**COMMISSIONER PRESENT**: Chairman Mark Raymond, Commissioner Mostofa Sarwar, Commissioner Walter Tillery, Commissioner Art Walton, and Commissioner Sharon Wegner

**OTHER COMMISSIONER PRESENT**: Commissioner Fred Neal, Jr.

1. The meeting was called to order at 1:11 pm.
2. **Roll Call:** A quorum was confirmed.
3. **Consideration: RTA Board 2021 Meeting Schedule**

Yolanda Rodriquez reported that changes were being made to the Board calendar and needed Board approval. Such as having Board Items due 30 days prior to the agenda distribution and the Committee and Board Meetings will start an hour early at 9:00 a.m. and not 10:00 a.m. and the Finance Committee Meeting will start at 11:00 a.m. and not 1:00 p.m.

In response to Commissioner Raymond, Yolanda Rodriquez stated that all items should be submitted to the Board 30 days in advance. In response to Commissioner Walton, Yolanda Rodriquez stated that the Board will have a meeting in July and no *Blackout Dates* are proposed for 2021.

1. **Consideration: RTA Chairman’s Report**

No Report

1. **Consideration: RTA’s Chief Executive Officer’s Report**

Alex Wiggins reported that the City just finished preparing for the latest hurricane and staff did an excellent job preparing for the hurricane despite the damages some staff had to their own properties. On Thursday limited service was restored and by the weekend full service was up and running and he thanked the entire staff for all their hard work.

Alex Wiggins reported that there were minor damages at the Canal and East New Orleans Facilities.

Alex Wiggins reported that staff will keep the Board updated on the transition and there is one deficiency that need to be corrected was training of staff to provide a world class agency and staff need training on the Clever Devices.

In response to Commissioner Walton, Alex Wiggins stated that training affects every level of the organization and it was most glaring on the operation side the tools were purchased but staff was never trained.

In response to Commissioner Walton, Alex Wiggins stated that for Clever Devices they are trainers that are built into the contract that will provide training at no extra cost staff will have a combination of outside training and the supervision management training.

1. **Consideration Chief Financial Officer’s Report**

Alex Wiggins reported that when preparing for the 2021 Budget this budget was less than the 2020 Budget.

Alex Wiggins reported that this budget was only authorizing 805 positions and staff was only going to fill critical vacancies.

Gizelle Banks reported that the approved 2020 Budget was $18 Million and the proposed 2021 Budget was $9.5 Million and total revenue was way down.

She also reported that the General Use Sales Tax – staff was projecting to end the year at $56 Million and the 2021 Budget General Use Sales Tax staff was proposing $61.8 Million and these Sales Tax were in line with the City of New Orleans Sales Tax Collections Forecast for 2021.

Gizelle Banks also informed Commissioners that the Hotel Motel Sales Tax projection is $3.1 Million, total Operating Revenue projected at $82 Million and that total Ridership budget is $8.9 Million. Total Operating Expenditures was $101 Million and there will be some savings through the Contract Management.

Gizelle Banks stated that the New Budget does not include any CARES Act Monies and the surplus from this year will be rolled into the 2021 Budget. Capital Projects are partially funded (80%) with federal and/or State Government Grants but there is a local match required $2.2 Million for 2021 Budget.

Alex Wiggins reported that staff would have to talk to the Board about the funding of the Maritime Operating Costs moving forward. The RTA has older vessels that must be maintain in dry dock and for 2021 the RTA would be okay and beyond 2021 the RTA would have to obtain additional resources.

In response to Commissioner Wegner, Alex Wiggins stated that staff would consult with the Board to approach this topic of funding with the State.

Gizelle Banks reported that Preventative Maintenance and Cares Act rollover - $28 Million leaving net revenue of $4.4 Million before debt services and Debt Service Expenditures $12.2 Million in CY21, compared with $14-$15 Million in previous years.

Alex Wiggins reported that without the CARES Acting funding staff would have to bring the budget back to the board for consideration.

Commissioner Raymond stated that he would like it known to the public that this was the first draft of the 2021 budget.

1. **Consideration Assignments of Contracts from Transdev to RTA**
2. **Swiftly, Inc. Transit Data Platform Services**

Commissioner Walton moved and Commissioner Wegner moved to approve the contract assignment of **Swiftly, Inc. Transit Data Platform Services.** The motion was approved.

1. **Consideration: Procurement Items**
2. **To award Clever Device – Maintenance Contract**

Alex Wiggins reported that this was for the maintenance of the software and some of the hardware and staff has found that somethings were not maintained and now have to get the equipment up to speed.

Lona Hankins reported that some equipment needs to be service and software upgrade and the technicians have to periodically calibrate the equipment and service was built into the initial contract. In response to Commissioner Walton, Lona Hankins stated that the RTA only had the Clever Device for 2 years.

Lona Hankins reported that this software can do more than what is was being used for staff was only using perhaps one 10th of the software.

Commissioner Raymond stated that the software and hardware was not running to its full potential and now the RTA need to make another capital investment.

Lona Hankins reported that staff have not maintain the hardware and was not used to its optimally level.

Alex Wiggins stated that Clever Devices would help with On Time Performance, Customer Service, Safety and Operating Time.

In response to Commissioner Walton, Alex Wiggins stated that the RTA has the updated version of the Clever Devices.

In response to Commissioner Walton, Alex Wiggins stated that the system would have a software upgrade fee and staff did not take advantage of everything that was available from Clever.

In response to Commissioner Walton, Lona Hankins stated that this was for the upgrade and the annual maintenance agreement.

Commissioner Wegner moved and Commissioner Tillery seconded to approved the award of the **Clever Device – Maintenance Contract. Motion was approved unanimously.**

1. **Consideration of Excess Workers’ Compensation Insurance**

Commissioner Wegner moved and Commissioner Tillery seconded to approved the **Excess Workers’ Compensation Insurance. Motion was approved unanimously.**

1. **Consideration of New Business**

None

1. **Consideration of Audience Questions and Comments**

None

1. **Adjournment**

Commissioner Wegner moved and Commissioner Tillery seconded to adjourn the Finance Committee Meeting of November 5, 2020. The motion was approved unanimously.