



REGIONAL TRANSPORTATION AUTHORITY
Of Middle Tennessee

EXECUTIVE COMMITTEE MEETING (In-person)

Wednesday, May 19, 2021 | 9:30 a.m.

Nashville School of Law

4013 Armory Oaks Drive
Nashville, TN 37204

Remote Access: 1-629-401-3413 | Access Code: 186563117#

1. **Call to Order**
2. **Approval of April 21, 2021 Minutes**
3. **Public Comments:** In-person comments are welcome; however, if you are unable to attend, you may submit your written comments to Ms. Monica Howse at monica.howse@nashville.gov no later than 5:00 p.m. on Tuesday, May 18, 2021, to be entered into the public record.
4. **Finance Committee Report – Sumner County Mayor Anthony Holt**
 - Monthly Financial Report Compared to Budget **EXC-D-21-009 Pg. 5**
 - Operating Budget Forecast Discussion for FY2022 -FY2025 **EXC-D-21-010 Pg. 8**
 - FY2022 Capital Plan Update – Felix Castrodad, Director of Planning & Grants **EXC-D-21-011 Pg. 14**
5. **Operations Committee Report – Mayor Jerry Kirkman, Chair**
 - RTA Monthly Operating Statistics **EXC-D-21-012 Pg. 16**
6. **CEO’s Report – Stephen G. Bland, CEO**
7. **Chair’s Report – Mayor Randall Hutto, Chair**
8. **Other Business**
9. **Adjournment**



MINUTES
EXECUTIVE COMMITTEE MEETING
REGIONAL TRANSPORTATION AUTHORITY
MARCH 17, 2021

- I. **Call to Order:** Due to the outbreak of COVID-19 and the declaration of a state of emergency by Governor Bill Lee, the Regional Transportation Authority held a meeting via teleconference on Wednesday, March 17, 2021 to conduct essential business to protect the health, safety and welfare of Tennesseans in light of the COVID-19 outbreak. This meeting was held in accordance with Executive Order No. 78 in order to discuss essential business. A quorum was established, and the 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
Governor’s Appointee Ed Cole, Secretary – Davidson County
Mayor Ken Moore – City of Franklin
Mayor Jerry Kirkman – City of Westmoreland
Mayor Bill Ketron – Rutherford County
Mayor Bob Rial – Dickson County
Mayor Anthony Holt – Sumner County
Mayor Billy Vogle – Robertson County
Governor’s Appointee Kelly Dannenfelser – Williamson County
Governor’s Appointee Ken Davis – Wilson County

Others Present:

Mayor Rick Bell – City of Lebanon
Mayor James Maness – City of Mt. Juliet
Mayor Mike Callis – City of Portland
Mayor Jamie Clary – City of Hendersonville
Mayor Jim Durrett – Montgomery County
Ed Elam – Rutherford County (Alt)
Tim Ellis – Goodlettsville (Alt.)
Gerald Herman- City of White House (Alt.)
Kenny Martin (Alt.) – City of Mt. Juliet

II. **Approval of the February 17, 2021 Minutes**

A motion was made by Mayor Ken Moore and seconded by Governor’s Appointee Ken Davis and the minutes were approved unanimously.

III. **Public Comments:**

Clanitra Neijdl, a resident of Franklin, Tennessee, and a Vanderbilt employee said that she originally provided public comment on the proposal for routes 91, and 95 for spring hill. The original proposal was to stop serving the Vanderbilt area with those stops, but she noticed on this document that the decision has been reversed, so she thanked RTA and Mr. Felix Castrodad for listening and responding to the public comments and for contacting Vanderbilt to find out what the concerns were of the employees. She said that she relies on that route to

have a practical and affordable route to work. She said that she was pleased to know that the vulnerable area will continue.

IV. Finance Committee Report: Sumner County Mayor Anthony Holt reported the following:

a. **Monthly Financial Report Compared to Budget Report (EXC-D-21-005):** Sumner County Mayor Anthony Holt reviewed the year-to-date data of the statement of operations for the month of January 2021 compared to the FY2020 budget and the balance sheet as of January 31, 2021. Chief Financial Officer Ed Oliphant was present to answer any questions and there was one question on the floor:

V. Operations Committee Report: Mayor Jerry Kirkman reported the following:

a. **Monthly Operating Statistics (EXC-D-21-006):** Mayor Jerry Kirkman reviewed the RTA Monthly Dashboard Report through the month of January 31, 2021 with the Executive Committee. Director of Service Quality Dan Freudberg was present to answer any questions and there were none at this time.

VI. Spring 2021 Service Changes & Title VI Analysis (R-A-21-003): Mr. Felix Castrodad presented the following action item for discussion and approval:

During its January 20, 2021 meeting, the RTA Board reviewed recent ridership trends and potential service design approaches to improve regional bus service. The approaches focus on route consolidation for corridors where multiple routes operate in an effort to provide more effective service while expanding options for current and future riders.

As discussed at the meeting, staff developed a service change proposal and presented it to the public for review and comment with the following goals guiding the proposal:

- Create more trip opportunities
- Broaden the appeal to a wider variety of commuters
- Ensure that resources are deployed cost-effectively
- Simplify service
- Keep changes cost neutral for funding partners

Staff developed a service changes proposal and presented it to the public for review and comments. The formal comment period for proposed service changes was open between January 25 and February 15, 2021. Staff held a virtual public hearing on February 11th. At the meeting, staff presented the proposed service changes to the public, answered questions, and received comments for the official record.

The meeting was advertised in local newspapers, posted at WeGo Central, on the WeGo website, and on social media outlets, including Facebook events, and Nextdoor events. Copies of the presentation materials were made available on the agency's website at WeGoTransit.com, including public meeting materials and a comprehensive chart with all proposed changes by route. Additionally, the public notice and the presentation were translated into Spanish and posted on the WeGo website.

A total of 16 comments were submitted via phone, email, Twitter, Facebook, virtual public meeting, and via Customer Care's COM system. Comments ranged from general to specific. Themes include clarification on frequency and span of service; stop requests and retention; feedback on routing, layovers and stops for Routes.

SERVICE CHANGES EQUITY ANALYSIS

The Federal Transit Administration (FTA) requires transit agencies to demonstrate consideration, awareness, and approval of Title VI equity analysis for any major service or fare changes. The Major Service Changes thresholds that required Title VI review were:

1. Any change in service of 25 percent or more of the number of a transit route's revenue service miles computed daily of the day of the week for which the change is made.
2. A new transit route is established or eliminated.
3. Emergency service changes that meet either of these definitions and have been in effect for over one year.

Based on WeGo Title VI Policy, and consistent with Federal law, adverse effects of changes are borne disproportionately by minority populations when the impacts to minority populations are more than 20% greater than impacts to non-minority populations. Similarly, adverse effects of changes are borne disproportionately by low-income populations when the impacts to low-income populations are more than 20% greater than impacts to non-low-income populations.

