



2817 Canal Street  
New Orleans, LA 70119

## **New Orleans Regional Transit Authority Board of Commissioners**

### **Meeting Minutes**

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**Tuesday, November 16, 2021**

**10:00 AM**

**Virtual**

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The New Orleans Regional Transit Authority does hereby certify that it will convene a meeting on Tuesday, Nov 16, 2021 electronically via Zoom in accordance with provisions of LA R.S. 42:17 1(A)(2)(a)-(c).

**1. Call to Order**

**2. Roll Call**

**3. Consideration of Meeting Minutes**

[Board Meeting Minutes - October 26, 2021]

[21-187](#)

Commissioner Wegner moved and Commissioner Neal seconded to approve the Board Meeting Minutes of September 28, 2021. The motion was unanimously approved.

approved

**4. Reports**

**A. RTA Chairman's Report**

Commissioner Raymond stated that he wanted to thank the Board of Commissioners and staff members that attended the APTA Expo Conference in Orlando, FL.

Commissioner Raymond stated that the Board of Commissioners was having a retreat on Saturday, December 11, 2021 at the Virgin Hotel.

**B. Operations & Administration and Finance Committee Chairman's Report**

**Operations & Administration Committee**

Commissioner Neil stated that the APTA Expo was a great experience and a great way to connect with peers in the Transit Industry.

#### Finance Committee

Commissioner Raymond stated that the RTA received a special recognition at the APTA conference.

#### C. Jefferson Parish Report

Commissioner Wegner stated that at the APTA Conference she learned that other transit agencies were dealing with some of the same issues as the RTA.

Commissioner Wegner stated that JP Transit was working on its new branding and that the new branding will be on all Jefferson Parish kiosks.

Commissioner Wegner stated that a new app was being introduced for iPhones and Androids and they were also working on a new website design. She stated that on November 20, 2021 the installation of Mobile Eye will be on all JP Transit vehicles to improve drivers safety.

#### D. RTA General Counsel's Report

Sundiata Haley stated that there is an Executive Session on the Agenda.

#### E. RTA Chief Executive Officer's Report

Alex Wiggins reported that this was the first in person event for APTA in 2 years and staff that attended was able to experience the new transit technology in the industry.

Alex Wiggins reported that the RTA held the first BRT Stakeholder Advisory Group meeting on Friday November 12, 2021 at Xavier University. This meeting focused on connecting New Orleans East to downtown and beyond and the community stakeholders will be involved in this feasibility study.

Alex Wiggins stated that he wanted to thank Lona Hankins and Dwight Norton for the leadership on this project.

Alex Wiggins stated that the APTA Expo had a lot of new technology for accessibility riders with level boarding's and companies that can retrofit the St. Charles Streetcars.

Alex Wiggins stated that there was new fare technology that would make it easier and faster for passengers to pay by using a variety of different platforms with mobile devices and tap to pay cards.

Alex Wiggins stated that the RTA was awarded the Safety Excellence Certificate of Merit Award from APTA and he wanted to thank the entire Safety Team.

Alex Wiggins stated that Detrich Hebert-Johnson was promoted to the Chief of Diversity, Equity and Inclusion.

Commissioner Wegner congratulated Ms. Hebert on her promotion.

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[CEO PowerPoint 11.16.21]

[21-189](#)

F. DBE Report

Adonis Expose' reported that RTA awarded \$14,607,367 of contracts and out of that \$7,321,457 was awarded to DBE Prime Firms and \$78,902 was awarded to SBE Prime Contractors and the total DBE participation (commitment) was 50%.

Adonis Expose' reported that the East New Orleans Maintenance Building had a DBE goal of 100% and has achieved 7%.

Adonis Expose' reported that currently they are 6 SBE Projects.

Adonis Expose' reported that currently they are 5 solicitations being advertised and all five has SBE/DBE Goals.

Adonis Expose' reported that the DBE/SBE Outreach regarding the Napoleon Facility 25 contractors participated in the outreach.

