

Tennessee State Library & Archives
 1001 Rep. John Lewis Way N., Nashville, TN 37219
 July 27, 2023 | 2:30 p.m.

Board Members:

Gail Carr Williams, Chair
Walter Searcy

Janet Miller, Vice Chair
Kathryn Hays Sasser

Jessica Dauphin

1. **Call to Order**
2. **Roll Call**
3. **Approval of the May 25 & June 22, 2023, MTA Board Minutes**
4. **Public Comment**
5. **Information Only Items** – The following information is contained in the distributed Board packet for member review. There is no planned discussion of these items, but the staff is available for discussion should members have questions.
 - Monthly Financial Report Compared to Budget – Ed Oliphant, CFO **M-I-23-020** **P. 12**
 - Debt Obligation Notification for Line of Credit Extension – Ed Oliphant, CFO **M-I-23-021** **P. 15**
 - Monthly Operating Statistics – Andy Burke, Chief Operating Officer **M-I-23-022** **P. 19**
 - Upcoming Procurements Projects List – Denise Richardson, Director of Procurement and Business Diversity **M-I-23-023** **P. 24**
6. **Consent Agenda Items** – Pursuant to recent discussions, these action items are routine in nature, tend to be repetitive year over year, and are described in the written agenda materials. As such, they would be voted on as a group to permit more time to discuss more unusual items. Any Board member can request that any item be removed from the Consent Agenda for further discussion, and the listed staff will be available for questions.
 - None This Month
7. **Operations & Finance Committee – Walter Searcy, Chair**
 - Auto Damage/Catastrophic Insurance Renewal – Ed Oliphant, CFO **M-A-23-018** **P. 25**
 - Metropolitan Nashville Police Department Memorandum of Understanding – Nick Oldham, Chief Safety & Security Officer **M-A-23-019** **P. 26**
8. **New Initiatives & Community Engagement Committee – Janet Miller, Chair**
 - FY2024 Proposed Operating Budget – Ed Oliphant, CFO **M-A-23-020** **P. 27**
 - Fall 2023 Service Changes & Title VI Analysis – Felix Castrodad, Director of Planning & Grants **M-A-23-021** **P. 33**
9. **CEO’s Report – Stephen G. Bland, CEO**
10. **Chair’s Report – Gail Carr Williams, Chair**
11. **Other Business**
 - 2023-24 Election of Nashville MTA Board Officers – Board Secretary & General Counsel Margaret Behm **M-A-23-022** **P. 40**
 - Annual Review of Board Ethics & Conflicts of Interest – Board Secretary & General Counsel Margaret Behm **M-I-23-024** **P. 41**
12. **Adjournment**

NASHVILLE METROPOLITAN TRANSIT AUTHORITY
Board of Directors Meeting
May 25, 2023

I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee State Library & Archives, located at 1001 Rep. John Lewis Way N., Nashville, TN 37219, on Thursday, May 25, 2023.

II. **Roll Call of Persons Present:**

Gail Carr Williams, Board Chair	Andy Burke, COO
Janet Miller, Vice Chair	Renuka Christoph, CCO
Walter Searcy, Member	Vince Malone, COSA
Jessica Dauphin, Member	Nick Oldham, CSSO
Margaret Behm, Board Secretary	Ed Oliphant, CFO
Stephen Bland, CEO	Felix Castrodad, Dir. of Planning & Grants
Monica Howse, Sr. Exec. Asst. & Board Liaison	Ewell Crigger, Vehicle Maintenance Manager
	Katie Freudberg, Scheduling & Service Planning Manager

A quorum was established, and Board Chair Carr Williams called the meeting to order at 2:30 p.m.

III. **Approval of Minutes:** Jessica Dauphin moved to approve the April 27, 2023, Nashville MTA Board minutes. Vice Chair Miller seconded the motion, and the Board unanimously approved the minutes.

IV. **Public Comments:** Board Chair Carr Williams opened the floor for public comments. The public was reminded that comments were limited to three minutes. The following members of the public gave public comments:

- Darius Knight

V. **Informational Items:** The following items were presented for the board members' review. If members had questions, they were asked to ask the staff about the specific item.

a. **Monthly Financial Report Compared to Budget** – No questions

b. **FY2024 Operating Budget Information** – Jessica Dauphin asked CEO Bland if he could provide an update on the budget process. Bland reported that the Mayor's Budget Proposal was strong, as it recommended funding our full baseline request and just under half of our Investment request for Better Bus service expansion. Given the challenges the city faced coming out of the pandemic, this does put WeGo behind schedule in terms of delivering on the expanded services called out in the 2020 Metro Nashville Transportation Plan, but it will allow us to implement changes associated with the Dr. Ernest Rip Patton, Jr. North Nashville Transit Center.

On a very positive note, the Mayor's budget proposal includes \$15 million in one-time funds to support the development of our Murfreesboro Pike Corridor Project. The intent of this project is to develop high-capacity transit in the corridor extending from the proposed SoBro Transit Center to the Global Mall site in Antioch along Murfreesboro Pike, with an extension along Donelson Pike to Nashville International Airport. The proposed funding would simultaneously allow us to advance project development, environment analysis, and preliminary design activities on the project and demonstrate a strong local commitment when we pursue Federal funding.

c. **Monthly Operating Statistics** – No questions

d. **Upcoming Procurement Projects List** – No questions.

VI. **Consent Agenda Items:**

a. **State WeGo Ride Contract Renewal (M-A-23-010):** Vice Chair Miller made a motion to approve the State WeGo Ride Contract Renewal; Jessica Dauphin seconded the motion, and the Board unanimously approved this action item.

VII. **Operations & Finance Committee Report:** Committee Chair Searcy presented the following items for discussion:

a. **Quarterly Route Performance Report (OF-D-23-003):** Scheduling & Service Planning Manager Katie Freudberg presented the following report for January – March 2023:

Ridership this quarter continued to rebound from the drops we experienced during the pandemic, at around 89 percent of pre-pandemic ridership. The frequent network has the highest ridership relative to pre-pandemic, carrying more than three-quarters of our total ridership. Among our 29 fixed routes, four exceed pre-pandemic ridership levels – the 23 Dickerson Pike, 52 Nolensville Pike, 55 Murfreesboro Pike, and 8 8th Avenue South. Four additional routes exceed 90 percent.

On-time performance system-wide continues to suffer due to congestion and travel time variation, with some of the busiest corridors (Routes 52 Nolensville Pike and 55 Murfreesboro Pike) dropping under 80 percent on time. When buses on these corridors operate every 10 minutes, bus spacing is more critical than on-time performance relative to the schedule – from a customer's perspective, as long as buses come at regular intervals, the service is performing well. Unfortunately, we commonly see bus bunching and gapping – irregular intervals between buses – on these corridors. We continue to investigate and pursue headway management techniques and infrastructure-based solutions to help address this issue.

From a productivity standpoint, the 8 – 8th Avenue South is second in the system, with only 55 – Murfreesboro Pike showing higher ridership productivity. We plan to add additional service on this route in the upcoming year to improve frequency.

There was no further discussion.

b. **Contract to Rebuild Up to 15 Small Buses (M-A-23-001):** Vehicle Maintenance Manager Ewell Crigger presented the following item for action:

Staff requested that the Board authorize the Chief Executive Officer to enter a contract with Southern Bus & Mobility for remanufacturing up to 15 Glaval shuttle buses at a maximum total value of \$1.1 million (including contingency amount if applicable). The contract shall be for four years with an additional one-year extension to incorporate necessary warranty provisions.

Committee Chair Searcy moved to approve the Contract to Rebuild 15 Small Buses, Vice Chair Miller seconded the motion, and the Board unanimously approved this action item.

VIII. **New Initiative & Community Engagement Committee Report:** Committee Chair Miller introduced the following item for discussion:

a. **Advertising Program Update (NICE-D-23-004):** Marketing and Sales Manager Rick Rodriguez presented the Advertising Program Updated and considerations for Board discussion. The presentation provided an overview of the current structure of our outside advertising contract – what is allowed and not allowed, advertising contract terms and available advertising opportunities, and current revenue goals and types of advertisers. The review was intended to help guide the program's ongoing evolution as we approach the expiration of the existing

advertising sales contract. The presentation offered considerations for the Board to discuss for advertising moving forward as we:

- Option 1 – Continue advertising as is without changes
- Option 2 – Discontinue outside advertising sales altogether
- Option 3 – Hybrid Approach, where we further constrain inventory and options.
- Option 4 – Transition to Full Community Impact Partnership Model

Committee Chair Miller opened the floor for discussion. In summary, the board members expressed the following areas of concern:

1. Preserving our WeGo brand
2. Community partnerships and making sure that we have a policy that says who we partner with and what those partnerships look like because we have to live under a policy of what we put on a bus if we go that route.
3. Even though advertising sales make up less than one percent of our budget, how could we compensate for the lost revenue?
4. Safety. Specifically, even though we've reduced allowable window coverage significantly, should we completely eliminate covering windows with advertising?

Margaret Behm wanted the record and minutes to note that the statement in the packet, "Over the years, we've turned down some advertisements due to social positions," was inaccurate. She answered the Board's questions and gave an overview regarding advertising by transit agencies.

CEO Bland pointed out that, with respect to the revenue we receive, we also incur expenses against that revenue, like staff time to install advertising signage and the need to remove buses from service when they are wrapped. We also occasionally incur legal expenses in consulting with our General Counsel when a borderline ad with respect to our policy comes to our attention. He indicated that, based on his experience with litigation in these matters with other agencies, one lawsuit could easily wipe out multiple years of profit.

There was some discussion regarding the Community Impact Partnership (CIP) Model and what would constitute a partnership as opposed to an outright sale of advertising. Discussion centered around initiatives like the expansion of our WeGo Ride partner base, the Regional Transportation Authority of Middle Tennessee's (RTA) partnership with the Tennessee Titans for the Titans Express trains, and our emerging partnerships around the Dr. Ernest Rip Patton, Jr. North Nashville Transit Center.

The committee conversation set an overall positive tone toward the CIP Model, but additional information was needed, including the costs we incur to manage the current program and some sense of what other transit agencies are doing.

There was no further discussion.

- b. **Connect Downtown Study Update (NICE-D-23-005)**: Marty Sewell, NDOT's Transportation Planning Director and Connect Downtown Project Manager, and Felix Castrodad, Director of Planning & Grants, presented the study's status and facilitated the following discussion:

Connect Downtown is a comprehensive effort to improve overall mobility in and through Downtown Nashville's core. The project is a joint effort led by the Nashville Department of Transportation and Multimodal Infrastructure (NDOT) in partnership with WeGo Public Transit, the Tennessee Department of Transportation (TDOT), and the Nashville Downtown Partnership.

The study will identify and examine options for improving traffic management, transit access, curbside and parking management, and bicycle and pedestrian safety while supporting the anticipated growth in employment, residential and commercial development, and Nashville's primacy as a tourism destination. Sewell indicated that the study recognizes the need to improve transit reliability for the local and regional bus network to make transit more competitive. Downtown traffic is one of the most significant challenges in transit reliability, creating frequent service delays and disruptions. Reliable connectivity in and through Downtown is critical for transit to provide fast and consistent access to more places around Nashville.

During the past months, the project team worked on developing priority solution concepts for recommendations focused on high-impact solutions that include transit priority corridors, mobility lanes, priority loading areas, and traffic operations and congestion management strategies. The concepts have been shared with the public and stakeholder groups in recent weeks to gather feedback on how the improvements fit best into the downtown landscape. An online [Priority Solutions](#) survey is available to help participants share their thoughts about these potential solutions. Future next steps include developing and refining recommendations along with potential costs.

Board Chair Carr Williams thanked Sewell for an excellent presentation. She spoke about the congestion in the downtown area and how our buses have to sit for long periods to go one block and asked what the low-hanging fruit timeline was and how we fix this now. She doesn't believe that the citizens of Nashville have the patience to wait for a 10-year plan for Eastbank; part of the solution may be how we work with Metro Police to bring a little traffic control, maybe one more block.

Sewell said the Chair's comments are consistent with many of the comments he has heard.

CEO Bland said that the lowest hanging fruit to address the issues raised by the Chair would be dedicated bus lanes through the downtown core. This approach does not have to be costly but requires public and political will.

Vice Chair Miller highlighted the sense of urgency around these issues and expressed the need to get solutions in place quickly.

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

1. Tuesday afternoon, CEO Bland said he and Ed Oliphant had the opportunity to appear before the Metro Council Budget and Finance Committee to present a summary of our FY2023-24 Operating Budget request. The session was well attended by Committee members, and we received a lot of good questions. The overall tone was quite positive, and several members spoke highly of recent service and project initiatives.
2. With respect to upcoming elections, we will be hosting a candidates' forum for the Metro Nashville offices. The forums will allow us to provide the candidates with background information on WeGo Public Transit, discuss significant policy issues, and entertain any questions they might have. Based on RSVPs received to date, we anticipate excellent attendance.
3. We have begun to hold virtual interviews with candidates for the Chief Development Officer Position. We expect to narrow down the field to do several panels of in-person interviews over the next two weeks. In the meantime, the staff in the Development Department are doing an outstanding job of keeping our many projects, planning efforts, and service initiatives on track.
4. This past weekend, CEO Bland said he had the opportunity to attend the American Public Transportation Association (APTA) CEO Conference. This session brings together about 100 transit CEO's from around the country to discuss issues of mutual interest.

