

Tennessee Bankers Association

211 Athens Way | Nashville, TN 37228

December 18, 2025 | 2:30 p.m.

Board Members: Gail Carr Williams, Chair | Aron Thompson, Vice Chair | Jessica Dauphin | Kathryn Hays | Jeff Haynes

1. **Call to Order**
2. **Roll Call**
3. **Approval of the November 20, 2025 MTA Board Minutes**
4. **Public Comment**
5. **Information Only Items** – The following information is contained in the board packet distributed for member review. These items are not planned for discussion, but the staff is available to discuss them should members have questions.
 - Monthly Financial Report Compared to Budget – Amanda Vandegrift, Deputy CEO of Finance & Administration **M-I-25-034** **P. 9**
 - Monthly Operating Statistics – Andy Burke, COO **M-I-25-035** **P. 16**
 - Upcoming Procurement Projects List – Vince Malone, COSA **M-I-25-036** **P. 22**
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 for discussion of 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.
 - Adoption of Free Fare Services for New Year's Eve 2025 **M-A-25-054** **P. 24**
7. **Operations & Finance Committee – Jessica Dauphin, Committee Chair**
 - Ground Maintenance Contract Extension – Patrick Hester, DCOO of Assets & Infrastructure **M-A-25-055** **P. 25**
 - Vontas Trapeze Contract Sole Source Procurement Change Order Supporting Acquisition of Small Buses – Rob McElhaney, Director of IT **M-A-25-056** **P. 26**
 - Purchase Card Policy – Amanda Vandegrift, Deputy CEO of Finance & Administration **M-A-25-057** **P. 27**
8. **New Initiatives & Community Engagement Committee – Aron Thompson, Committee Chair**
9. **CEO's Report – Stephen G. Bland, CEO**
10. **Chair's Report – Gail Carr Williams, Chair**
11. **Other Business**
12. **Adjournment**

Appeal of Decisions

Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, please take notice that decisions of the Metropolitan Transit Authority Board may be appealed to the Chancery Court of Davidson County for review under a common law writ of certiorari. Any appeal must be filed within sixty days after entry of the final decision of the Board. Any person or other entity considering an appeal should consult with an attorney to ensure that time and procedural requirements are met.

Public Comment

Members of the public attending the meeting may provide comments, which are limited to two (2) minutes per person. Those wishing to speak must sign up on the designated sign-in sheet at least five minutes prior to the scheduled start of the meeting. Speakers are strongly encouraged to review the Metropolitan Transit Authority's Public Comment Policy for additional details.

Nashville Metropolitan Transit Authority

Board of Directors Meeting

November 20, 2025

I. **Call to Order:** The regular meeting of the Nashville Metropolitan Transit Authority (Nashville MTA) Board of Directors was held at the Tennessee Bankers Association located at 211 Athens Way, Nashville, TN 37228, on Thursday, November 20, 2025.

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

Gail Carr Williams, Chair	Debbie Frank, DCEO of Growth & Development
Kathryn Hays, Member	Amanda Vandegrift, DCEO of Finance & Admin.
Jeff Haynes, Member	Nick Oldham, Chief Safety & Security Officer
Margaret Behm, Board Secretary	Vince Malone, COSA
Steve Bland, CEO	Andy Burke, COO
Monica Howse, Sr. Exec. Asst & Bd. Liaison	Katie Freudberg, Director of Service Development

A quorum was established, and Chair Carr Williams called the meeting to order at 2:34 p.m.

III. **Recognition of the 2025 WeGo Public Transit Rodeo Team:** Board Chair Carr Williams highlighted that WeGo honors its top performers each year with a systemwide Rodeo competition, where bus operators and mechanics showcase their skills in obstacle courses and defect repairs. To participate, contestants must have excellent records in safety, attendance, and customer service.

This past month, WeGo's top performers competed at the Tennessee Public Transportation Association Rodeo in Knoxville, representing the organization with pride. The winners include:

- Cutaway Van Division: Joyce Banks (1st place, "Big Wheel" Award), Scott Wallace (2nd place)
- 30' Bus Division: Mark Johnson (3rd place)
- Bus Maintenance Division: Pedro Ochoa (1st place, "Big Wrench" Award), Troy Willis (2nd place)
- Van Maintenance Division: Winston Francis (3rd place)

The winners were celebrated with applause and photos, and recognition was given to all participants, as well as their families and supporters. Looking ahead, the top finishers will represent WeGo at the American Public Transportation Association Rodeo in Salt Lake City next spring.

