



*June 27, 2023*

**New Orleans  
Regional Transit Authority  
Monthly Board Report**



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 Tuesday, June 27, 2023, at 10:00 a.m. Please be aware that wearing masks in the boardroom is encouraged.

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](mailto: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. Live stream access: [norta.legistar.com](http://norta.legistar.com)



# ***Agenda***

**1. Call to Order**

**2. Roll Call**

## **4. Reports**

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

**(i) Introduction and swearing of Timolynn Sams as RTA Commissioner**

**(ii) Committee Assignments:**

- Operations & Administration Committee**
- Finance Committee**

# 3. Consideration of Meeting Minutes

[Board of Commissioners Meeting – May 23, 2023]

23-110



# *Agenda*

## **4. Reports**

### **B. Operations & Administration Committee Chairman's Report**



***Agenda***

# 4. Reports

## C. Finance Committee Chairman's Report

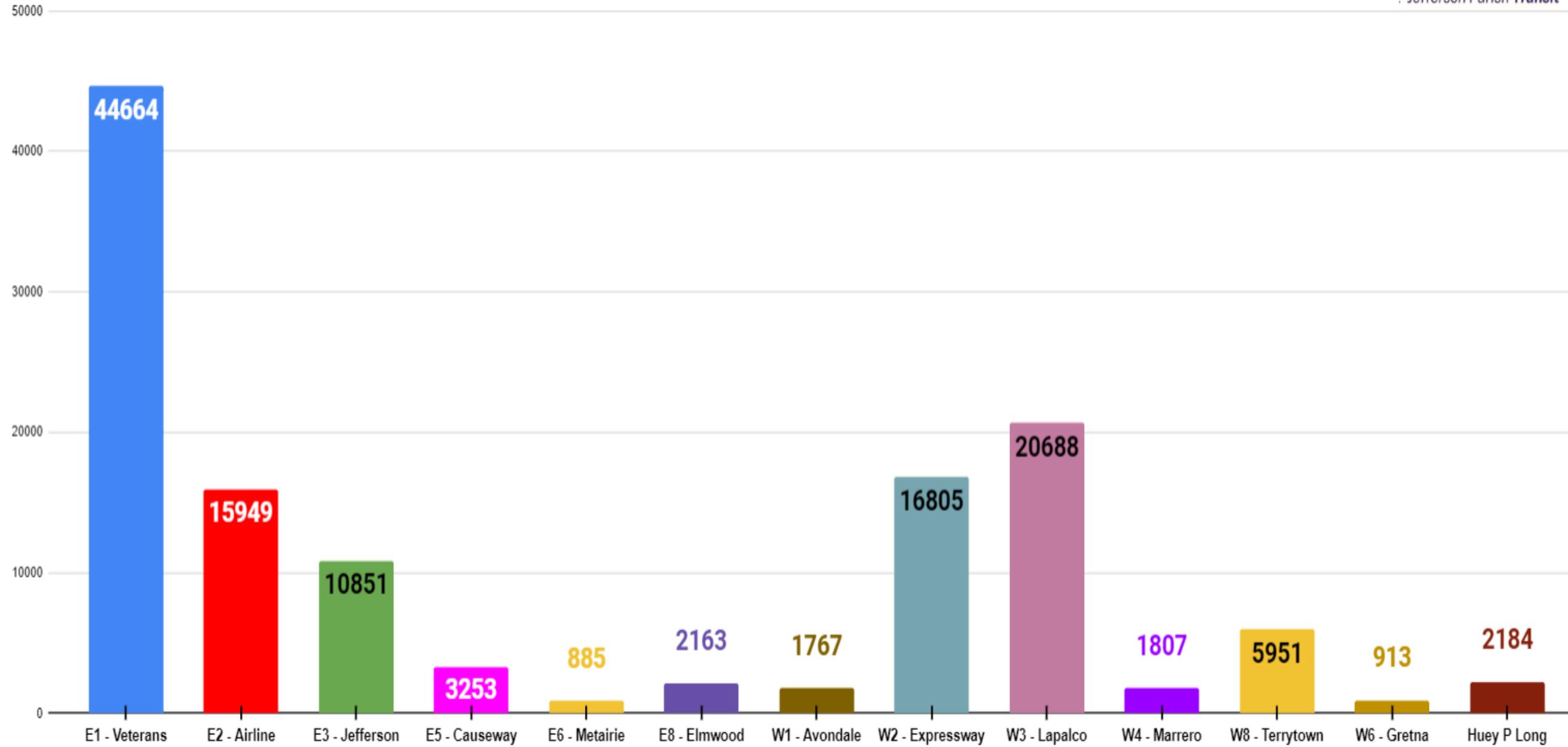


***Agenda***

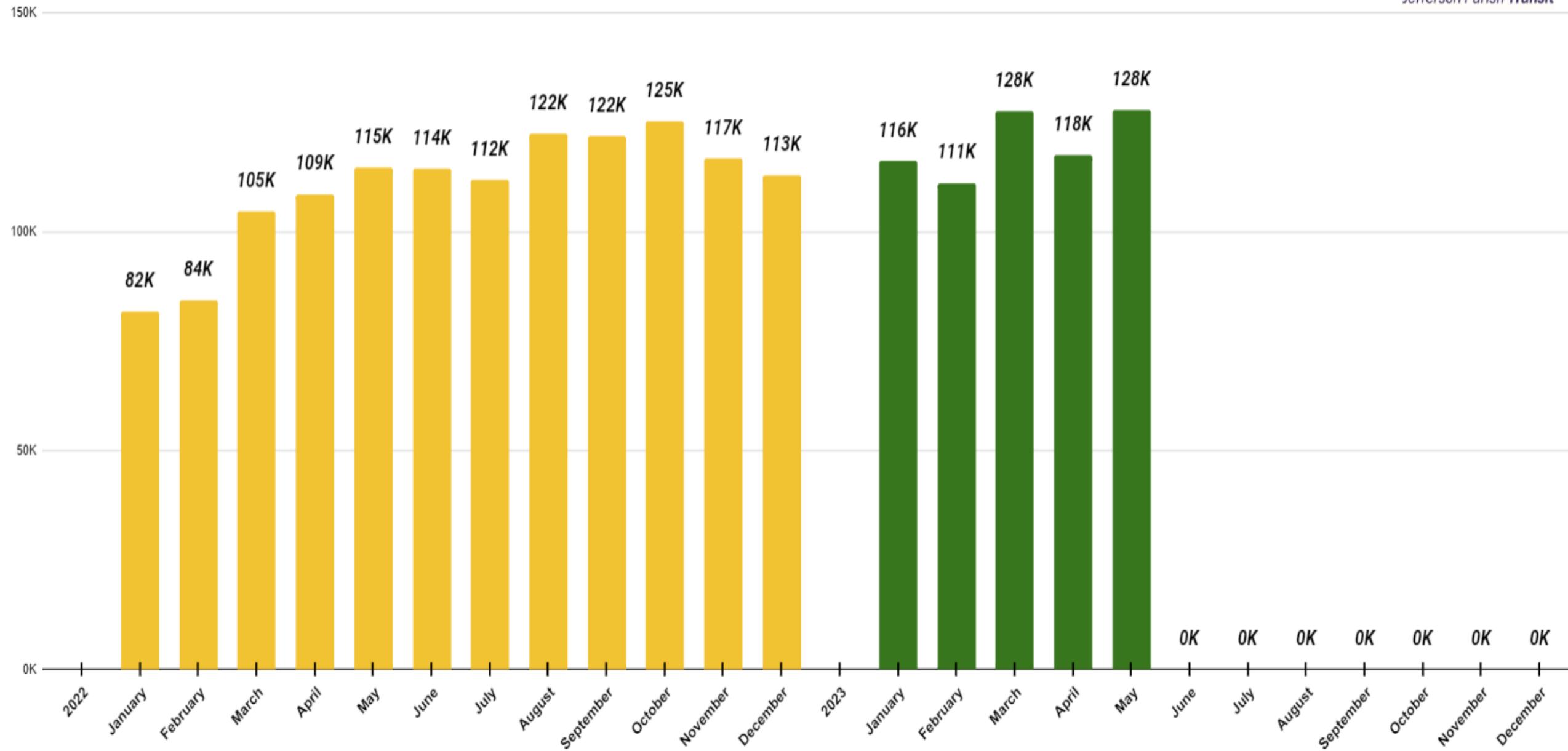
# 4. Reports

## D. Jefferson Parish Report

# May -- Ridership by Route

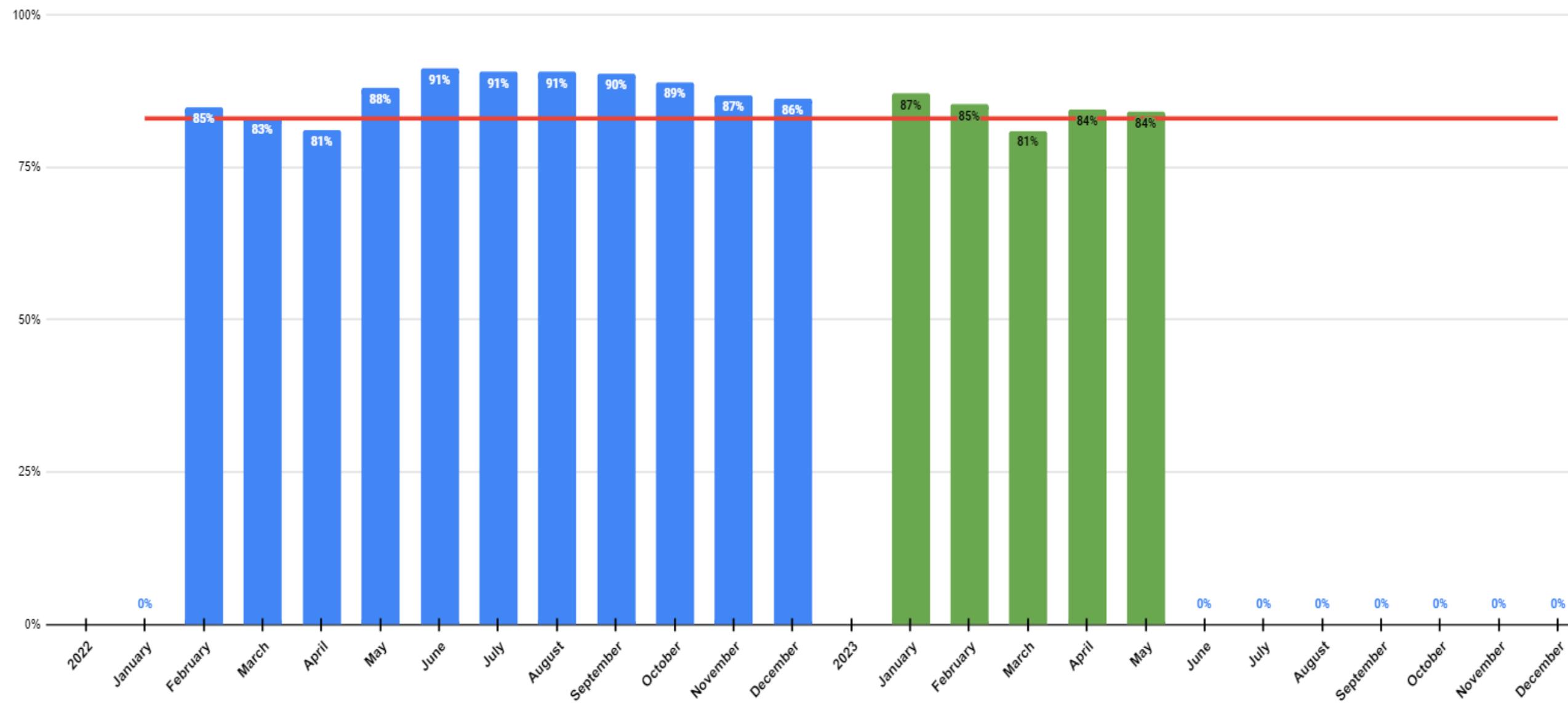


# May 2023 -- Total Ridership by Month per Year



# May 2023 -- Total On-Time Performance by Month per Year

- Goal 83% ■ Total On-Time Performance

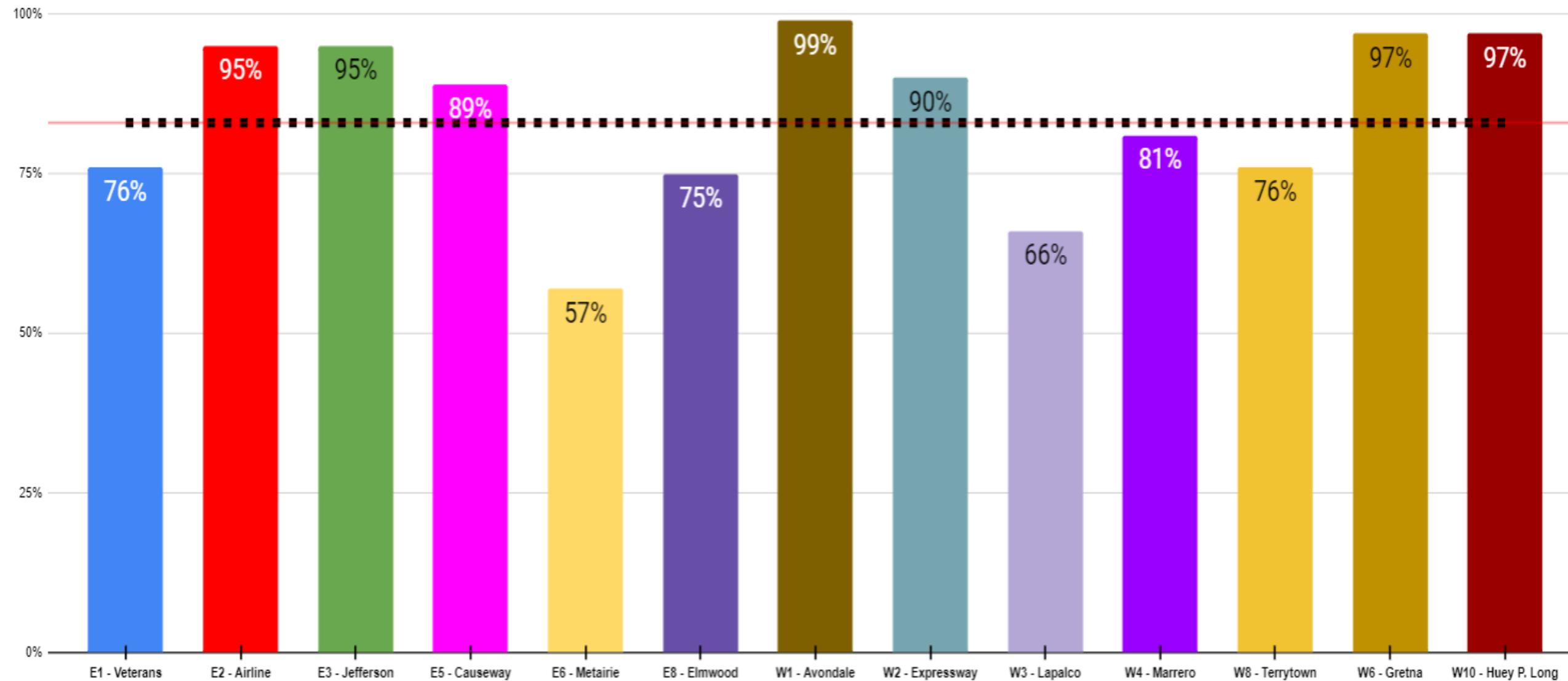


# May 2023 On-Time Performance



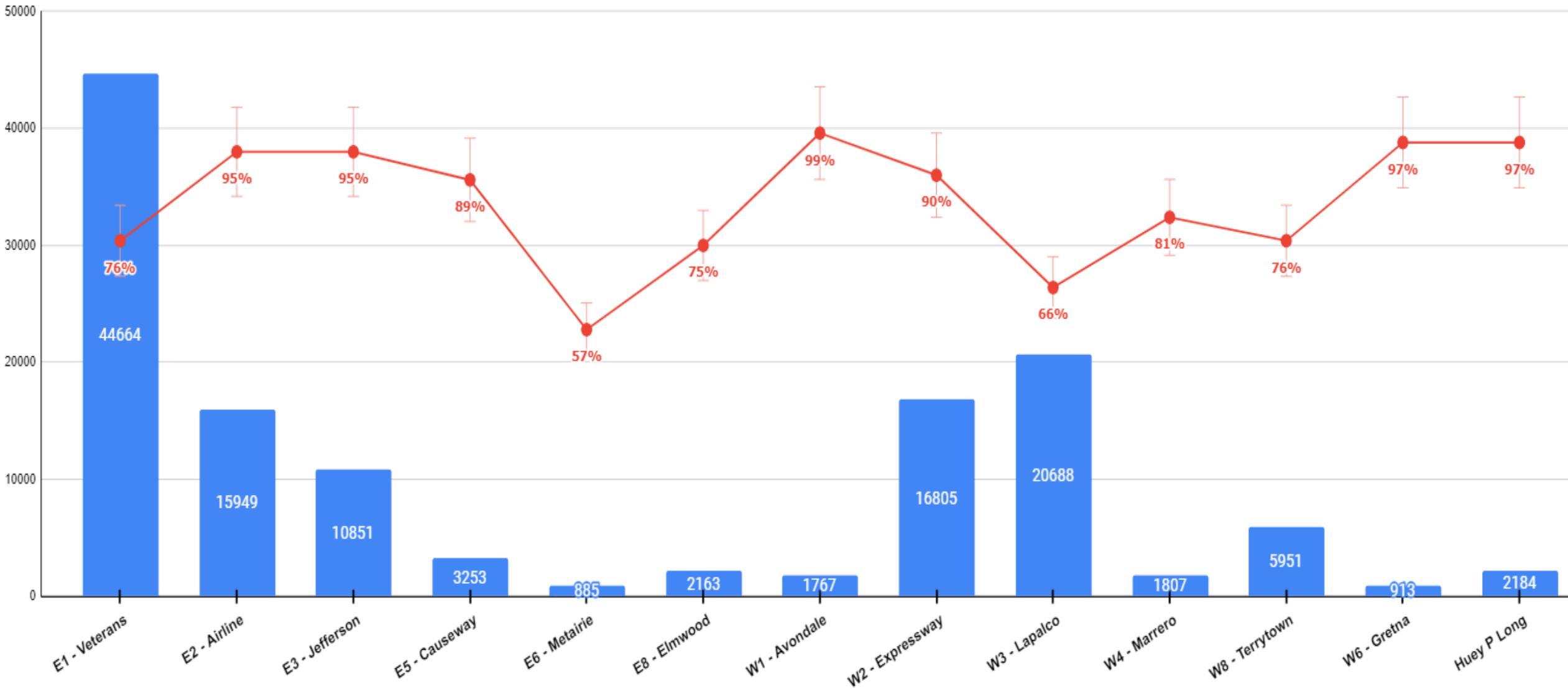
Jefferson Parish Transit

■ Goal 83%

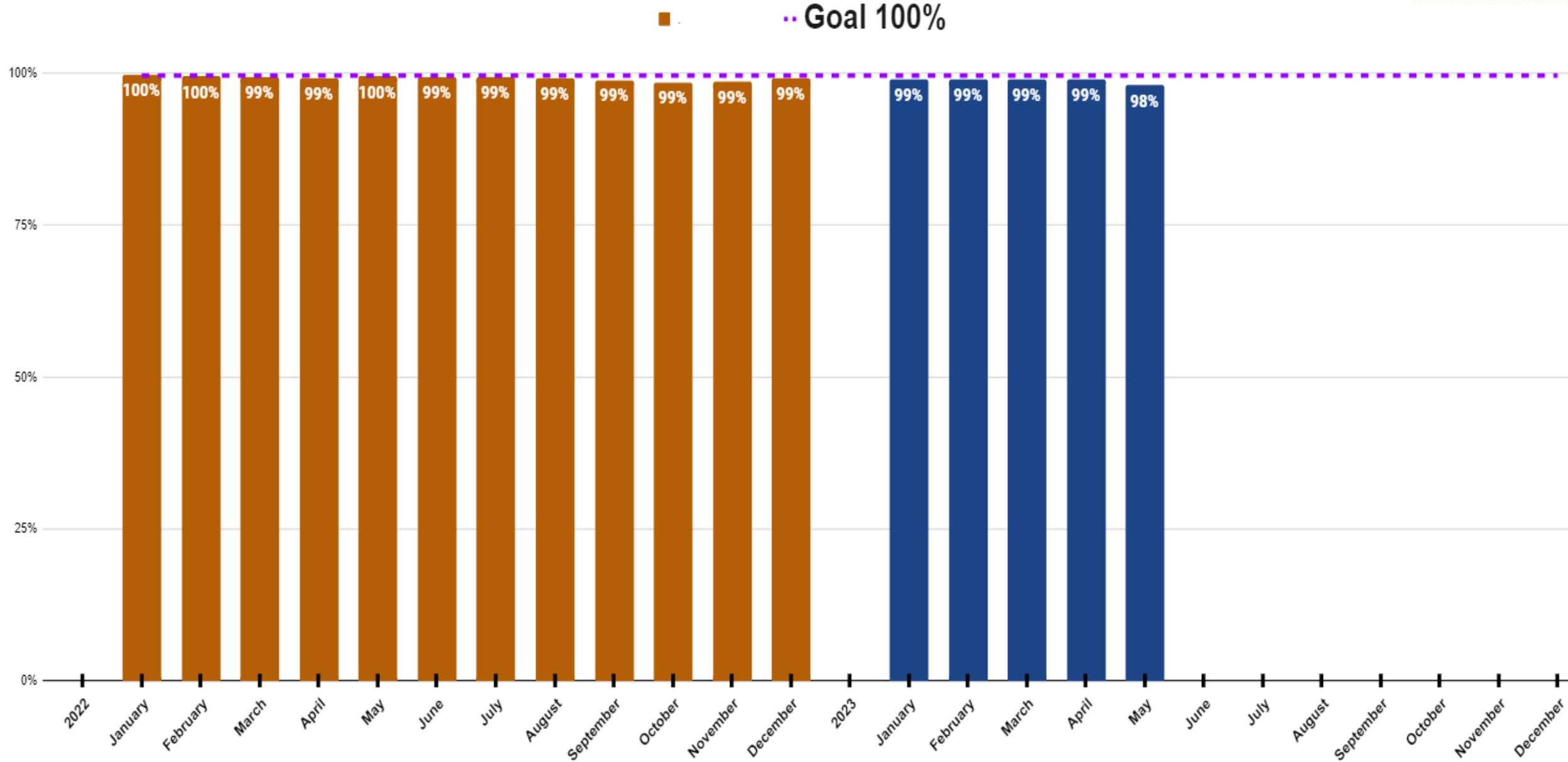


# May 2023 -- RIDERSHIP PRODUCTIVITY

■ Ridership ● OTP