5. We have initiated planning for our fall service changes. Among the changes are another planned lengthening of our service day to 1:15 a.m. on Frequent Network Routes Monday through Saturday, extending service on the 6 Lebanon Pike and 42 St. Cecilia/Cumberland to 11:15 p.m., improving frequency on the 7 Hillsboro Pike and 8 8th Avenue South, adding midday and Saturday service to the 75 Midtown, adding Sunday service to the 75 Midtown and 77 Thompson/Wedgewood, and adding four new WeGo Link mobility on demand zones in Burton Hills, Rosebank, Brick Church Pike, and Old Hickory.
6. The Federal Transit Administration (FTA) and its contractor completed their review of materials for our Triennial Review. The purpose of the evaluation is to gauge our level of compliance in more than 20 areas of Federal regulations that are a pre-condition of Federal funding. They anticipated issuing a preliminary report in late June and a Final report by July, at which time we will present their findings to the Board. CEO Bland thanked all staff who participated, which is almost all staff, particularly our Capital Grants Manager Billy Higgins, who led the entire effort and was recognized again by the FTA as superb at what she does.
7. On the RTA side:
 - a. Hatch Consulting continued its work on the Star Future Vision Study, and we are now planning for the public engagement phase of this project.
 - b. We continue to advance work on negotiations for a joint development project at the RTA's Donelson Station site with HG Hill and the Southeast Ventures development team. This past month, we received the initial appraisal for the property.
 - c. We are advancing land acquisition toward a permanent park-and-ride location in Murfreesboro.

X. **Chair's Report:** Board Chair Carr Williams provided the following Chair's report:

Board Chair Carr Williams welcomed WeGo's new employees and the Vanderbilt Summer interns from Dodson Parker Behm & Capparella Law Firm. She also acknowledged and congratulated Ewell Crigger on his upcoming retirement. She thanked him for his contributions at WeGo and wished him well.

The Chair said that Steve had recently asked her to sit on the NNTC Community Advisory Board to select the artists to do the digital and the murals for the Dr. Ernest Rip Patton, Jr. North Nashville Transit Center. She was so glad she agreed to do so. She thanked Rachel Johnson for her exemplary work in organizing the process as she dealt with those who submitted RFPs and their teams and ensured they had what they needed. She also acknowledged Kia Lewis for her involvement and thought she did a fantastic job. She was extraordinarily proud of being the board chair of this team of professionals.

Lastly, she thanked former employees Rita Roberts-Turner and Trey Walker for their contributions to the Dr. Ernest Rip Patton, Jr. Transit Center project and community involvement and Trey Harden and the Harden Group for an incredible job navigating WeGo through the process. Watching Harden's passion for community art has been a big game-changer for WeGo.

Board Chair Carr Williams talked about the incredible artists in Nashville and how young artists want to help WeGo's brand and be a part of what WeGo does. These artists are amazing and use their art to community the needs of Nashville in ways that all of us can be better citizens. WeGo talks a lot about equity in transit, and these projects which engage the community will make a difference for Nashville's community. The Chair was grateful for the opportunity to participate and thanked Steve.

Finally, the Chair thought today's meeting contained a lot of good conversation. She is grateful for the work of WeGo professionals and asked that WeGo employees keep lifting each other up and that we ensure the culture of community at WeGo.

XI. **Other Business**: There was no further business to come before this Board.

XII. **Adjournment**: With no further business, Board Chair Carr Williams moved to adjourn the meeting, which adjourned at 4:15 p.m.

Attested:

Gail Carr Williams
Chair

Margaret L. Behm
Secretary

NASHVILLE METROPOLITAN TRANSIT AUTHORITY
Board of Directors Meeting
June 22, 2023

I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee State Library & Archives, located at 1001 Rep. John Lewis Way N., Nashville, TN 37219, on Thursday, June 22, 2023.

II. **Roll Call of Persons Present:**

Gail Carr Williams, Board Chair	Andy Burke, COO
Janet Miller, Vice Chair	Vince Malone, COSA
Walter Searcy, Member	Nick Oldham, CSSO
Jessica Dauphin, Member	Patrick Hester, Facilities Manager
Margaret Behm, Board Secretary	Shelly McElhaney, Controller
Stephen Bland, CEO	
Monica Howse, Sr. Exec. Asst. & Board Liaison	

A quorum was established, and Board Chair Carr Williams called the meeting to order at 2:45 p.m.

III. **Approval of Minutes:** Board Chair Carr Williams asked the May 25 minutes be deferred to the July 27, 2023, Nashville MTA Board meeting.

IV. **Public Comments:** Board Chair Carr Williams opened the floor for public comments. The public was reminded that comments were limited to three minutes. The following member of the public gave public comments:

- Darius Knight

V. **Informational Items:** The following items were presented for the board members' review. If members had questions, they were asked to ask the staff about the specific item.

- a. Monthly Financial Report Compared to Budget – No questions
- b. Monthly Operating Statistics – No questions
- c. Upcoming Procurement Projects List – No questions

VI. **Consent Agenda Items:**

- a. Revolving Line of Credit (M-A-23-012):
- b. Nashville MTA/RTA WeGo Ride Program Revenue Sharing Agreement (M-A-23-013)
- c. StrIDe Memorandum of Understanding (M-A-23-014):

Vice Chair Miller motioned to approve the consent agenda items; Walter Searcy seconded the motion, and the Board unanimously approved these action items.

VII. **Operations & Finance Committee Report:** Committee Chair Searcy presented the following items for discussion and action:

a. **WeGo Liability Insurance (M-A-23-015):** Chief of Staff & Administration Vince Malone presented the following report:

Every year, WeGo's insurance broker shops the insurance market to renew the Nashville MTA's \$3 million liability policy with a \$100,000 deductible per occurrence. This year is WeGo's first year utilizing R.J Gallagher as WeGo's broker, whom the Board approved a few meetings back as a result of the Request for Proposal (RFP) for insurance brokers. Gallagher made inquiries across its nationwide network.

WeGo received three quotes in total, with one that would have required an exception to the requested coverage levels. Quotes meeting the requested coverage came from the incumbent, *RLI Insurance* (RLI), and one from Chubb Insurance, consistent with the standard coverage with a \$3 million limit and a \$100,000 deductible per occurrence. WeGo also received a quote from Gemini Insurance, but its quotes raised the deductible to \$250,000 per occurrence. Based on the quotes received, Chubb's premium was lower than RLI, and WeGo recommended Chubb for its liability coverage. The per-vehicle type annual rates for liability coverage compared to WeGo's current policy are as follows:

<u>Liability Coverage</u>	<u>Current RLI (2022-23)</u>	<u>Chubb (2023-24)</u>
Transit Bus	\$5,245	\$3,540
Transit Van	\$3,671	\$2,478
Service Vehicle	\$2,589	\$1,745

The comparison below of total premiums incurred is based on the number of vehicles expected to be on hand July 1, 2023, by type of vehicle as quoted above:

<u>Liability Coverage</u>	<u>Current RLI (2022-23)</u>	<u>Proposed Chubb (2023-24)</u>
Premiums	\$1,593,227	\$900,000

This represents a 43.5 percent decrease compared to last year. The premium will vary slightly depending on the number of vehicles and vehicle types WeGo may have in the fleet at any given time.

Based on the information presented in the board packet, staff requested that the Board authorize the Chief Executive Officer to enter into a contract with Chubb Insurance for our liability coverage for the period effective July 1, 2023, to June 30, 2024, for \$3 million in coverage with a \$100,000 deductible for a premium of approximately \$900,000.

Committee Chair Searcy motioned to approve the WeGo Liability Insurance Renewal; Vice Chair Miller seconded the motion, and the Board unanimously approved this action item.

VIII. New Initiative & Community Engagement Committee Report: Committee Chair Miller introduced the following items for discussion and action:

a. Nestor Facility Sewer Emergency Remediation Action (M-A-23-016): Facilities Manager Patrick Hester presented the following report:

The Nestor Facility is the agency's primary location for operations and vehicle maintenance and is the reporting and work location for more than 500 employees. The facility is served by two sanitary sewer lines that connect to a 48-inch line that diagonally traverses the Nestor property. This line is in poor condition and has been determined to be the source of the site's ground subsidence, resulting in an expanding sinkhole adjacent to the main bus travel lane at the facility's west side. On September 7, 2022, the 48-inch line ceased functioning due to continued subsidence, forcing Nestor to rely on direct pumping and interim measures to maintain sanitary conditions.

The CEO authorized an emergency procurement to address the conditions. The first action was a procurement to replace the facility's east-side sewer line and establish a new connection to the municipal line on Nestor Street. Bid documents were issued on September 9, 2022, and 10 Middle Tennessee-based water and wastewater specialty contractors, including four certified Disadvantaged Business Enterprise (DBE) contractors, were contacted regarding the bid and the September 12, 2022, scheduled site tour. Five firms, including two DBEs, participated in the site tour. Two firms submitted proposals on the September 19th due date: L & G Construction (DBE) – \$275,910 and Jarrett Builders — \$334,150. L & G's bid was within five percent of the project's \$289,677 estimate and was

deemed fair and reasonable. The project was substantially completed, with the east side line restored to full operation in February 2023.

Concurrent with the action to replace the east-side sewer line, Keller North America (Keller), a national geotechnical contractor specializing in remediating subsurface conditions, was issued a \$5,800 sole source contract to conduct a site investigation to recommend options to stabilize the soil surrounding the 48" sewer line. Keller provided proprietary recommendations on September 30 for review by CDM Smith, the agency's on-call engineering firm that developed the sewer line replacement project specifications. Following the agency's discussions with Metro Water Services, CDM Smith, and Keller, all parties agreed that the most appropriate course of action was to inject a concrete-based grout into the soil to solidify the ground, preventing further movement of the sewer line to stop the expansion of the sink hole. Pursuant to the CEO's emergency declaration and following scope and contract negotiations, Keller was issued a sole source contract for \$453,692 in February 2023. Work began on February 14, 2023, and was completed on March 10, 2023.

Staff requested the Board's concurrence in the CEO's emergency declaration and subsequent actions to remediate the conditions with the associated expenditures.

Walter Searcy motioned to approve the Nestor Facility Sewer Emergency Remediation action item; Jessica Dauphin seconded the motion, and the Board unanimously approved this action item.

b. Nestor Facility West Side Sewer Line Replacement (M-A-23-017): Facilities Manager Patrick Hester presented the following report:

Staff requested the Board authorize the Chief Executive Officer to enter a contract with BCMG, LLC (BC Mason Group) in the amount of \$355,318.51 and a duration of 180 days for construction services to replace the Nestor Facility westside sewer line. Due to the nature of this project, specifically with unknowns associated with subsurface conditions, staff also requested the Board authorize a contingency of 20 percent (\$71,064) for a total project budget of \$426,382.51. Funding for this project is provided through the annual State of annual facilities state of good repair capital program with Federal 5339 grants and matching state and local funds.

Vice Chair Miller motioned to approve the Nestor Facility West Side Sewer Line Replacement action item; Walter Searcy seconded the motion, and the Board unanimously approved this action item.

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

1. CEO Bland said that on Tuesday, June 20, the Metro Council adopted the city's FY2023-24 Budget. He reminded everyone that the Mayor's budget proposal included full funding of WeGo's baseline request and approximately \$2.6 million of the \$5.4 million requested for Better Bus service expansion. In addition, the Mayor proposed \$15 million from one-time fund balance surpluses to advance the Murfreesboro Pike High Capacity Transit Project development process. Ultimately, Council amended the budget, and WeGo is fully funded for its requested service expansion of \$5.4 million in FY2024. This was offset by an equivalent reduction in funding for the Murfreesboro Pike Project, but this will neither delay nor reduce the efforts expended on this project. In addition, Council added approximately \$300,000 to WeGo's original request to support extending service to the new James Lawson High School when it opens for this school year. Ultimately, the budget was adopted unanimously. Overall, this was an outstanding budget result for WeGo and its riders. CEO Bland thanked Nashville Mayor John Cooper and his staff, Finance Director Kelly Flannery and her staff, and all of the Council Members, but particularly Budget & Finance Chair Kevin Rhoten, and Members

Jennifer Gamble and Colby Sledge, who led the discussion on Better Bus funding, as well as Member Dave Rosenberg for his advocacy for service to Lawson High School.