IV. **Journey Pass Update:** Chair Carr Williams provided the following update:

WeGo, in collaboration with the Mayor's Office and social service partners, has been piloting the Journey Pass program, which offers free bus passes to income-eligible individuals and families. This initiative is a key part of Mayor Freddie O'Connell's Choose How You Move Transit Improvement Program, approved by Davidson County voters last year.

Over the past eight months, WeGo staff, led by Amanda Vandegrift and Zeda Riggs, worked with several agencies to design and roll out the program. A pilot phase was launched earlier this year, and its urgency grew when the Federal Government shutdown on November 1 resulted in a loss of SNAP benefits for thousands of Davidson County residents. In response, WeGo and its partners quickly expanded distribution efforts, reaching thousands of individuals in just two days.

By October 31, 2,500 passes were distributed, and by mid-November, the number had more than doubled to over 5,000 passes. More than 70,000 trips have been taken using the Journey Pass,

and feedback from users has been overwhelmingly positive, with many describing the program as transformational and life changing.

WeGo's swift and effective response earned national recognition for its efforts. Although the federal shutdown ended and SNAP benefits have resumed, the Journey Pass will continue to provide significant benefits for thousands of residents in the years to come.

V. Approval of Minutes: Ms. Hays made a motion to approve the minutes of the Nashville MTA Board meeting held on October 23, 2025. Mr. Haynes seconded the motion, and the Board unanimously approved the minutes.

VI. Public Comments: Chair Carr Williams opened the floor for public comments. The public was reminded that comments were limited to two minutes. The following members of the public gave public remarks:

- Council Member Quin Evans-Segall
- Adam Nicholson

VII. Informational Items: The following items were presented for the board members' review:

1. Monthly Financial Report Compared to Budget – No questions
2. Monthly Operating Statistics – No questions
3. Upcoming Procurements – No questions

VIII. Consent Agenda Items: There were no consent agenda items this month.

IX. Operations & Finance Committee Report: Board Chair Carr Williams introduced the following items for discussion and action:

a. Quarterly Route Performance (OF-D-25-007): Director of Service Development Katie Freudberg presented the following item for discussion:

The Quarterly Route Performance Report for July–September 2025 shows continued ridership growth across WeGo services. Overall ridership increased 3.5% compared to the same quarter last year and was about 5% higher than the previous quarter.

Frequent network ridership rose around 2%, led by a 9% increase on Route 56 (Gallatin Pike), driven by steady demand, enhanced weekend frequency implemented in July 2025, and free service to Titans home games. Connector Service saw especially strong performance, with ridership up 28% year-over-year.

Student ridership was slightly higher at the start of the school year, necessitating minor schedule and vehicle assignment adjustments to address peak-time capacity.

Ms. Freudberg then made a presentation summarizing the early results from a pilot project to provide dedicated transit lanes along 4th Avenue through Downtown Nashville on weekend nights when congestion is extremely heavy. Ms. Freudberg indicated that the pilot project was a collaboration among WeGo Public Transit, the Nashville Department of Transportation and Multimodal Infrastructure, and the Metro Nashville Police Department. The pilot has been adjusted several times over the course of a number of weekends, but the early results are extremely promising in terms of reduced travel times for buses through the downtown core.

Ms. Hays remarked that this is an incredibly challenging area of Nashville to navigate and expressed appreciation for the partnerships being built with NDOT and MNPD to address it.

She added that the ability to adjust the pilot in real time is invaluable and that she truly appreciates that flexibility. She concluded by offering hats off to everyone involved.

b. Award of Strategic Planning On Call Contracts (M-A-25-050): Chief of Staff and Administration Vince Malone presented the following item for action:

WeGo Public Transit initiated a major procurement to establish a pool of consulting firms to support its strategic planning and organizational development—particularly as the agency prepares for increased growth under Mayor O’Connell’s Choose How You Move initiative. A Statement of Work defined fifteen service areas ranging from strategic planning and performance management to organizational structure, leadership development, customer experience, technology optimization, and succession planning.