# Para-Transit On-Time Performance by Month per Year



Service Hours 2022

# May 2023 -- Service Hours by Month per Year



Jefferson Parish Transit

January 9618:54

February 10012:36

March 11329:24

April 10733:00

May 11348:54

June 11182:36

July 10899:18

August 11621:42

September 10957:48

October 11124:06

November 11230:48

December 11272:00

Service Hours 2023

January 11266:42

February 10389:18

March 12002:30

April 10851:18

May 12002:30

June

July

August

September

October

November

December

10224:00

10968:00

11688:00

# May 2023 -- Service Hours Percentage by Route

**W10 - Huey P...**

3.2%

**W6 - Gretna**

2.5%

**W8 - Terrytown**

4.5%

**W4 - Marrero**

6.6%

**W3 - Lapalco**

12.4%

**W2 - Expressway**

9.8%

**W1 - Avondale**

3.0%

**E8 - Elmwood**

3.5%

**E6 - Metairie**

3.6%

**E1 - Veterans**

19.4%

**E2 - Airline**

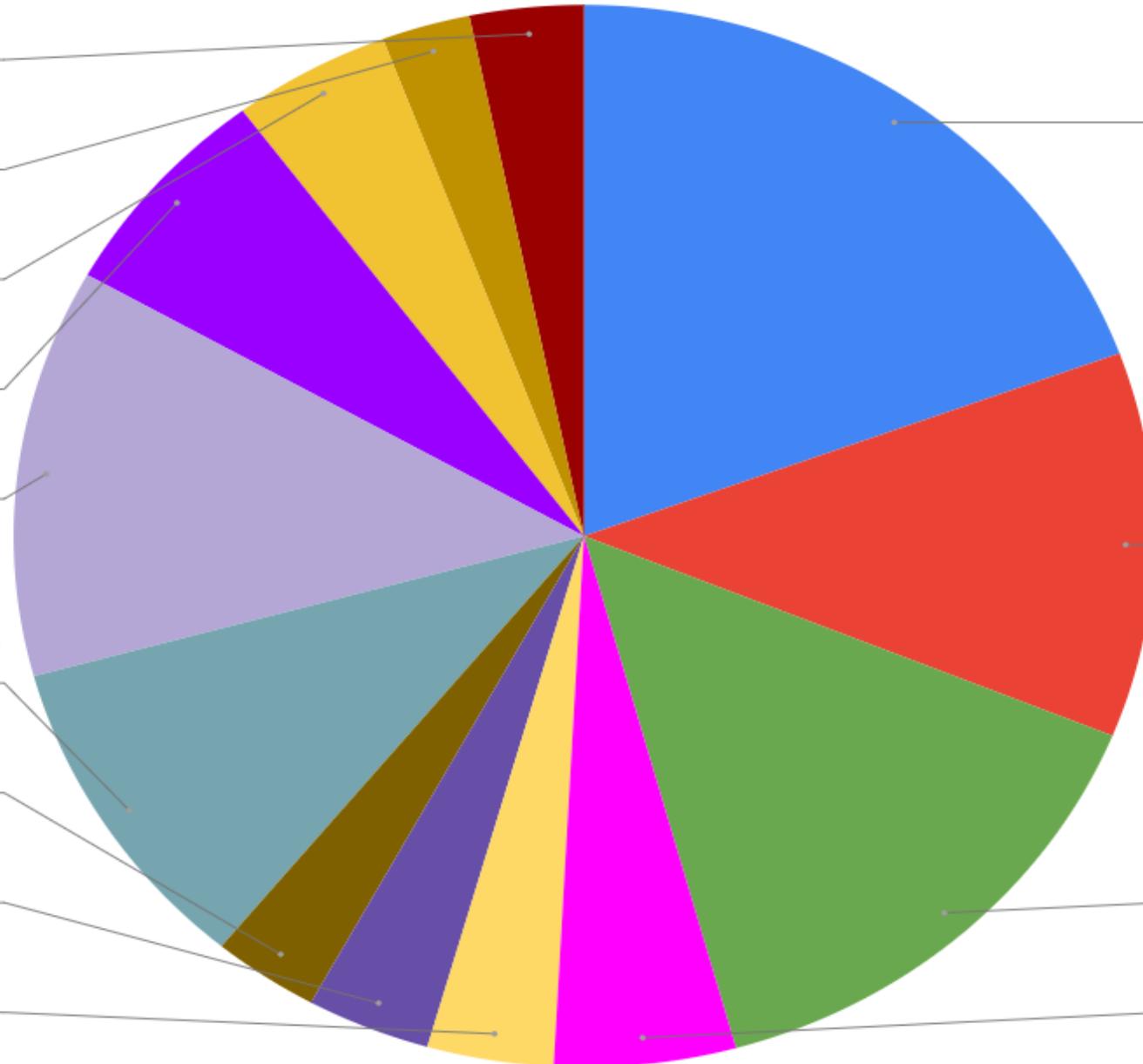
11.7%

**E3 - Jefferson**

14.6%

**E5 - Causeway**

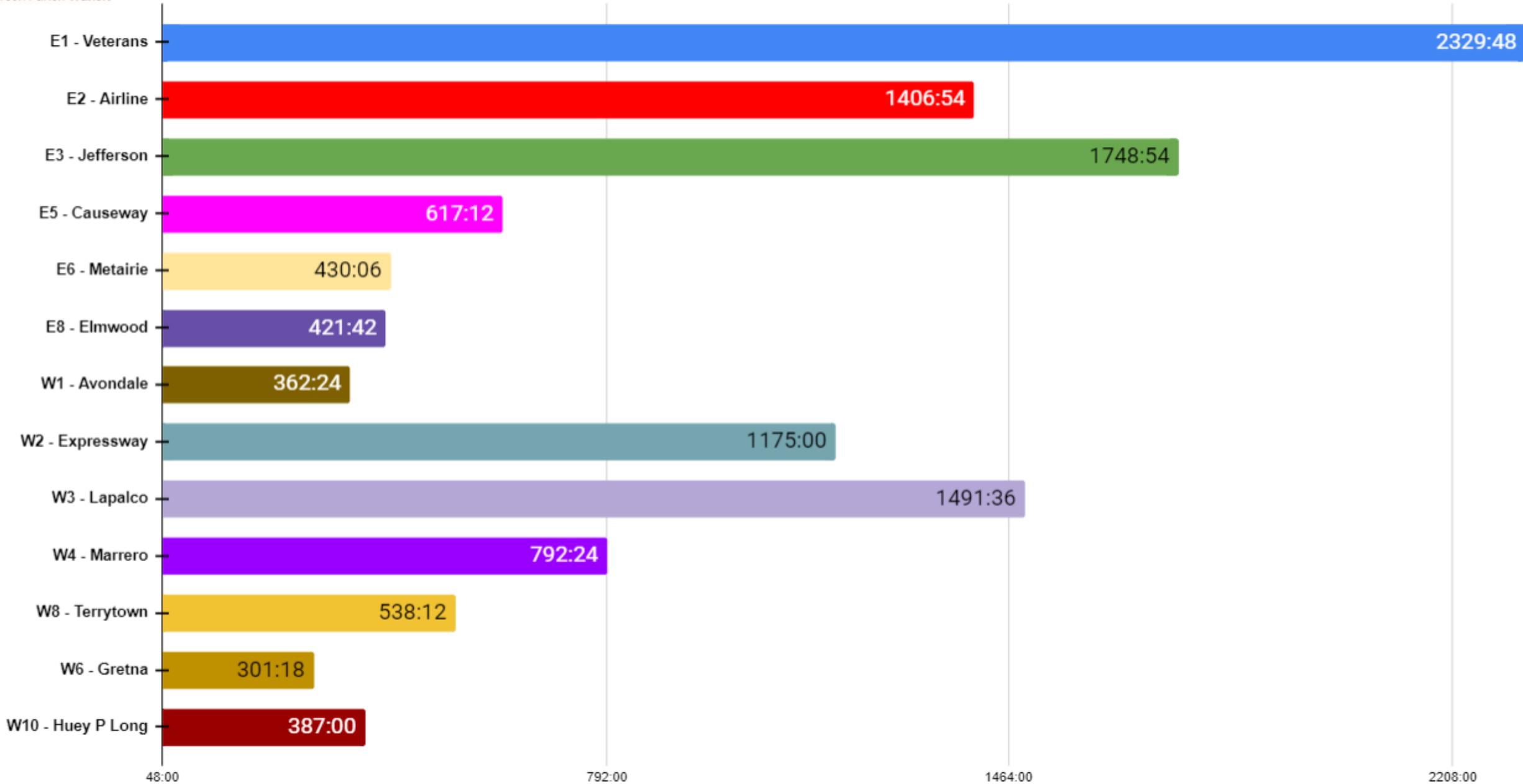
5.1%



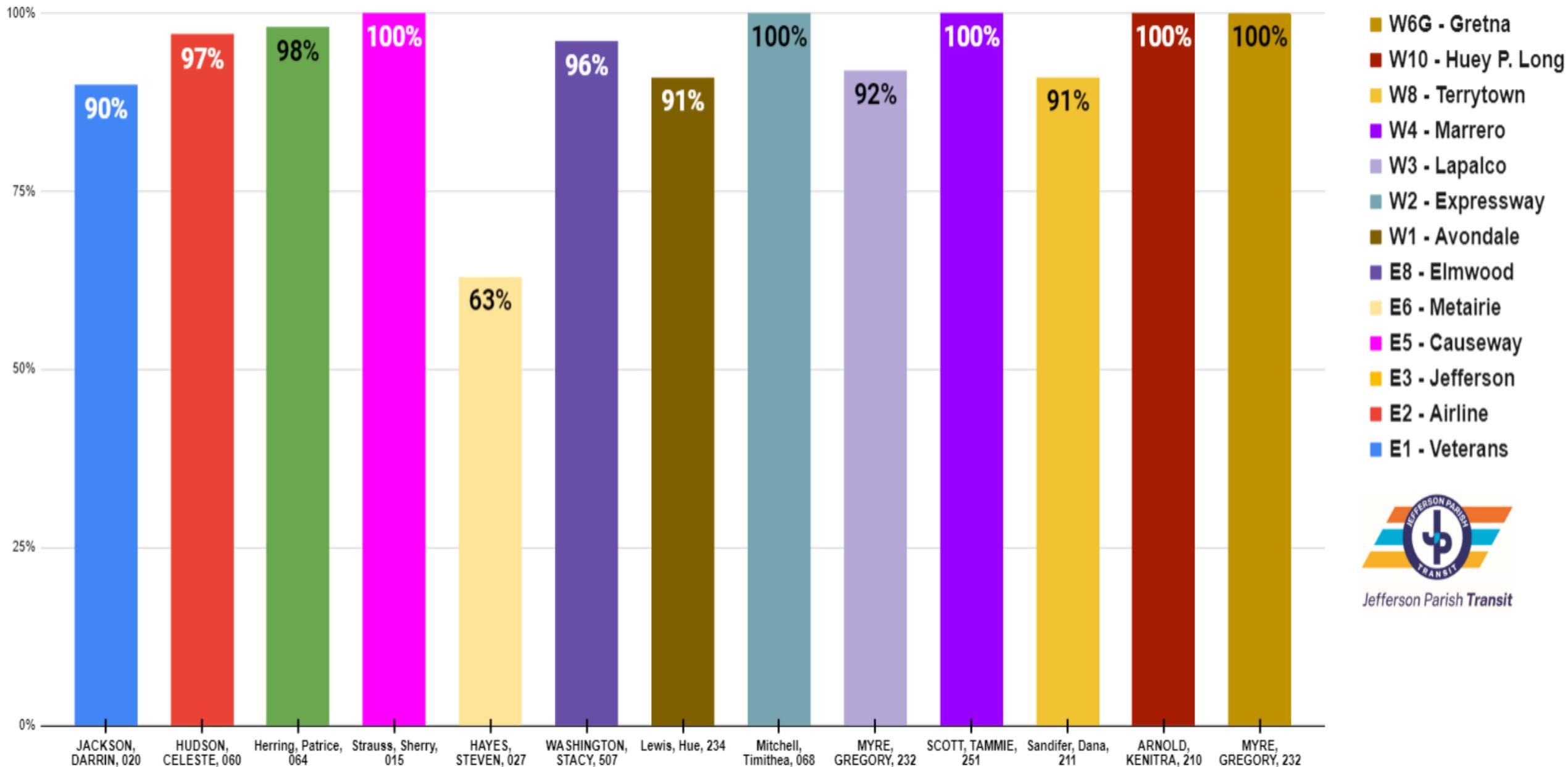


Jefferson Parish Transit

# May 2023 --- Service Hours by Route



# May 2023 -- Top On-Time Performance by Route per Operator



# *Questions?*





***Agenda***

# **4. Reports**

## **E. RTA General Counsel's Report**



***Agenda***

# 4. Reports

## F. RTA Chief Executive Officer's Report

# State Budget Appropriation

- **\$10M Ferry Operating Funds**
- **\$500K Capital Outlay**
- **\$3M Outstanding**



# \$71.1M FTA Lo-No Grant Award

- **20 Electric Buses**
- **2 En route chargers**
- **6 Depot chargers**
- **1 Microgrid (\$30M)**
- **\$3.5M Training**

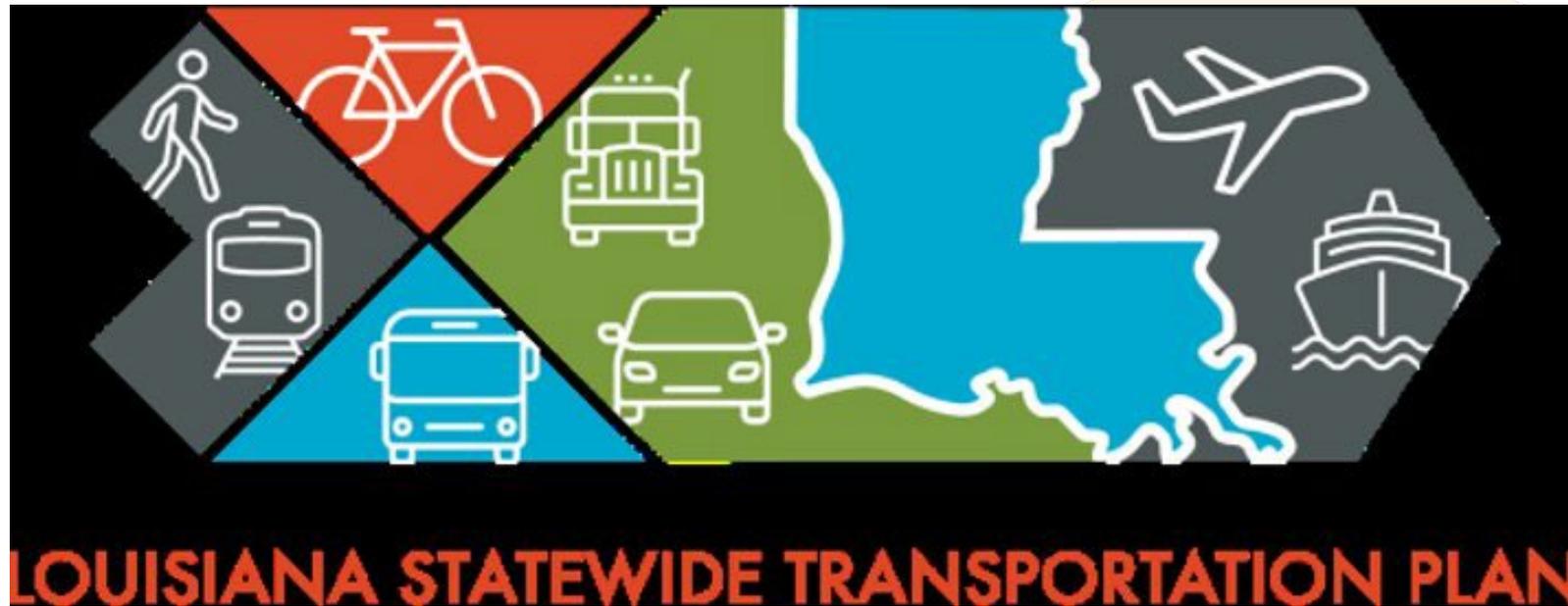