2. WeGo held two candidate forums for Mayoral and Council Candidates at the Elizabeth Duff Transit Center at WeGo Central on June 7. The sessions were very well attended, with seven Mayoral Candidates and 32 Council candidates in attendance. The questions and discussion were excellent. Thanks to Eric Beyer, Vince Malone, Monica Howse, and Melissa MacIntyre for organizing the event.
3. Last week, CEO Bland said that he was asked to present at a general session at the Rail Conference of the American Public Transportation Association (APTA) in Pittsburgh on the topic of "Building Ridership While Addressing Community Workforce Housing Needs." The panel also had senior leadership from the transit agencies in Seattle and Phoenix and the Director of Amazon's Housing Equity Fund. The overall theme was the necessity of addressing transit, affordable and workforce housing in a coordinated manner and some of our various agencies' initiatives.
4. WGo has initiated planning for the fall service changes. Among the changes are another planned lengthening of the service day to 1:15 a.m. on Frequent Network Routes Monday through Saturday, extending service on the 6 Lebanon Pike and 42 St. Cecilia/Cumberland to 11:15 p.m., improving frequency on the 7-Hillsboro Pike and 8-8th Avenue South, adding midday and Saturday service to the 75 Midtown, adding Sunday service to the 75 Midtown and 77 Thompson/Wedgewood, and adding four new WeGo Link mobility on demand zones in Burton Hills, Rosebank, Brick Church Pike, and Old Hickory. Staff will come to the Board in July with final recommendations to be implemented in October.
5. The Federal Transit Administration (FTA) completed its Triennial review, examining 23 areas of compliance with the Federal program. They identified only one finding, down from eight in 2019. This was with respect to the Drug and Alcohol Program, where WeGo needs to obtain better information from WeGo's subcontracted service providers concerning the qualifications of their drug and alcohol professionals. WeGo fell short of the required number of random drug and alcohol tests on safety-sensitive employees. WeGo will receive a final report shortly that will be shared with the Board, and WeGo will address the findings through a corrective action plan.
6. As part of the budget process, WeGo received funding to add additional shelter maintenance crews to the staff in the coming year. This will be necessary because, through the great work of Lydia Benda and several others, WeGo is now up to 285 shelters in the system and growing.
7. Work also continues at a good pace at the Dr. Ernest Rip Patton, Jr. North Nashville Transit Center, with much visible activity. Kia Lewis is doing a great job managing the project. In preparing for a spring 2024 opening, WeGo has been working with the community to identify artists for the project and to plan for ongoing programming and activation of the center. WeGo has also initiated meetings with the North Precinct leadership from MNPd to initiate security planning.
8. On the RTA side:
 - a. Hatch Consulting continued its work on the Star Future Vision Study and is now planning for the public engagement phase of this project.
 - b. RTA continues to advance work on negotiations for a joint development project at the RTA's Donelson Station site with HG Hill and the Southeast Ventures development team. This past month, RTA received the initial appraisal for the property.
 - c. RTA is advancing land acquisition toward a permanent park-and-ride location in Murfreesboro.

9. Finally, WeGo held its annual Bus and Maintenance Roadeo last Saturday at the Myatt Facility. Apart from the beautiful weather, family atmosphere, and spirited competition, WeGo also came away with another highly competitive team putting its skills up against the best in Tennessee at the Annual Tennessee Public Transit Association (TPTA) State Roadeo in Memphis this September.

The winners were as follows:

- 1st Place Van Maintenance – Winston Francis
- 1st Place Bus Maintenance – Troy Willis

- 1st Place Van Operator – Kevin Sentes
- 2nd Place Van Operator – Joyce Banks
- 3rd Place Van Operator – Scott Wallace

- 1st Place Bus Operator – Kevin Sentes
- 2nd Place Bus Operator – Jerome Horton
- 3rd Place Bus Operator – Scott Wallace

CEO Bland congratulated everyone who participated and thanked all the staff who supported the event, particularly Earl Rhodes, the father of the WeGo Roadeo.

- X. **Chair's Report:** Board Chair Carr Williams thanked everyone for attending the board meeting.
- XI. **Other Business:** There was no further business to come before this Board.
- XII. **Adjournment:** With no further business, Board Chair Carr Williams moved to adjourn the meeting, which adjourned at 3:55 p.m.

Attested:

Gail Carr Williams
Chair

Margaret L. Behm
Secretary

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-23-020	Meeting Date:	7/27/2023
Item Title:	Monthly Financial Report Compared to Budget		

BACKGROUND:

Attached is the statement of operations for the month of May 2023 compared to the budget and a balance sheet as of May 31, 2023.

We are coming to the close of the fiscal year next month and we are heading toward basically a breakeven to slight deficit position depending on how the actuarial calculated reserves end up for health and workers compensation claims. We have some fairly healthy reserves for both so it is not anticipated that we should see any large swings compared to what the actuaries come back with for required reserves at year-end.

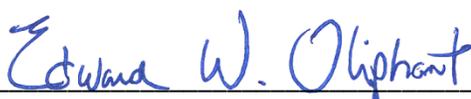
The large positive variances you see in CARES Act and American Rescue Plan revenues compared to the year-to-date budget are purely timing compared to how we had budgeted the receipt of this funding. The COVID funding revenues will balance out in June and revenues for the year will match budgeted numbers. Services Expense continues to run unfavorable to budget due to higher paratransit overflow expenses culminating in more WeGo Access trips being assigned to our third-party taxi providers mainly as a result of labor shortages earlier in the fiscal year. As planned, we did begin assigning more Access trips in-house with our Spring Service Changes and saw a small decrease in April and May for overflow providers' expenses compared to previous months. However, this transition back to more in-house service is seeing some delays as a result of Access van availability. We continue to experience some significant delays in the delivery of new replacement paratransit vehicles due to ongoing supply chain issues. We are expecting to see delivery of new vans starting in Spring 2024 and will continue to transition WeGo Access to more in-house trips. Lastly, our liability insurance claims increased as a result of payments for outstanding bus accidents.

As of May 31, 2023, RTA owed Nashville MTA approximately \$492,000 for services provided to and from Rutherford County as well as management fees due. MTA also had an account payable to RTA of approximately \$30,700 for fares collected as well as WeGo Ride revenue sharing due.

CURRENT STATUS:

CFO Ed Oliphant will be available to answer questions at the meeting.

APPROVED:



Chief Financial Officer

7/27/2023

Date

Metropolitan Transit Authority
Statement of Operations Compared to Budget
For the Period Ending May 31, 2023
UNAUDITED

	Actual Month	Month Budget	Month End Variance	F / U	Prior Year Y-T-D	Actual Y-T-D	Budget Y-T-D	Y-T-D Variance	F / U	Annual Budget
Revenue from Operations:										
Passenger Fares	\$654,419	\$539,660	\$114,759	F	\$5,427,003	\$6,221,244	\$5,815,010	\$406,234	F	\$6,358,780
WeGo Access	58,504	65,990	(7,486)	U	602,458	565,959	645,640	(79,681)	U	708,490
Contract Revenues	232,388	245,712	(13,324)	U	2,254,832	2,536,475	2,631,328	(94,853)	U	2,877,040
Advertising	50,377	46,370	4,007	F	619,145	454,917	506,260	(51,343)	U	552,280
Other Non-Trans Revenue	105,414	120,385	(14,971)	U	1,132,688	1,216,730	1,249,605	(32,875)	U	1,362,200
Total Operating Revenue	1,101,102	1,018,117	82,985	F	10,036,126	10,995,325	10,847,843	147,482	F	11,858,790
Federal/State/Local Income:										
Local Assistance	0	0	0	F	51,835,900	61,610,900	61,610,900	0	F	61,610,900
State Assistance	0	0	0	F	5,170,200	5,314,300	5,170,200	144,100	F	5,170,200
Federal Assistance - CARES Act	44,239	1,040,000	(995,761)	U	459,029	4,065,849	3,120,000	945,849	F	4,071,610
Total Assistance Income	44,239	1,040,000	(995,761)	U	57,465,129	70,991,049	69,901,100	1,089,949	F	70,852,710
Capital Revenue:										
American Rescue Operating Reimbursement	8,000,000	6,700,000	1,300,000	F	21,222,190	22,000,000	20,700,000	1,300,000	F	24,427,585
Capital Operating Reimbursement	23,700	0	23,700	F	0	44,033	0	44,033	F	0
Capital ADA Reimbursement	0	0	0	F	0	0	0	0	F	0
Total Capital Income	8,023,700	6,700,000	1,323,700	F	21,222,190	22,044,033	20,700,000	1,344,033	F	24,427,585
Total Revenue	\$9,169,041	\$8,758,117	\$410,924	F	\$88,723,445	\$104,030,407	\$101,448,943	\$2,581,464	F	\$107,139,085
Expenses from Operations:										
Labor and Fringes	\$6,101,932	\$6,387,330	\$285,398	F	\$63,988,623	\$70,187,356	\$70,124,955	(\$62,401)	U	\$76,612,120
Services	1,007,233	1,031,933	24,700	F	9,629,427	12,056,213	10,937,277	(1,118,936)	U	11,969,110
Fuel	543,495	623,000	79,505	F	2,415,301	6,081,749	6,801,440	719,691	F	7,424,390
Parts, Materials and Supplies	556,007	564,865	8,858	F	4,860,851	5,870,745	5,974,925	104,180	F	6,539,610
Utilities	100,534	127,460	26,926	F	1,246,041	1,321,811	1,344,030	22,219	F	1,471,460
Casualty and Liability	237,786	192,870	(44,916)	U	2,295,289	2,648,300	2,264,850	(383,450)	U	2,457,720
Other	40,154	55,745	15,591	F	351,088	415,384	608,885	193,501	F	664,675
Total Operating Expenses	8,587,141	8,983,203	396,062	F	84,786,620	98,581,558	98,056,362	(525,196)	U	107,139,085
Operating Surplus / (Deficit)	\$581,900	(\$225,086)	\$806,986	F	\$3,936,825	\$5,448,849	\$3,392,581	\$2,056,268	F	\$0
Capital Grant Revenue	2,025,251		2,025,251	F	7,075,088	20,074,112	20,074,112		F	
Capital Grant Revenue -CARES Act	161,977		161,977	F	655,685	427,037	427,037		F	
Rental income - MCC Amortization	49,167		49,167	F	540,837	540,837	540,837		F	
GASB 87 Lease Interest Expense	(20,470)		(20,470)	U		(224,204)		(224,204)	U	
Depreciation and Amortization	(1,631,135)		(1,631,135)	U	(21,582,265)	(19,751,849)		(19,751,849)	U	0
Surplus / (Deficit)	\$1,166,690	(\$225,086)	\$1,391,776	F	(\$9,373,830)	\$6,514,782	\$3,392,581	\$3,122,201	F	\$0

Metropolitan Transit Authority

Comparative Balance Sheets

	Month Ended May 31, 2023	Month Ended June 30, 2022
	(unaudited)	(audited)
CURRENT ASSETS		
Cash and cash equivalents	\$8,191,731	\$3,780,301
Receivables from federal, state and local government	619,967	1,483,679
Accounts receivable	1,087,483	1,513,979
Materials and supplies	3,347,050	3,288,783
Prepaid expense and other	1,295,346	1,651,572
Pension & OPEB Deferred Outflow	34,548,339	34,548,339
Total Current Assets	49,089,916	46,266,653
PROPERTY AND EQUIPMENT		
Land	14,733,025	14,733,025
Building, shelter and benches	119,546,956	118,892,706
Revenue equipment and parts	199,297,333	187,050,821
Office furniture and equipment	7,054,214	6,377,272
Other	12,908,484	5,654,722
	353,540,012	332,708,546
Less: Accumulated Depreciation	(200,717,265)	(180,956,798)
Total Property and equipment, net	152,822,747	151,751,748
OTHER ASSETS		
North Nashville Property (Lease)	7,063,765	7,063,765
Cash and investments for self-insurance and other	350,003	731,607
	7,413,768	7,795,372
TOTAL ASSETS	\$209,326,431	\$205,813,773
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	\$2,044,503	\$3,158,951
Accrued expenses	7,265,284	7,733,165
Deferred revenue	186,529	99,427
Note Payable	0	0
Total Current Liabilities	9,496,316	10,991,543
NON-CURRENT LIABILITIES		
Deferred Revenue	5,656,608	6,197,445
North Nashville Lease Liability	7,049,599	7,049,599
Net Pension Liability	4,206,838	4,206,838
Pension & OPEB Deferred Inflows	24,580,424	24,580,424
Net other postemployment benefits obligations	79,108,586	79,108,586
NET ASSETS		
Invested in capital assets	147,166,139	145,554,303
Reserve for capital purchases	3	381,607
Unrestricted	(74,452,864)	(77,403,145)
Current Year Surplus / (deficit)	6,514,782	5,146,573
Total Net Assets	79,228,060	73,679,338
TOTAL LIABILITIES AND NET ASSETS	\$209,326,431	\$205,813,773

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivable	\$715,112	\$271,934	\$37,178	\$63,259	\$1,087,483
	65.8%	25.0%	3.4%	5.8%	100.0%
Accounts Payable	\$1,730,193	\$152,513	\$142,626	\$19,171	\$2,044,503
	84.6%	7.5%	7.0%	0.9%	100.0%

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-23-021	Meeting Date:	7/27/2023
Item Title:	Debt Obligation Notification for Line of Credit Extension		

BACKGROUND:

In June 2023, the Nashville Metropolitan Transit Authority (Nashville MTA) Board authorized Nashville MTA to enter a 12-month extension of its existing line of credit loan starting at \$7.5 million with Fifth Third Bank with the possibility of increasing the loan up to \$20 million if needed. The Metro Council set Nashville MTA's borrowing limit at up to \$20 million through June 30, 2024, as stated in the city's FY2024 Budget Resolution which became effective July 1, 2023. The loan is needed due to possible delays in receiving FY2024 capital grant funding. We typically use a portion of this capital grant funding to pay for preventive maintenance and paratransit operating costs. We feel it is prudent to maintain the line of credit to potentially cash flow capital projects while waiting for confirmed capital funding availability. The State of Tennessee Comptroller's Office requires any public entity to submit a report of debt obligations to be filed within 45 days of entering into any debt agreement. It must also be presented to the governing body of the public entity and be included in a public meeting. A copy of the submission, which is included for reference, was filed with the Comptroller's Office on July 12, 2023.

