



EXECUTIVE REPORT
July 2017
Bill Deville & Executive Staff

HUMAN RESOURCES: *Trina Bowie*

- ❖ CATS made the following hires in June: Administration – 1 Human Resources Generalist, 1 Human Resources Business Partner (introduced at June board meeting); Maintenance – 2 Utility Technicians, 2 Custodial Crew; Operations – 10 Operator Trainees.

OPERATIONS and MAINTENANCE: *Rod Goldman*

- ❖ Operations now has 138 Operators on the roster; 131 are active.
- ❖ The Operators of the month for June were Anthony Holmes and Robert Tate.

PERFORMANCE MEASURES: *Rod Goldman*

*See attached

PLANNING: *Bill Deville*

Service Planning: *Bill Deville*

Please note that both Service Planning and Facilities (Capital Improvements) Planning are being woven into a Five Year Strategic Plan, with a two year subset. The focus will initially be on five strategic priorities that will cascade into goals and tasks with assignments and timelines. There will be an implementation with regular dashboard monitoring, reviews, and modifications if needed. The final documents will be made public upon completion, which is expected to be the end of the 3rd quarter, 2017.

- ❖ **Service Improvement efforts are ongoing (enhancements that are under the 25% threshold and do not require Metro Council approval but that are under the control of CATS staff and board).**
- ❖ **The process to create the scope and funding requirements necessary for CATS to have its Comprehensive Operational Analysis (COA) process is underway with the solicitation expected to be completed by the fourth quarter, 2017, and entire timeline being examined via the SMART Strategic Planning project.**
- ❖ **CATS modified BRT service planning and funding for both the *Plank Road and the Florida Boulevard* routes continue to be developed by staff.** Included in this plan are the level of service, equipment requirements, transit amenities, and marketing needs.

FACILITIES PLANNING: *James Baker*

- ❖ **North Baton Rouge Hub** – CATS continues engagement with FTA Region VI headquarters regarding the startup authorization and process, with the preliminary environmental review statement (EIS),

or categorical exclusion (CATEX) being the first step. **The reappraisal for the property should be completed within the next two weeks. Legal counsel is working with LSU regarding LSU's final legal work regarding title/heirs, etc.**

- ❖ **South Transit Hub** – OLOL Health District Infrastructure Committee has retained Perkins & Will Architects from Atlanta, Georgia to conduct a Master Plan study of the new Children's Hospital site. Meanwhile, CATS staff is exploring the installation of rider amenities at the temporary Mall of Louisiana hub.
- ❖ **East Baton Rouge Hub** –CATS is re-evaluating this and other potential sites in the **general** Cortana Mall area. CATS is pursuing via the City Parish Traffic Engineering office, immediate safety supported crosswalks as needed, especially for the current temporary transit hub located near Wal-Mart .
- ❖ **Downtown Hub** – discussions are underway for potential sites.
- ❖ **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.**
 - **Both modified BRT project routes planning are underway.** Staff is looking into conceptual design models, estimated costs, grant and foundation funding and match requirements, federal and local governmental compliance milestones and timeline for the Station Stops, including right 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 like “bike share” as well as potential joint corridor land use projects with the City Parish and/or DOTD. CATS was awarded \$2.3 million in CMAQ grant funding to procure electric buses; **Procurement and delivery of the electric buses are expected in 2017, with “phasing in process of the modified BRT project” starting with delivery of the electric buses, installation of BRT shelters; followed by the procurement process for Modified BRT Stations, followed by Signal Preemption process, with the continued seeking of funding for the projects.**
- ❖ **The Capital Improvement Investments Program** is still being finalized with input from the Board Planning Committee **ongoing**.

EXECUTED CONTRACTS: *Bill Deville*

- ❖ No contracts \$50,000 and under were executed; all CEO executed contracts are also included in Monthly Procurement Board Report.

CEO NOTES: *Bill Deville or Executive Staff members:*

- ❖ **The CATS Strategic Plan project, facilitated by consultant Insight Strategies, has been presented in preliminary draft form to the CATS board committees, and there is ongoing participation between CATS staff and Board Committees to complete the Plan.** The Plan highlights five strategic priorities for CATS over the next five years. **The expected completion date is third quarter, 2017.**
- ❖ CTAA (Community Transit Associations of America), in conjunction with United Health Foundation, has contacted CATS for a potential pilot project that involves finding new ways to serve low income seniors for preventative and primary health care services. **Once more information is available, it will be shared with the board members.**

- ❖ BRAF and CATS, at the request of BRAF, are entering into a potential joint project via a grant application for a Multi Modal Transportation Station involving the proposed Baton Rouge to New Orleans Commuter Train and other projects at the old Entergy site.
- ❖ CATS received a letter from Mayor Broome, noting that on Thursday, July 27th the City of Baton Rouge is hosting a tour for members of the STAC (Sustainable Transportation Action Committee) showcasing a pilot area of the parish that will outline the challenges of disconnected pedestrian, bicycle, and transit infrastructure. The tour includes the area bounded by Lobdell Boulevard, Government Street, Acadian Thruway, and Gus Young Avenue/Greenwell Springs Road. CATS will be providing transportation at the request of Mayor Broome via use of a CATS Trolley.
- ❖ The RFP for the new ADA paratransit contract is set to be released by early August, and the plan is to enter into a three-year contract with a vendor once it is awarded.
- ❖ The new CATS website launched on July 6th and staff continues to monitor the site and feedback for any wrinkles and issues that need to be resolved. The response to the new site has been overwhelmingly positive.

FINANCE: *Conner Burns*

- ❖ CATS has a proposal from Whitney Bank that will generate more interest for the Agency than we are currently receiving from them.
- ❖ The Financial Edge Software implementation is slated for the fourth quarter.