# RTA Safety Award

- APTA 2023 Rail Emergency Management Certificate of Merit
- RTA was recognized for our commitment to improving the safety and security of transit employees, customers, and communities through application of effective safety and/or security initiatives.



# LADTOD Strategic Planning Workshop



Baton Rouge, LA June 22, 2023

# Employee of the Month and Highlights



**Joseph Gaines**  
Operator  
May



**Trey Krieger**  
Maintenance  
May

60 DAY

90 DAY

6 MONTH

PLAN



Lona Edwards Hankins  
CEO, New Orleans RTA

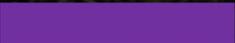
# MY Vision

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“ “ Our plateau will be a solid platform for the next generation of riders.



60  
Days



Bus Rapid Transit (BRT), Locally Preferred Alternative (LPA) adopted by City Council



CIG application letter of intent submitted



Federal appropriations request submitted

90  
Days

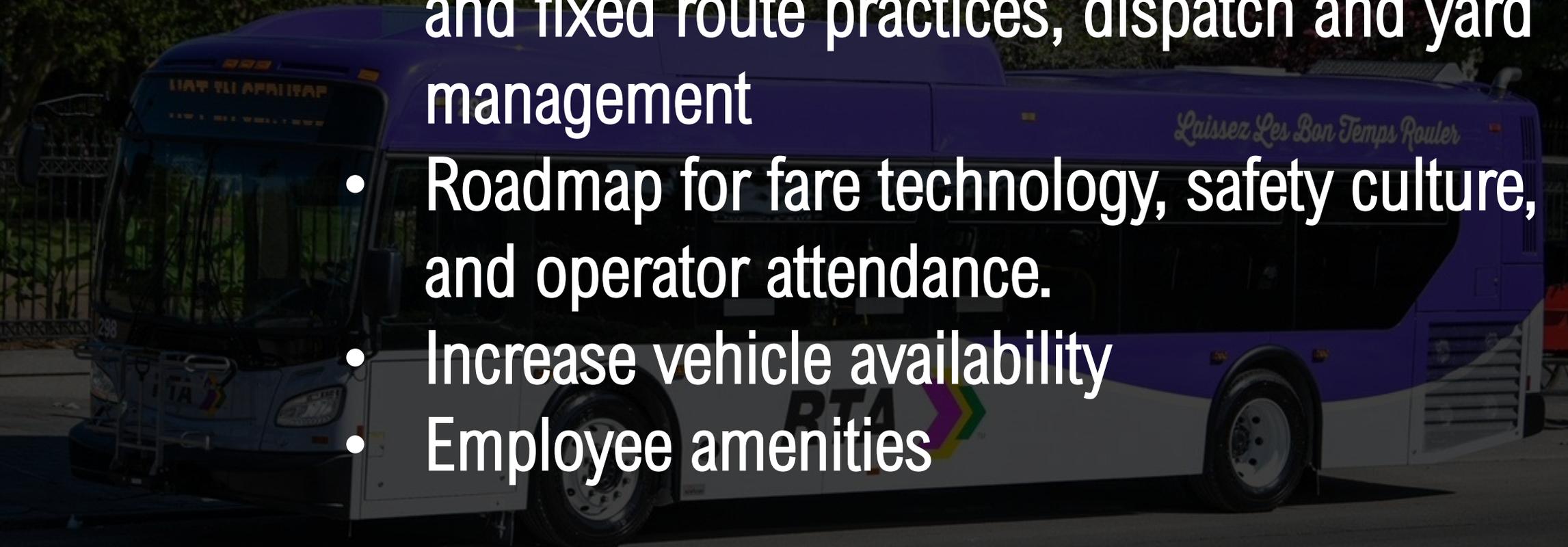


- SOP for Communications Disruption
  - Plan for agency technology roadmap
  - Finalize classification and compensation study
  - RFP's for Downtown Transit Center, Algiers Point, and Lo-No Emissions Pilot
  - SOP for Oracle Implementation
  - MOU for NOUPT occupancy
  - Agency re-organization
  - Senior Leadership Team restructure
  - Strategic Mobility Plan Adoption
- 

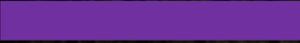
# Six Month

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- 5-Year Capital Plan
- Explore APTA peers reviews for Paratransit and fixed route practices, dispatch and yard management
- Roadmap for fare technology, safety culture, and operator attendance.
- Increase vehicle availability
- Employee amenities