STATUS:

We signed a twelve-month extension agreement for our Revolving Credit Promissory Note with Fifth Third Bank effective July 1, 2023, with a borrowing capacity from \$7.5 million to \$20 million, if needed, with an expiration of the note on June 30, 2024. This loan is needed to cover our cash flow needs through the remainder of the fiscal year ending June 30, 2024. The terms of the loan are as follows:

Term:	Twelve Months
Maturity Date:	June 30, 2024
Interest Rate:	Variable – Prime minus 1.35%
Legal Fee:	\$1,300 paid to Dickinson Wright PLLC Law Firm representing Fifth Third Bank
Non-Use Fee:	20 basis points on the daily unused principal amount of the note, charged quarterly. Maximum fee will not exceed \$20,000 on \$10 million and \$40,000 if the loan is increased to \$20 million.

CURRENT STATUS:

The Annual Debt Obligation Notification is required by law to be reported to the Board and via other channels each year. CFO Ed Oliphant will be available to answer questions at the meeting.

APPROVED:



Chief Financial Officer

7/27/2023

Date

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

1. Public Entity:
 Name: THE METROPOLITAN TRANSIT AUTHORITY
 Address: 430 MYATT DRIVE
MADISON, TN 37115
 Debt Issue Name: THE METROPOLITAN TRANSIT AUTHORITY
 If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.

2. Face Amount: \$ 20,000,000.00
 Premium/Discount: \$ _____

3. Interest Cost: _____ % Tax-exempt Taxable
 TIC NIC
 Variable: Index _____ plus _____ basis points; or
 Variable: Remarketing Agent _____
 Other: PRIME less 1.35% and a Non-Use fee of 20 Basis Points, paid quarterly

4. Debt Obligation:
 TRAN RAN CON
 BAN CRAN GAN
 Bond Loan Agreement Financing Lease
 If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("LGF").

5. Ratings:
 Unrated
 Moody's _____ Standard & Poor's _____ Fitch _____

6. Purpose:

		BRIEF DESCRIPTION
<input type="checkbox"/> General Government	_____ %	_____
<input type="checkbox"/> Education	_____ %	_____
<input type="checkbox"/> Utilities	_____ %	_____
<input checked="" type="checkbox"/> Other	<u>100.00</u> %	<u>LINE OF CREDIT</u>
<input type="checkbox"/> Refunding/Renewal	_____ %	_____

7. Security:
 General Obligation General Obligation + Revenue/Tax
 Revenue Tax Increment Financing (TIF)
 Annual Appropriation (Financing Lease Only) Other (Describe): _____

8. Type of Sale:
 Competitive Public Sale Interfund Loan _____
 Negotiated Sale Loan Program LINE OF CREDIT
 Informal Bid

9. Date:
 Dated Date: 07/12/2023 Issue/Closing Date: 06/30/2023

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-134)

10. Maturity Dates, Amounts and Interest Rates *:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2023-2024	\$ 20,000,000.00	PRIME less 1.35 %		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
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	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

* This section is not applicable to the Initial Report for a Borrowing Program.

11. Cost of Issuance and Professionals:

No costs or professionals

	AMOUNT <small>(Round to nearest \$)</small>	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 1,300	Dickinson Wright, PLLC
Bond Counsel	\$ 0	
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
_____	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____ %		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs _____	\$ 0	
TOTAL COSTS	\$ 1,300	

REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-134)

12. Recurring Costs:

No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (If different from #11)
Remarketing Agent	_____	_____
Paying Agent / Registrar	_____	_____
Trustee	_____	_____
Liquidity / Credit Enhancement	_____	_____
Escrow Agent	_____	_____
Sponsorship / Program / Admin	_____	_____
Other <u>NON-USE</u>	<u>20</u>	<u>Paid Quarterly</u>

13. Disclosure Document / Official Statement:

None Prepared

EMMA link _____ or

Copy attached

14. Continuing Disclosure Obligations:

Is there an existing continuing disclosure obligation related to the security for this debt? Yes No

Is there a continuing disclosure obligation agreement related to this debt? Yes No

If yes to either question, date that disclosure is due _____

Name and title of person responsible for compliance _____

15. Written Debt Management Policy:

Governing Body's approval date of the current version of the written debt management policy 12/15/2011

Is the debt obligation in compliance with and clearly authorized under the policy? Yes No

16. Written Derivative Management Policy:

No derivative

Governing Body's approval date of the current version of the written derivative management policy _____

Date of Letter of Compliance for derivative _____

Is the derivative in compliance with and clearly authorized under the policy? Yes No

17. Submission of Report:

To the Governing Body: on 07/27/2023 and presented at public meeting held on 07/27/2023

Copy to Director, Division of Local Govt Finance: on 07/12/2023 either by:

Mail to: _____ OR Email to: LGF@cot.tn.gov

Cordell Hull Building
425 Rep. John Lewis Parkway N., 4th Floor
Nashville, TN 37243-3400

18. Signatures:

	AUTHORIZED REPRESENTATIVE	PREPARER
Name	<u>Edward W. Oliphant</u> <small>DocuSigned by: 6D9F837F6677428...</small>	<u>Janet L. Poynter</u> <small>DocuSigned by: T01BF7C247C4ED...</small>
Title	<u>Chief Financial Officer</u>	<u>Accounting Manager</u>
Firm	_____	_____
Email	<u>ed.oliphant@nashville.gov</u>	<u>janet.poynter@nashville.gov</u>
Date	<u>07/12/2023</u>	<u>07/12/2023</u>

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-23-022	Meeting Date:	7/27/2023
Item Title:	Monthly Operating Statistics		

BACKGROUND:

Attached are monthly operating statistics through May 2023.

This month saw the highest post-pandemic monthly ridership to date, with more than 710,000 rides on fixed route. We also set a new post-pandemic daily ridership total on May 3rd, with more than 28,000 daily rides just on fixed route. Though weekday ridership levels are still down somewhat from pre-pandemic levels, weekend passenger trips are now higher than they've been at any time in recent history.

On-time performance is up slightly from April but still down year-over-year. Like ridership, this metric has essentially returned to pre-pandemic levels. On-time performance is now in the lower 80's, which is good for a city with the population and congestion levels of Nashville.

The maintenance department recently placed 20 new Gillig 40' buses into service. In addition, they are in the process of conducting a significant 'spring cleaning' of the Nestor garage facility to create more efficient and cleaner workspace. Though staffing remains a challenge within Maintenance, we now have seven apprentices in our three-year apprenticeship program.

Accident rates are still elevated in comparison to last year's numbers, but down significantly from April levels, indicating that the previous month may have been a temporary spike rather than a new trend.

There was a slight uptick during the month in terms of pass-up complaints. This was an anomaly due to construction detours as well as CMA event planning detours, causing new operators some challenges navigating temporary bus stops. Staff continues to work on enhancing communication amongst operators as well as customers for proper navigation along routes on detours.

CURRENT STATUS:

Chief Operating Officer Andy Burke will be available for specific questions regarding the Monthly Operating Statistics at the committee meeting.

APPROVED:



Chief Operating Officer

7/27/2023

Date

Operations Dashboard Report

	May-2023	May-2022	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	710,346	592,184	20.0%		
Access Ridership	30,834	27,046	14.0%		
Total Ridership	741,180	619,230	19.7%	700,000	●
Percentage of Pre-Pandemic Ridership	87.4%	73.0%	14.4%	85.0%	●
Productivity & Efficiency					
Bus Passengers per Revenue Hour	16.24	14.03	15.8%	16.00	●
Access Passengers per Revenue Hour	1.64	1.71	-4.1%	1.75	▲
Cost Per Scheduled Revenue Hour	\$143.57	\$154.26	-6.9%	\$141.46	▲
Safety					
Total Collisions per 100,000 miles	4.7	3.9	19.9%	4.8	●
Preventable Collisions per 100,000 miles	2.1	2.2	-4.8%	1.6	◆
Service Quality					
Bus Trip Completion	99.89%	99.71%	0.17%	99.75%	●
Bus On-Time Performance	82.2%	86.7%	-4.5%	85.0%	▲
Access On-Time Performance	92.4%	93.2%	-0.8%	92.0%	●
Maintenance					
Bus Miles Between Road Calls	6,805	5,554	22.5%	6,000	●
Access Miles Between Road Calls	21,061	42,623	-50.6%	18,000	●
Customer Care					
Bus Passengers per Complaint	3,517	4,663	-24.6%	4,000	◆
Access Passengers per Complaint	302	552	-45.2%	400	◆
Percent of Calls Answered	94.0%	94.3%	-0.3%	95.0%	▲
Staffing					
% of Operator Positions Filled	98.6%	90.4%	8.2%	95.0%	●
% of Maintenance Positions Filled	78.5%	86.4%	-7.9%	95.0%	◆
Customer Amenities					
% of Stops with Shelters (including Central)	19.4%	16.9%	2.5%	18.0%	●
% of Boardings at Covered Stops (including Central)	72.4%	71.4%	1.0%	73.0%	●

Exceeding Goal

Within 10% of Goal

More than 10% off Goal

Operations Dashboard Report

	FY2023 May-2023	FY2022 May-2022	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	7,140,528	5,490,873	30.0%		
Access Ridership	328,366	277,945	18.1%		
Total Ridership	7,468,894	5,768,818	29.5%	7,700,000	▲
Percentage of Pre-Pandemic Ridership	83.1%	64.2%	18.9%	85.0%	▲
Productivity & Efficiency					
Bus Passengers per Revenue Hour	15.43	12.94	19.2%	16.00	▲
Access Passengers per Revenue Hour	1.72	1.68	2.4%	1.75	▲
Cost Per Scheduled Revenue Hour	\$158.10	\$145.62	8.6%	\$141.46	◆
Safety					
Total Collisions per 100,000 miles	5.1	4.5	14.3%	4.8	▲
Preventable Collisions per 100,000 miles	2.4	2.3	5.9%	1.6	◆
Service Quality					
Bus Trip Completion	99.68%	99.57%	0.11%	99.75%	▲
Bus On-Time Performance	84.4%	87.8%	-3.4%	85.0%	▲
Access On-Time Performance	92.3%	93.0%	-0.7%	92.0%	●
Maintenance					
Bus Miles Between Road Calls	7,009	5,469	28.2%	6,000	●
Access Miles Between Road Calls	20,995	19,545	7.4%	18,000	●
Customer Care					
Bus Passengers per Complaint	4,643	4,256	9.1%	4,000	●
Access Passengers per Complaint	331	428	-22.5%	400	◆
Percent of Calls Answered	94.5%	94.9%	-0.5%	95.0%	●
Staffing					
% of Operator Positions Filled	93.9%	95.9%	-1.9%	95.0%	▲
% of Maintenance Positions Filled	82.2%	85.6%	-3.4%	95.0%	◆
Customer Amenities					
% of Stops with Shelters (including Central)	18.2%	16.5%	1.7%	18.0%	●
% of Boardings at Covered Stops (including Central)	72.0%	71.6%	0.4%	73.0%	▲

● Exceeding Goal
 ▲ Within 10% of Goal
 ◆ More than 10% off Goal

Operations Dashboard Glossary

Metric	Definition
Ridership	
Bus	Total fixed route passenger boardings on all WeGo operated services
Access	Total paratransit boardings (WeGo vehicles and third-party service providers, and Access-on Demand ridership)
Total	Total Bus & Access ridership combined
Percentage of Pre-Pandemic Ridership	Total ridership for the current period divided by total ridership for the same period in Fiscal Year 2019
Productivity & Efficiency	
Bus Passengers per Revenue Hour	Total fixed route passenger boardings divided by total scheduled fixed route revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Access Passengers per Revenue Hour	Total paratransit boardings on WeGo vans divided by total scheduled paratransit revenue vehicle hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public.
Total Cost Per Scheduled Revenue Hour of Service	Total fully allocated cost to deliver service divided by the total scheduled revenue hours. Revenue vehicle hours is the time (in hours) when the bus is providing service to the general public
Safety	
Miles Between Total Collisions	Total number of Collisions divided by total number of revenue miles multiplied by 100,000. An Collision is defined as any time the vehicle makes contact with something other than the road resulting in any damage and/or injuries
Miles Between Preventable Collisions	Total number of Collisions determined to be preventable divided by total number of revenue miles multiplied by 100,000. A preventable Collision is defined as an Collision in which the Operator did not do everything reasonably possible to avoid the collision
Service Quality	
Bus Trip Completion Percentage	Percentage of one-way fixed route revenue trips completed versus scheduled. Includes partial missed trips
Bus On-Time Performance	Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late as recorded by the Automated Vehicle Location (AVL) system. Arrivals are used for on-time performance calculations for the last stop of the trip, with early arrivals at end of line considered as on-time
Access On-Time Performance	Percentage of total scheduled paratransit trips, not including Access-on-Demand or WeGo Link, where vehicle arrives no later than 59 seconds outside of the scheduled pick-up window