The analysis found that the proposed service changes would have an 18% more impact on minority persons and a 24% less impact on low-income persons than non-minority and non-low-income persons. For the reduced service levels implemented due to the pandemic, these changes have a 6% more impact on minority persons and an 8% less impact on low-income persons than non-minority and non-low-income persons.

The results of the analysis indicated that the recommended service changes would not have a significantly disparate or disproportionate impact on minority or low-income populations.

Staff requested the approval and adoption of the proposed service changes as documented on the item for implementation on April 11, 2021.

Board Secretary Cole asked for clarification regarding if these changes would be long-term for patterns of route consolidation and simplification, and if we will move ahead once we move beyond the Covid-19 period. Mr. Castrodad said, yes, that was correct. He said that we are currently operating reduce service on routes because the ridership is not there to warrant additional trips, but as soon as the ridership starts to come back, this will allow us to implement additional trips. The consolidation of the routes will go into effect in April.

Mayor Anthony Holt made a motion to approve the Spring 2021 Service Changes & Title VI Analysis action item. The motion was seconded by Governor Appointee Ken Davis and unanimously approved by the Executive Committee.

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

1. Earlier this week, the General Assembly approved the RTA's reauthorization bill, extending us for another 3 years. It's now on its way to the Governor's desk. CEO Bland thanked Mayor Hutto and Rita Roberts-Turner who represented RTA at the Senate Oversight Committee hearing last week, as he had a scheduling conflict.
2. The American Rescue Plan Act passed Congress and was signed into law. The \$1.9 trillion package contains \$30 billion overall for public transportation, and the Nashville region should see a significant apportionment to be split among the 4 regional grantees – RTA, MTA, Franklin Transit and TMA Group. In addition, Murfreesboro and Clarksville will see their own apportionments. We will be working with the grantees and GNRC to suballocate these funds in the coming month.
3. We are currently developing capital improvement plans for the next 5 years. We expect to provide an overview to the Board in either April or May and will ask for approval in June.
4. Next week, CEO Bland and CFO Ed Oliphant will attend the budget hearing with Metro. They will request that Metro reinstate RTA funding to its full level of \$1,820,200. Last year, Nashville had to reduce RTA funding by \$1 million due to its fiscal challenges. These funds were replaced in the budget with CARES Act funds. CEO Bland said that they are hopeful that the city's improving financial condition will allow them to restore their funding back to

the baseline level. He also said that it's been a number of years since there has been any increase in requested funding from our local partners.

5. CEO Bland provided the following staff updates: As previously mentioned, Bill Miller retired from the Chief Operating Officer position this month, and Andy Burke has officially accepted this position as the new Chief Operating Officer. Andy comes to us from the Santa Clara Valley Transportation Authority in San Jose, California where he oversaw their special service in their Operations Division. Also, Jason Minser has relocated to Jacksonville, Florida and we are in the process of interviewing potential candidates for the Director of Marketing & Communications position.
6. Following the discussion of the approval of the service changes, CEO Bland thanked the Mayors and appointees in the Sumner, Williamson and Rutherford County corridors for taking time last week to review each of the specific corridor proposals.
7. Progress continues on the QuickTicket contactless fare collection system. MTA has beta testing the system for several months, and we anticipate full rollout this year. We intentionally scheduled RTA deployment for later in the schedule to the necessity of installing ticket vending machines and platform validators at all the stations on the Star. This work is complete, and we anticipate starting RTA customer beta testing by May 1.

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

- VII. Chair's Report:** Mayor Hutto wished Mr. Jason Minser well on his departure and he also acknowledged and welcomed Mr. Andy Burke, the new Chief Operating Officer.

In conclusion, Mayor Hutto expressed his appreciation to Ms. Rita Roberts-Turner for doing all the heavy lifting at the Senate Oversight Committee hearing the other day. He said that he was excited that we got the 3-year extension on RTA's reauthorization bill.

- VIII. Adjournment:** Proper motion was made and seconded, and the meeting was adjourned at 10:00 a.m.

Respectfully submitted:

Ed Cole, RTA Secretary &
Davidson County Governor Appointee

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

Item Number:	EXC-D-21-009	Meeting Date:	05/19/2021
Item Title:	Monthly Financial Report Compared to Budget		

BACKGROUND:

Attached is a statement of operations for the month of March 2021 compared to the budget and a balance sheet as of March 31, 2020.

CURRENT STATUS:

Chief Financial Officer Ed Oliphant will review the statements at the committee meeting.

APPROVED:

Edward W. Oliphant

Chief Financial Officer

May 14, 2021

Date

Regional Transportation Authority

Statement of Operations Compared to Budget

For the Period Ending March 31, 2021

UNAUDITED

	Actual Month	Budget Month	Month End Variance	F/ U	Prior Year Y-T-D	Actual Y-T-D	Budget Y-T-D	Y-T-D Variance	F/ U	Budget
Revenue from Operations:										
R&R Revenues	\$11,940	\$12,540	(\$600)	U	\$563,249	\$90,646	\$95,187	(\$4,541)	U	\$154,797
Train Revenues	6,234	17,510	(11,276)	U	666,944	66,284	109,399	(43,115)	U	181,959
Special Events	0	7,450	(7,450)	U	71,046	0	51,430	(51,430)	U	74,250
Advertising	0	740	(740)	U	14,006	0	7,180	(7,180)	U	9,900
Other Non-Trans Revenue	5,796	34,053	(28,257)	U	226,826	229,209	191,988	37,221	F	227,892
Total Operating Revenue	23,970	72,293	(48,323)	U	1,542,071	386,139	455,184	(69,045)	U	648,798
Federal/State/Local Income:										
Local Assistance	149,089	0	149,089	F	1,214,691	637,623	677,249	(39,626)	U	677,249
Regional Assistance	37,616	0	37,616	F	862,268	876,827	876,827	0	F	906,827
State Assistance	0	0	0	F	704,157	633,400	618,400	15,000	F	618,400
Federal Assistance - CMAQ	51,580	197,775	(146,195)	U	1,485,325	986,394	1,792,873	(806,479)	U	2,389,813
Federal Assistance - CARES Act	35,000	350,000	(315,000)	U	0	741,372	1,160,037	(418,665)	U	2,635,037
Total Assistance Income	273,285	547,775	(274,490)	U	4,266,441	3,875,616	5,125,386	(1,249,770)	U	7,227,326
Capital Revenue:										
Capital Operating Reimbursement	189,066	195,260	(6,194)	U	1,480,833	1,458,481	1,757,340	(298,859)	U	2,343,079
Total Capital Income	189,066	195,260	(6,194)	U	1,480,833	1,458,481	1,757,340	(298,859)	U	2,343,079
Total Revenue	\$486,321	\$815,328	(\$329,007)	U	\$7,289,345	\$5,720,236	\$7,337,910	(\$1,617,674)	U	\$10,219,203
Expenses from Operations:										
Management Contract - MTA Services	\$70,338	\$70,338	\$0	F	\$620,640	\$633,042	\$633,042	\$0	F	\$844,056
Fuel	433,191	685,543	252,352	F	5,610,730	3,852,007	5,997,236	2,145,229	F	8,114,887
Materials and Supplies	27,035	37,416	10,381	F	375,259	254,731	336,749	82,018	F	449,000
Utilities	1,332	1,906	574	F	8,989	6,280	17,235	10,955	F	22,975
Utilities	17,022	14,538	(2,484)	U	104,333	110,376	130,462	20,086	F	174,170
Casualty and Liability	37,626	48,326	10,700	F	375,076	347,620	439,031	91,411	F	584,015
Other	7	1,685	1,678	F	15,016	11,535	24,835	13,300	F	30,100
Total Operating Expenses	586,551	859,752	273,201	F	7,110,043	5,215,591	7,578,590	2,362,999	F	10,219,203
Surplus / (Deficit)	(\$100,230)	(\$44,424)	(\$55,806)	U	\$179,302	\$504,645	(\$240,680)	\$745,325	F	\$0
Capital Grant Revenue	762,150		762,150	F	8,809,001	4,207,285		4,207,285	F	0
Gain / (Loss) on Sale	0		0	F	5,200	0		0	F	0
Vanpool Replacement Revenue Fund	0		0	F	7,563	1,250		1,250	F	0
Depreciation	(203,641)		(203,641)	U	(1,277,021)	(1,843,827)		(1,843,827)	U	0
Surplus / (Deficit)	\$458,279	(\$44,424)	\$502,703	F	\$7,724,045	\$2,869,353	(\$240,680)	\$3,110,033	F	\$0