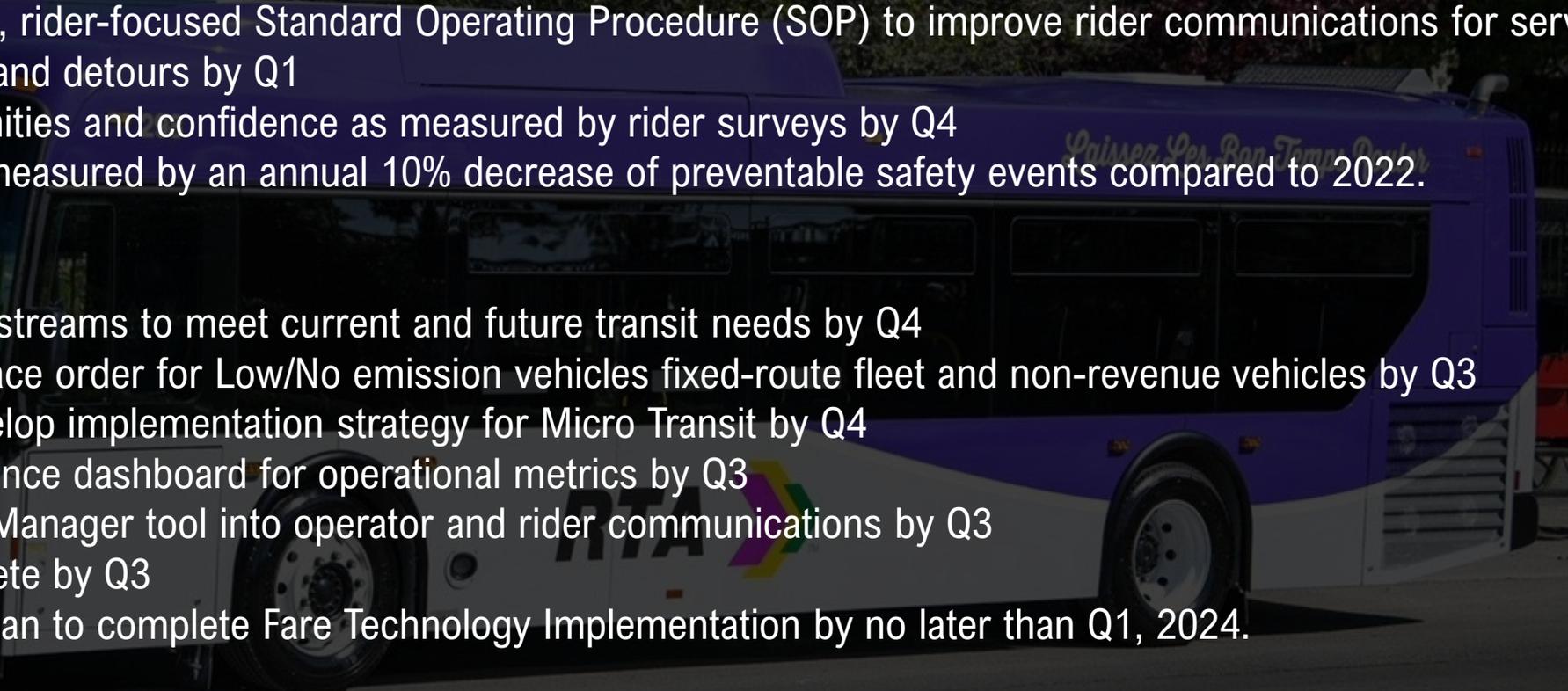
# 2023



## World Class Ridership Experience

- Improve On-Time-Performance (OTP) to 80% (fixed route), 80% (Streetcar), 85% (Paratransit) by Q4
- Deliver 100 percent scheduled service by Q4
- Develop an equity-driven, rider-focused Standard Operating Procedure (SOP) to improve rider communications for service changes, special events and detours by Q1
- Improved rider amenities and confidence as measured by rider surveys by Q4
- Improve rider safety as measured by an annual 10% decrease of preventable safety events compared to 2022.

## Innovation

- Identify creative funding streams to meet current and future transit needs by Q4
  - Complete a study and place order for Low/No emission vehicles fixed-route fleet and non-revenue vehicles by Q3
  - Complete study and develop implementation strategy for Micro Transit by Q4
  - Launch business intelligence dashboard for operational metrics by Q3
  - Integrate the Disruption Manager tool into operator and rider communications by Q3
  - Oracle installation complete by Q3
  - Develop and execute a plan to complete Fare Technology Implementation by no later than Q1, 2024.
- 

## Regional Connections

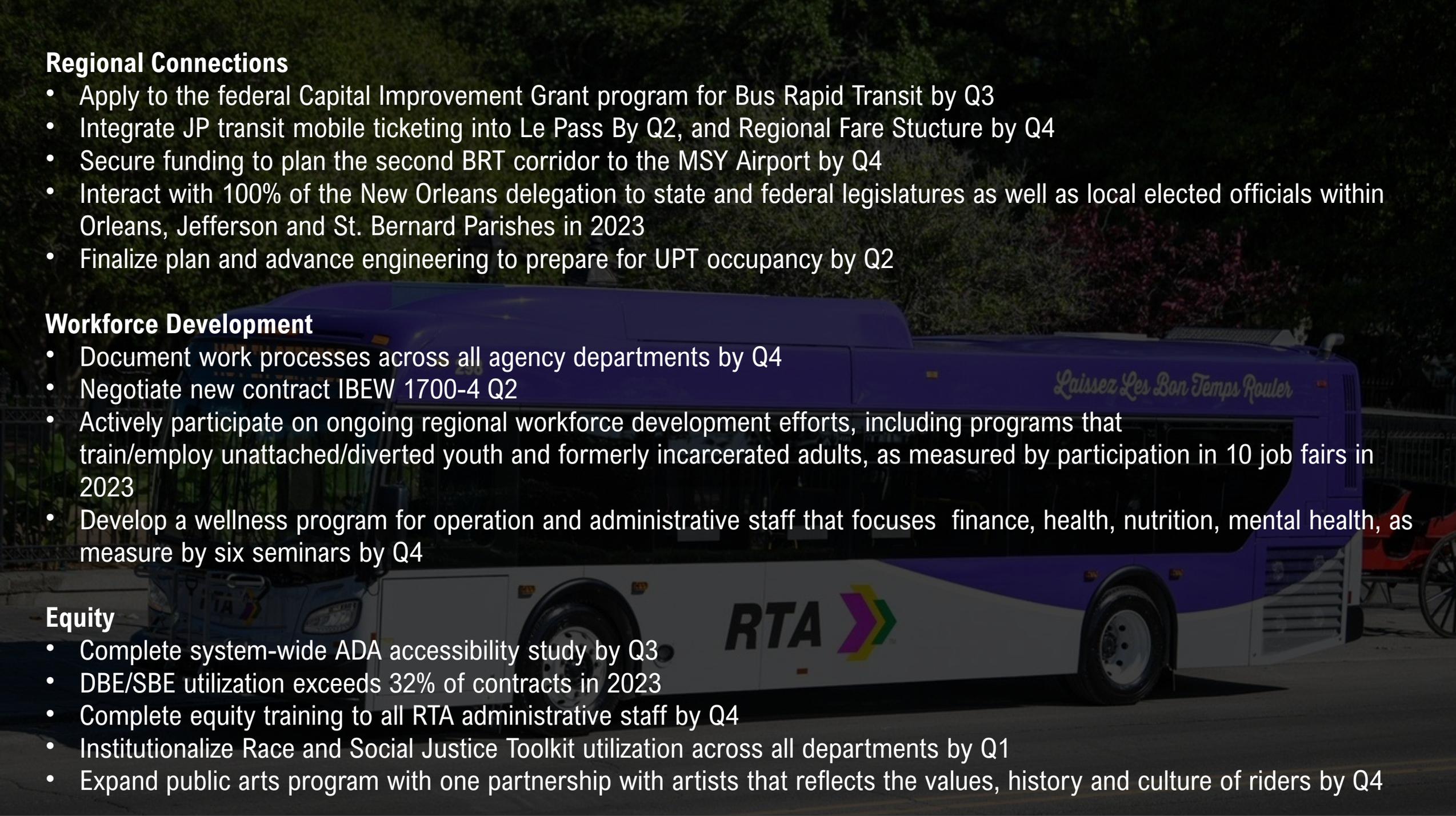
- Apply to the federal Capital Improvement Grant program for Bus Rapid Transit by Q3
- Integrate JP transit mobile ticketing into Le Pass By Q2, and Regional Fare Structure by Q4
- Secure funding to plan the second BRT corridor to the MSY Airport by Q4
- Interact with 100% of the New Orleans delegation to state and federal legislatures as well as local elected officials within Orleans, Jefferson and St. Bernard Parishes in 2023
- Finalize plan and advance engineering to prepare for UPT occupancy by Q2

## Workforce Development

- Document work processes across all agency departments by Q4
- Negotiate new contract IBEW 1700-4 Q2
- Actively participate on ongoing regional workforce development efforts, including programs that train/employ unattached/diverted youth and formerly incarcerated adults, as measured by participation in 10 job fairs in 2023
- Develop a wellness program for operation and administrative staff that focuses finance, health, nutrition, mental health, as measure by six seminars by Q4

## Equity

- Complete system-wide ADA accessibility study by Q3
- DBE/SBE utilization exceeds 32% of contracts in 2023
- Complete equity training to all RTA administrative staff by Q4
- Institutionalize Race and Social Justice Toolkit utilization across all departments by Q1
- Expand public arts program with one partnership with artists that reflects the values, history and culture of riders by Q4



A purple and white bus is parked on a street. The bus has 'RETA' and a colorful logo on the side, and the French phrase 'Laissez Les Bon Temps Rouler' written in cursive. The number '298' is visible on the side. The background shows trees and a fence.

# QUESTIONS

“ Moving people. Building economies



# *Agenda*

## **4. Reports**

### **G. Chief of Staff Legislative Update**

# Legislative Update

- **State Budget Appropriation**
  - \$10M Ferry Operating Funds
  - \$500K Capital Outlay
- **FY 2024 Transportation, Housing and Urban Development, and Related Agencies (THUD) appropriations. Expected to advance in July.**
- **Outstanding ferry operations gap**