Operations Dashboard Glossary

Metric	Definition
Maintenance	
Bus Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in fixed route revenue service that causes the vehicle to be removed from service.
Access Miles Between Road Calls	Any mechanical or system failure of any nature (excluding accidents) occurring on an MTA-operated vehicle in paratransit (Access) revenue service that causes the vehicle to be removed from service.
Customer Care	
Bus Passengers Carried per Complaint	Total fixed route passengers divided by total fixed route customer complaints.
Access Passengers Carried per Complaint	Total paratransit (WeGo and third-party service providers) passengers divided by total paratransit customer complaints.
Percent of Calls Answered	Percentage of calls received that were answered. Unanswered calls are calls that are lost for any reason once in the customer call phone queue.
Staffing	
% of Operator Positions Filled	Total WeGo Operators available divided by total number of operator positions budgeted for service. Part-time Access operators are not included
% of Maintenance Positions Filled	Total WeGo Maintenance positions available divided by total number of maintenance positions budgeted for service. All maintenance and cleaning positions for vehicles and facilities are included
Shelters	
% of Stops with Shelters (including Central)	The total number of stops with shelters divided by total number of stops WeGo operates.
% of Sheltered Boardings (including Central)	The total number of riders who boarded with a shelter (including WeGo Central boardings) divided by the total number of riders for the time period.

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

List of Upcoming Procurement Projects

Meeting Date: 7/27/2023

Item #: M-I-23-023

Project Name: Access Service Providers

- **Brief Description:** Request for Proposals (RFP) with the goal of contracting with multiple contractors in providing services for the following four services:
- **Access Overflow** - service for WeGo's ADA paratransit service called Access
- **Access On-Demand** - an on-demand alternative service for Access customers.
- **Access Flex** - a new pilot program where Access customers may opt-in to a program where Access customers allow WeGo to assign an ADA paratransit trip request to a carrier with vehicle operators that are not "ADA paratransit certified."
- **WeGo Link** – a micro transit service, defined as a shared-ride on-demand service for the public.
- **Anticipated Publish Date:** August 2023
- **Estimated Project Value:** TBD

Project Name: Life Insurance

- **Brief Description:** Employee's life insurance coverage
- **Anticipated Publish Date:** August 2023
- **Estimated Project Value:** TBD

Project Name: Parking Garage Management Services

- **Brief Description:** Parking garage management services for The Elizabeth Duff Transit Center at WeGo Central/ revenue contract.
- **Anticipated Publish Date:** October 2023
- **Estimated Project Value:** TBD

Project Name: Pre & Post Vehicle Inspection Services

- **Brief Description:** Pre and post-award audit services to ensure purchased rolling stock comply with the Buy America requirements.
- **Anticipated Publish Date:** October 2023
- **Estimated Project Value:** TBD

Project Name: Express Bus Services (RTA)

- **Brief Description:** Contract to provide express transportation services within the RTA 10-county region.
- **Anticipated Publish Date:** January 2024
- **Estimated Project Value:** TBD

CURRENT STATUS:

Pursuant to earlier Board discussions, staff will provide a rolling list of upcoming procurements to the Board on a monthly basis. Staff requests members make them aware of any potentially interested suppliers for planned procurement activity.

Unless there are questions from staff, no discussion is planned. This material is provided for information only.

APPROVED:

Denise Richardson

Director of Procurement & Business Diversity

7/27/2023

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-018	Meeting Date:	7/27/2023
Item Title:	Auto Damage/Catastrophic Insurance Renewal		

BACKGROUND:

Insurance coverage for the WeGo fleet is composed of two basic types of coverage, general liability coverage and auto damage/catastrophic yard coverage. General liability is in place to cover injuries to third parties when it is determined that WeGo is at fault while auto damage/catastrophic coverage is for damage to our buses where it is determined that WeGo is at fault or there is a natural disaster. While a policy would cover vehicle damage at any or all our locations, our Nestor location carries the bulk of the risk where the majority of our fleet is stored. We have historically covered the overall value of the fleet with a \$100,000 deductible. The Board was presented with an annual recurring action at the June Board meeting where the general liability coverage with Chubb Insurance was approved for \$3 million in coverage for a premium of \$785,000.

Historically, the Board has not been presented with our auto damage/catastrophic yard coverage due to the premiums being less than \$300,000 annually. The lower premiums we have received over the years were due to a specific type of inland marine insurance coverage that carries a much lower premium. We have been fortunate that our carrier was willing to grandfather this type of coverage to WeGo over the years as the insurance industry as a whole stopped writing this type of coverage many years ago and moved to a more traditional collision/auto damage/catastrophic coverage that carries much higher premiums. With recent higher claims over the past several years with respect to natural disasters worldwide, we were informed that this policy would not be available going forward.

Our broker went out to market insurance coverage expecting that premiums would increase and there would be a new layered structure of coverage where several carriers would participate in covering the value of the fleet which currently is valued at approximately \$75 million. The reason for the multiple layers of carriers is the direction that the insurance industry has gone because there is no single carrier in the industry that will bear all the risk anymore, especially with the catastrophic events that the industry has dealt with over the last 3 to 5 years. Our broker was able to put together a \$50 million policy for catastrophic coverage with a \$100,000 deductible for auto damage that consists of nine different carriers for an annual policy premium of \$1,011,256. While this is an increase of approximately \$775,000 over last year's premium, this increase is offset by the \$800,000 savings we saw in last month's approval for the general liability coverage, so overall budgetary impact will be minimal.

It should be noted that the maximum limit that the combination of carriers would accept is up to \$50 million. This increases WeGo's risk for the additional \$25 million value in the fleet that would not be covered in a catastrophic event. Catastrophic coverage comes into play when an event such as a tornado could result in significant damage to the fleet at any of our locations. An event of this magnitude would likely generate outside support from agencies like the Federal Emergency Management Agency, given that we have demonstrated a good faith effort at securing the risk ourselves.

RECOMMENDATION:

We are asking the Board to approve WeGo's auto damage and catastrophic insurance coverage as presented here for a premium cost of \$1,011,256 for the period of July 1, 2023, through June 30, 2024.

APPROVED:

Board Secretary

7/27/2023

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-019	Meeting Date:	7/27/2023
Item Title:	Metropolitan Nashville Police Department MOU		

BACKGROUND:

Ensuring the safety of our customers and employees is of utmost importance to us. The Elizabeth Duff Transit Center at WeGo Central is a crucial transportation hub, handling over 2,200 bus movements per day and serving over 15,000 customers per day. As such, it has been a focal point for our security efforts historically. This includes effective ongoing collaboration with our contracted security firm, with the Metro Nashville Police Department (MNPd) and the Metro Nashville Fire Department (MNFd). Although the emphasis for these services has been at Central, they have also been deployed on a periodic basis at other locations in the transit system based on a specific need.

Prior to 2017, we arranged for licensed police officer support through our contracted security firm and the deployment of retired police officers. We found this arrangement to be increasingly problematic, and changed into a direct contracting relationship between The Davidson Transit Organization, Inc. (DTO) and MNPd through their Secondary Employment Unit (SEU). This arrangement was undertaken through DTO as it mirrored similar agreements that MNPd enters into with a variety of private sector entities for event security. Through the SEU, officers accept work on a voluntary basis as overtime, but at a fixed rate. The advantage compared to the prior arrangement is that, while working for us, they are acting in the capacity of a Metro Nashville Police Officer, with full access to the resources of the Department in the same manner that any on duty officer can. As we have experienced, recent staffing shortages at MNPd have reduced the availability of these officers, limiting our access to trained Police professionals during certain time periods.

During recent renewal discussions with MNPd for the upcoming year, we arrived at the recommendation to change this arrangement once again, to a Memorandum of Understanding between MTA and MNPd as peer public agencies. This recommendation will increase the amount we pay for contracted police services, but is expected to result in increased coverage. Although officers will still sign for our work on a voluntary basis, in contrast with the flat fee arrangement, they will be paid at their overtime rate and their salary payments in this program will count toward pension calculations, making these assignments more attractive.

RECOMMENDATION:

Staff requests the Board give the Chief Executive Officer the authority to enter into an MOU with the Metropolitan Nashville Police Department's Secondary Employment Unit to provide added security for police officers and patrol cars focused primarily at the Elizabeth Duff Transit Center at WeGo Central, but also available for deployment at other system locations as necessary.

APPROVED:

Board Secretary

7/27/2023

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-020	Meeting Date:	7/27/2023
Item Title:	FY2024 Proposed Operating Budget		

BACKGROUND:

This action item presents the proposed budget for FY2024 and is a follow up from our December 2022 Board meeting where we discussed several budgetary challenges such as high inflation, employee attraction and retention expenses, and increasing healthcare costs. This session was used to set direction for the final budget request that was ultimately sent to Metro Nashville in February 2023. As was reported last month, the mayor's recommended budget fully funded our baseline budget request of \$68.9 million and added approximately \$2.6 million of our investment request of \$5.4 million to implement next phase Better Bus service expansion. Through the course of Metro Council's review of the Mayor's proposal, this recommendation was subsequently amended through a substitute budget that was approved by Metro Council. The substitute approved substitute budget fully funded our Better Bus expansion request of \$5.4 million and added \$380,000 more in order for us to extend service to the new James Lawson High School in Bellevue when it opens in August. As the substitute budget was not passed until after our deadline for Board material publication, we deferred action on the Operating Budget until July.

Some highlights from the proposed FY2023-24 Operating Budget:

- Full funding of our baseline budget request is significant as it not only allows for the continuation of existing service and fare levels without any negative impact on customers, but it also funds the operation of previously committed projects and services. This includes full year operation of Better Bus service expansion initiatives that took place during the current fiscal year, partial year funding for the operation of the Ernest Rip Patton Jr. North Nashville Transit Center scheduled to open Spring 2024 and expanded maintenance capacity for our growing stop and shelter program.
- This budget increases the annual operating expenses by 12.6% over FY2023 to \$120,627,170 which includes the annualized increase in service hours of 4% implemented this past April 2023 as well as an additional 7% increase in service hours for the next round of Better Bus to be implemented during this proposed budget year. We will concentrate most of the expansion of service in the spring to accommodate the opening of the Ernest Rip Patton Jr. North Nashville Transit Center. The projected cost per service hour would increase at a rate of 5.7% which, falls in line with the impact we are seeing with overall general inflation still running 6%-7%.
- A noteworthy change that was also done during the last two budget years was utilizing pandemic-related funding for operating expenses to temporarily eliminate the use of Federal Capital Operating and ADA Reimbursements from the budget. Historically, these reimbursements were a transfer of funds from Federal capital resources available to fund our capital improvements budget over to eligible expenses in the operating budget related to preventive maintenance and ADA expenses. With planned relief funding now being mostly depleted, this proposed budget returns us to the practice of moving capital funds into the operating budget for FY2024 and beyond. In August, we will present a recommended capital improvement budget where you will be able to see the net impact of this practice on future capital fund balances.
- In total, the proposed budget includes pro-rated funding for 45 additional positions that are related to proposed Better Bus service expansion initiatives and the associated support required for this service expansion (Bus Operators, Operations Supervisors, Dispatchers, Maintenance Supervisors, Mechanics, Maintenance General Helpers and Facility Maintenance).

The following summary highlights the changes in revenues for this proposed budget compared to FY 2023:

Fare and Contract Revenue	\$456,920
Advertising Revenue	(\$252,280)
Non-Transportation Revenue	\$1,040
Metro Subsidy	\$13,080,000
State Operating	\$144,100
Reduction in American Rescue Plan (ARP) Funding	(\$23,834,115)
Federal 5307 Capital for PM and ADA	\$21,381,290
Use of CARES Act Funding	\$2,512,130
Total Revenue Increase	<u>\$13,489,085</u>

- The increase in fare revenues represents the continuing recovery from the pandemic that we are continuing to experience in our ridership. Cares Act funding will be used to cover the increased operating expenses that would have been covered by the lost revenue. Contract revenues include a proposed 3% increase in the hourly rate charged to RTA for the Southeast Corridor and train shuttle contracted service.
- The decrease in advertising revenues represents an anticipated decrease of revenue as the Board contemplates how the agency should transition from the traditional advertising sales program to the community impact partnership model discussed several months ago.
- The increase in Metro Government's subsidy represents the amount approved by Metro Council as a substitute to the mayor's recommended budget which included our baseline request plus a reduced additional of \$2.6 million for Better Bus service improvements. The substitute budget reinstated the full \$5.4 million better bus and an additional \$380,000 to help serve the new Lawson High School.
- The increase in State operating support represents a 2.8% increase from the prior year.
- The decrease in American Rescue Plan Act (ARPA) and increase in Federal 5307 capital is due to ARPA funding being for the most part depleted in the current year and the proposed budget is reflective of reverting back to utilizing Federal capital dollars for eligible preventive maintenance and ADA expenses. As previously noted, in both FY2022 and FY2023, American Rescue Plan Act grant dollars were utilized in lieu of Federal 5307 Capital formula grant dollars. With the somewhat more restrictive usage requirements for the ARP funding, we exchanged the two funding sources to spend the ARPA fund more expediently while at the same time freeing up federal 5307 capital funds for use in our capital spending plan over the last two years.
- The increased use of CARES Act is primarily due to having to cover higher inflationary costs. The anticipated use of CARES Act funding is also based on the combination of lost revenues, increased use of cleaning supplies and the additional labor related to enhanced cleaning and disinfecting practices that has continued since the outset of the pandemic.

