



**MINUTES**  
**REGIONAL TRANSPORTATION AUTHORITY**  
**DECEMBER 14, 2011**

- I. **CALL TO ORDER:** The regular meeting of the Regional Transportation Authority Board of Directors was held in the meeting room at Music City Central at 400 Charlotte Avenue on December 14, 2011. A quorum was established and the meeting was called to order at 10:00 a.m. by Chair Jo Ann Graves.
- II. **APPROVAL OF MINUTES:** Chair Graves entertained a motion to approve the minutes of the November 16, 2011 meeting. Motion was made and seconded. The vote of approval was unanimous and the minutes were adopted as presented.
- III. **PUBLIC COMMENTS:** There were no public comments.
- IV. **OPERATIONS REPORT:** Chair Howard Bradley reported that October was an excellent month with most routes holding steady and an increase in ridership on the Spring Hill service. He then noted the following:
- The Gallatin/Hendersonville route posted the highest average daily ridership of the past 12 months.
  - The Murfreesboro service is experiencing some overcrowding on two of the morning trips. Staff is shifting equipment and monitoring the service to help with this issue.
  - Nashville retail gasoline prices dropped in October but the ridership on the bus service and the Music City Star increased when comparing October 2010 to October 2011.
  - A new report was added this month which shows month-to-month and fiscal year comparisons for all Nashville MTA and RTA public transportation services. This includes local bus and paratransit services along with regional rail and bus services. All are showing double digit percentage increases for the fiscal year comparisons with a 16.5% increase for all services combined. The services are on track to reach 10 million riders for this fiscal year.
  - The committee received feedback on the public meetings recently held related to increased service for the Franklin/Brentwood and the Spring Hill routes as well as the proposed fare increase. Overall, the comments were focused on the fare increase and were mostly positive for both topics. The service increases will be placed on hold until after the Mayors' Caucus retreat where the issue of local funding matches will be discussed and future determinations will be made.
- V. **FINANCE AND AUDIT REPORT:** Committee Vice-Chair Paul Webb presented the following action items:

- a. **FARE ADJUSTMENT PROPOSAL (A-11-025)**: The Finance and Audit Committee recommended that the Board adopt the fare adjustment of \$.50 for all relax and ride express buses with an effective date of Friday, January 6<sup>th</sup>, 2012. Proper motion was made and seconded. There was no discussion and the vote of approval was unanimous.
- b. **DEBT MANAGEMENT POLICY (A-11-026)**: The Finance and Audit Committee recommended that the Board adopt the Debt Management Policy, fulfilling the state mandate to have a policy adopted by December 31, 2011. Proper motion was made and seconded. There was no discussion and the vote of approval was unanimous.
- c. **ANNUAL AUDIT REPORT (A-11-027)**: Vice-Chair Webb reported that the audit report has been submitted with a “clean” or unqualified opinion and all prior items have been cleared. The Finance and Audit Committee recommended that the Board accept the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2011. Proper motion was made and seconded. There was no discussion and the vote of approval was unanimous.
- d. **RTA PROCUREMENT POLICY (A-11-028)**: The Finance and Audit Committee recommended that the Board adopt the RTA Procurement Policy in accordance with FTA regulations. Proper motion was made and seconded. There was no discussion and the vote of approval was unanimous.

In conclusion, Vice-Chair Webb reported that the financial reports for the month ended October 31<sup>st</sup> have a favorable balance to budget. Compared to the prior year he reported that the budget looks good and he complimented CFO Ed Oliphant and his staff. The balance sheet is also looking well and the accounts payable are current and the line of credit has not been touched.

**VI. GENERAL MANAGER’S REPORT**: Ms. Baulsir presented the following:

- a. **RECONSTITUTION NEXT STEPS (I-11-012)**: Ms. Baulsir reported that the papers have been filed with the Secretary of State and the Department of Transportation and the RTA is now officially reconstituted. She has been in contact with the governor’s office concerning the Governor’s appointments and she expects to hear back from them on that in the next few days. She will notify the Board when she receives that information. Montgomery County and Clarksville have expressed an interest in joining the reconstituted RTA. Todd Presnell has drafted a resolution that they can take before their governing bodies and expects that this will be coming before the Board in the next few months.
- b. **DUES UPDATE (I-11-013)**: Ms. Baulsir noted that there are two cities that have not paid at this point and she will give an update each month until all dues have been paid.

**VII. CHIEF EXECUTIVE OFFICER’S REPORT**: Paul Ballard reported that there is a lot of excitement in Nashville about the Broadway/West End Corridor. This will most likely be bus rapid transit corridor stretching about 7 miles. The study is wrapping up. The next phase which is preliminary engineering and environmental work will begin right after the first of the year.

Continuing, he noted that the ridership numbers are increasing at double digits every month and the budget is in the right direction. He thanked the staff and the Board that have worked to achieve this performance this year.

Ed Cole stated that to have a clean audit reflects terrific work on behalf of the staff and this board and asked that this be so noted for the record. He also noted the historical significance of the RTA reconstitution. Mr. Cole asked that the record reflect that a lot of creative work was done to affect this by members of the staff, the Board of the RTA, Michael Skipper and the MPO that took the lead in getting the legislation done to make this happen. He congratulated all involved. Chair Graves agreed and stated how fortunate they were as a body to have the unity they did to push transportation forward.

- VIII. CHAIR'S REPORT:** Chair Graves reported that she is very pleased with Mayor Dean's recommendation for BRT. She believes that BRT provides maximum flexibility as the region moves forward to try and create a mass transit system and is the way of the future for middle Tennessee.

The Mayors' Caucus's retreat will be Friday, January 27<sup>th</sup> at the Tennessee Towers. They will be setting priorities for next year and she hopes that all will be able to attend.

Mt. Juliet City Manager Randy Robertson introduced his interim replacement, Ken Martin, and Mr. Robertson asked for suggestions as to what he could do as he leaves to help promote support for RTA and specifically the train in his community. There was some conversation and agreement to get back together on this after some thought.

- a. EXECUTIVE COMMITTEE REPORT (I-11-014):** Chair Graves reported that the Executive Committee, serving as the Nominating Committee for officers, has suggested the continuation of officers that are in place now with Mayor Graves serving as Chair and Mayor Dean as Vice-Chair and Ed Cole would continue as secretary. This was put before the body for their consideration and the vote will be in January.

Chair Graves commended the Board for their faithful attendance and contribution. It speaks well of their service to their constituents.

- IX. OTHER BUSINESS:** Angie Carrier is also leaving and said that she has enjoyed her time on the Board and will miss all as she moves to East Tennessee.

- X. ADJOURNMENT:** The meeting was adjourned at 10:30 a.m.

Respectfully,

*Kathy Owen*

Kathy Owen  
Acting RTA Secretary