# *Questions?*





# *Agenda*

## **4. Reports**

### **H. Operations Update**

# Operations Monthly Report

JUNE 2023



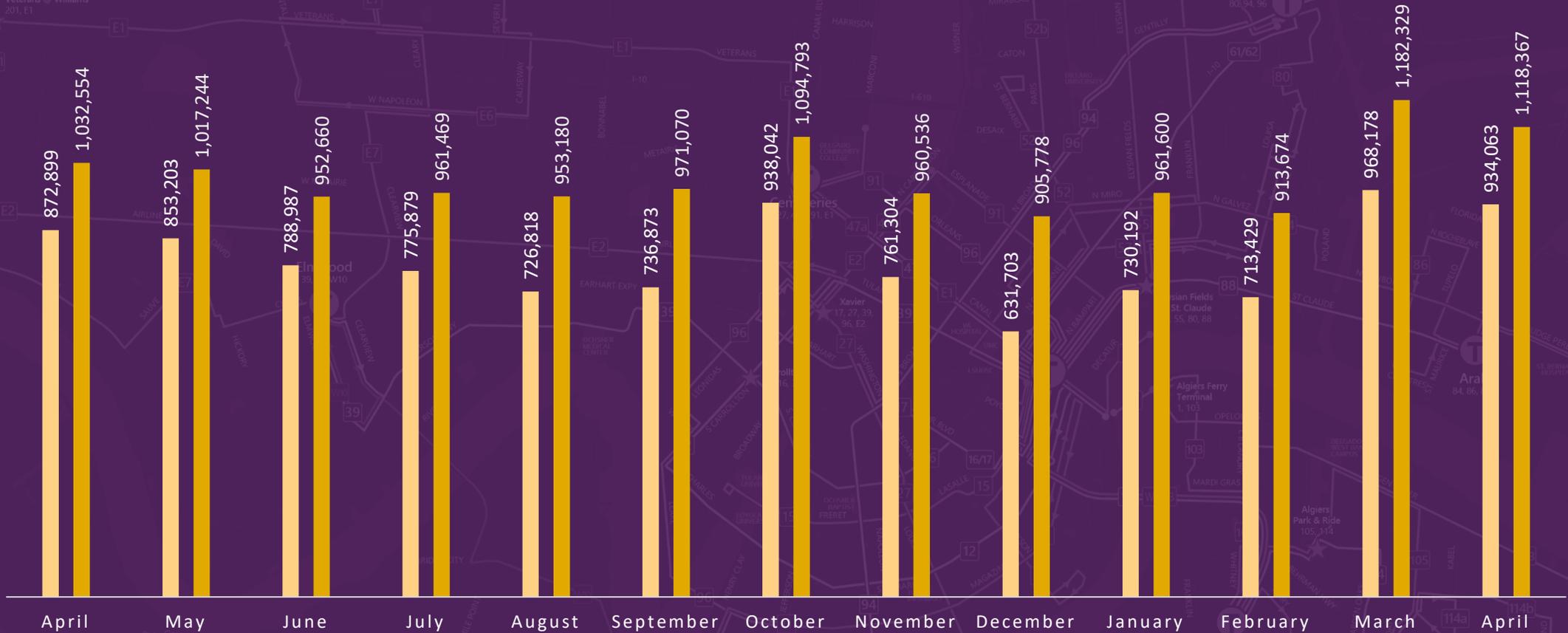


# Bus Ridership | APRIL 2023

APC Ridership  
1.12M

Monthly APC Average  
915.9K

Farebox APC



2022

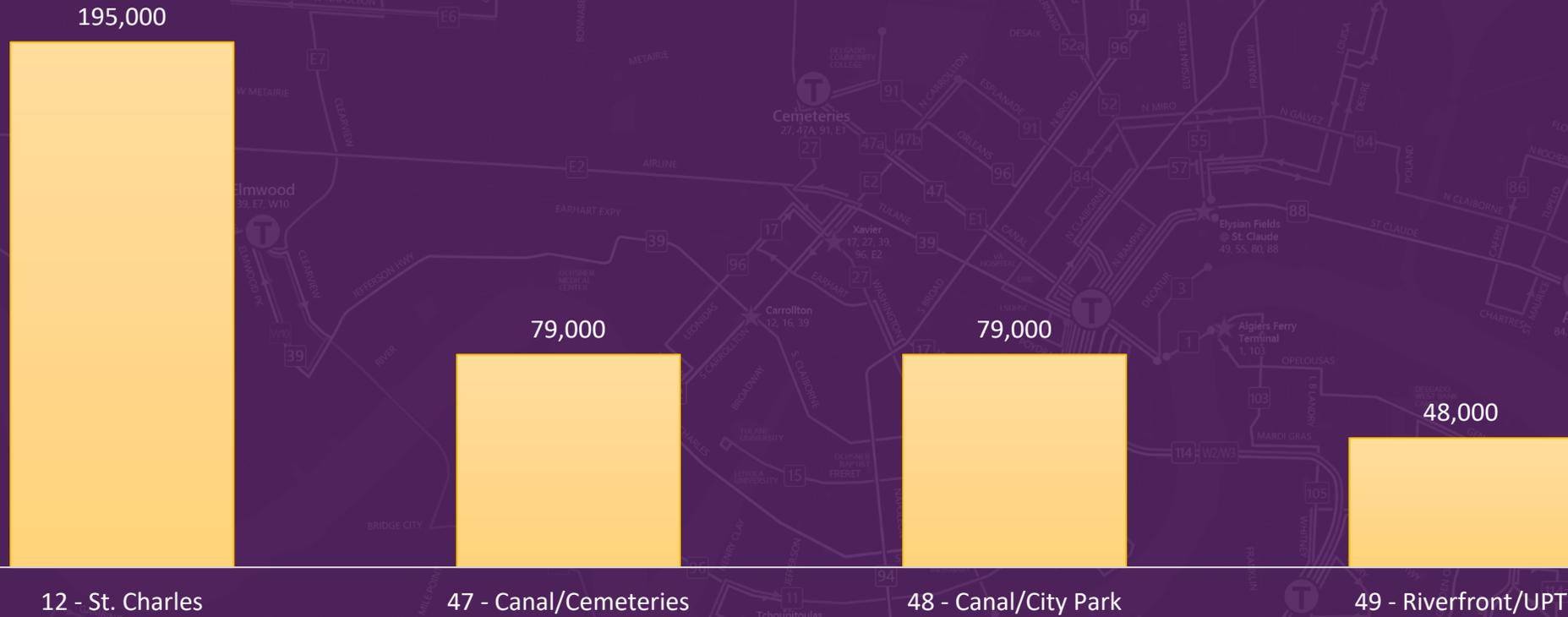
2023





# Streetcar Ridership | APRIL 2023

Monthly Total  
401K





# Paratransit Ridership | APRIL 2023

Monthly Total  
16.5K



**RTA**

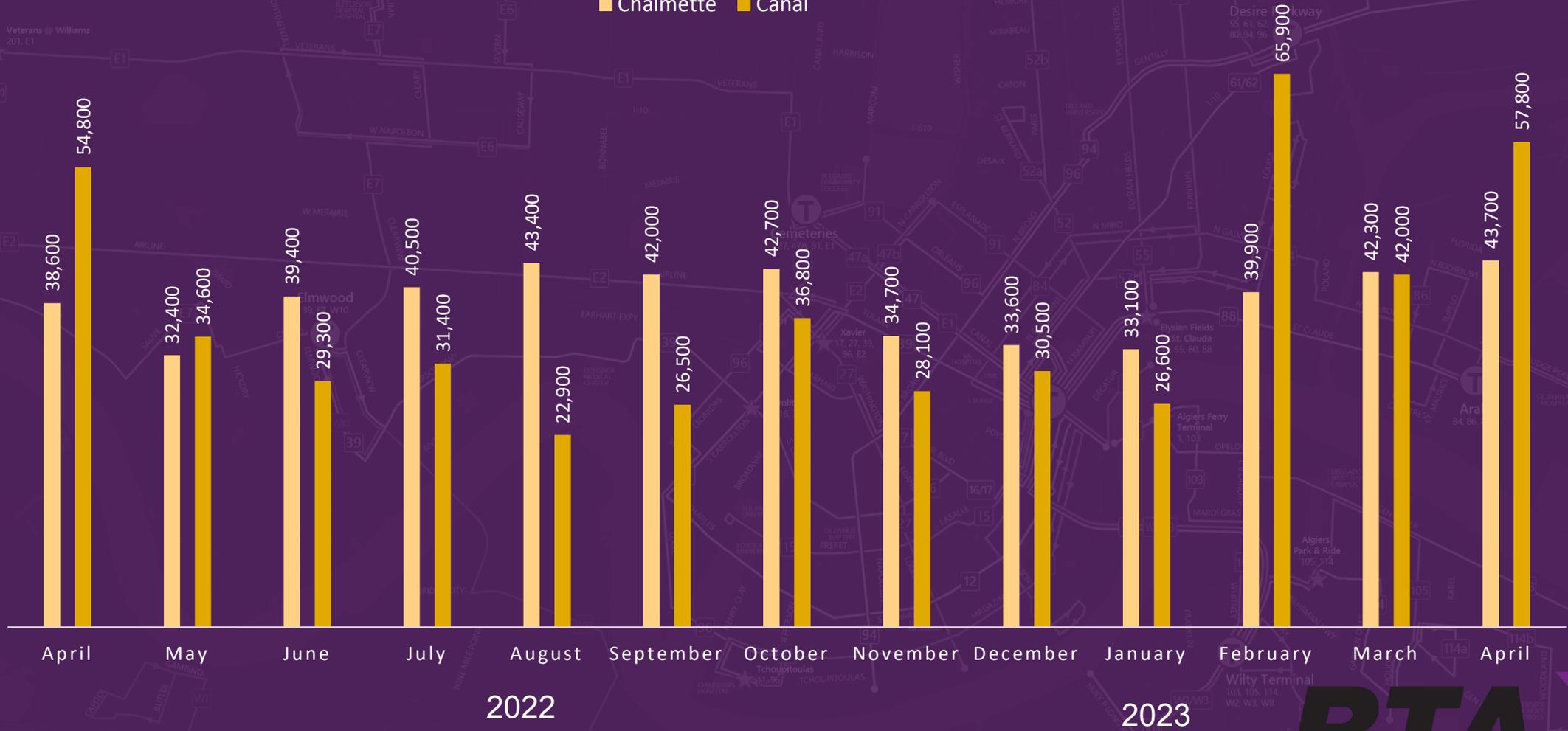




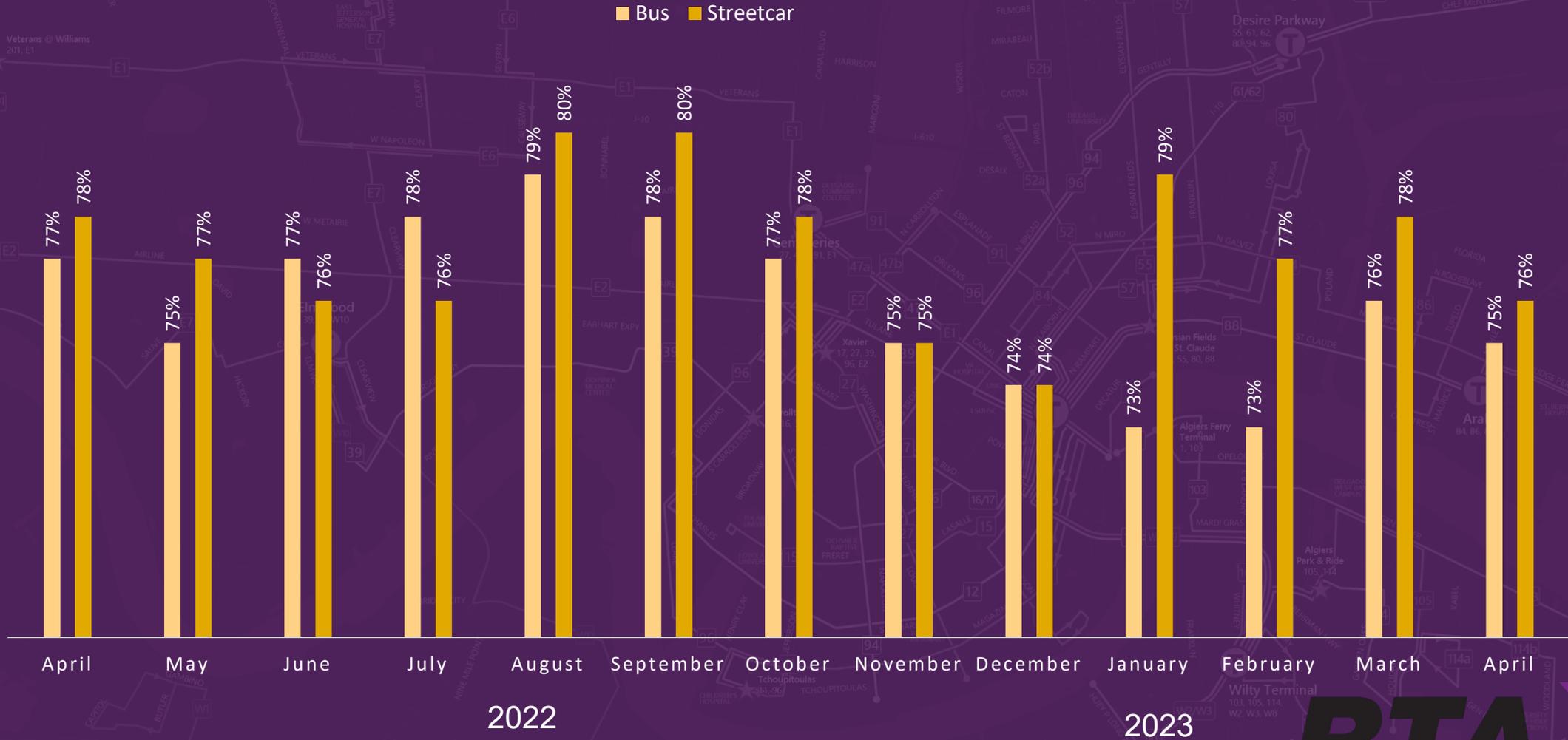
# Ferry Ridership | APRIL 2023

Monthly Total  
101.5K

Chalmette Canal



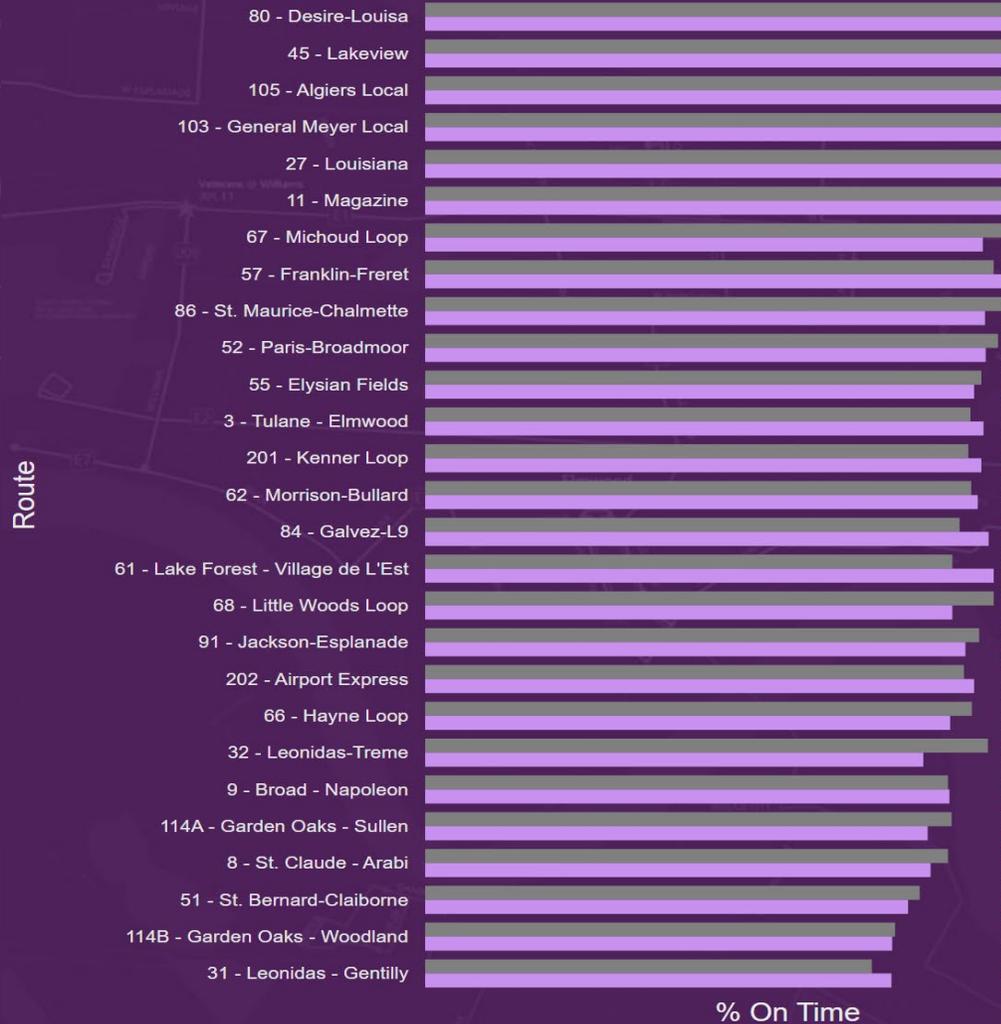
# On-Time Performance | BUS & STREETCAR



# On-Time Performance | ROUTE BREAKOUT

## % On Time by Route - Bus

Date ● March 2023 ● April 2023



## % On Time by Route - Streetcar



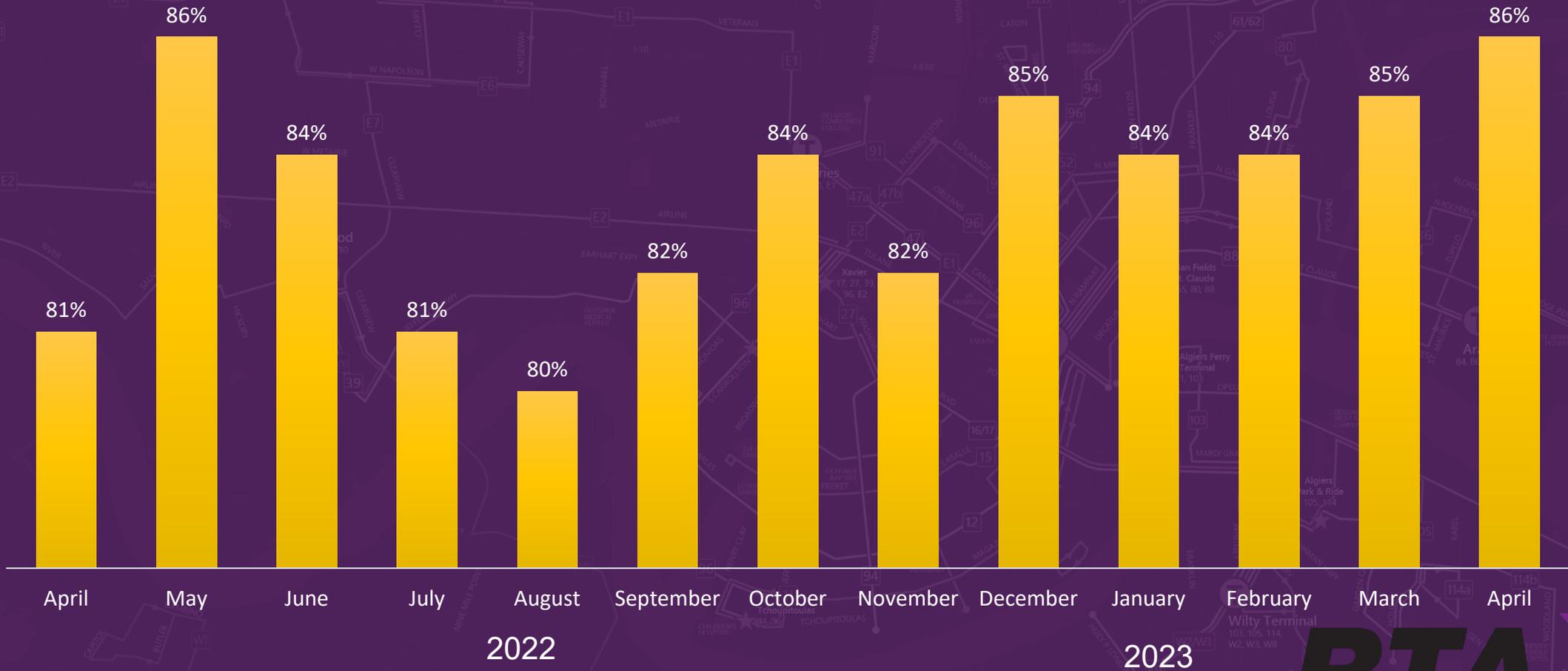
## % On Time by Route - Owl Routes

Date ● March 2023 ● April 2023



# On-Time Performance | PARATRANSIT

Monthly Total  
86%

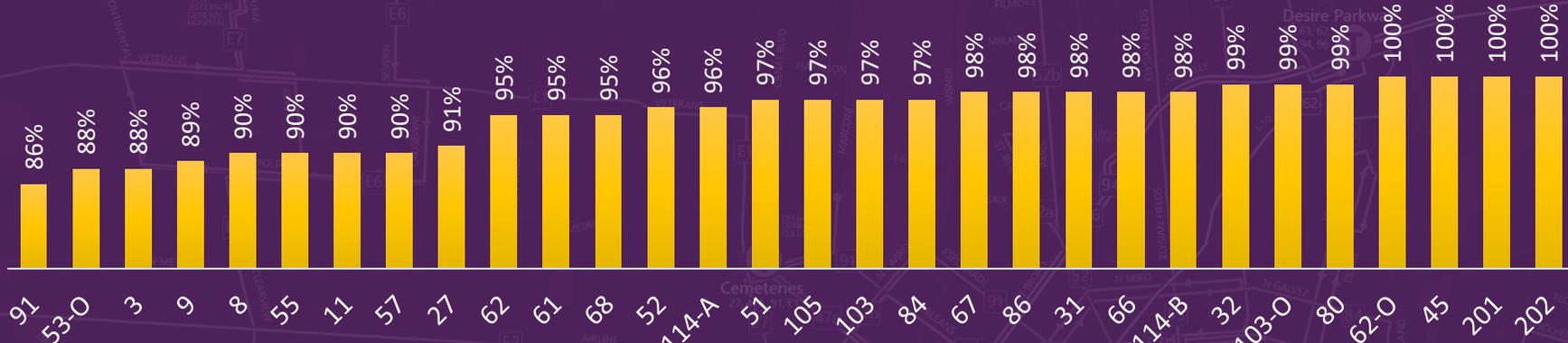


# Service Delivery | BUS & STREETCAR



Bus Total  
94%

Streetcar Total  
97%



12 - St. Charles



47 - Canal/Cemeteries



48 - Canal/City Park

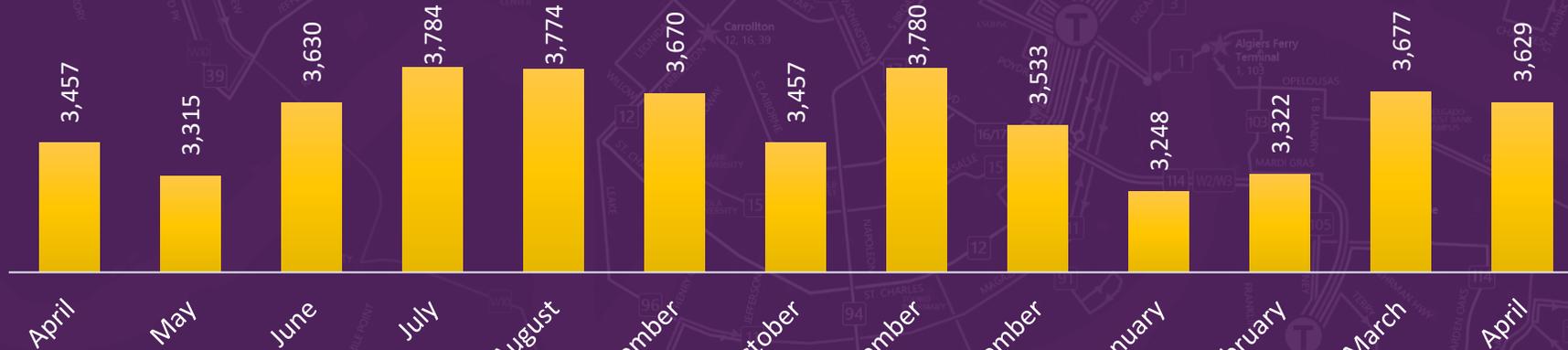


49 - Riverfront/UPT

# Service Delivery | PARATRANSIT & FERRY

Paratransit Trips Completed  
11.9K

