



**MINUTES**  
**REGIONAL TRANSPORTATION AUTHORITY**  
**AUGUST 16, 2017**

- I. **CALL TO ORDER:** The regular meeting of the Regional Transportation Authority of Middle Tennessee (RTA) Board of Directors was held in the meeting room at Music City Central, 400 Charlotte Avenue, Nashville, Tennessee on Wednesday, August 16, 2017. A quorum was established, and the meeting was called to order at 10:00 a.m. by Chair Kim McMillan, City of Clarksville Mayor.
- II. **APPROVAL OF MINUTES:** Chair McMillan entertained a motion to approve the minutes of the June 21, 2017 meeting. Proper motion was made and seconded, and the minutes were adopted unanimously.
- III. **PUBLIC COMMENTS:** Chair McMillan opened the floor for public comments and recognized the following member of the public:
- Cheryl Lewis, a frequent rider of the Music City Star, was recognized and stated her support of Transit Solutions Group's (TSG) management of the Music City Star and encouraged the Board to re-evaluate and approve the management contract with TSG so that they may continue to maintain service for longer than a year's time.
- There were no other public comments at this time.
- IV. **FINANCE AND AUDIT REPORT:** Committee Chair and Sumner County Executive Anthony Holt called upon Chief Financial Officer Ed Oliphant to present the following report:
- a. **FY2017 Year End Financial Update (I-17-017):** Mr. Oliphant presented the preliminary financials for the year ended June 30, 2017. The revenues for operations were very good ending with \$167,335 favorable. He noted that the reason this is a preliminary report is because staff is still working through the grants to see what grants remain to receive at this point and time. This report will be ready for a final review at next month's Finance & Audit Committee meeting.
- V. **OPERATIONS COMMITTEE REPORT:** Committee Chair and City of Portland Mayor Ken Wilber called upon Chief Operating Officer India Birdsong to present the following item:
- a. **Monthly Operating Statistics (I-17-018):** Ms. Birdsong briefly reviewed the monthly operating statistics report with the Board. The question was posed about

the impact of fare box malfunctions on the ridership numbers. Ms. Birdsong replied that a monthly health report for the fare box has just recently been put in place and will enable the maintenance staff to monitor fare box equipment malfunctions more readily.

Chair Wilber then called upon Chief Administrative Officer Rita Roberts-Turner to present the following item:

- b. RTA Code of Conduct Amendment (A-17-017):** Ms. Roberts-Turner reported that recently the Tennessee General Assembly passed 2017 Tennessee Laws Pub. Ch. 246 (HB 508), effective July 1, 2017 regarding firearms. In order for the RTA to remain in compliance with this legislation, the Code of Conduct should be amended.

The present policy stated:

Individuals may not possess any weapon, flammable liquid, explosive material, or other dangerous substance in any RTA vehicle or on RTA property.

Adding the word “unauthorized” before “weapon” would bring the policy into compliance.

Staff recommended to the Board the Code of Conduct to be amended to state:

Individuals may not possess any unauthorized weapon, flammable liquid, explosive material, or other dangerous substance in any RTA vehicle or on RTA property.

The amended language was reviewed and approved by the RTA counsel and similar language was adopted by the Nashville Metropolitan Transit Authority (Nashville MTA) for its Code of Conduct.

Proper motion was made and seconded. There was some discussion concerning the policy’s use of an unauthorized weapon versus an unauthorized person. Chair McMillan pointed out that the legal counsel for both the RTA and the Nashville MTA had looked at this policy and this is their recommendation. Chief Executive Officer Steve Bland noted that they were also looking to be consistent with the way that the State Legislation was written.

There was no further discussion, and the vote to adopt was unanimous.

**VI. CEO’S REPORT:** Mr. Bland reported the following:

- Annual Audit – We are wrapping up our annual financial audit, and we expect timely submission to the Board of Directors in the next couple of months.

