



2817 Canal Street  
New Orleans, LA 70119

## **New Orleans Regional Transit Authority Finance Committee**

### **Meeting Minutes**

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**Thursday, April 14, 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, April 14, 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 Tillery and Commissioner Walton

##### **Commissioners Absent:**

Commissioner Sarwar and Commissioner Wegner

#### **3. Consideration of Meeting Minutes (March 10, 2022)**

Commissioner Walton moved and Commissioner Tillery seconded to approve the Meeting Minutes of March 10, 2022. The motion was approved unanimously.

[Finance Committee Minutes - March 10, 2022]

[22-073](#)

#### **4. Committee Chairman's Report**

None.

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

Alex Wiggins reported that the impact of COVID has significantly diminished at the RTA. As of last week the RTA did not have a single employee impacted with COVID.

Alex Wiggins reported that the federal government has extended the mask mandate for another two weeks.

Alex Wiggins reported that staff was going to continue to work with the RTA Lobbyists and Intergovernmental Relations Team to lobby aggressively for Capital Funding.

Alex Wiggins reported that at the Full Board Meeting he was going to give reports on the Strategic Mobility Plan and the Ten Year Capital Plan giving the Board options and recommendations on how to pursue these projects.

Commissioner Raymond stated that it was time to update the Strategic Mobility Plan with real numbers.

## **6. 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 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 Walton stated that he hope that the RTA can recapture the revenue from these festivals. He would also like to see the previous numbers from 2 years ago.

Alex Wiggins reported that staff was looking at ways to diversify the RTA revenue stream beyond fare box revenue.

[February 2022 Financials]

[22-074](#)

## **7. 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 - 4%  
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 - 0%

### **Upcoming DBE/SBE Projects:**

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

Adonis Expose' reported that the next Outreach Event was scheduled for Wednesday, April 27 2022 at 35 High School and at the event 3 projects will be showcased Shelter Purchase and Installation, On-Call Shelter Maintenance and Rampart Streetcar Line Emergency Repair.

Adonis Expose reported that at this event the RTA will be partnering with the City of New Orleans, the New Orleans Ernest Morial Convention Center and the New Orleans Public Schools.

## **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.

**Commissioning:**

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

**Construction:**

Canal Ferry Terminal - 98% completed with pile driving, remaining are wood piles, Wharf "foundation" is 10% complete, concrete pour is on-going. The Steel ENO Maintenance Bldg. Exterior Envelope - This project is scheduled to be completed in mid-May 2022.

**Procurement:**

Napoleon Facility Rehabilitation - Procurement is working on the notice to proceed.

Rampart Streetcar Restoration: Recovery from Hard Rock Hotel Collapse - Advertising in April

2021 Non- Advertising Shelter - Advertising in April

**Engineering:** Interim Downtown Transfer Center - Design Review continues, 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 - Completed 2nd round outreach Community & Business Advisory Committee meetings. Presented 3 options for each segment of the route, 3 segments of the routes.

**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

**9. Procurements:**

Out of Shop Bus Diagnostic and Repairs

[22-031](#)

Commissioner Walton moved and Commissioner Tillery seconded to approve the Out of Shop Bus Diagnostic and Repairs. The motion was approved unanimously.

approved

Enactment No: 22-021

Leadership & Change Management Training

[22-040](#)

In response to Commissioner Walton, Alex Wiggins reported that the RTA used this firm for operational assessments.

Commissioner Tillery moved and Commissioner Walton seconded to approve the Leadership and Change Management Training. The motion was approved unanimously.

approved

Enactment No: 22-022

Clever Device Maintenance Agreement

[22-050](#)

Commissioner Walton moved and Commissioner Tillery seconded to approve the Clever Device Maintenance Agreement. The motion was approved unanimously.

approved

Enactment No: 22-024

Temporary Janitorial Services Contract

[22-055](#)

In response to Commissioner Walton, Lona Hankins stated that the actually term of the contract was four months.

Commissioner Walton moved and Commissioner Tillery seconded to approve the Temporary Janitorial Services Contract. The motion was approved unanimously.

approved

Enactment No: 221-025

CY2021 Louisiana Compliance Questionnaire

[22-061](#)

Commissioner Walton moved and Commissioner Tillery seconded to approve the CY2021 Louisiana Compliance Questionnaire. The motion was passed unanimously.

approved

Enactment No: 22-026

FY 2022 Bus and Bus Facilities Grant Application

[22-062](#)

Commissioner Walton moved and Commissioner Tillery seconded to approve the FY2022 Bus and Bus Facilities Grant Application. The motion was passed unanimously.

approved

Enactment No: 22-027

Canal Street Ferry Terminal Project: Amendment to

[22-065](#)

**Woodward-APC's Contract**

In response to Commissioner Walton, Lona Hankins reported that staff issued a Notice To Proceed (NTP) and the Community asked the RTA to widen the gangway from six feet to nine feet. The RTA did an in-depth assessment of this request and this assessment caused contract delays.

Commissioner Tillery moved and Commissioner Walton seconded to approve the Canal Street Ferry Terminal Project Amendment to Woodward. The motion was passed unanimously.

approved

Enactment No: 22-028

**Mobile Application Replacement**

[22-070](#)

Commissioner Walton moved and Commissioner Tillery seconded to approve the Mobile Application Replacement. The motion was passed unanimously.

approved

Enactment No: 22-030

**10. New Business**

None

**11. Audience Questions & Comments**

In response to Dustin Robertson, Alex Wiggins reported that the RTA was trying to implement a Regional Fare Integration between Orleans and Jefferson Parishes and this Regional Fare Integration would also be needed to implement the New Links routes between the two parishes.

**12. Adjournment**

Commissioner Tillery moved and Commissioner Walton seconded to adjourn the Finance Committee Meeting on April 14, 2022. The motion passed unanimously.

adjourned