Regional Transportation Authority

Comparative Balance Sheets

	Month Ended March 31, 2021	Month Ended June 30, 2020
	(unaudited)	(unaudited)
CURRENT ASSETS		
Cash and cash equivalents	\$1,187,686	\$1,075,391
Receivables from federal, state and local government	537,538	1,694,806
Accounts receivable	35,159	39,906
Materials and supplies	394,193	407,321
Prepaid expense and other	166,108	470,282
Total Current Assets	2,320,684	3,687,706
PROPERTY AND EQUIPMENT		
Land	3,382,052	3,382,052
Building, shelter and benches	16,730,983	16,730,983
Guideway Improvements	6,594,944	4,502,068
Revenue equipment and parts	21,499,101	18,144,223
Office equipment	457,791	360,705
Work-in-Progress	6,837,810	8,012,117
	55,502,681	51,132,148
Less: Accumulated Depreciation	(15,844,285)	(13,294,665)
Total Property and equipment, net	39,658,396	37,837,483
OTHER ASSETS		
Cash and investments restricted	4,570,659	4,098,697
TOTAL ASSETS	\$46,549,739	\$45,623,886
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$537,291	\$2,287,362
Accrued expenses	26,400	26,800
Deferred Revenue	2,119,345	1,643,847
Note Payable	0	0
Total Current Liabilities	2,683,036	3,958,009
NET ASSETS		
Invested in capital assets	39,658,396	37,837,483
Restricted - Self Insurance Reserve	1,000,000	1,000,000
Restricted - Administrative Reserve	1,000,000	1,000,000
Restricted - Reserve for van pool replacement	456,100	454,850
Restricted - Regional Bus Reserve	2,057,714	1,643,847
Restricted - Regional Bus Reserve	56,845	0
Unrestricted	(3,231,705)	(9,162,719)
Current Year Surplus / (deficit)	2,869,353	8,892,416
Total Net Assets	43,866,703	41,665,877
TOTAL LIABILITIES AND NET ASSETS	\$46,549,739	\$45,623,886

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivable	\$19,738 56.1%	\$15,421 43.9%	\$0 0.0%	\$0 0.0%	\$35,159 100.0%
Accounts Payable	\$516,692 96.2%	\$20,599 3.8%	\$0 0.0%	\$0 0.0%	\$537,291 100.0%

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

Item Number:	EXC-D-21-010	Meeting Date:	05/19/2021
Item Title:	Operating Budget Forecast Discussion for FY2022 – FY2025		

BACKGROUND

In formulating recommendations for the FY2021-22 RTA Operating Budget, several directional issues will require attention from the Finance Committee and RTA Board. As reported over the past year, the pandemic caused a radical loss of ridership that is now only slowly starting to return. In response, the RTA reduced service levels to reflect lower demand, and two rounds of Federal relief funding (through the CARES Act and American Rescue Plan Act) injected considerable resources into the RTA to preserve service. Most recently, Mayor Cooper’s recommended FY2021-22 operating budget for Metro Nashville proposes to restore operating funds to the RTA at their full pre-COVID level of \$1,820,200.

The upcoming year will also be significant as our single largest ongoing funding source – Federal Congestion Mitigation and Air Quality (CMAQ) funds allocated through TDOT – will come up for renewal. Among the topics staff would like to engage with the Finance Committee (and, ultimately, the RTA Board) include:

1. Scheduled restoration of commuter bus and rail service to pre-pandemic levels.
2. Expectations for the return of ridership to pre-pandemic levels.
3. Probability that TDOT will (or will not) renew CMAQ funds for another 3 years at current levels.
4. Anticipated local contributions by service corridor for each funding partner.

Based on “optimistic” and “pessimistic” assumptions for some of our unknown issues, the following scenarios were developed:

Scenario	Full Service Restored	End-of-Year Percentage of Pre-Pandemic Ridership	TDOT CMAQ 3-Year Funding Allocation	Annual Local Contributions	Total End-of-Year Corridor Reserves
Optimistic	October 2021	FY2022 – 30% FY2023 – 60% FY2024 – 75% FY2025 – 90%	\$10,608,620	Remain the Same (except for the Wilson Corridor)	FY2022 – \$2,481,390 FY2023 – \$2,880,118 FY2024 – \$3,256,654 FY2025 – \$3,603,291
Pessimistic	October 2021	FY2022 – 24% FY2023 – 45% FY2024 – 50% FY2025 – 61%	\$0	Remain the Same (except for the Wilson Corridor)	FY2022 – \$2,481,390 FY2023 – \$2,880,118 FY2024 – \$3,256,654 FY2025 – \$2,079,040

Corridor reserves were established by the RTA Board several years ago to provide a form of “rainy-day” fund in the event of disruption of CMAQ funding or, now, the impacts of the pandemic. The original goal was to get each corridor to a point where it had a minimum of one-year of operating expenses for that corridor in reserve to allow sufficient time to adjust to whatever funding reality might be facing the RTA at any given point in time. The projections above give a snapshot of the total of all corridor reserves, but the following table breaks these down into each specific corridor at the end of FY2025:

End-of-Year Corridor Reserve Projections					
	Optimistic	Pessimistic		Optimistic	Pessimistic
Dickson	\$209,134	\$163,118	Montgomery	\$413,516	\$237,186
Robertson	\$233,068	\$164,694	Rutherford	\$140,246	\$7,869
Sumner	\$771,408	\$487,377	Wilson	\$0	\$0
Williamson	\$741,925	\$440,944	Davidson	\$1,093,994	\$577,852

Recognizing that the most pressing capital project need for the RTA is the development of well-located, purpose-built park-and-ride lot to maximize ridership opportunities, there is also a long-term need to develop local funding to be applied in each of the necessary corridors to match possible State and Federal funds for this purpose (likely a 10% local match requirement).