[DBE PowerPoint 11.16.21]

[21-188](#)

**5. Financial Statements**

Gizelle Banks reported that Ridership - September's ridership of 278k fell short of the budget by 62% or 450k passengers. This is largely due to suspended and limited service due to Hurricane Ida. It represents a 50% decline when compared to August's ridership. Year-to-date comparisons to September actuals show mixed results across the spectrum - when compared to the budget (-13.4%), 2020 actuals (+3.3%) and 2019 pre-COVID actuals (-57.6%).

Gizelle Banks reported that Operating Cost per Unlinked Passenger Trip 2021 vs. 2019 (Pre-COVID) - The cost per passenger trip for the month of September represents the largest increase this year by far, up by \$14.03 from the prior month. The impacts of Hurricane Ida account for this result.

Gizelle Banks reported that Ferry - Operating Cost per Unlinked Passenger Trip 2021 vs. 2019 (Pre-COVID) - Ferry cost per passenger trip rose by \$30.41 to \$47.08 in September, making it the largest increase this year. This, too, can be attributed to Hurricane Ida.

Gizelle Banks reported that Farebox Recovery Rates 2021 vs. 2019 (Pre-COVID) - Fare revenue continues to offset a significantly lower percentage of operating expenses. September's farebox recovery, declined by 55% due to the added impacts of Hurricane Ida.

Gizelle Banks reported that - Ferry Farebox Recovery Rates 2021 vs. 2019 (Pre-COVID) - Ferry ridership has dropped dramatically because of the pandemic, causing fare revenue to offset a significantly lower percentage of operating expenses. Hurricane Ida compounded matters, causing the farebox recovery rate for ferry operations to fall by 71% to 2.37% for the month of September.

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. (Note that fare collections were suspended in April 2020.) Passenger Fares especially took a hit in September because of Hurricane Ida, falling short of the budget by \$185k or 43.2%. When compared to August's fare collections, September's actuals fell by 53.9%. CNO sales tax collections through August have been received, exceeding the 8-month projections by \$7.6m or 18.5%.

Gizelle Banks reported that - Operating Revenues (Actual) - Of the \$6.1m in Operating Revenues, 83% or \$5.1m is derived from General Use Sales Taxes.

Gizelle Banks reported that - Operating Expenses - Labor and Fringe Benefits, the largest expenditure at \$5.6M, comprised 74.2% of this month's actual expenses. Staff's massive post-transition payroll analysis and true-up continue. The contrast in 2020 and current year results for Labor and Fringe Benefits and Services is directly related to the transition from the O & M contractual arrangement with Transdev to 100% in-house operations. In total, Operating Expenses for the month compared favorably with the budget with a 23.2% or \$2.3m positive variance.

Gizelle Banks reported that - Net Revenue (Before and After Government Assistance) - Net Revenue (Before Government Assistance) is -\$1.9m for the month of September. This negative position is largely attributable to -\$1.4m in Net Operating Revenue for the month. After applying the month's \$2.6m in Government Operating Assistance, which included \$1.4m in CRSRSAA Act funding, Net Revenue increased to \$757k.

Gizelle Banks reported that - Capital Expenditures and Debt Service - As result of the bond refinancing in September 2020, \$1.3m in proceeds were received. This accounts for the -\$2.1m variance from prior year actuals for the month. The long-term benefits of the bond refinancing are demonstrated by \$2.0m in savings from 2020 actuals through September.

Gizelle Banks reported that - Operating Reserve - The positive variance from Net Revenue (After Government Assistance) fell just short of offsetting the \$774k in Debt Service. This resulted in only \$17k from Restricted Operating/Capital Reserve.

Gizelle Banks reported that - Maritime Operations - Passenger fare revenue for ferry operations decreased by \$45k from the prior month. This drop is largely due to Hurricane Ida. September 2021 operating expenses, however, produced mixed results - over budget by \$204k and down by \$51k from the prior year.

