



MINUTES
EXECUTIVE COMMITTEE MEETING
REGIONAL TRANSPORTATION AUTHORITY

January 18, 2023

- I. **Call to Order:** The regular meeting of the Regional Transportation Authority of Middle Tennessee (RTA) Executive Committee was held at the Tennessee State Archives & Library, located at 1001 Rep. John Lewis Way N., Nashville, TN 37219 on Wednesday, January 18, 2023. A quorum of the full Board was not established, so the meeting was adjourned and the Executive Committee meeting was called to order at 9:30 a.m. by Chair, Mayor Randall Hutto.

Executive Committee Members in Attendance:

Mayor Randall Hutto – Wilson County
Mayor Paige Brown – City of Gallatin
Ed Cole – Davidson County (Gov. Appt.)
Mayor Ken Moore – City of Franklin
Mayor Rick Bell – City of Lebanon
Mayor Billy Vogle – Robertson County
Kelly Dannenfelser – Williamson County (Gov. Appt.)
Ken Davis – Wilson County (Gov. Appt.)

Others Present:

Mayor Jamie Clary – City of Hendersonville
Jim Kerr – City of Murfreesboro (Alt.)
Gerald Herman – White House (Alt.)
Diana Alarcon – Davidson County (Alt.)
Ed Elam – Rutherford County (Alt.)

- II. **Approval of Minutes:**
Mayor Ken Moore made a motion to approve the October 19, 2022, and the November 18, 2022, meeting minutes, the motion was seconded by Ed Cole and unanimously approved by the Executive Committee.
- III. **Public Comments:**
There were no public comments given at this meeting.
- IV. **Operations Committee Report:** Committee Chair Mayor Rick Bell presented the following items for discussion and action:
- a. **RTA Agency Safety Plan Amendments (R-A-23-002):** The Committee requests the Board to give the Chief Executive Officer the authority to execute the Agency Safety Plan as amended to comply with FTA's Public Transportation Agency Safety Plan Final Rule and the new Bipartisan Infrastructure Law requirements. Copies of the entire Safety Plan Document are available to Members upon request.
 - b. **WeGo Star Operations & Maintenance Contract Extension (R-A-23-002):** The Operations Committee recommended to the Board that they provide the Chief

Executive Officer authority to exercise the 5-year option of the existing TSG contract and amendment for the operation and maintenance of the WeGo Star. This option is written with a not-to-exceed amount of \$11,351,384.00 for the remaining 5 years of the current contract set to expire on December 31, 2027.

The Operations Committee also requests a contingency amount of \$300,000.00, which includes: potential additional train service trips; traction motor overhaul; head end power (HEP) overhaul; heating, ventilation, and air conditioning (HVAC); wheel/axle replacement; batteries be included in this contract. The funding source for this contract will be comprised of various grants and regional support.

- c. **Monthly Operating Statistics (R-D-23-001)**: Chief Operating Officer Andy Burke reviewed the RTA Monthly Dashboard Report through the month of November 2022 with the Executive Committee. Andy Burke was available for any questions and there were no additional questions or further discussions at this time.

V. Audit Committee Report: Committee Chair Mayor Ken Moore presented the following for action:

- a. **FY2022 Annual Audit Report (R-A-23-003)**: The Comprehensive Annual Financial Report for the fiscal year ended June 30, 2022, has been completed and was distributed along with the auditor's required communication to the RTA Audit Committee at its meeting on January 11, 2023. Erica Saeger, the partner in charge of the RTA audit from Crosslin, reviewed the required auditor communications and the audit report with the Audit Committee. We are pleased to report that the RTA once again received a "clean" opinion on the report from our auditors and had no new audit findings.

The financials presented with this action item represent the audited numbers in the regular format the board receives on a monthly basis. An electronic version of the required audit reports is attached for your information.

Based upon the Audit Committee's review of the audit report, the Audit Committee recommended the Board adopt RTA's Comprehensive Annual Financial Report for the fiscal year ending June 30, 2022.

Mayor Ken Moore made a motion to approve the Annual Audit Report, the motion was seconded by Mayor Billy Vogle and unanimously approved by the Executive Committee.