The following summary highlights the increases in operating expenses for this proposed budget compared to FY 2023:

Labor	\$5,811,380
FICA, Pension and Workers' Comp	\$1,124,170
Health Insurance	\$2,985,160
Fuel	\$305,450
Overflow WeGo Access Providers	\$1,049,220
Other Services	\$1,304,120
Parts, Materials, and Supplies	\$600,370
Liability Insurance	\$187,460
Other	\$121,755
Total Expense Increase	<u>\$13,489,085</u>

- Labor costs are increasing because of contractual wage increases and scheduled wage step increases for union labor as stipulated in our Collective Bargaining Agreement (CBA) and proposed administrative wage increases. There is also additional labor expense associated with proposed service improvements relating

to Better Bus included in the Metro Nashville Transportation Plan that was presented at last month's meeting.

- The increased FICA, Pension and Workers' Comp cost directly relate to the corresponding increase in overall labor described above plus additional FTEs being added to accommodate the proposed service increases. The employer contribution rate of 8% for our pension plan remains unchanged for the FY2024 budget based upon the actuarial analysis.
- An increase of approximately 9% in health care coverage is anticipated due to general inflationary increases in medical costs as well as increases associated with the additional FTEs being proposed in the Better Bus service increases.
- Fuel costs per gallon are expected to be relatively flat. We hedge approximately 80% of our diesel and 75% of our gasoline consumption. During FY2023, hedging contract prices for diesel and gas were \$2.87 per gallon for diesel and \$2.65 for gasoline. The contract pricing for FY2024 for diesel will be \$2.80 and \$2.36 for gasoline. The increase in fuel is primarily due to a full year of new services implemented during FY2023 and the proposed new services to be implemented during FY2024.
- The increase in Overflow and Other Services anticipates increases in our Access on Demand and overflow third-party expenses as we continue to balance out our overflow services versus our in-house WeGo Access services. It also includes anticipated increases in recruitment expenses focusing on attracting and retaining employees with specific focus on bus operators and mechanics as we attempt to stabilize our workforce. There is some increased security and other maintenance contracts related to normal contractual increases plus security associated with the proposed new service increases and having the new Ernest Rip Patton Transit Center open for a full year of expense.
- The increase in parts, materials and supplies is primarily related to inflationary adjustments to parts costs and is further impacted by the fact that we are having to maintain older fleet vehicles due to delays in replacement vehicles being delivered in our paratransit fleet as a result of the aforementioned ongoing supply chain crisis. There are also additional parts expenses related to the proposed new service increase.
- The increase in property and liability insurance is directly related to overall dollar value of our revenue fleet increasing 23% as a result of receiving our new replacement 40' and 60' buses. We are also still seeing larger than normal across the board increases in premiums as it relates to some of our larger loss claims as well as increases being experienced across the insurance industry. This increase is being partially offset by a significant decrease in our liability insurance coverage that was discussed at last month's board meeting with the approval of Chubb Insurance for our liability coverage. This issue was covered in more detail under the Auto Damage Insurance Policy agenda item.
- The increase in Other Expenses is due to inflationary increases in anticipated utility costs and administrative expenses.

Chief Financial Officer Ed Oliphant will discuss the information presented above with the Board and respond to any questions.

RECOMMENDATION:

We recommend the Board to adopt the FY2024 budget as presented here.

APPROVED:

Board Secretary

7/27/2023

Date

Metropolitan Transit Authority

FY2024 Proposed Budget

7/11/2023

Account Number	Account Description	FY2024 PROPOSED	FY2023 FINAL BUDGET	FY2024 vs FY2023 Budget Variance	% Var	FY2025 FORECAST	% Var	FY2026 FORECAST	FY2027 FORECAST
401010	FULL ADULT FARES	5,500,000	4,702,190	797,810	17.0%	5,885,000	7.0%	6,179,250	6,364,630
401020	SENIOR CITIZEN FARE	735,000	890,510	(155,510)	-17.5%	786,450	7.0%	825,770	850,540
401030	STUDENT FARE	650,000	660,350	(10,350)	-1.6%	695,500	7.0%	730,280	752,190
Passenger Fares		6,885,000	6,253,050	631,950	10.1%	7,366,950	7.0%	7,735,300	7,967,360
401050	ACCESS FARES	637,640	708,490	(70,850)	-10.0%	682,270	7.0%	716,380	737,870
Access		637,640	708,490	(70,850)	-10.0%	682,270	7.0%	716,380	737,870
402040	CONTRACT SERVICES - TRANSPORTATION	1,942,440	1,921,830	20,610	1.1%	1,981,290	2.0%	2,020,920	2,061,340
405010	CONTRACT SERVICES- MANAGEMENT RTA	936,150	1,060,940	(124,790)	-11.8%	954,870	2.0%	954,870	973,970
Contract Revenue		2,878,590	2,982,770	(104,180)	-3.5%	2,936,160	2.0%	2,975,790	3,035,310
406030	ADVERTISING SALES REVENUE	300,000	552,280	(252,280)	-45.7%	306,000	2.0%	312,120	318,360
Advertising		300,000	552,280	(252,280)	-45.7%	306,000	2.0%	312,120	318,360
407010	MISC INCOME: NON-TRANSPORTATION	170,100	128,200	41,900	32.7%	173,500	2.0%	176,970	180,510
407030	RENTAL OF BUILDING & PROPERTY	1,173,140	1,214,000	(40,860)	-3.4%	1,196,600	2.0%	1,220,530	1,244,940
40799-408	OTHER RECEIPTS	20,000	20,000	0	0.0%	20,400	2.0%	20,810	21,230
Other Non-Transportation Revenue		1,363,240	1,362,200	1,040	0.1%	1,390,500	2.0%	1,418,310	1,446,680
409010	LOCAL ASSISTANCE	74,690,900	61,610,900	13,080,000	21.2%	80,665,116	8.0%	85,247,070	89,118,740
411010	STATE ASSISTANCE	5,314,300	5,170,200	144,100	2.8%	5,420,590	2.0%	5,529,000	5,639,580
422226	*RESCUE ACT* FUNDING	593,470	24,427,585	(23,834,115)	-97.6%	0	-100.0%	0	0
422225	*CARES ACT* FUNDING	6,583,740	4,071,610	2,512,130	61.7%	5,221,254	-20.7%	0	0
Operating Assistance		87,182,410	95,280,295	(8,097,885)	-8.5%	91,306,960	4.7%	90,776,070	94,758,320
422223	CAPITAL OPERATING REIMBURSEMENT	18,631,290	0	18,631,290		20,425,480	9.6%	26,553,120	27,439,990
422224	CAPITAL ADA REIMBURSEMENT	2,750,000	0	2,750,000		2,750,000	0.0%	2,750,000	2,750,000
Capital Revenue		21,381,290	0	21,381,290		23,175,480		29,303,120	30,189,990
TOTAL REVENUE		120,628,170	107,139,085	13,489,085	12.6%	127,164,320	5.4%	133,237,090	138,453,890
501-ALL	SALARIES & WAGES	47,572,170	42,891,730	4,680,440	10.9%	49,936,220	5.0%	52,127,270	54,212,350
502-PTO	PTO BENEFITS	6,798,550	5,756,440	1,042,110	18.1%	7,171,470	5.5%	7,482,290	7,781,530
502010	EMPLOYER F.I.C.A.	4,141,250	3,702,840	438,410	11.8%	4,349,900	5.0%	4,540,540	4,722,160
502020	PENSION	4,300,170	3,846,960	453,210	11.8%	4,517,150	5.0%	4,715,240	4,903,850
502030-40	HOSP, MEDICAL & SURGICAL PLAN	21,323,660	18,338,500	2,985,160	16.3%	22,651,670	6.2%	23,926,420	25,159,910
502071	STATE UNEMPLOYMENT INS.	17,360	10,740	6,620	61.6%	18,490	6.5%	19,510	20,100
502080	WORKERS COMP	1,534,810	1,308,880	225,930	17.3%	1,636,530	6.6%	1,727,100	1,778,910
502-FF	OTHER FRINGE BENEFITS	844,860	756,030	88,830	11.7%	901,450	6.7%	951,530	980,110
Labor & Fringes		86,532,830	76,612,120	9,920,710	12.9%	91,182,880	5.4%	95,489,900	99,558,920
503023-28	PROMOTIONAL SERVICES & PROJECTS	400,390	347,990	52,400	15.1%	429,620	7.3%	454,320	467,950
503031	MTA SECRETARY	11,480	10,930	550	5.0%	12,050	5.0%	12,650	13,030

Metropolitan Transit Authority

FY2024 Proposed Budget

7/11/2023

Account Number	Account Description	FY2024 PROPOSED	FY2023 FINAL BUDGET	FY2024 vs FY2023 Budget Variance	% Var	FY2025 FORECAST	% Var	FY2026 FORECAST	FY2027 FORECAST
503032	ATTORNEY'S FEES	230,680	210,170	20,510	9.8%	244,840	6.1%	258,010	265,750
503033	OUTSIDE AUDITING EXPENSE	88,920	84,690	4,230	5.0%	93,370	5.0%	98,040	100,980
503034	WEB MANAGEMENT	104,840	65,560	39,280	59.9%	110,080	5.0%	115,580	119,050
503035	SECURITY SERVICES	2,477,220	2,225,920	251,300	11.3%	2,614,230	5.5%	2,749,540	2,832,030
503036	INTEREST ON LINE OF CREDIT	104,160	99,200	4,960	5.0%	109,370	5.0%	114,840	118,290
503037	BANK SERVICE CHARGES	110,910	105,620	5,290	5.0%	116,450	5.0%	122,280	125,950
503030	ACCESS ON DEMAND	1,709,400	1,628,000	81,400	5.0%	1,794,870	5.0%	1,884,610	1,941,150
503038	PARATRANSIT OVERFLOW	3,106,220	2,138,400	967,820	45.3%	3,261,530	5.0%	3,424,610	3,527,350
503039	OTHER SERVICES	2,894,600	2,448,900	445,700	18.2%	3,121,370	7.8%	3,306,140	3,412,860
503040	TEMPORARY PERSONNEL	28,690	27,320	1,370	5.0%	30,120	5.0%	31,630	32,580
503029	COVID-19 TESTING TRANSPORTATION	0	0	0	0.0%		0.0%		
503050	CONTRACT MAINT - SERVICE	3,054,940	2,576,410	478,530	18.6%	3,215,670	5.3%	3,380,070	3,489,220
Services		14,322,450	11,969,110	2,353,340	19.7%	15,153,570	5.8%	15,952,320	16,446,190
504011	DIESEL FUEL	5,712,390	5,322,430	389,960	7.3%	5,997,390	5.0%	6,217,490	6,404,020
504012	GASOLINE	1,571,000	1,694,550	(123,550)	-7.3%	1,622,910	3.3%	1,676,620	1,726,920
504013	LUBRICANTS	437,800	399,290	38,510	9.6%	462,990	5.8%	487,300	501,920
504014	PROPANE GAS	8,650	8,120	530	6.5%	9,080	5.0%	9,540	9,820
Fuel		7,729,840	7,424,390	305,450	4.1%	8,092,370	4.7%	8,390,950	8,642,680
504022	TIRES & TUBES	725,660	662,540	63,120	9.5%	769,830	6.1%	811,080	835,410
504990	PARTS	4,594,510	4,298,300	296,210	6.9%	4,880,750	6.2%	5,144,560	5,298,890
504991	M & S GENERAL	1,003,030	849,420	153,610	18.1%	1,053,170	5.0%	1,105,840	1,139,050
504995	PRINTING SERVICES	191,920	182,780	9,140	5.0%	201,530	5.0%	211,620	217,970
504997	OFFICE SUPPLIES	79,940	76,140	3,800	5.0%	83,920	5.0%	88,110	90,780
504998	JANITORIAL SUPPLIES	477,090	406,780	70,310	17.3%	510,370	7.0%	539,180	555,370
504999	DATA PROCESS SUPPLIES /GENERAL	67,830	63,650	4,180	6.6%	71,220	5.0%	74,780	77,020
Parts, Materials & Supplies		7,139,980	6,539,610	600,370	9.2%	7,570,790	6.0%	7,975,170	8,214,490
505021	ELECTRIC	804,270	787,870	16,400	2.1%	844,490	5.0%	886,710	913,310
505022	NATURAL GAS	236,370	229,480	6,890	3.0%	248,190	5.0%	260,600	268,420
505024	WATER & SEWER	87,980	73,270	14,710	20.1%	94,340	7.2%	99,760	102,750
505025/6	OFFICE TELEPHONES	403,250	380,840	22,410	5.9%	424,770	5.3%	446,480	459,880
Utilities		1,531,870	1,471,460	60,410	4.1%	1,611,790	5.2%	1,693,550	1,744,360
506030	LIABILITY & PHYSICAL DAMAGE	2,645,180	2,457,720	187,460	7.6%	2,787,950	5.4%	2,931,020	3,018,950
Casualty and Liability		2,645,180	2,457,720	187,460	7.6%	2,787,950	5.4%	2,931,020	3,018,950
507040	LICENSING TRANS VEHICLES	1,010	960	50	5.2%	1,060	5.0%	1,110	1,140
509011	DUES & SUBSCRIPTIONS	177,270	159,305	17,965	11.3%	188,760	6.5%	199,120	205,090
509021-3	TRAVEL & TRAINING	257,650	237,190	20,460	8.6%	270,550	5.0%	284,100	292,620
509071	BAD DEBT EXPENSE - GENERAL	1,730	1,650	80	4.8%	1,820	5.2%	1,910	1,970
509081-991	MISCELLANEOUS-GENERAL	80,670	67,770	12,900	19.0%	84,710	5.0%	88,970	91,650
509994	POSTAGE	20,650	19,670	980	5.0%	21,680	5.0%	22,760	23,440
509995	FREIGHT - PARTS	45,410	43,250	2,160	5.0%	47,680	5.0%	50,060	51,560