Ferry Trips Completed  
3.6K



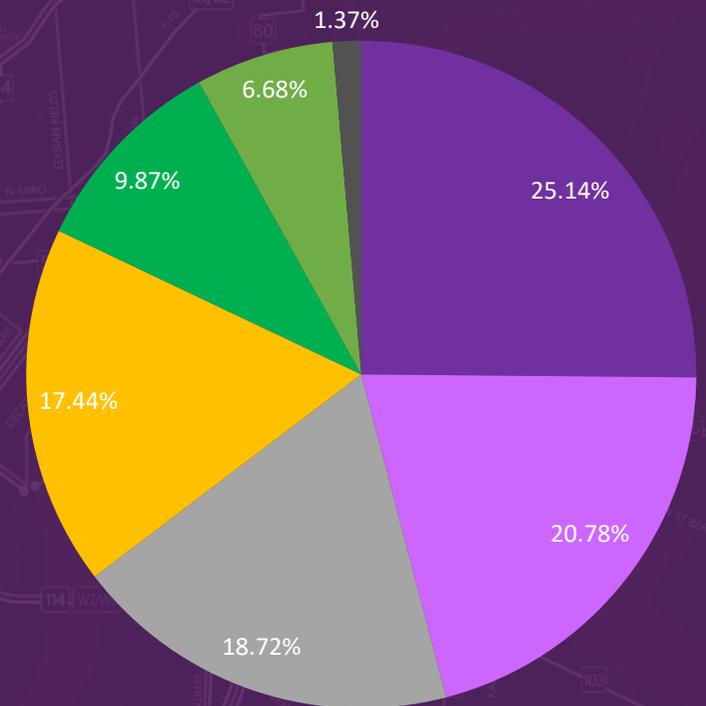
# Service Disruptions | SHORT & LONG-TERM DETOURS

Routes Effected by Long Term  
23%

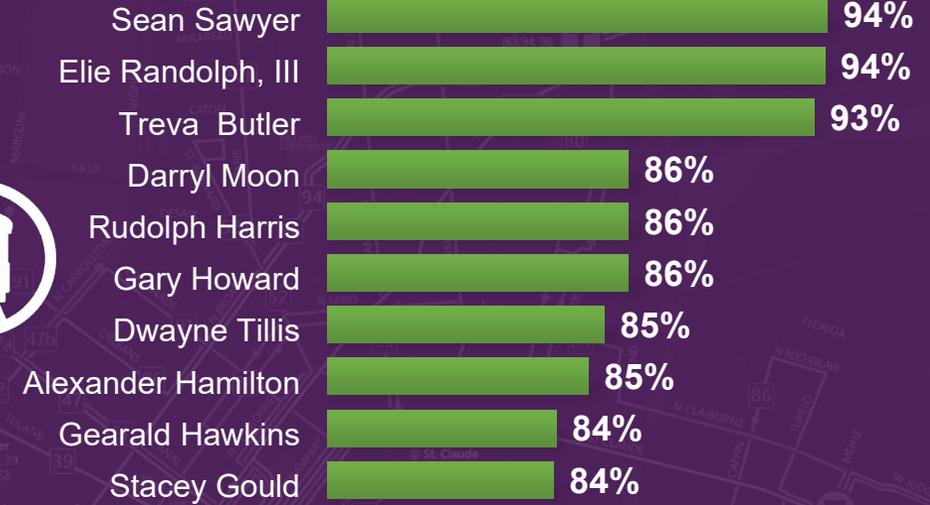
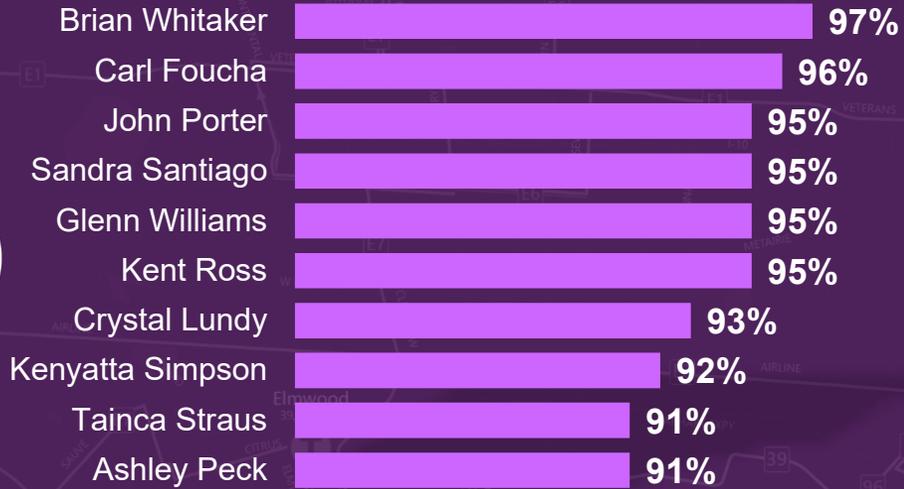
Routes Effected by Short Term  
75%

Routes Effected by Long-Term	Cause
9 – Broad/Napoleon	Road Construction
11 – Magazine	Route Adjustment
31 – Leonidas/Gentilly	Road Construction
32 – Leonidas/Tremé	Road Construction
47, 48, 49 – Canal	Slow Zone
51 – St. Bernard/Claiborne	Road Construction
52 – Paris/Broadmoor	Road Construction
53 – Paris/Claiborne	Road Construction
55 – Elysian Fields	Road Construction
61 – Lake Forest	Road Construction
84 – Glavez	Road Construction
86 – St. Maurice	Road Condition

- Police Activity
- Road Closure/Construction
- Parade/Second Line
- Civilian Accident
- Festival/Game
- Undriveable Street/Track
- Mechanical (streetcar)



# Top OT Performers | BUS, STREETCAR & PARATRANSIT



# *Questions?*

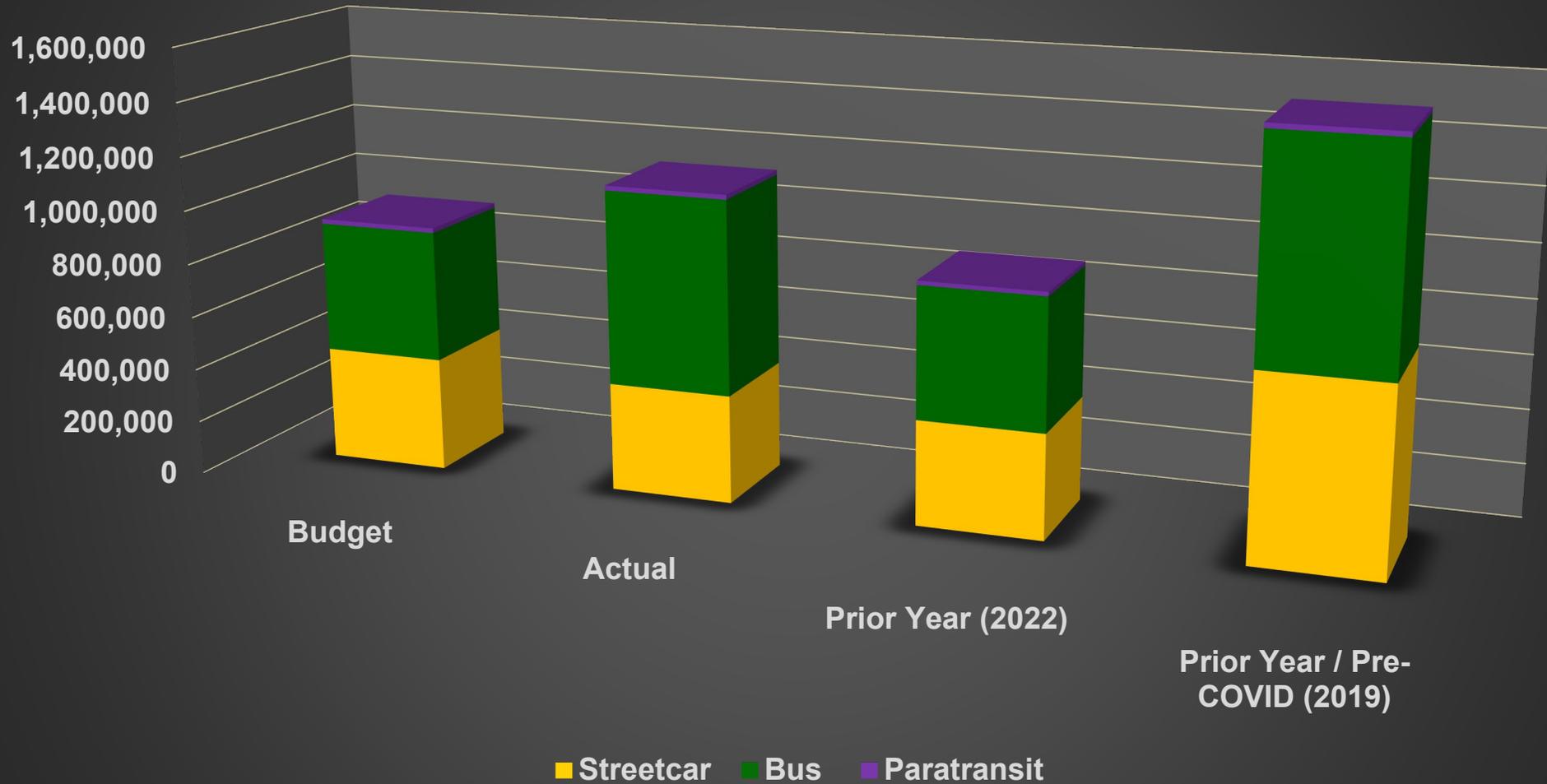




***Agenda***

# **4. Reports**

## **I. RTA Chief Financial Officer's Report**



# Ridership

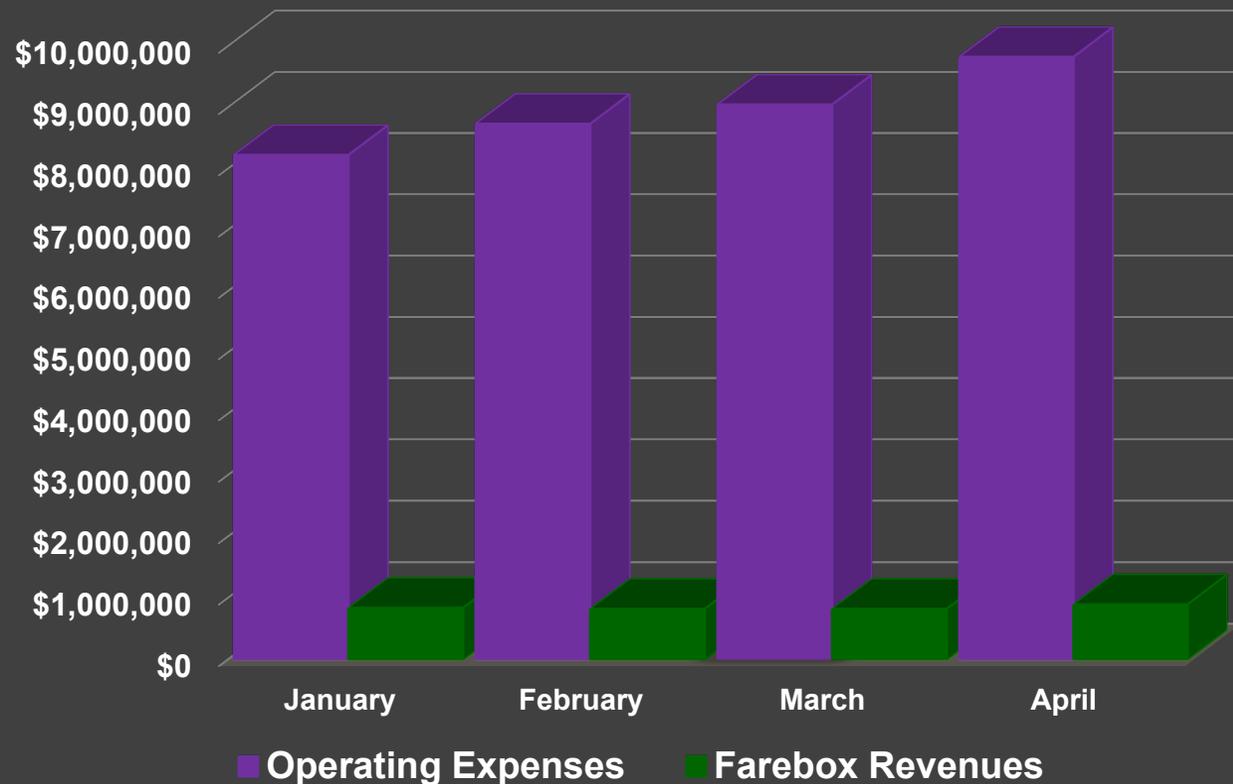
Ridership in April increased by 15% when compared to March 2023 actuals. In April, total system ridership (bus, streetcar and paratransit) was 1.1M, compared to 988K for the previous month of March.



