

2250 Florida Boulevard
Baton Rouge, LA 70802
PHONE: 225.389.8920



EXECUTIVE STAFF

Bill Deville
Chief Executive Officer

Rod Goldman
Chief Operating Officer

Darrell Brown
Chief Administrative Officer

EXECUTIVE REPORT December 2017

Bill Deville and Executive Staff

HUMAN RESOURCES: *Trina Bowie*

- CATS made the following hires in November: Maintenance – 2 Utility Technicians.
- The following employees celebrated service anniversaries in the fourth quarter:
 - One Year:
 - Agnes Brown Customer Care
 - I’Vian Bernadette Robinson Customer Care
 - Renee Tiner Receptionist
 - Demichael Robertson Police Officer
 - Darrell Brown CAO
 - Brandi Renee Parker Bus Operator
 - Mary Smith Customer Care
 - Brandi Wiggins Bus Operator
 - Candice Tucker Police Officer
 - Five Years:
 - Hunter Causey Police Officer
 - Erica Charles Bus Operator
 - Roland Thomas Operations Supervisor
 - Jere Quinn, Jr. Parts Supervisor
 - Ten Years:
 - Emily Efferson Procurement
 - Lori Cage Bus Operator
 - Edward Grayson Mechanic
 - 28 Years:
 - Margo Kimble Maintenance Coordinator
 - 33 Years:
 - Linda Square Project Supervisor

OPERATIONS AND MAINTENANCE: *Rod Goldman*

- Operations now has 139 Operators on the roster; 133 are active.
- The Operators of the Month for November were Cotina Waker and Bonnie Johnson.
- See attached Performance Measures

PLANNING: *Bill Deville*

FACILITIES PLANNING: *James Baker*

- **Transit Hubs – Ongoing**
- **North Baton Rouge Hub** – In response to FTA’s inquires, CATS has enlisted a firm to conduct a Phase One Environmental Site Assessment for the LSU property that should take approximately three to five weeks. This Phase One

ESA is required to determine if any hazardous materials need to be mitigated or removed.

- **South Baton Rouge Hub** – Staff is in ongoing discussions with Baton Rouge Health District (BRHD) officials regarding their infrastructure implementation plan as well as exploring suitable locations for a major multi-modal transit hub.
- **East Baton Rouge Hub** – Identifying a suitable and available site to accommodate the East Baton Rouge hub operations and its facilities continues to be a challenge. In the interim, Management is proposing a series of operational and capital improvements to the existing hub serving the Cortana Mall at Walmart. These improvements, when complete, will ensure operational efficiency and offer more passenger comfort and safety. CATS has met with City Parish administration leaders and received authorization to seek engineering and technical assistance from DPW to provide planned capital improvements as discussed with the CATS Board Planning Committee for the current temporary Cortana hub site.
- Management is working to identify a design and engineering firm to develop improvement plans to the Cortana/Wal-Mart and Earl K. Long interim hub locations. DPW has agreed to provide design reviews, complete construction inspections, and expedite the permitting process. Subject to the City's and DOTD's permitting processes, these projects could commence revenue service in the first quarter of 2018.
- **Downtown Hub** – Management is in discussions with DDD, DPW, DOTD and other stakeholders to explore suitable sites to adequately accommodate the CATS downtown transit hub operations. Consideration is given to possible locations that can accommodate short term—1-5 years—and long term operations. Additionally, CATS management is investigating the possibility of reimaging the existing hub site at 2222 Florida Boulevard.
- **Office Facilities** –The need for additional office space is becoming more and more acute, especially administrative facilities. Management is exploring several office lease options to address this issue.

BUS RAPID TRANSIT – Ongoing

- Phasing in of the CATS modified BRT plans, including both the **Plank Road and the Florida Boulevard routes** are in development stages. CATS plans to utilize electric buses for both these BRT routes.
- Staff is looking into conceptual design models, cost estimates, grant and foundation funding and match requirements, federal and local governmental compliance milestones, and timelines for the station stops, including rights-of-way inspections for space needed for the more elaborate shelters and potentially needed allocation space for Transportation Network Companies (TNC) like Uber, and ride share entities such as bike share as well as potential joint corridor land use projects with the City Parish and/or DOTD.
 - Phasing in process of modified BRT will begin with delivery of the electric buses and the installation of BRT shelters; this will be followed

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by a procurement process for modified BRT stations, and signal preemption will follow. CATS will continue seeking funding for the projects throughout the process.

- **Plank Road BRT** – in conjunction with and supportive of the Mayor’s proposed transportation plan, CATS management is looking to invest in new electric buses and undertake substantial infrastructure improvements. These capital investments undertaken over the next three (3) years would total in excess of \$5 million.
- **Florida Boulevard BRT** – also in conjunction with and supportive of the Mayor’s proposed transportation plan, CATS management is undertaking planning to introduce a high-quality BRT along Florida Boulevard. The six (6) mile route, anchored by a transit hub at or near Cortana Mall and a transit hub located in downtown will be served with limited transit stops and will feature new in-bound and out-bound station stops. New electric buses will also be used for this service. On-demand service is envisioned with TNCs such as Uber. All stations will feature distinctive transit shelters, passenger queuing/waiting areas, bike share stations, information e-kiosks, fare vending machine, charging stations, green infrastructure and landscaping.

CEO-EXECUTED CONTRACTS: *Bill Deville*

- CK Associates contract for the Phase One Environmental Site Assessment for the LSU property for \$5,000 was executed on November 22, 2017.

CEO NOTES: *Bill Deville*

- The paratransit RFP process is ongoing and staff will have a recommendation for the January board meeting.
- The CATS operations and maintenance staff were able to provide service on all routes during the snow day on December 8th. Credit goes to all the operators, mechanics, customer service representatives, supervisors, managers, and directors for getting service to our customers who depend on us to connect them to what matters.

FINANCE:

- The Financial Edge Software Phase One implementation is slated for the fourth quarter. The staff is being trained on the software with project managers for anticipated January 2018 go live.
- The CY2018 Operating and Capital Budget has been prepared and will be presented for adoption later in the meeting.