Metropolitan Transit Authority

FY2024 Proposed Budget

7/11/2023

Account Number	Account Description	FY2024 PROPOSED	FY2023 FINAL BUDGET	FY2024 vs FY2023 Budget Variance	% Var	FY2025 FORECAST	% Var	FY2026 FORECAST	FY2027 FORECAST
509996	BUS ROADEO EXPENSES	37,650	35,850	1,800	5.0%	39,530	5.0%	41,500	42,740
512121	LEASE/RENT - STORAGE/EQUIPMT	103,980	99,030	4,950	5.0%	109,180	5.0%	114,650	118,090
Other		726,020	664,675	61,345	9.2%	764,970	5.4%	804,180	828,300
TOTAL EXPENSES		120,628,170	107,139,085	13,489,085	12.6%	127,164,320	5.4%	133,237,090	138,453,890
SURPLUS/(DEFICIT)		0	0	0		0		0	0
RTA Mgmt Fee		(\$936,150)	(\$1,060,940)			(\$954,870)		(\$954,870)	(\$973,970)
Taxi Overflow & Access on Demand		(\$4,815,620)	(\$3,766,400)			(\$5,056,400)		(\$5,309,220)	(\$5,468,500)
Net Operating Expenses		\$114,876,400	\$102,311,745			\$121,153,050		\$126,973,000	\$132,011,420
<i>Revenue Service Hours Estimated</i>		<i>768,471</i>	<i>723,576</i>			<i>778,183</i>		<i>781,421</i>	<i>781,421</i>
<i>Cost per Hour</i>		<i>\$149.49</i>	<i>\$141.40</i>			<i>\$155.69</i>		<i>\$162.49</i>	<i>\$168.94</i>
<i>Percentage Change</i>		<i>5.72%</i>	<i>-2.70%</i>			<i>4.15%</i>		<i>4.37%</i>	<i>3.97%</i>

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-021	Meeting Date:	7/27/2023
Item Title:	Fall 2023 Service Changes & Title VI Analysis		

BACKGROUND:

The recent service changes implemented during the past year have focused on implementation of the Better Bus plan including extension of hours of operation on frequent routes and most local routes, improving frequency on major corridor routes with a focus on evenings and weekends, and establishing new services to improve transit access and connections. Following that trend Fall 2023 changes bring forward previously identified improvements meeting those characteristics that were deferred in light of workforce availability and vehicle equipment delivery delays due to supply chain disruptions.

The proposed Fall 2023 service changes include routing adjustments to two routes to improve reliability and address operational safety challenges, minor schedule adjustments to several routes, better frequency to four routes including two crosstowns, and span improvement to the nine frequent network routes and two local routes to expand travel options. Additionally, expansion of the WeGo Link program is proposed with the addition of five new zones.

The specific details on the proposed changes and the outreach process are included in subsequent sections of this item.

The item outlines information on the following areas:

- Operator & Fleet Availability
- Public Outreach Process
- Service Changes Recommendations
- Service Change Equity Analysis
- Request for Authorization to Implement Service Changes

OPERATOR AND FLEET AVAILABILITY

With every service change, staff reviews current workforce and fleet levels to ensure WeGo provides reliable service to its customers. The number of operators required to be fully staffed for Fall service changes is **442** full time operators. As of 07/07/2023, WeGo Transit has 418 operators and 19 newly recruited operators currently in training.

The number of vehicles that will be utilized (at peak times) for Fall service changes will be:

- Fixed Route:
 - o 136 fixed route buses comprised of a mix of 40FT & 60FT buses. (An increase of 2 buses to current service conditions)
 - o 5 vans for fixed route

- Access:
 - o 55 vans for ADA Paratransit

WeGo currently has an active bus fleet consisting of 167 active buses (mixed with 40ft and 60ft buses) and 90 Cutaways.

As the board is aware of the challenges of our small bus procurements (Cutaways), staff will continue to provide updates on the ongoing procurements, but we are starting to see the light at the end of the tunnel as bottle necks begin to loosen up in the supply chain.

WeGo received fourteen (14) 60ft Articulated buses between March & April of 2023 and an additional twenty (20) 40ft coaches between June & July of 2023. The order of (40) forty cutaways will be going on the production line in the fall and anticipating arrival beginning by the end of Q1 of 2024. This will be a great addition to the fleet and allow staff to properly dispose of old equipment that are beyond their useful life.

Our recruiting efforts over the last year have been extraordinary in filling operator positions. Over the past couple of months our recruiting efforts have taken a hit due to some turnover in our HR Recruiting department. Staff is diligently working with the new team to keep the momentum of this growing transit network. We are moving forward with a number of community partnerships to become a hub for individuals looking to build a career in transit. The community partnerships range from trade schools for our skilled workforce needs within our maintenance departments, as well as working with other recruiting firms to find quality candidates that meet our needs in terms of operators and other positions within the organization.

PUBLIC OUTREACH PROCESS

A service changes proposal was presented to the public for review and comment applying the following guiding principles:

- Assuring social equity of service changes
- Providing high quality service on major routes carrying the most riders
- Balancing needs and resources to ensure service is deployed cost-effectively
- Continuing to advance service design principles from Better Bus where feasible
- Maintaining flexibility to respond to changing conditions and trends

Public engagement on proposed Fall 2023 service changes was conducted between June 26 and July 17, 2023. WeGo staff held a total of three public meetings regarding the proposed changes. The meetings took place at WeGo Central (June 27th) and two virtual meetings (June 28th and 29th). Staff presented the proposed service changes to the public at these meetings, answered questions, and received comments for the record. Aside from discussing the proposed changes for the fall, staff also explained the upcoming fare transition to QuickTicket or exact cash only and elimination of change cards and transfers.

Information about service changes was posted at WeGo Central, at impacted bus stops, on social media, via public notice and on WeGoTransit.com. Public notice, signage, and information on the website was provided in both English and Spanish. The public provided comments at meetings and via email and Customer Care.

Several comments were received ranging from general to specific. Aside from general questions and comments not directly related to the proposed service changes, most comments were positive especially about the extension of operating hours until 1:15 a.m. and the additional frequency for crosstown service. There were a few questions about the WeGo Link zones and a request for adjusting the Skyline zone boundary to include a rider's residence area which staff was able to accommodate. Metro District 34 Council Member Henderson also

approached staff about potential changes to the proposed Burton Hills zone, and this request was also able to be accommodated.

Other comment topics included: Questions about the fare transition to QuickTicket and exact cash only, improving QuickTicket to show updated fare and expiration dates on the card, suggestions to improve Route 18 Airport frequency and connecting Route 55 to airport sooner than waiting for a corridor study, requests for specific details on service to the new James Lawson High School in Bellevue, limited regional bus service and WeGo Star options, focus on transit for more local and regional transit service for events (e.g., Taylor Swift's concert) buses leaving bus stops early, bench and shelter requests, expanding per passenger trip limits for WeGo Link, more and better communication through social media, concerns about the impacts of the Broadway bridge construction by TDOT, request for buses in the Buena Vista area to use Rosa L. Parks Blvd. to downtown, request for earlier/later hours and Sunday service for Route 79, and request for service on Bell Road toward Nolensville Pike.

A summary of the specific comments received by route for the proposed changes is provided below:

- **Route 29 Jefferson:** No comments received.
- **Route 84 Murfreesboro:** No comments received.
- **Frequency Improvements**
 - **Route 7 Hillsboro:** Mid-day frequency improvements welcomed as a good addition.
 - **Route 8 8th Ave South:** No comments received.
 - **Route 75 Midtown:** additional frequency and hours welcomed. Concerns about buses leaving the stops early since it is a low frequency route.
 - **Route 77 Thompson/Wedgewood:** No comments received.
- **Span of Service Improvements:**
 - **Frequent Network until 1:15 a.m.:** Overall positive comments about the extension of hours.
 - **Local Routes 42 St. Cecilia and 6 Lebanon Pike:** Question about the schedule extension including the Central Pike and Old Hickory Blvd stop. The stop is included.
 - **WeGo Access:** No comments received.
- **WeGo Link:** General questions about the program and hours, general approval of the concept, support for the proposed areas, questions about adding stops to other areas, request to expand number of per person trips per day, a request to expand the Skyline zone to include adjacent residential areas, a request from Council Member Henderson to adjust the Burton Hills zone boundary to include other multifamily, commercial and institutional locations.

SERVICE CHANGE RECOMMENDATIONS

Most of the proposed changes for Fall 2023 are Better Bus driven changes to continue to improve and expand options for riders across the system including better connections outside of downtown. There are also some

routing and schedule adjustments aimed at improving on time performance and service reliability. The expansion of the WeGo link zones is a major proposed changes adding five new zones to help improve access to transit on lower density areas. Below is a summary of the service change recommendations as presented to the public during the public comment period followed by a detailed explanation of each change. All public comments were reviewed and fully considered in making final recommendations.

Route Modifications	Schedule Adjustments	
29 Jefferson 84 Murfreesboro	3 West End 4 Shelby 6 Lebanon Pike 7 Hillsboro 8 8 th Ave South 22 Bordeaux 23 Dickerson Pike 29 Jefferson	50 Charlotte Pike 52 Nolensville Pike 55 Murfreesboro Pike 56 Gallatin Pike 75 Midtown 77 Thompson/ Wedgewood 84 Murfreesboro
Improved Frequency 7 Hillsboro 8 8 th Ave South 75 Midtown 77 Thompson/Wedgewood	Improved Span of Service	
	3 West End 4 Shelby 6 Lebanon Pike 7 Hillsboro 22 Bordeaux	23 Dickerson Pike 42 St. Cecilia/Cumberland 50 Charlotte Pike 52 Nolensville Pike 55 Murfreesboro Pike 56 Gallatin Pike

Following is a breakdown of the recommended changes for the fall:

- **Routing Modifications – To improve on time performance, reliability, and safety**
 - **29 Jefferson**
Outbound Trips – On John A. Merritt Blvd at 32nd Ave. N, buses will turn left on 32nd Ave. N, right on Albion St., and right on 33rd Ave. N to the regular end of the line.

***This change is due to challenging turning movements for the bus on 33rd Ave. N and Alameda St. with cars parked on both sides of the street.**
 - **84 Murfreesboro**
All Trips – Buses will travel via Murfreesboro Pike and Lafayette St. between the Greyhound Bus Station and Spence Lane in both directions instead of via I-24.

