



2817 Canal Street
New Orleans, LA 70119

New Orleans Regional Transit Authority Finance Committee

Meeting Minutes

Thursday, February 9, 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, February 9, 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: rtaoard@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

[Finance Committee Meeting Minutes - January 12, 2023]

[23-015](#)

Commissioner Coulon moved, and Commissioner Neal seconded to approve the Finance Committee Meeting Minutes of January 12, 2023. The motion was approved unanimously.

4. Committee Chairman's Report

No Report.

5. Interim Chief Executive Officer's Report

Lona Hankins reported that while in Washington, DC she met with FTA Administrator, Nuria I. Fernandez.

Lona Hankins reported that on January 29, 2023 the RTA implemented service changes and all issues that occurred from these changes were corrected immediately.

Lona Hankins reported that the RTA received 6 bids on the non-advertised shelters and a recommendation will be brought to the Board at the March Meeting.

Lona Hankins reported that RTA has met with Jefferson Parish regarding the BRT and staff was scheduled to go before the City Council Transportation Committee to present the BRT Project.

6. Chief Financial Officer's Report

Gizelle Banks reported that - Ridership - Ridership in December decreased by 16.7% compared to November 2022 actuals. Through December, total system ridership (bus, streetcar, and paratransit) was 648K and 778K for the previous month of November. The results show improved but mixed results across the spectrum.

Gizelle Banks reported that - 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. December's farebox recovery rate increased slightly from 8.77% in the prior month to 9.39%; a total increase of 0.6%.

Gizelle Banks reported that - Ferry - Farebox Recovery Rates 2022 vs. 2019 (Pre-COVID) - The decrease in farebox recovery to 7.57% in December from 8.73% in November is a result of increase 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 that - Operating Revenues (Budget, Actual & Prior Year) - RTA's two largest revenue sources are General Use Sales Tax \$6.2M and Fare Revenue \$874K. The two combined make up 82.5% or \$7M in total revenue. Overall, total operating revenues for the month of December are \$8.56M. Passenger Fares, however, when compared to the budget, favored unfavorably by 36k or 4%.

Gizelle Banks reported that - Net Revenues (Before and After Government Assistance) = Net Revenue (Before Government Assistance) is -\$1.1M for the month of December. After applying the month's \$1.6M in Government Operating Assistance, Net Revenue is -\$38K for the month of December.

Gizelle Banks reported that - Operating Expenses - Operating Expenses for the month of December are roughly \$9.3M. Labor and Fringe Benefits, the largest expenditure at \$6.4M, comprised 68.7% of this month's actual expenses. In total, operating expenses for the month of December show an increase of 7.79% from \$8.6M in November.

Gizelle Banks reported that - Operating Reserve - To offset Net Revenue (After Government Assistance of approximately \$1.6M), approximately \$792K from Restricted Operating/Capital Reserve was used.

In response to Commissioner Walton, Gizelle Banks reported that there is approximately \$3M in COVID CARES ACT Funds.

In response to Commissioner Walton, Gizelle Banks reported that the Audit will start at the end of March.

[December 2022 Financials]

[23-017](#)

7. DBE Report

Adonis Expose' reported that the RTA awarded a total of \$400,000 in contracts and \$200,000 was awarded to DBE Prime Contractors. The DBE participation was 50%.

Current DBE Projects:

CMAR - Canal Street Ferry Terminal (Construction) - 13%
Disaster Recovery Grants Management and Administration - 39%
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 - 87%
Leadership & Change Management Training - 88%
Temporary Janitorial Services 99%

Adonis Expose' reported that DBE/SBE Next Workshop:

Tuesday, February 28, 2023

Topic: "How to Write a Clear, Concise and Powerful Capability Statement"

Tuesday, March 28, 2023

Topic: "Entrepreneurial Leadership and Influence"

Tuesday, April 25, 2023

Topic: "Understanding Personal Credit and How to Fix It!"