VI. Finance Committee Report: Committee Chair Mayor Ken Moore presented the following for discussion:

- a. **Monthly Financial Report Compared to Budget (R-D-23-002)**: Mayor Ken Moore presented the Monthly Financials for the month of November 2022 compared to the budget and a balance sheet as of November 30, 2022. CFO Oliphant was available for questions from the floor and there were none at this time.

VII. Title VI Program Update (R-A-23-004): Transit Business Intelligence Analyst Hannah Schaefer presented the following for action:

Title VI of the Civil Rights Act of 1964 states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance". The Federal Transit Administration (FTA) requires all recipients of federal funding to adopt and submit an agency Title VI Program every three years. The RTA Board approved the current RTA Title VI Program in September 2019, and the Program was submitted to the FTA in October 2019. The updated Title VI Program is required to be submitted to FTA in

January 2023 upon approval by the recipient's board of directors or appropriate governing entity or official(s) responsible for policy decisions.

Upon review and revision of the Title VI Program, staff recommended that the RTA Board approve the 2023 update to the RTA Title VI Program to be submitted to the FTA this month.

Ed Cole made a motion to approve the Title VI Program Update, the motion was seconded by Mayor Ken Moore and unanimously approved by the Executive Committee.

VIII. Election of 2023 RTA Officers (R-A-23-005): Chief of Safety & Administration Vince Malone presented the following for action:

Under Article 2, Section 3 of the by-laws of the Regional Transportation Authority of Middle Tennessee ("RTA"), the RTA shall meet at least quarterly at a time and place to be established by the Chair/President of the Board. RTA and may meet more frequently as needed. Additionally, under Article 4, Section 5 of the by-laws, the Executive Committee shall meet monthly except for those months in which the Board shall meet. In order to effectively satisfy the established meeting requirements, a schedule of proposed 2023 meeting dates for both the RTA Board and Executive Committee is herein attached.

Staff requested that the Board place names in nomination to serve as the officers of the RTA through January 2024.

Mayor Billy Vogle made a recommendation to retain the current slate of officers for the 2023 year, the motion was seconded by Mayor Ken Moore and unanimously approved by the Executive Committee. The Officers of the RTA for 2023 will be Mayor Randall Hutto, Chair; Mayor Paige Brown, Vice Chair; and Ed Cole, Secretary.

IX. CEO's Report: CEO Bland provided the following report:

1. Our on call real estate advisors are currently pursuing several property parcels to advance a park-and-ride facility in Murfreesboro adjacent to Rover's new facility. We hope to have further information on this project in the coming months. We have also initiated a task order with them to help us identify sites in Williamson County.
2. The Federal Transit Administration has kicked off the RTA's Triennial Review. The review was delayed for a year by the pandemic and will include a compliance review of all aspects of the RTA's compliance with Federal requirements under its funding agreements. We expect the review to be complete and a report issued later this spring.
3. Planning is under way for the annual FRA mandated mock disaster drill. We are planning on holding the drill on Wednesday, April 12, 2023, near the Hermitage Station in Davidson County. Invitations have been sent out to all participating agencies.
4. Mayor Bell gave a comprehensive summary of the kickoff meeting on the Star Future Vision Study with Hatch Consulting and the RTA Operations Committee. Subsequent to the Operations Committee Meeting, we traveled with the consultants to meet with RJ Corman to discuss the scope of the study and their cooperation. The meeting was productive, and we began to establish lines of communication to create mutually beneficial approaches.

CEO Bland concluded his remarks and was available for any questions from the floor and there were none at this time.

X. Chair's Report: Chair Hutto extended condolences to Mayor Paige Brown, whose mother recently passed away. He provided the funeral arrangements and said that he was sorry for her loss. The funeral of Patricia Ann Brown will be Monday, January 23rd, at 1 p.m. at

Gallatin First United Methodist Church. Visitation with the family will be from 2pm until 6pm on Sunday at the Gallatin Country Club and on Monday from 11 a.m. until the time of service at the church.

In lieu of flowers donations may be made to the Sumner County Schools Resource Center, the Sumner Prevention Coalition, Friends of the Gallatin Public Library, or any other non-profit that she would champion.

- X. Adjournment:** With no further business, Mayor Hutto called for a motion to adjourn, Mayor Ken Moore made a motion, and the meeting was adjourned at 9:49 a.m.

Respectfully submitted:

Ed Cole, RTA Secretary &
Davidson County Governor Appointee