***This change will facilitate transfers from Route 84 to Route 55 Murfreesboro Pike and crosstown Route 75 Midtown.**

- **Schedule Adjustments**
 - **3 West End**
 - **50 Charlotte Pike**
 - **4 Shelby**
 - **52 Nolensville**
 - **6 Lebanon Pike**
 - **55 Murfreesboro Pike**

- **7 Hillsboro**
- **8 8th Ave South**
- **22 Bordeaux**
- **23 Dickerson pike**
- **29 Jefferson**
- **56 Gallatin Pike**
- **75 Midtown**
- **77 Thompson/Wedgewood**
- **84 Murfreesboro**

- **Improved Frequency**

- **7 Hillsboro**
Improving weekday mid-day frequency to every 15 minutes
- **8 8th Avenue South**
Improving weekday mid-day frequency to every 30 minutes
Improving Saturday frequency to every 30 minutes
Improving Sunday frequency to every 40 minutes
- **75 Midtown**
Improving weekday and Saturday frequency to all day every 45 minutes
Adding Sunday service operating every 45 minutes
- **77 Thompson/Wedgewood**
Improving Saturday frequency to hourly
Adding Sunday service operating hourly

- **Service Span Improvements (Frequent Network)**

- **Routes 3 West End, 4 Shelby, 7 Hillsboro, 22 Bordeaux, 23 Dickerson Pike, 50 Charlotte Pike, 52 Nolensville Pike, 55 Murfreesboro Pike, and 56 Gallatin Pike**
Extending service from 12:15 a.m. to 1:15 a.m. Weekdays & Saturdays
- **Routes 6 Lebanon Pike and 42 St. Cecilia/Cumberland (Local Routes)**
Extending service until 11:15 p.m. seven days a week
- **WeGo Access**
Extending service to match fixed route service hours

- **New Service**

- **WeGo Link**
Add new zones in Brick Church Pike, Skyline, Burton Hills, Old Hickory, and Rosebank

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 require Title VI review are:

1. Any change in service of 25 percent or more of the number of a transit route's revenue service miles computed on a daily basis 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.

Proposed service changes are compared to current service levels in order to evaluate any potential adverse effects to minority or low-income communities in the service area. With service improvements, this means that the benefits of the service cannot disproportionately benefit non-minority or non-low-income populations. 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 major changes identified for the Fall 2023 changes include additional frequency on routes 8, 75, and 77, additional span on routes 6, 42, additional frequency and span on frequent network routes (3, 4, 7, 22, 23, 50, 52, 55, 56), and the expansion of the WeGo Link program in the Brick Church Pike, Skyline, Burton Hills, Old Hickory, and Rosebank areas. Using the Transit Boardings Estimation & Simulation Tool (TBEST), staff evaluated the impacts of the proposed fixed-route changes by comparing the change in trips available for minority and low-income populations in comparison to non-minority and non-low-income populations. For the WeGo Link expansion, staff reviewed the population served by each zone and looking at the presence of low-income and minority populations within the zones in relation to the entire service area of Davidson County.

The proposed frequency and/or span improvements to Routes 3, 4, 6, 7, 8, 22, 23, 42, 50, 52, 55, 56, 75, and 77 include more frequent trips and longer hours of operation for these routes during weekdays and weekends depending on the specific route.

The overall impact to minority populations is from the proposed changes -6.8%. Although this number reflects a negative impact, it is well within the 20% threshold established. In the case of low-income populations, this number is -18.9% which is also within the established threshold. Given that the proposed service changes reflect increases – and not reductions – in service, all populations will see benefits, including low income and minority neighborhoods.

When reviewing the proposed WeGo Link Expansion, staff found that overall, each of the new zones had a lower percentage of minority and low-income residents than the county overall. The chart below summarizes the minority and low-income populations in each zone. The results produce no disparate impact or disproportionate burden.

WeGo Link Zone	% Minority	% Low Income
Brick Church Pike	82.7%	32.0%
Burton Hills	12.1%	5.2%
Old Hickory	18.0%	11.5%
Rosebank	22.4%	8.3%
Skyline	59.6%	14.8%
Total New Zones	34.0%	12.8%
Davidson County	40.6%	14.9%
<i>Disparate Impact/ Disproportionate Burden</i>	19.3%	16.1%

Additionally, staff reviewed the impacts of the overall WeGo Link program to date including all 12 zones. Overall, 41% of the population living within any WeGo Link zone are minority, and 13.2% of households are low-income. Taken as a whole, the WeGo Link program shows no disparate impact or disproportionate benefit.

	% Minority	% Low Income
All 12 WeGo Link Zones	41.0%	13.2%
Davidson County	40.6%	14.9%
<i>Disparate Impact/ Disproportionate Burden</i>	-3.5%	12.3%

The role of the WeGo Link service is to serve areas where fixed-route service may not be appropriate or effective. Many parts of the county that have higher proportions of low-income and minority populations already have good access to fixed-route service, yet there are still transit propensity areas outside of the WeGo network that can benefit from some type of access to transit. Even in areas with a lower presence of minority or low-income populations, WeGo Link provides the ability to access employment opportunities, community services, and other resources in those areas that would otherwise be inaccessible by transit. These are destinations that are beneficial to serve and with WeGo Link, they could be accessed by residents in other portions of the county. Based on these factors, staff have concluded that there is no disparate impact or disproportionate burden as part of this service proposal.

RECOMMENDATION:

Staff requests approval by the Board of the proposed Fall 2023 service changes as documented in this item for implementation to take effect on October 1, 2023.

APPROVED:

Board Secretary

July XX, 2023

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-23-022	Meeting Date:	7/27/2023
Item Title:	2022-23 Election of Nashville MTA Board Officers		

BACKGROUND:

In accordance with the Metropolitan Charter, the Nashville Metropolitan Transit Authority (Nashville MTA) Board shall elect a Chair and Vice-Chair annually. Currently, Gail Carr Williams and Janet Miller serve as the Chair and Vice-Chair respectively for the Board.

RECOMMENDATION:

Board Secretary Margaret Behm will conduct the election.

APPROVED:

Board Secretary

7/27/2023

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-23-024	Meeting Date:	7/27/2023
Item Title:	Annual Review of Board Ethics and Conflicts of Interest		

BACKGROUND:

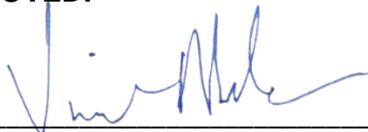
In 2006, the Tennessee General Assembly required municipalities to adopt a code of ethics by July 1, 2007, which applies to boards, commissions, authorities, corporations, and other entities created or appointed by the municipality. The legislation permitted such entities to adopt model codes developed by the Municipal Technical Advisory Services (MTAS) or the County Technical Advisory Service (CTAS) as an alternative to drafting a policy of their own.

Nashville Metropolitan Transit Authority (Nashville MTA) Counsel Margaret Behm recommended the MTAS model to the Nashville MTA Board of Directors, which was adopted on June 19, 2007. The Code of Ethics is reviewed with all new Board members and regularly reviewed with the full Board. A copy of the code of ethics is attached to this item. General Counsel Margaret Behm will conduct the Annual Review with Members at the July meeting.

RECOMMENDATION:

Board Secretary Margaret Behm will review the Code of Ethics and applicable procurement policies and procedures with the Board.

APPROVED:



Chief of Staff & Administration

7/27/2023

Date

Nashville Metropolitan Transit Authority

CODE OF ETHICS

Based on the MTAS model

History: In 2006, the Tennessee General Assembly required municipalities to adopt a code of ethics by July 1, 2007, which applies to boards, commissions, authorities, corporations, and other entities created or appointed by the municipality. The legislation permitted such entities to adopt model codes developed by the Municipal Technical Advisory Services (MTAS) or by the County Technical Advisory Service (CTAS) as an alternative to drafting a policy of their own.

MTA Counsel Margaret Behm recommended the MTAS model to the MTA Board of Directors for adoption. The MTAS model was reviewed by the Ethics Committee of the Nashville MTA Board and recommended for adoption with limited changes only to persons designated to perform duties under the code to conform with the structure of the Nashville MTA since the Board is not a municipality. These changes are detailed in action item A-07-021 which was adopted by the MTA Board on June 19, 2007 and are included in this policy.

I. APPLICABILITY

This is the code of ethics for personnel of the Nashville Metropolitan Transit Authority (Nashville MTA). It applies to all full-time and part-time elected or appointed officials and employees, whether compensated or not, including those of any separate board, commission, committee, authority, corporation, or other instrumentality appointed or created by the Nashville Metropolitan Transit Authority. The words "Nashville MTA" and "Nashville Metropolitan Transit Authority" include these separate entities.

II. DEFINITION OF "PERSONAL INTEREST"

A. For purposes of Sections 3 and 4, "personal interest" means:

1. Any financial, ownership, or employment interest in the subject of a vote by the Nashville MTA board not otherwise regulated by state statutes on conflicts of interests; or
2. Any financial, ownership, or employment interest in a matter to be regulated or supervised; or
3. Any such financial, ownership, or employment interest of the official's or employee's spouse, parent(s), stepparent(s), grandparent(s), sibling(s), child(ren), or stepchild(ren).

B. The words "employment interest" includes a situation in which an official or employee or a designated family member is negotiating possible employment with a person or organization that is the subject of the vote or that is to be regulated or supervised.

- C. In any situation in which a personal interest is also a conflict of interest under state law, the provisions of the state law take precedence over the provisions of this chapter.

III. DISCLOSURE OF PERSONAL INTEREST BY OFFICIAL WITH VOTE

An official with the responsibility to vote on a measure shall disclose during the meeting at which the vote takes place, before the vote and so it appears in the minutes, any personal interest that affects or that would lead a reasonable person to infer that it affects the official's vote on the measure. In addition, the official may recuse himself from voting on the measure.

IV. DISCLOSURE OF PERSONAL INTEREST IN NONVOTING MATTERS

An official or employee who must exercise discretion relative to any matter, other than casting a vote, and who has a personal interest in the matter that affects or that would lead a reasonable person to infer that it affects the exercise of the discretion shall disclose, before the exercise of the discretion, when possible, the interest on a form provided by and filed with the Chief Executive Officer of MTA. In addition, the official or employee may, to the extent allowed by law, charter, ordinance, or policy, recuse himself from the exercise of discretion in the matter.

V. ACCEPTANCE OF GRATUITIES, ETC.

An official or employee may not accept, directly or indirectly, any money, gift, gratuity, or other consideration or favor of any kind from anyone other than the Nashville MTA:

1. For the performance of an act, or refraining from performance of an act, that he would be expected to perform, or refrain from performing, in the regular course of his duties; or
2. That might reasonably be interpreted as an attempt to influence his action or reward him for past action, in executing Nashville MTA business.

VI. USE OF INFORMATION

1. An official or employee may not disclose any information obtained in his official capacity or position of employment that is made confidential under state or federal law except as authorized by law.
2. An official or employee may not use or disclose information obtained in his official capacity or position of employment with the intent to result in financial gain for himself or any other person or entity.

VII. USE OF NASHVILLE MTA TIME, FACILITIES, ETC.

1. An official or employee may not use or authorize the use of Nashville MTA time, facilities, equipment, or supplies for private gain or advantage.
2. An official or employee may not use or authorize the use of Nashville MTA time,

facilities, equipment, or supplies for private gain or advantage to any private person or entity, except as authorized by a legitimate contract or lease that is determined by the governing body to be in the best interests of Nashville MTA.

VIII. USE OF POSITION OF AUTHORITY

1. An official or employee may not make or attempt to make private purchases, for cash or otherwise, in the name of Nashville MTA.
2. An official or employee may not use or attempt to use his position to secure any privilege or exemption for himself or others that are not authorized by the charter, general law, ordinance, or policy of Nashville MTA.

IX. OUTSIDE EMPLOYMENT

An official or employee may not accept or continue any outside employment if the work unreasonably inhibits the performance of any affirmative duty of the Nashville MTA position or conflicts with any provision of the Nashville MTA's charter or any ordinance or policy.

X. ETHICS COMPLAINTS

1. The General Counsel of Nashville MTA is designated as the ethics officer of Nashville MTA. Upon the written request of an official or employee potentially affected by a provision of this chapter, the General Counsel of Nashville MTA may render an oral or written advisory ethics opinion based upon this chapter and other applicable laws.
2. (a) Except as otherwise provided in this subsection, the General Counsel of Nashville MTA shall investigate any credible complaint against an appointed official or employee charging any violation of this chapter or may undertake an investigation on his initiative when he acquires information indicating a possible violation and make recommendations for action to end or seek retribution for any activity that, in the General Counsel of Nashville MTA's judgment, constitutes a violation of this code of ethics.
(b) The General Counsel of Nashville MTA may request that the governing body hire another attorney, individual, or entity to act as an ethics officer when he has or will have a conflict of interests in a particular matter.
(c) When a complaint of a violation of any provision of this chapter is lodged against a member of the Nashville MTA's governing body, the governing body shall either determine that the complaint has merit, determine that the complaint does not have merit, or determine that the complaint has sufficient merit to warrant further investigation. If the governing body determines that a complaint warrants further investigation, it shall authorize an investigation by the General Counsel of Nashville MTA or another individual or entity chosen by the governing body.
3. The interpretation that a reasonable person in the circumstances would apply shall be used in interpreting and enforcing this code of ethics.
4. When a violation of this code of ethics also constitutes a violation of a personnel policy, rule, or regulation or a civil service policy, rule, or regulation, the violation shall be dealt with as a violation of the personnel or civil service provisions rather than as a violation of this code of ethics.

XI. VIOLATIONS

An elected official or appointed member of a separate Nashville MTA board, commission, committee, authority, corporation, or other instrumentality who violates any provision of this chapter is subject to punishment as provided by the Nashville MTA's charter or other applicable law and in addition, is subject to censure by the governing body. An appointed official or an employee who violates any provision of this chapter is subject to disciplinary action.