8. Infrastructure & Planning Report

Dwight Norton reported on the following:

Close-Out:

Riverfront Streetcar - Service restored, working on contract close-out; added repair of Poydras St station now underway

ENO Maintenance Bldg. Exterior Envelope - Reviewing all close-out documents prior to paying final pay app.

Interim Downtown Transfer Center (Phase 1) - Phase 1 downtown is 100% complete-finalizing shelter lighting

Interim N.O. East Hub - Finalizing shelter lighting

Construction: Permanent wharf - Complete -

Substantial completion mid-March (Building, elevators, access) Dry side (Audubon) - May

-Final removal clear out: June (Port of New Orleans deadline)

Napoleon Facility Rehabilitation - Wall stabilization complete; roof rebuild underway - Working on plumbing issues with Architect and Contractor

Rampart Streetcar Restoration Recovery from Hard Rock Hotel Collapse - Target construction completion date early April 2023, Preliminary work has commenced. Service restoration for June 4 pick.

Procurement:

2021 Non-Advertising Shelter - Bid opening 2/6

Design/Engineering

Interim Downtown Transfer Center (Phase 2) - Phase 2 working to resolve lighting plan for design

Advertising Phase 2 Downtown in early 2Q2023

Downtown Transit Center Permanent - Preparing RFQ for design/environmental team

Planning:

Bus Rapid Transit (BRT) Feasibility Study - Council approval of LPA anticipated 2/16 -

Planning phase completion estimated April 2023

Lo-No Emission Vehicle Pilot - Finalize project scope for engineering, infrastructure and vehicles.

Received updated pricing from vendor

Transit Hub Design and Build (RAISE FY21) - Developing RTP (using on-call A&E) for design program and environmental

Fare Technology Modernization (RAISE FY21) - Preparing environmental - Preparing RFP for Technical Consultant

UPT Admin Office Buildout - Developing CEA with CNO (NOBC)

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

Algiers Point Ferry Terminal Rehabilitation and Modernization - **Awarded \$5.2M for full project buildout**

(likely use on-call A&E pool)

Lower Algiers Car Ferry Landing Barge Replacement - Working on Project Execution Plan, (will use on-call A&E pool)

Algiers Point Landing Barge Replacement - Working on Project Execution Plan, (will use on-call A&E pool)

All Agency Accessibility Study - Developing RFP scope - Q2 2023

Shelter Program expansion (2024) - Developing updated full system prioritization list; RFQ estimated Q2 2023

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 Coulon, Lona Hankins reported that the RTA has to find a way
to accommodate all customers with the new fare collection technology
Lona Hankins reported that the RTA was waiting from a Memorandum of Understanding from
the UPT, and their repair list was greater than the money the RTA has budgeted. for this
project
In response to Commissioner Walton, Dwight Norton reported that many locals don't have
their fare ready once the buses approach and with modern technology they are different ways
a tap card could be used.
Commissioner Walton would like the riding public to be informed that this new technology
would be better and speed up service.

9. Procurements

A. Amendments:

Leadership & Change Management Training - Change Order [23-009](#)

Commissioner Ewell moved and Commissioner Neal seconded to approve the
Leadership & Change Management Training - Change Order. The motion was
approved unanimously.
referred to Consent Agenda

Enactment No: 23-011

B. Authorizations:

Space and Rooftop Lease at Place St. Charles (201 Place St.
Charles, LLC) [23-010](#)

Commissioner Neal moved and Commissioner Ewell seconded to approve the
Space and Rooftop Lease at Place St. Charles (201 Place St. Charles). The
motion was approved unanimously.

referred to Consent Agenda

Enactment No: 23-012

C. Grants:

FY23 RAISE Grant Application [23-014](#)

Commissioner Coulon moved and Commissioner Neal seconded to approve the
FY23 RAISE Grant Application. The motion was approved unanimously.

referred to Consent Agenda

Enactment No: 23-013

10. Audience Questions & Comments

None.

11. New Business

None.

12. Adjournment

Commissioner Neal moved and Commissioner Ewell seconded to adjourn the February 9, 2023, Finance Committee Meeting. The meeting was adjourned unanimously.