Staff would like to review likely assumptions with the Committee (and ultimately the full Board) with respect to the above key elements at your May meeting in anticipation of bringing a proposed operating budget to the June Finance Committee and Board meetings. The following sections provide more detail on the topics discussed above.

CARES Act and American Rescue Plan Act Funding

RTA was awarded \$13,786,259 in Coronavirus Aid, Relief and Economic Security (CARES) Act funding back in March 2020 as the federal government’s first response to the impacts of COVID-19. These dollars are extremely flexible and represent 100% funding requiring no match and can be used for both operating and capital needs with an anticipated run out of use over the next 3-4 years. RTA’s share appears unusually large relative to the total region receiving \$75,767,828 due to the nature of Federal funding formulas, where a significant percentage of the overall funding is allocated to fixed guideway systems, like commuter rail. As such, the WeGo Star created additional funding for the RTA. As part of RTA’s pandemic response team, we planned how supplemental Federal support might be utilized to sustain current services for our customers and our assumptions included:

1. Sustained operating revenue losses, through remainder of current year FY21, and beyond.
2. Capital projects related to enhanced rail services and identification of park and ride properties for regional bus services.

Based on these assumptions, our CARES Act funding was apportioned as follows:

1. Sustain operating expenses in light of operating revenue loss and contractual or inflationary increases in operating expenses -	\$9,786,259
2. Continued engineering assessment of Star service upgrades -	\$2,000,000
3. Park and ride expansion -	\$2,000,000
Total:	\$13,786,259

Attached is a chart showing the current status of the use of the CARES Act funding under both the Optimistic and Pessimistic scenarios presented.

More recently, RTA was also recently awarded additional funding through the Biden Administration’s American Rescue Plan Act with the region as a whole receiving \$48,243,245. Under this apportionment, the split was based upon a 132% cap on FY2018 operating expenses from the National Transit Database (NTD) reporting, and is specifically targeted at providing operating support to transit agencies for the 4 regional FTA grantees – the Regional Transportation Authority of Middle Tennessee, Nashville MTA, Franklin Transit and the TMA Group (Murfreesboro Rover and Mid-Cumberland HRA are currently funded through allocations to the Murfreesboro Urbanized Area, and Clarksville Transit through allocations to the Clarksville Urbanized Area). This resulted in a subarea allocation outcome (conducted through the Metropolitan Planning Organization of Middle Tennessee) of \$1 million to the RTA, \$46,243,245 to the MTA and \$500,000 each to Franklin Transit and the TMA Group. These dollars are not as flexible as CARES Act funding and are 100% funding requiring no match but must be used for operating expenses with only rare exceptions for capital use. The rules also require it to be spent as

quickly as possible with very little run out use. Based upon these stringent requirements, we have programed all \$1 million of RTA funding to be used in FY2022 offsetting federal 5307 dollars that would have been used for operating costs associated with PM and capital cost of contracting.

When combining total resources made available under the 3 Federal relief packages (CARES Act, Rescue Plan Act and CRRSA – through which the region was not allocated transit funding), the overall regional allocations to operators look like this:

Agency	CARES Act	Rescue Plan Act	Total	% of FY2018 Operating
RTA	\$13,786,259	\$1,000,000	\$14,786,259	190.0%
MTA	\$55,143,705	\$46,243,245	\$101,386,950	120.0%
Franklin Transit	\$6,127,078	\$500,000	\$6,627,078	394.9%
TMA Group	\$680,786	\$500,000	\$1,180,786	178.0%
Regional Total	\$75,737,828	\$48,243,245	\$123,981,073	132.0%

CMAQ Federal Funding for Regional Bus Services

RTA was awarded a three-year Congestion Mitigation and Air Quality (CMAQ) award in FY2019 for regional bus services. CMAQ funding is typically a three-year award but can be extended up to five years. This award was allowed for all corridor service except Dickson County based upon a specific exception in the federal transportation bill to allow CMAQ to be used in perpetuity for services that were operating in 2012 and does not guarantee future awards. Dickson County did not qualify for the use of CMAQ in perpetuity since it began service in January 2015. The Board did, however, approve the utilization of Federal 5307 funding for operation of the Dickson County Corridor to equalize all regional bus service use of federal funding. The rules only allow for a maximum up to 50% of the net cost of operations to be covered by Federal 5307 funding. In FY2019, the CMAQ was assigned based upon what regional bus partners were contributing at that time in order to keep all partner’s contribution levels consistent. While CMAQ can cover up to 80% of the net cost, by keeping consistent contributions, this allowed the CMAQ dollars awarded to be allocated at 65% and, at the time, extended CMAQ dollars into FY2023. Other impacts to our federal awards are:

- Due to running reduced services during FY2021 (COVID), less CMAQ was needed allowing the current CMAQ award to now extend into FY2024 with Federal 5307 for Dickson also extending into FY2024.
- Another contributing factor allowing the extended time is Gray Line hourly rates decreasing as a result of RTA purchasing three additional MCI coaches for their use on the corridors. This rate decrease also occurred in FY2020 when RTA supplied 10 MCI coaches to Gray Line.
- TDOT has announced a call for projects for CMAQ funding with intent to submit due by June 4 and actual proposals due July 9, 2021.

Impact of COVID-19 and Overall Service Trends

The Coronavirus pandemic has had a number of severe impacts on RTA for both the short and long-term. We continue to work with our service providers, MTA, Gray Line and TSG, to provide enhanced cleaning and disinfecting practices and do everything possible to demonstrate how seriously we take the health and safety of our employees and customers. These efforts included major increases in the frequency and intensity of cleaning and disinfecting activities on our revenue vehicles and train cars.

Prior to the pandemic, our average monthly fare revenues for regional bus and train averaged over \$64,000 and \$75,000 per month, respectively. In March 2021, we collected \$12,000 and \$6,200 on our regional bus service and train service, respectively, a reduction of 81% on regional bus and 92% on train revenues. Ridership for regional bus service in March continues to be down approximately 77%, from just under 23,000 trips per month to currently just over 5,250 trips per month. The train ridership also continues to be down approximately 87%, from just over 25,000 trips per month to currently just over 3,200 trips per month. For FY2022, we are projecting that ridership and fare revenue will likely not recover very quickly and have projected bus and train ridership to be at approximately 24% and 30% of pre-COVID levels, respectively.