## FAREBOX RECOVERY RATES 2023 vs 2022



## TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY

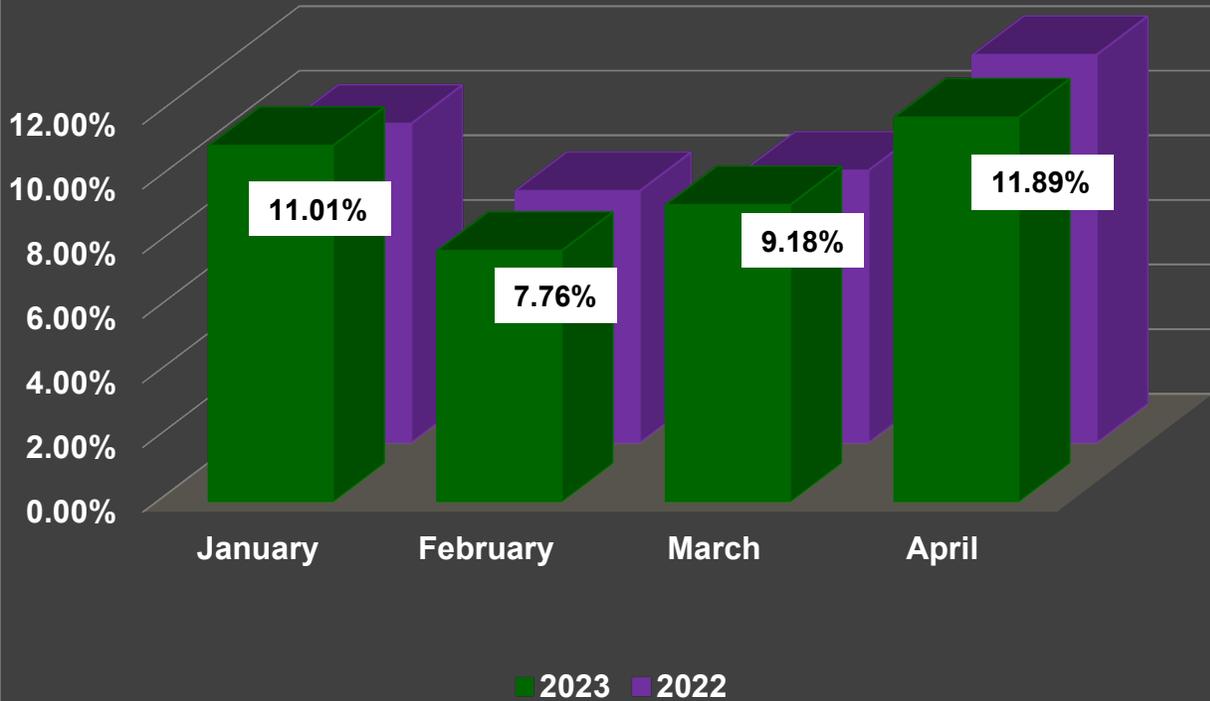


### ***Farebox Recovery Rates 2023 vs. 2022***

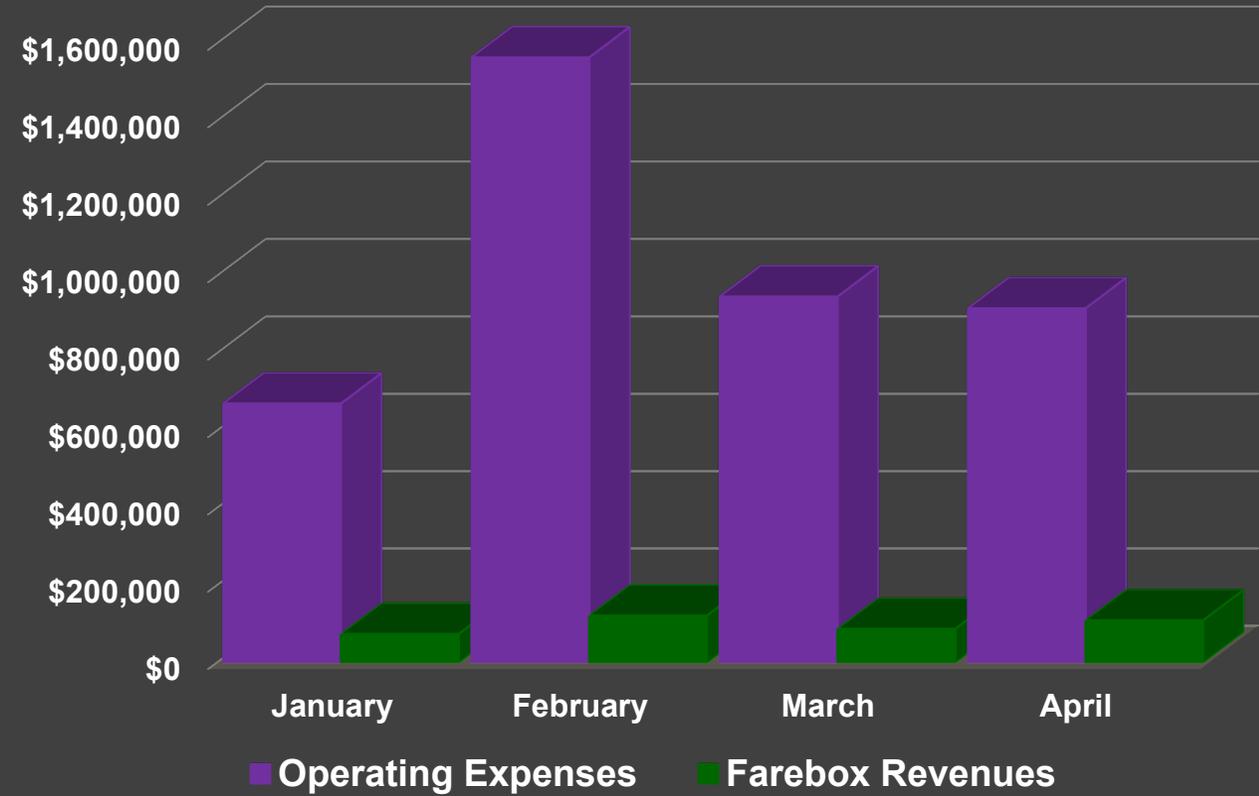
Fare revenue continues to offset a slightly modest percentage of operating expenses as ridership continues to rebound. April's farebox recovery rate increased slightly from 9.14% in the prior month to 9.15%; a total increase of 0.01%.



## FAREBOX RECOVERY RATES 2023 vs 2022



## TOTAL OPERATING EXPENSES, FAREBOX REVENUE & FAREBOX RECOVERY



### ***FERRY- Farebox Recovery Rates 2023 vs. 2022***

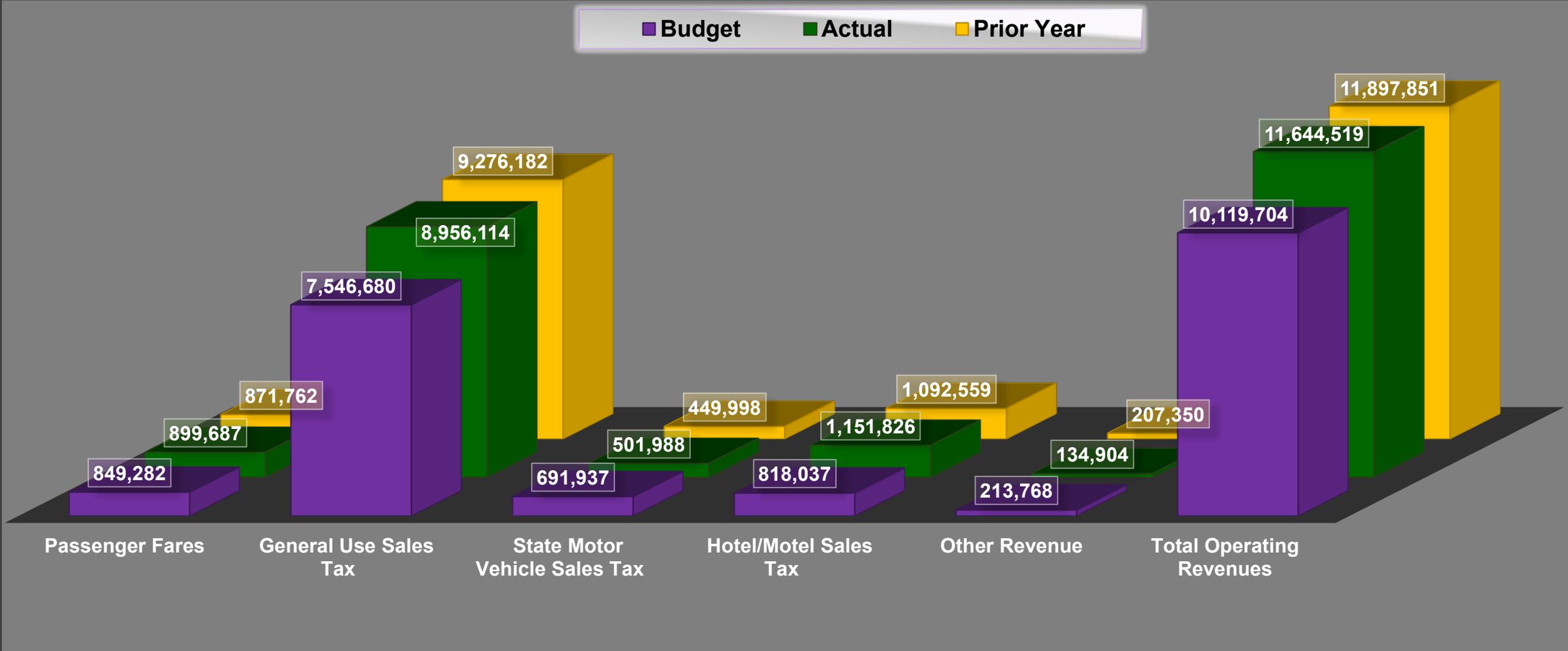
The increase in farebox recovery to 11.89% in April from 9.18% in March is a result of a decrease in operating expenses and an increase in passenger revenues from the prior month. Fare revenues continue to offset a small percentage of operating costs.



# April 2023 Summary of Sources

## SUMMARY OF SOURCES

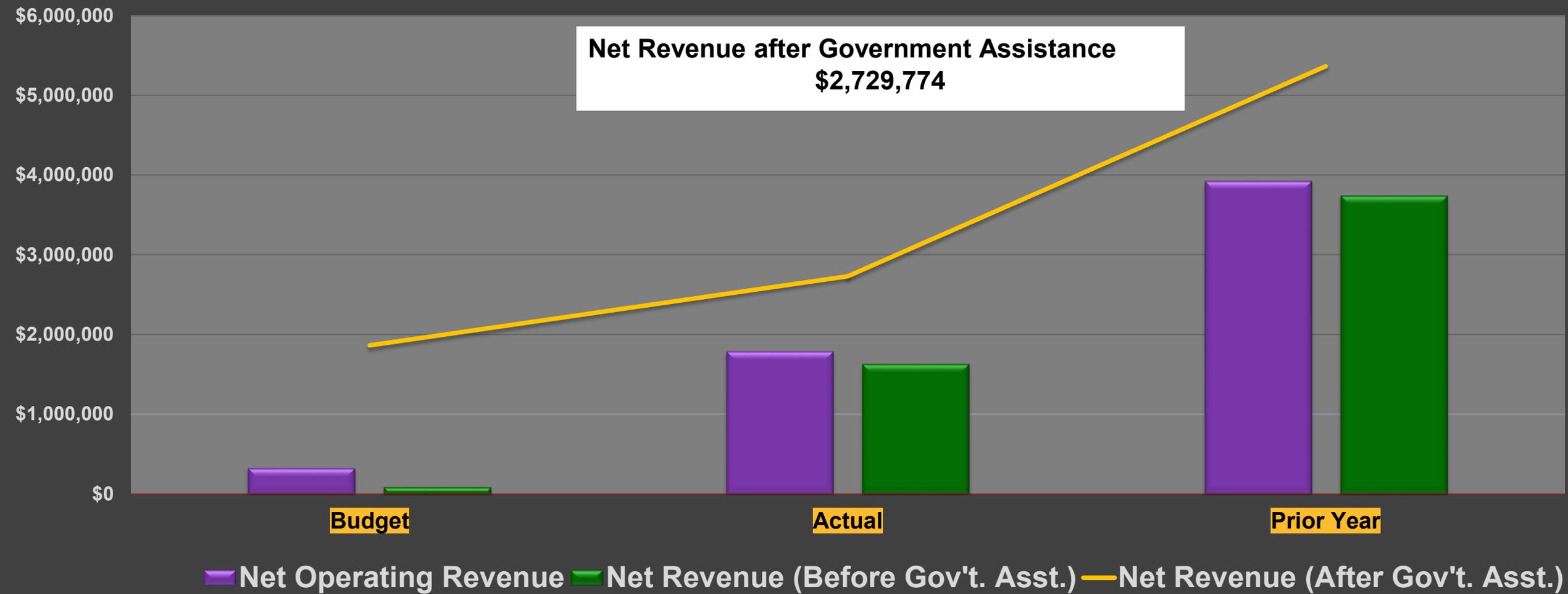
	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Sales Tax	9,056,654	10,609,928	1,553,273.73	17.15%	35,080,896	36,410,264
Government Assistance	2,327,022	1,427,749	(899,272.79)	-38.64%	10,708,408	5,611,952
<b>Sales Tax and Government Assistance</b>	<b>11,383,676</b>	<b>12,037,677</b>	<b>654,000.94</b>	<b>5.75%</b>	<b>45,789,304</b>	<b>42,022,216</b>
Passenger Fares	849,282	899,687	50,405.14	5.94%	3,255,583	3,563,825
Other Operating Revenues	213,768	134,904	(78,864.37)	-36.89%	855,070	566,975
<b>Subtotal Transit Operations</b>	<b>1,063,050</b>	<b>1,034,591</b>	<b>(28,459.23)</b>	<b>-2.68%</b>	<b>4,110,653</b>	<b>4,130,801</b>
<b>Total Operating Revenues</b>	<b>12,446,726</b>	<b>13,072,268</b>	<b>625,541.71</b>	<b>5.03%</b>	<b>49,899,957</b>	<b>46,153,017</b>
Federal Capital Funding - RTA	2,058,594	493,986	(1,564,608.34)	-76.00%	8,234,376	2,820,931
Federal Capital Funding - Maritime Only	586,417	101,273	(485,143.66)	-82.73%	2,345,668	513,731
Interest Income (Bonds & other)	6,247	124,599	118,352.00	1894.54%	24,987	498,396
<b>Subtotal Capital and Bond Resources</b>	<b>2,651,258</b>	<b>719,858</b>	<b>(1,931,400.00)</b>	<b>-72.85%</b>	<b>10,605,031</b>	<b>3,833,058</b>
<b>Total Revenue</b>	<b>15,097,984</b>	<b>13,792,126</b>	<b>(1,305,858.29)</b>	<b>-8.65%</b>	<b>60,504,988</b>	<b>49,986,075</b>
Operating Reserve	0	(1,849,279)	(1,849,278.66)	100.00%	0	(4,629,055)
<b>Total Sources</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>(3,155,136.95)</b>	<b>-20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>