Gizelle Banks reported that for the month of September the total revenue budgeted was \$16.1m and RTA collected \$9.1m and year to date the RTA budgeted \$116.8m and collected \$100m and the RTA was under budget in terms of revenue and expenses and the RTA has a positive reserve of \$7.9m.

In response to Commissioner Neal, Gizelle Banks reported that staff can break out the costs associated with Hurricane Ida.

Gizelle Banks reported that the 2022 Budget Schedule was as follows:

Draft Budget review sessions with Board Members- Open for scheduling.  
Draft Budget presentation- City Council November 16, 2021.  
Budget presentation - December 9th Finance Committee Meeting.  
Advertisement and Notice of Budget hearing- Proposed December 1, 2021.  
Budget Discussion- Board Retreat, December 11, 2021.  
Final Budget presentation for approval - December 14 Board Meeting.

In response to Commissioner Walton, Gizelle Banks reported that the gap between this year and last year was closing.

Commissioner Raymond stated that the RTA needs to have an approved budget by the end of the year.

[Financials PowerPoint 11.16.21] [21-190](#)

[September - 2021 Financials] [21-186](#)

## **6. Procurement Items**

### **A. Authorizations**

Lease Tires and Service [21-156](#)

In response to Commissioner Walton, Alex Wiggins reported that this Goodyear contract was a new for the RTA but this was the same vendor that Transdev used.

Commissioner Wegner moved and Commissioner Walton seconded to adopt the Lease Tires and Service Contract. This Resolution was deferred for approval for later in the meeting.

Commissioner Walton moved and Commissioner Wegner seconded to defer this item until Alex Wiggins could get the necessary answers for Commissioner Walton regarding the Goodyear contract.

After the Canal Street Ferry Project Schedule Recovery was discussed on the agenda the Board came back to this agenda item.

In response to Commissioner Walton, Alex Wiggins reported that this contract was a three year contract with a two one year option and the total contract includes the options if RTA chooses to exercise these options.

In response to Commissioner Walton, Alex Wiggins reported that this was the beginning of a new contract with the RTA.

Commissioner Walton moved and Commissioner Fred seconded to adopt the Lease Tire Service Contract. Resolution 21-085 was adopted

unanimously.

adopted

Enactment No: 21-085

Renewal of Third-Party Administrator ["TPA"] Contract with Hammerman and Gainer, Inc. ["HGI"]

[21-169](#)

In response to Commissioner Walton, Mark Major stated that the price on an annual basis will remain the same at \$198,000 per year.

Commissioner Walton moved and Commissioner Wegner seconded to adopt the Renewal of the Third-Party Administrator ("TPA") Contract with Hammerman and Gainer, Inc. ("HGI"). Resolution No. 21-083 was adopted unanimously.

adopted

Enactment No: 21-083

Excess Workers' Compensation Coverage for RTA Employees

[21-171](#)

In response to Commissioner Walton, Mark Major reported that this was a \$34,000 increase in this contract which was a 19% annual increase over the length of the policy.

In response to Commissioner Walton, Mark Major reported that RTA took this coverage over from Transdev and that expiring premium was \$167,000 the quote that staff was recommending was \$201,000.

Commissioner Neal moved and Commissioner Walton seconded to adopt the Excess Workers' Compensation Coverage for RTA Employees. Resolution No. 21-083 was adopted unanimously.

adopted

Enactment No: 21-084

Heritage Crystal Clean, LLC Contract to remove/dispose of hazardous waste from all facilities (Canal, Carrollton, ENO)

[21-172](#)

Commissioner Wegner moved and Commissioner Walton seconded to adopt the Heritage Crystal Clean, LLC Contract to remove/disposal of hazardous waste from all facilities (Canal, Carrollton and ENO). Resolution 21-085 was adopted unanimously.

adopted

Enactment No: 21-086

CNO Department of Ground Transportation Bureau use of East New Orleans Facility

[21-174](#)

Commissioner Walton moved and Commissioner Wegner seconded to

adopt the CNO Department of Ground Transportation Bureau use of East New Orleans Facility. Resolution No. 21-087 was adopted unanimously, adopted

Enactment No: 21-087

Donation from Broadmoor Improvement Association [21-175](#)

In response to Commissioner Neal, Lona Hankins reported that staff was working on a template for all donations that the RTA receive. She stated that the RTA will have final approve of what type of shelter that will be installed and the RTA will maintain the shelters.