Early in the pandemic, RTA reduced its service levels for all regional bus and train services to better align the service with the reduced ridership demands. In order to maximize operational efficiencies and better serve our riders, some short-term strategic adjustments were made in the first of April 2021 to three of our corridors to consolidate some of our routes and route times to better match the ridership demand but not necessarily sacrificing the level of service being offered. The goals of these changes are to:

- create more trip opportunities,
- broaden appeal to a wider variety of commuters,
- ensure resources are deployed cost effectively
- simplify service, and
- keep changes cost neutral for city and county partners

In the Southeast Corridor operated by Nashville MTA, the Route 96 that ran service all day has been eliminated with more trips added to Express Route 84 from Murfreesboro and Route 86 from Smyrna/LaVergne to better serve most of the passengers currently riding. In the Northeast Corridor, we have combined the Routes 87 Gallatin and 92 Hendersonville which will give riders 5 round trips to choose from compared to two and a half when the routes ran separately. We have done the same for the South Corridor combining the routes 91 Franklin and 95 Spring Hill so that riders will have 4 rounds trips to choose from compared to 2-3 trips with the routes split.

While RTA is still operating at reduced levels, we anticipate moving back to full-service level in October including all train shuttle services to and from Riverfront. This is intended to provide more attractive service options as downtown commuters begin to return to physical office locations.

Unfortunately, it is difficult to project how long (if ever) ridership in each corridor will return to pre-pandemic levels, or higher. On the one hand, employers are expected to offer more flexible working arrangements to their employees such as continued remote work opportunities and flexible hours. On the other hand, Downtown Nashville is expected to see significantly higher employment over the next 5 years, with major employers such as Alliance-Bernstein, Asurion, Amazon and Oracle undertaking major developments in the downtown core that could offset reduced trip frequency by historic RTA riders.

Regional Bus Reserves

Five years ago, the RTA Board adopted a regional bus reserve as a budget tool to help flatten out each member's annual contribution over a two to three-year period and reduce year to year fluctuations. The reserve is built by each partner contributing more than the required expense to operate the corridor, thereby allowing the excess contribution to go into a reserve. The reserve can only be used in the event of any budget shortages due to a loss of federal funding for the service or an increase in year over year budgeted regional bus service operating expenses.

Two years ago, after discussion with the committee, we adopted a general policy that each partner has the net cost of one year of service in reserve. One reason for picking one year is that, should federal funding go away, it would give us time to find alternative funding or time to start winding down services should no funding be identified. As long as each regional bus partner within each corridor has a reserve, the annual contributions can stay consistent over a two or three-year period. The forecast shows that each partner's contribution is staying consistent except for the Southeast Corridor. This is due to not all the partners in that corridor having a sufficient reserve to cover the annual costs. In cases like this, it is up to each individual corridor to make a decision of either the other partners within the corridor making up shortfalls of a particular partner or cut service to lower the overall cost to operate that corridor. It should be noted that CARES Act funding has been utilized across all regional bus and train corridors to replace lost fare collections in order to keep CMAQ and Federal 5307 funding assumptions consistent, keep annual partner contributions level and help build additional reserves to reach the target reserve levels. With some partners reaching the target or will reach the target during FY2022, some consideration should be given to possibly adjusting and/or resetting partner contributions for FY2023 through FY2025. A related topic below for use of reserve related to capital projects is presented below.

The East Corridor operating the train services has had consistent contributions from the four partners with Metro Nashville carrying the bulk of the load contributing \$1.5 million annually, with Wilson County contributing \$50,000, Lebanon \$54,408 and Mt. Juliet \$30,000. As previously mentioned, Metro Nashville has recommended restoration of the \$1 million reduction for FY2021 that was covered with CARES Act funding. The remaining costs to cover the train expenses have mainly come from fare revenues and RTA's ability to convert Federal 5307 Capital funding over to operating funds using eligible preventive maintenance and capital cost of contracting expenses incurred to maintain rolling stock and the tracks. Up through FY2020, RTA was able to use more and more Federal Capital funding to cover the annual cost increases. However, starting in FY2021 and going forward in this forecast, we will have maxed out the eligible expenses and cannot cover the normal contractual and inflationary increases which will require each of the East Corridor partners to contribute more. The increased costs were divided equally among the partners and added to their established base contributions equalizing partner contributions at \$125,000 annually by FY2025.

Capital Projects

As outlined in the CARES Act discussion above, one area of emphasis for RTA is the expansion of our park and ride locations. History has shown that well located permanent park and ride locations promote more use of public transit with Clarksville being a prime example. The City of Murfreesboro is in the process of building a new transit center in close proximity to I-24 creating a good opportunity for RTA to partner with them to include a nice park and ride facility in Rutherford County. Using federal capital grants is a logical step to take to move these type projects forward. Another would be to continue studying ways to expand service on the Music City Star corridor which also has CARES Act dollars set aside to perform the study. However, in order to help drive these type projects forward, local match dollars need to be identified to match future capital grants (typically a 10% local match is required.) Projects would be corridor specific and a method needs to be explored and implemented to start creating local capital match reserves. One possibility would be utilization of a portion of existing operating reserves that exceed the one-year target to be transitioned over to capital. More discussion needs to take place to find a workable solution to this challenge.

While RTA currently has the luxury of having access to the CARES Act and Rescue Act funding, this is one-time funding that will eventually go away. During this window of opportunity, we want the Committee to discuss strategies and possible policy changes that RTA can explore to increase overall funding for anticipated increases in expenses in future years as well as capital matching funds. While not a complete list, some areas to discuss would be the following in no particular order:

- Bus and train fare increases to cover any expenses
- Increases in annual dues above the current \$0.10 per capita from each municipality
- Some form of dedicated funding
- Additional increased contributions from regional partners

CURRENT STATUS

Chief Financial Officer Ed Oliphant and Chief Executive Office Steve Bland will lead a discussion through the operating budget forecast and capital plans and take questions and recommendations from the Committee in planning RTA's future operating budgets.