- Sunset Audit by the State Comptroller's Office – They have completed their field work and are writing their reports. We are anticipating a sunset hearing with the legislature sometime this fall.
- Congestion Mitigation Air Quality (CMAQ) Funding – The Tennessee Department of Transportation (TDOT) came out with their call for intent to apply for the next round of CMAQ funding. We have submitted a number of projects on behalf of the RTA including a number of the 2012 initiated Relax & Ride services that are now up for that three-year renewal. We will keep you up to date on that process.
- Preserving the Northwest Corridor – We are continuing to work with our attorneys at Bradley Arant and the Cheatham County Rail Authority on the guidance from the Board in terms of preserving the Northwest Corridor and next steps in that process.
- South Corridor Study – We are partnering with the Nashville Area Metropolitan Planning Organization (MPO) on the South Corridor study. Proposals have been received, and the evaluation of those proposals will be going on this upcoming month. That project will be led by the MPO, but with both live participation and financial participation of the RTA.
- Donelson Station – We have been meeting with the RTA selected development team and Metro Nashville on potential joint developments around Donelson Station. There is a lot of interest in what can be developed; and while it is very early in the process, we are very optimistic about what may happen.
- TDOT's I-24 Smart Corridor Initiative – We are actively participating in this initiative along with the corridor's cities and counties – Davidson County, Rutherford County, Murfreesboro, La Vergne, and Smyrna – to talk about a variety of impacts that we may have in the I-24 corridor. Specific to RTA, some of the things we have talked about before this body reflected in the nMotion plan will be examined. Everything has to be penciled out for feasibility, and this includes things like expanding our transit signal priority projects and potential bus-on-shoulder applications.
- Hamilton Springs – Construction is well under way, and we are still on target for a spring 2018 opening.
- Music City Star Track Rehabilitation – Last month, you approved a series of track rehabilitation projects on the Music City Star. Those are moving forward – predominantly tie work, ballast work, and rail resurfacing.
- Game-Day Express – MillerCoors announced that they are renewing their sponsorship for the Titans Game-Day Express in the upcoming year.
- Williamson County Medical Center Park & Ride Lot – We learned earlier this month that we will be losing access to the Williamson County Medical Center Park & Ride site. We are working with the Transportation Management Association (TMA) Group to identify a new location for those riders.

Mr. Bland asked for any questions, and City of Franklin Mayor Moore asked when to they expect to award the contract for that and when would be the expected completion date. Mr. Bland deferred to Mary Connelly, Senior Planner with the MPO who was in the audience. Ms. Connelly answered that the contract award should be final within the next couple of months and once final, the work would be completed within the next 12 months.

Rutherford County Mayor Ernest Burgess asked what the timeframe for renewing the contract with TSG is. Mr. Bland responded that they anticipate being able to make an award recommendation on that in September.

- VII. CHAIR'S REPORT:** Chair McMillan stated that she was certain that most of the substantial increase in ridership that they have experienced with the Clarksville Express is attributable to the wonderful Park & Ride that they now have in Clarksville that was a joint project between the RTA, TDOT, and the City of Clarksville. It has been a grand success and shows us how successful these routes can be when you have a stable and robust Park & Ride facility in your community. This is something we need to continue to work on with the other commuter routes.
- VIII. OTHER BUSINESS:** Mayor Burgess had a question for Mr. Oliphant concerning the debt depreciation of about \$1.3 million. He asked from what grant source or otherwise is that being funded. Mr. Oliphant explained that this line item entry means it has already been funded because we have the asset itself and this is just the depreciation of that asset. A good example would be track rehabilitation that is funded by grants. Once that work has been done, then it becomes an asset that depreciates over time.
- IX. ADJOURNMENT:** Motion was made to adjourn, and the meeting was adjourned at 10:22 a.m.

Respectfully,

*Paula Mansfield*

Governor's Appointee  
RTA Secretary