In response to Commissioner Bryan, Lona Hankins reported that the entities that donate to the RTA has to follow the proper City permitting process and that was explained to the Broadmoor Association.

Commissioner Walton moved and Commissioner Neal seconded to adopt the Donation from Broadmoor Improvement Association. Resolution No. 21-088 was adopted unanimously. adopted

Enactment No: 21-088

St. Charles Streetcar Double Crossover Change Order to Voestalpine Nortrak Inc Contract [21-176](#)

Commissioner Wegner moved and Commissioner Walton seconded to adopt the St. Charles Streetcar Double Crossover Change Order to Voestalpine Nortrak, Inc. Contract. Resolution No. 21-089 was adopted unanimously. adopted

Canal Street Ferry Terminal Project Amendment Request to Woodward-APC's Contract [21-180](#)

Commissioner Neal moved and Commissioner Walton seconded to adopt Canal Street Ferry Terminal Project Amendment Request to Woodward-APC's Contract. Resolution No. 21-090 was adopted unanimously. adopted

Enactment No: 21-090

Support Vehicle Purchase [21-157](#)

Commissioner Bryan moved and Commissioner Walton seconded to adopt the Support Vehicle Purchase Contract. Resolution No. 21-091 was adopted unanimously.

adopted

Enactment No: 21-090

## B. Ratification

## Canal Street Ferry Project Schedule Recovery

[21-181](#)

Lona Hankins reported that Woodward was going to remove the barge and relocate it to the Mardi Gras World site but Labmar and its subcontractor assumed the responsibility for the work because they had the necessary crane to do the work.

In response to Commissioner Bryan, Lona Hankins reported that the cost would be deducted from Woodward contract and the Project Manager and the Third-Party Estimator will conduct a review to make sure it is the correct amount.

In response to Commissioner Raymond, Lona Hankins reported that the credit should be approximately \$44,442.

Commissioner Neal moved and Commissioner Walton seconded to adopt the Canal Street Ferry Project Schedule Recovery. Resolution 21-092 was adopted unanimously.  
adopted

Enactment No: 21-092

**7. New Business (UNANIMOUS VOTE REQUIRED TO CONSIDER)**

None

**8. 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.

Courtney Jackson stated that Ms. Olivia was a regular rider on the RTA and uses the monthly bus pass and she stated that Walgreens informed her that they were no longer selling the RTA passes and she would like the RTA to better communicate these things to the riding public.

Alex Wiggins reported that this was misinformation, and that Walgreens received a new batch of passes a week ago and there was a breakdown in communications and he will make sure that this misinformation was corrected.

In response to Commissioner Walton, Alex Wiggins reported that all Walgreens in New Orleans are selling the RTA passes.

Commissioner Raymond stated that Robin Western was having issues changing her Paratransit Riders Subscription trip and she was being told that the RTA was not allowing these changes.

Alex Wiggins reported that some changes were being made in Paratransit to better serve the customers riding Paratransit.



**9. Executive Session (2/3RDS VOTE TO Consider)**

Commissioner Wegner moved and Commissioner Walton seconded to approve going into Executive Session for

approved

\*Morial Convention Center v. the Regional Transit Authority (RTA)

\*Amalgated Transit Union

**10. Adjournment**

Commissioner Walton moved and Commissioner Wegner seconded to adjourn the Board Meeting of November 16, 2021. The motion was carried unanimously.

adjourned