APPROVED:

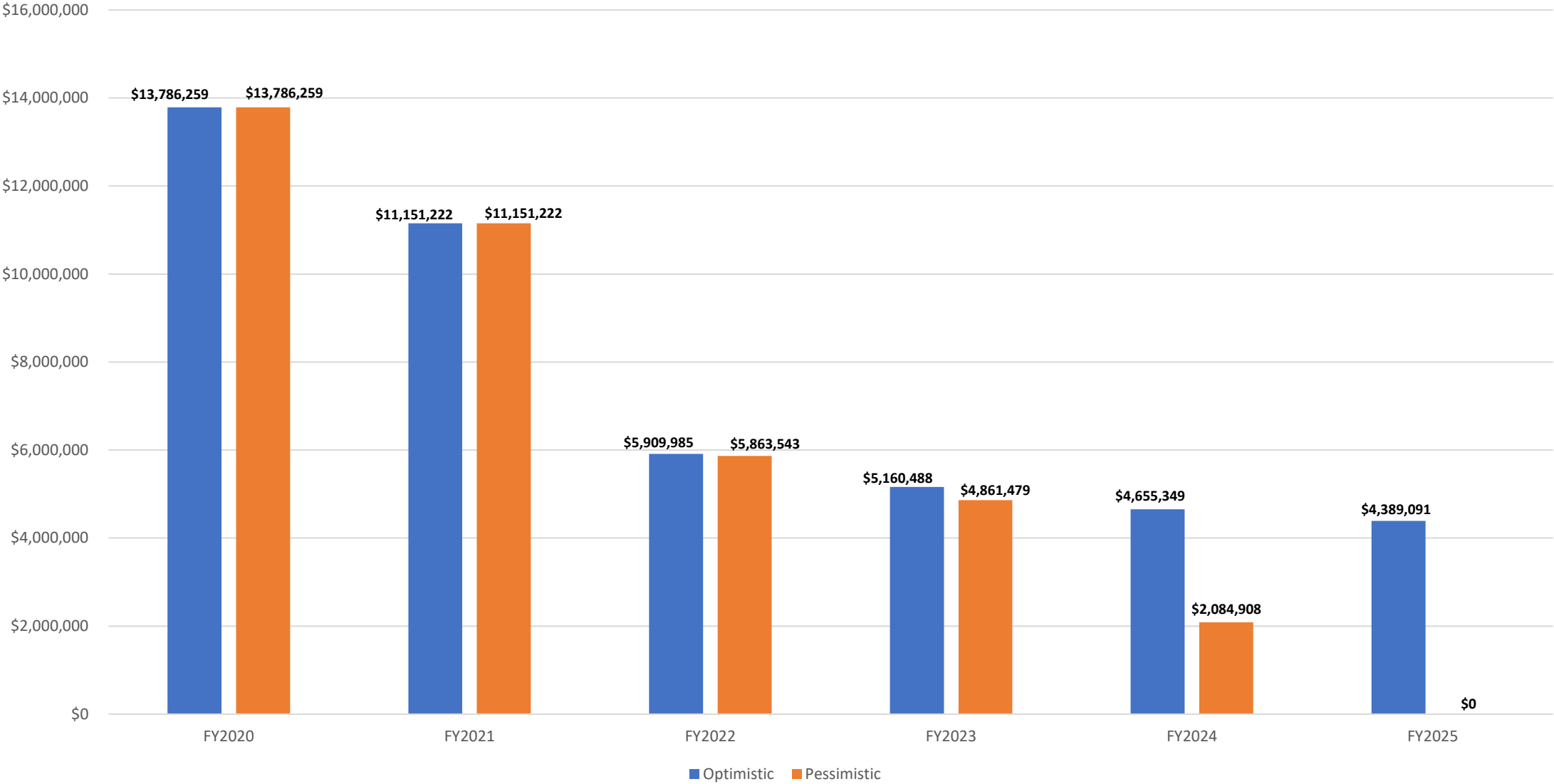


Chief Financial Officer

May 14, 2021

Date

Regional Transportation Authority CARES Act Funding Remaining Balances



Regional Transportation Authority

of Middle Tennessee

- Committee Discussion Item
 Exec. Committee Discussion Item
 Board Discussion Item
 Committee Action Item
 Exec. Committee Action Item

Item Number:	EXC-D-21-011	Meeting Date:	05/20/2021
Item Title:	FY2022 Capital Investment Plan Update		

BACKGROUND:

The Regional Transportation Authority of Middle Tennessee (RTA) Capital Investment Plan prioritizes, identifies funding sources, and sets timelines for RTA's capital projects over a five-year period. The plan outlines regulatory, state of good repair, growth and expansion needs that promote the provision of continuous efficient services by RTA. The plan is closely coordinated with pertaining agency efforts like the nMotion Strategic Plan and the Transit Asset Management Plan (TAMP) as well as with transit partners at the state, regional and local level.

Although the plan covers a five-year horizon, the main emphasis is on the first couple of years of the plan as the outer years are more conceptual in nature, requiring additional scoping and more detailed information on cost and funding sources.

The Capital Plan categorizes projects into five key areas:

1. Safety/Regulatory Projects

Safety/Regulatory projects are required for safety or by law.

2. Capital Cost of Contracting

Because of limited funding for operations, a portion of capital funds is transferred to operational budget for cost of contracting expenses. This is done for the WeGo Star rail and for the Dickson corridor bus service due to ineligibility of the corridor for ongoing CMAQ funds to support operations.

3. State of Good Repair

Having well maintained, reliable transit infrastructure helps ensure safe, dependable, efficient, and accessible. Key state of good repair projects related to coaches for regional bus service, WeGo Star infrastructure and WeGo Star stations upkeep and improvements comprise the bulk of the plan. These are consistent with the TAMP and drawn from the existing fleet plan, as well as recent experience with respect to facility capital maintenance projects.

4. Business Improvements

Business Improvement Projects are generally larger-scale planning, software or technology projects that provide a measurable enhancement to efficiency or customer service. These projects will also include routine, periodic updates to Authority planning efforts as required.

5. Service Improvements and System Expansion consistent with nMotion Strategy

Improve the RTA system following the nMotion plan recommendations by making service easier to use, more convenient, comfortable, more effective, and accessible.

Capital funding typically comes from several different sources including federal, state, and local sources and can be allocated based on specific formula or competitive discretionary opportunities. Expected revenues vary by funding source and the detailed requirements associated with each source.

During the past year, the federal government made some one-time funding opportunities available because of the COVID-19 pandemic. Federal bills including the Coronavirus Aid, Relief, and Economic Security (CARES) Act, and the American Rescue Plan (ARP) Act, provided 100% federal money (no match required) designed to provide relief and support to transit agencies keeping them operational in light of reduced and uncertain local revenues.

These one-time relief bills provide an opportunity for RTA to review capital investment opportunities as part of the FY2022 Capital Plan development.

CURRENT STATUS:

Staff will present a draft summary of projected capital funding sources and program needs to facilitate discussion during the RTA Executive Committee meeting.

APPROVED:



Chief Development Officer

May 14, 2021

Date

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

Item Number:	EXC-D-21-012	Meeting Date:	05/19/2021
Item Title:	Monthly Operating Statistics		

BACKGROUND:

Attached are monthly operating statistics through March 31, 2021.

