Services Contract. Resolution No. 22-025 was adopted unanimously.

Enactment No: 22-025

CY2021 Louisiana Compliance Questionnaire [22-061](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the CY2021 Louisiana Compliance Questionnaire. Resolution No. 22-026 was adopted unanimously.

Enactment No: 22-026

FY 2022 Bus and Bus Facilities Grant Application [22-062](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopted FY022 Bus and Bus Facilities Grant Application. Resolution No. 22-027 was adopted unanimously.

Enactment No: 22-027

Canal Street Ferry Terminal Project: Amendment to Woodward-APC's Contract [22-065](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the Canal Street Ferry Terminal Project: Amendment to Woodward-APC's Contract. Resolution No. 22-028 was adopted unanimously.

Enactment No: 22-028

Limited Signature Authority for the CEO to update Cooperative Endeavor Agreements (CEAs) [22-068](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt

Limited Signature Authority for the Limited Signature Authority for the CEO to update Cooperative Endeavor Agreement (CEAs). Resolution No. 22-029 was adopted unanimously.

Enactment No: 22-029

Mobile Application Replacement

[22-070](#)

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the Mobile Application Replacement. Resolution No. 22-030 was adopted unanimously.

Enactment No: 22-030

## 9. Grants

9a. Ratification: RAISE Application Grant  
approved

2022 RAISE Grant Application

**22-080**

Commissioner Tillery moved and Commissioner Wegner seconded to adopt the 2022 RAISE Grant Application. Resolution No. 22-031 was adopted unanimously.

Enactment No: 22-031

## 10. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)

None

## 11. Audience Questions and Comments

PLEASE NOTE: Persons wishing to submit public comments must either enter their full name in the chat sections of the Zoom meeting to provide comments during the meeting or email your comments to [rtaboard@rtaforward.org](mailto:rtaboard@rtaforward.org) to have your comments read aloud at the meeting.

In response to Fred Robertson, Alex Wiggins stated that reporting ridership on a daily basis is not common in the industry but staff reports monthly ridership information to the board.

Alex Wiggins reported that the RTA was in the final stages of certifying what was called the Automated Passenger Counters (APC) on both the bus and the streetcar system. The Ferry Counts are still done manually.

Commissioner Neal would like to have an RTA dashboard that would display RTA updates on a daily basis.

## 12. Executive Session (2/3RDS VOTE TO Consider)

Commissioner Tillery moved and Commissioner Sarwar seconded to go into Executive Session. The motion was approved unanimously.  
approved

Morial Convention Center vs. the Regional Transit Authority

ATU Update

**13. Adjournment**

Commissioner Tillery moved and Commissioner Sarwar seconded to adjourn the Board Meeting of April 26, 2022. The motion was approved unanimously.  
adjourned