## ***Operating Revenues (Budget, Actual & Prior Year)***

RTA's two largest revenue sources are General Use Sales Tax (\$9M) and Fare Revenue (\$900K). The two combined make up 84.6% or \$9.9M of total revenue. Overall, total operating revenues for the month of April are \$11.6M.





## ***Net Revenues (Before and After Government Assistance)***

Net Revenue (Before Government Assistance) is \$1.6M for the month of April. After applying the month's \$1.4M in Government Operating Assistance, Net Revenue is \$2.7M for the month of April.

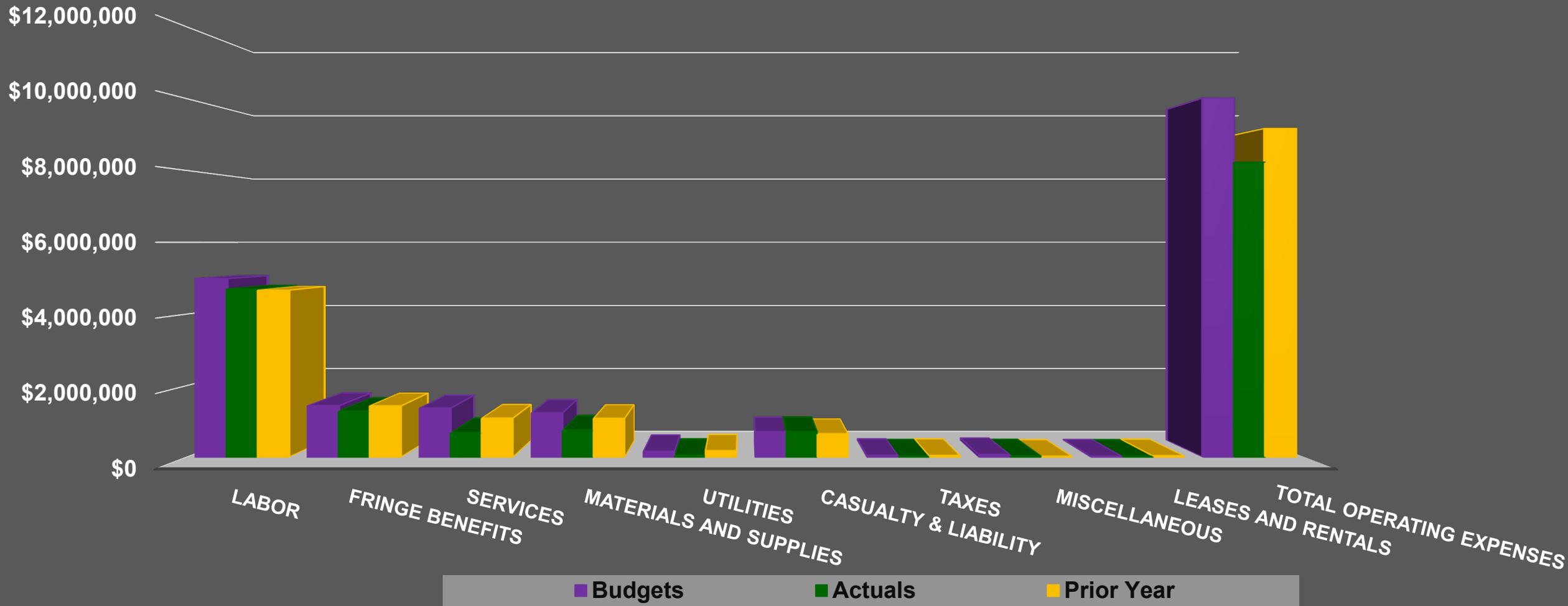


# April 2023 Summary of Uses

## Summary of Uses

	Budget	Actuals	\$ Change	% Change	YTD Budget	YTD Actuals
Transit Operations	9,789,072	9,828,635	(39,562.61)	-0.40%	39,265,987	35,872,436
TMSEL Legacy Costs	239,162	183,658	55,504.24	23.21%	956,645	813,826
Maritime Costs	554,300	330,201	224,098.72	0.00%	2,220,556	1,776,085
Capital Expenditures - RTA	3,235,256	493,986	2,741,270.34	84.73%	12,941,024	2,820,931
Capital Expenditures - Maritime Only	608,083	545,496	62,586.84	10.29%	2,432,332	2,226,507
FEMA Project Worksheet Expenditures	0	0	0.00	0.00%	0	0
Debt Service (Principal & Int)	672,111	560,872	111,239.42	16.55%	2,688,444	1,847,236
<b>Total Expenditures</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>3,155,136.95</b>	<b>20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>
Operating Reserve	0	0	0.00	0.00%	0	0
<b>Total Uses</b>	<b>15,097,984</b>	<b>11,942,847</b>	<b>3,155,136.95</b>	<b>20.90%</b>	<b>60,504,988</b>	<b>45,357,020</b>

## Operating Expenses (Actual - \$9,828,635)

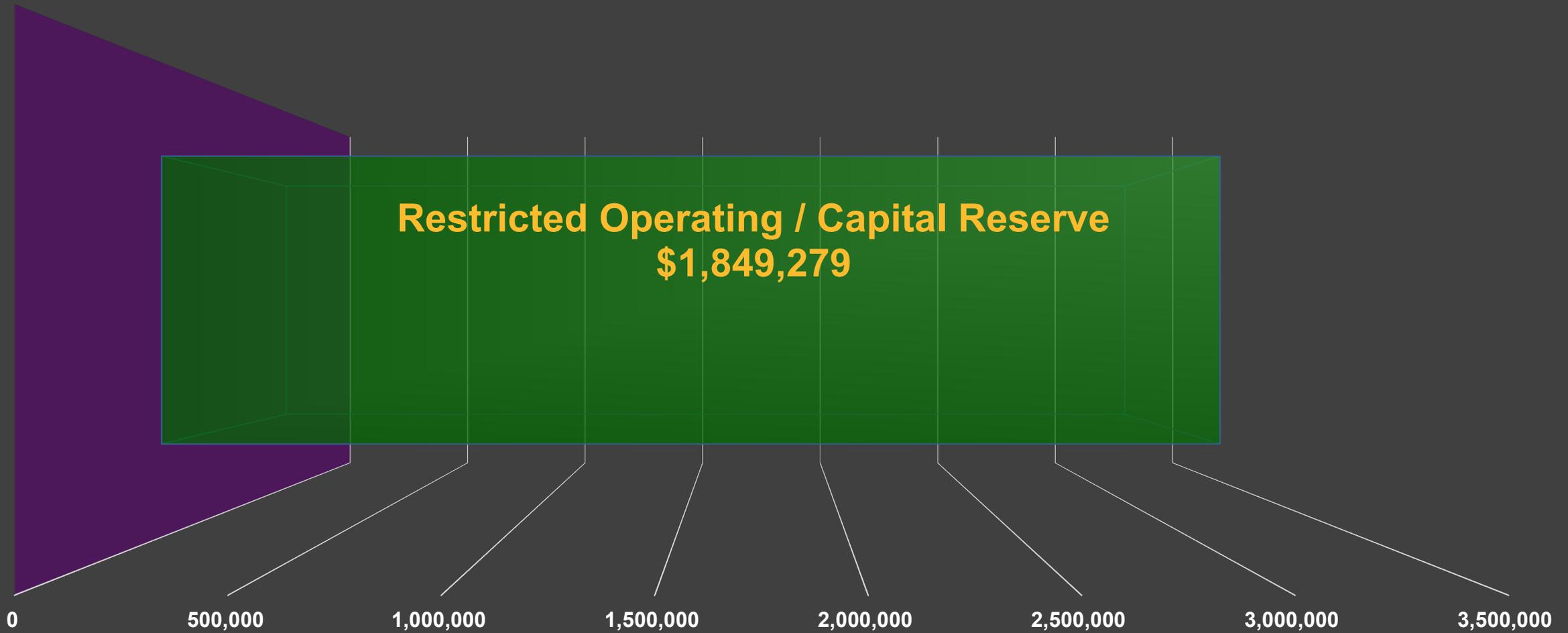


## Operating Expenses

Operating Expenses for the month of April are roughly \$9.8M. Labor and Fringe Benefits, the largest expenditure at \$6.3M, comprised 64.4% of this month's actual expenses.

In total, Operating Expenses for the month of April show an increase of 8.6% from \$9.1M in March.





## ***Operating Reserve***

The positive variance that resulted from Net Revenue (After Government Assistance of approximately \$1.4M) added \$1.8M to the Restricted Operating/Capital Reserve after the offset of \$561K in Debt Service.



***Questions?***

## 5. Consent Agenda

Purchase of Non-Revenue Support Vehicles (Ram 1500 Trucks)	23-070
McPherson Oil Contract Extension	23-079
Change Order for Fuel Card Services	23-080
New State Contract for Fuel Card Services	23-081
Purchase Canal and Riverfront Streetcar Inverter Upgrades	23-087
Change Order for Transit Security Services	23-089



# ***Agenda***

## **6. Consideration of CY2022 Single Audit Acceptance**

CY2022 Single Audit Acceptance

23-068



# ***Agenda***

## **7. Consideration of CY2022 Single Audit Acceptance**

CY2022 Financial Audit Acceptance

23-069



# ***Agenda***

## **8. Consideration of the Internal Audit Charter**

Adoption of the Internal Audit Charter

23-088



# ***Agenda***

## **9. RTA's Compensation Schedule**

RTA Compensation Schedule

23-086

## □ Why Pay Grades and Salary Ranges?

Pay grades and salary ranges will help the RTA set up fair compensation structures for all employees.

Best Practice: review of the general market every 3 - 5 years to remain within the current market values and economic trends in the workplace.



***Pay Grades  
and  
Pay Bands***

<b>Grade</b>	<b>Minimum</b>	<b>Midpoint</b>	<b>Maximum</b>
1	\$43,070	\$51,480	\$59,889
2	\$49,530	\$59,200	\$68,871
3	\$57,210	\$68,675	\$80,139
4	\$66,650	\$76,333	\$89,347
5	\$78,315	\$85,334	\$100,185
6	\$83,525	\$95,911	\$112,940
7	\$99,810	\$115,098	\$135,930
8	\$119,772	\$141,029	\$168,941
9	\$141,398	\$173,213	\$205,029
10	\$178,062	\$222,579	\$267,096
11	\$231,481	\$289,349	\$347,221



***Position  
Category in  
Pay Grade  
and Pay  
Band***

Grade	Position Category	Minimum	Midpoint	Maximum
1	Administrative Assistant	\$43,070	\$51,480	\$59,889
2	Administrative Assistant, Senior	\$49,530	\$59,200	\$68,871
3	Administrative Assistant, Principal	\$57,210	\$68,675	\$80,139
3	Analyst	\$57,210	\$68,675	\$80,139
3	Supervisor	\$57,210	\$68,675	\$80,139
4	Analyst, Senior	\$66,650	\$76,333	\$89,347
4	Professional, Entry	\$66,650	\$76,333	\$89,347
4	Supervisor, Senior	\$66,650	\$76,333	\$89,347
5	Manager	\$78,315	\$85,334	\$100,185
5	Analyst, Principal	\$78,315	\$85,334	\$100,185
5	Professional, Senior	\$78,315	\$85,334	\$100,185
5	Supervisor, Principal	\$78,315	\$85,334	\$100,185
6	Manager, Senior	\$83,525	\$95,911	\$112,940
6	Professional, Principal	\$83,525	\$95,911	\$112,940
7	Manager, Principal	\$99,810	\$115,098	\$135,930
7	Director	\$99,810	\$115,098	\$135,930
8	Director, Senior	\$119,772	\$141,029	\$168,941
9	Director, Principal	\$141,398	\$173,213	\$205,029
9	Chief I	\$141,398	\$173,213	\$205,029
10	Chief II	\$178,062	\$222,579	\$267,096
11	Chief Executive Officer	\$231,481	\$289,349	\$347,221

***Questions?***



***Agenda***

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

# 11. Audience Questions and Comments

**PLEASE NOTE:** Anyone who wishes to speak at the public meeting must fill out a speaker card. Speakers will get three minutes to pose a question or comment.



## ***Agenda***

# **12. Executive Session (2/3rds Vote to Consider)**

- Personnel Matters
- IBEW Contract Update



***Agenda***

# **13. Request for Approval of the IBEW 1700-4 Contract**

RTA Labor Agreement with IBEW Local 1700-4

23-109



*Agenda*

# 14. Adjournment