CURRENT STATUS:

Chair of Operations Committee Jerry Kirkman will review the statistics at the committee meeting.

APPROVED:



Chief Operating Officer

May 14, 2021

Date

RTA Monthly Dashboard Report *

Metric	FY 2021 March	FY 2020 March	Pct. Change
Ridership			
			% Change
Total RTA Bus Passengers	39,438	253,726	-84.5%
WeGo Star Passengers	22,952	200,225	-88.5%
Total RTA Passengers	62,390	453,951	-86.3%
Safety			
RTA Bus Total Accidents	1	2	-50.0%
WeGo Star Total Accidents	2	2	0.0%
RTA Bus Total Miles btwn Accidents	260,524	226,447	15.0%
WGS Total Miles btwn Accidents	23,643	30,212	-21.7%
Service Quality			
RTA Bus Total Trip Completion %	98.3%	99.6%	-1.2%
WeGo Star Total Trip Completion %	98.9%	98.3%	0.6%
RTA Bus Total Miles btwn Service Interruption	1,920.3	6,800.2	-71.8%
WGS Total Miles btwn Service Interruption	2,781.5	1,510.6	84.1%
On-Time Performance ^			
RTA Bus	89.8%	79.8%	12.5%
WeGo Star	98.6%	98.5%	0.1%
Customer Care			
RTA Bus Total Passengers per Complaint	3,944	2,063	91.2%
WeGo Star Passengers per Complaint	1,639	4,449	-63.2%

* RTA Dashboard submitted for discussion and for Committee and Board review.

^ On Time Performance reporting began September 2017.

N/A - metric cannot be calculated due to not being divisible by "0"

RTA Monthly Dashboard Report *

Metric	March 2021	March 2020	Pct. Change
Ridership			
			% Change
Total RTA Bus Passengers	5,214	15,685	-66.8%
WeGo Star Passengers	3,202	8,398	-61.9%
Total RTA Passengers	8,416	24,083	-65.1%
Safety			
RTA Bus Total Accidents	0	0	N/A
WeGo Star Total Accidents	0	0	N/A
RTA Bus Total Miles btwn Accidents	N/A	N/A	N/A
WGS Total Miles btwn Accidents	N/A	N/A	N/A
Service Quality			
RTA Bus Total Trip Completion %	99.9%	99.7%	0.2%
WeGo Star Total Trip Completion %	91.3%	86.4%	4.9%
RTA Bus Total Miles btwn Service Interruption	31,537.1	8,503.0	270.9%
WGS Total Miles btwn Service Interruption	357.8	193.3	85.0%
On-Time Performance ^			
RTA Bus	88.4%	83.6%	5.7%
WeGo Star	97.8%	98.1%	-0.3%
Customer Care			
RTA Bus Total Passengers per Complaint	N/A	2,241	0.0%
WeGo Star Passengers per Complaint	N/A	4,199	N/A

* RTA Dashboard submitted for discussion and for Committee and Board review.

^ On Time Performance reporting began September 2017.

N/A - metric cannot be calculated due to not being divisible by "0"

RTA Operations Dashboard Glossary

Metric	Definitions
Ridership	
Total Passengers	
RTA Bus	Total fixed route passenger boardings on all MTA operated RTA routes (84, 86, 93, 96) and Gray Line operated RTA routes (87, 88, 89, 91, 92, 94, 95)
WeGo Star	Total passenger boardings on WeGo Star Rail Service
Safety	
RTA Bus Accidents	A motor vehicle collision, either preventable or non-preventable, in which the Operator did not do everything reasonable to avoid a collision, committed an error or failed to react to the errors of others. A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the errors of others. (Gray Line & MTA operated RTA metrics combined)
WeGo Star Accidents	Accident – an unexpected, unforeseen, or unintended event that causes injury, loss, or damage. These events can include any event arising from the operation of the railroad which results in the death of any person; or an injury to any person that requires medical treatment, except suicides or attempted suicides; any collision between railroad on-track equipment and an automobile, bus, truck, motorcycle, occupied bicycle, pedestrian or trespasser at any location on the railroad; any collision, derailment, fire, explosion, failure of equipment or infrastructure, act of nature, or other event involving damage to the railroad’s on-track equipment, signals, track, track structures, and/or roadbed.
Service Quality	
RTA Bus Missed Trips	The total number of Bus revenue trips not completed or departing more than 30 minutes late -vs- scheduled. (Gray Line & MTA operated RTA metrics combined)
WeGo Star Missed Trips	A train that is disabled in transit or cancelled prior to embarking. A missed trip is reported as an annulment and is when the train is cancelled and doesn’t complete the run or make it to its final destination.
RTA Bus Missed Trips	The total number of Bus revenue trips not completed or departing more than 30 minutes late -vs- scheduled. (Gray Line & MTA operated RTA metrics combined)
RTA Bus Trip Completion Percentage	Percentage of one-way fixed route revenue trips completed versus scheduled.
WeGo Star Trip Completion Percentage	Percentage of one-way rail trips completed versus scheduled.

RTA Operations Dashboard Glossary

Metric

Definitions

On-Time Performance

RTA Bus OTP

MTA operated RTA routes - OTP is the Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late obtained from AVL data. Gray Line operated routes - OTP is the Percentage of total scheduled fixed WeGo Central route arrivals and departures occurring no later than 5 minutes 59 seconds late obtained from data provided by Gray Line personnel. (Gray Line & MTA operated RTA metrics combined based on a weighted average of total trips)

WeGo Star OTP

A train is considered on time when the train arrives at the final destination less than 6 minutes from the scheduled time. If a train is held up for 6 minutes or longer it is considered delayed and not on time. Intermediate station times are not included.

Customer Care

Passengers Carried Per Complaint

RTA Bus

Total RTA Bus passengers divided by total RTA Bus customer complaints. (Gray Line & MTA operated RTA metrics combined)

WeGo Star

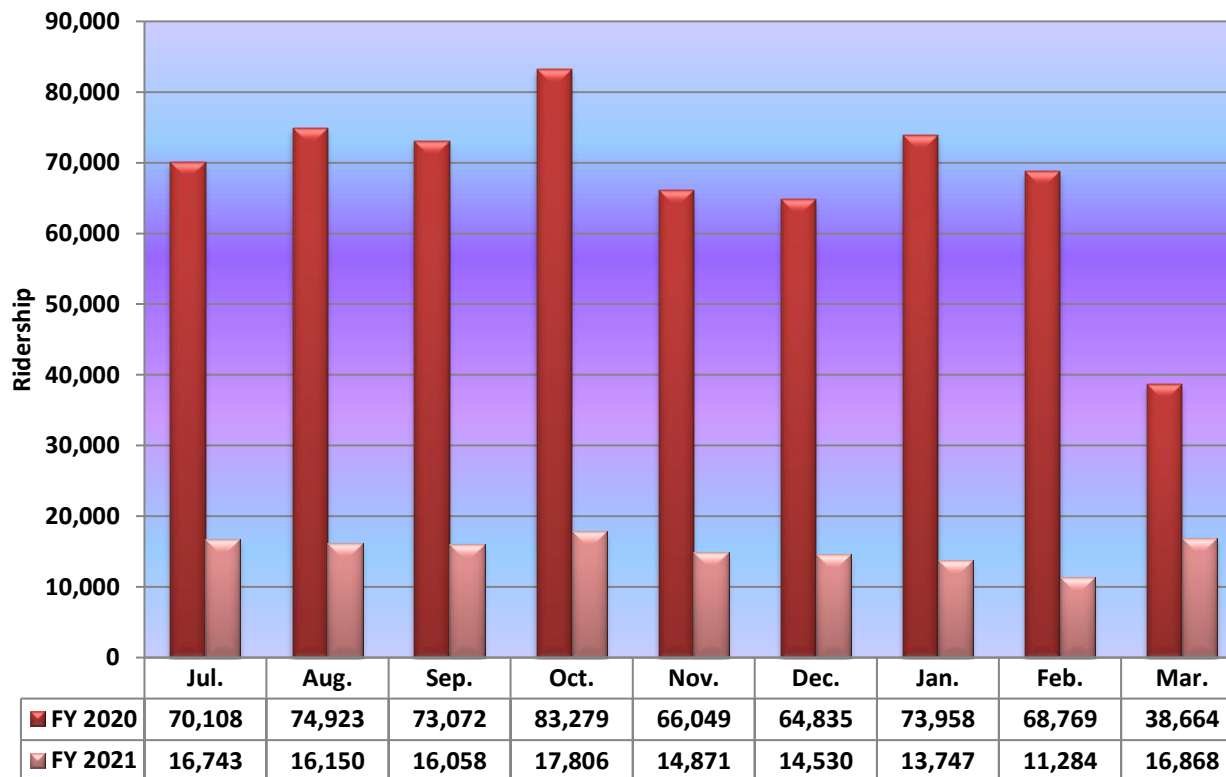
Total WeGo Star passengers divided by total WeGo Star customer complaints.



**REGIONAL TRANSPORTATION AUTHORITY
FISCAL YEAR AND MONTH TO MONTH RIDERSHIP COMPARISON - FY 2021-vs-2020**

	Month to Month Comparison			Fiscal Year Comparison		
	Mar-20	Mar-21	Percentage Change	FY 2020	FY 2021	Percentage Change
WeGo Star	8,398	3,202	-61.9%	200,225	22,952	-88.5%
Express Bus & Shuttle Services	15,685	5,258	-66.5%	253,726	39,482	-84.4%
RTA VanStar Vanpool Service	4,504	1,102	-75.5%	51,487	15,022	-70.8%
Total RTA Ridership	28,587	9,562	-66.6%	505,438	77,456	-84.7%

**RTA FY2021-vs-FY2020
Month to Month Ridership Comparison**





**NASHVILLE AND REGIONAL TRANSPORTATION AUTHORITY
FISCAL YEAR AND MONTH TO MONTH RIDERSHIP COMPARISON - FY 2021-vs-2020**

	Month to Month Comparison			Fiscal Year		
	Mar-20	Mar-21	Change	FY 2020	FY 2021	Change
MTA Local Bus Service	499,545	347,854	-30.4%	6,354,289	2,966,311	-53.3%
MTA Local Paratransit Service	25,386	22,851	-10.0%	324,988	181,012	-44.3%
RTA Regional Bus Service	15,685	5,258	-66.5%	253,726	39,482	-84.4%
RTA VanStar Vanpool Service	4,504	1,102	-75.5%	51,487	15,022	-70.8%
RTA Regional Rail Service	8,398	3,202	-61.9%	200,225	22,952	-88.5%
* RTA Special Events Rail Service	0	0	N/A	8,207	0	-100.0%
Subtotal RTA Rail Service	8,398	3,202	-61.9%	208,432	22,952	-89.0%
Subtotal MTA & RTA Bus & Rail Service	553,518	380,267	-31.3%	7,192,922	3,224,779	-55.2%
Williamson County VanStar Vanpool Service	10,077	7,306	-27.5%	100,011	60,601	-39.4%
Murfreesboro ROVER Local Bus Service	11,602	9,112	-21.5%	135,377	75,040	-44.6%
Franklin Transit Local Bus Service	3,653	3,965	8.5%	61,875	29,887	-51.7%
Clarksville Transit Local Bus Service	48,469	38,580	-20.4%	492,455	325,278	-33.9%
Total Area Ridership	627,319	439,230	-30.0%	7,982,640	3,715,585	-53.5%



**REGIONAL TRANSPORTATION AUTHORITY
ROUTE PERFORMANCE INDICATOR REPORT**

For the Month of: **March-21**

Rte. No.	Route Name	Monthly Ridership	Ridership	Revenue	Average	
			Change vs Last Year	Hours Of Service	Per Trip	Per Hour
CORRIDOR SERVICE COMPARISONS - COMMUTER BUS SERVICE						
	North Corridor (Routes 87 & 92)	935	-56.3%	219	5	4.3
	Northwest Corridor (Routes 89 & 94)	1,287	-68.3%	232	6	5.5
	South Corridor (Routes 91 & 95)	371	-73.7%	156	3	2.4
	Southeast Corridor (Routes 84, 86 & 96)	914	-78.8%	463	3	2.0
EXPRESS BUS ROUTE SERVICE						
84	Murfreesboro Express	0	-100.0%	0	N/A	N/A
86	Smyrna - LaVergne Express	0	-100.0%	0	N/A	N/A
87	Gallatin Express	390	-58.9%	112	4	3.5
88	Dickson Express	149	-81.5%	48	3	3.1
89	Springfield - Joelton Express	294	-61.8%	66	6	4.5
91	Franklin Express	227	-69.9%	108	2	2.1
92	Hendersonville Express	545	-54.2%	108	6	5.1
94	Clarksville Express	993	-69.8%	167	5	6.0
95	Spring Hill Express	144	-78.1%	48	3	3.0
96	Murfreesboro - Relax and Ride	914	-46.3%	463	3	2.0
	Express Bus Route Totals	3,656	-71.3%	1,119	4	3.3
OTHER ROUTES						
64	Star Downtown Shuttle	0	-100.0%	0	N/A	N/A
93	WeGo Star West End Shuttle	1,602	-43.5%	64	17	24.9
	RTA Bus Route Monthly Totals	5,258	-66.5%	1,183	5	4.4
COMMUTER RAIL SERVICE						
90	WeGo Star Commuter Rail	3,202	-61.9%	167	17	19.1
	RTA Commuter Rail and Bus Totals	8,460	-64.9%	1,351	7	6