An RFP was issued on February 27, 2025, allowing firms to submit proposals for any combination of the fifteen scopes. A pre-proposal meeting drew over 100 attendees. Throughout the process, WeGo Procurement published five addenda to clarify requirements and extend deadlines. Thirty proposals were received; nineteen were deemed responsive, and several of the eleven disqualified proposers filed protests, which disqualifications were ultimately upheld.

The Evaluation Committee interviewed five firms and added three more based on prior experience. After multiple evaluation meetings, eight firms were selected for contract awards:

- Cushion Employer Services Corp. – \$292,500
- Deloitte Consulting, LLP – \$1,255,950
- E3 Performance Group, LLC – \$907,650
- Evision Partners, Inc. – \$1,487,250
- Guidehouse – \$1,955,250
- Marine Tiger Technologies – \$1,566,450
- Transpro Consulting – \$917,550
- WSP USA, Inc. – \$1,382,400

Contract values represent ceiling amounts, not guaranteed expenditure. WeGo allocated these values proportionally based on firms’ evaluation scores and the scopes for which they proposed, ensuring a fair, data-driven, and audit-defensible distribution.

Under task orders, selected consultants will assist WeGo staff and the Board with best practices, organizational assessment, strategy development, process improvement, and implementation support across the identified service areas.

WeGo staff recommended awarding three-year contracts with two one-year renewal options. Intent-to-Award notices were issued on October 28, 2025, with contracts to be finalized following Board approval.

For On-Call Comprehensive Strategic Planning and Organizational Development Support, the staff recommended that the Board authorize the Chief Executive Officer to enter into contracts with the aforementioned contractors and amounts outlined above, with a total not-to-exceed the amount of \$9,765,000.00 over a three-year base term and two (2) one-year renewal options.

Ms. Hays asked whether task orders are returned to the Board for approval based on their value or if they are handled internally once the main contract is approved. Mr. Malone responded that after the Board approves the contract, task orders do not come back to the Board and are managed internally by WeGo staff.

CEO Bland added that the exception would be any task order exceeding the purchasing threshold. He explained that anything over \$300,000 must be returned to the Board for approval. This process allows staff to work with the approved firms to obtain quotes for specific scopes of work, similar to the approach used last month with facilities and other services. If a task order falls within the scope and remains under the threshold, staff can proceed internally. Greater efforts, such as a \$3 million project, require separate procurement, while task orders are intended for smaller, more discrete blocks of work.

Ms. Hays made a motion to approve the Award of Strategic Planning On Call Contracts action item. The motion was seconded by Mr. Haynes and unanimously approved by the board.

c. Authorization to Dispose of Real Property at 4016 Andrew Jackson Way (M-A-25-051): Chief of Staff and Administration Vince Malone, presented the following item for action:

In 1996, the Nashville Metropolitan Transit Authority (MTA) purchased a 1.049-acre parcel at 4016 Andrew Jackson Way using federal, state, and local funds, intending to develop it as a park-and-ride lot. The lot was never built. Soon after, the Regional Transportation Authority opened the nearby Hermitage Station with its own park-and-ride facility, eliminating the need for the original site. The property has remained unused for nearly three decades.

Over the past two years, the site became occupied by unhoused individuals, prompting coordinated cleanup, fencing, posting, and an environmental review—costing MTA approximately \$154,000. With no future transit use anticipated, the property is considered surplus.

The Nashville Department of Waste Services (NDWS) has expressed interest in purchasing the parcel to develop a neighborhood recycling center, a use supported by the local Metro Council representative. MTA commissioned an appraisal and review appraisal in compliance with Federal Transit Administration (FTA) requirements; both concluded a fair market value of \$170,000. NDWS has already begun preliminary site development planning.

If the MTA Board approves of the disposition of this property as surplus, MTA will seek FTA's preliminary approval to sell the property at its appraised value and apply the net proceeds toward eligible capital projects, following FTA Circular 5010.1F.

The Nashville Metropolitan Transit Authority staff respectfully requested the Board to approve a request to FTA for real property disposition, and subsequently (if approved by FTA) approve transfer of the real property located at 4016 Andrew Jackson Way, Hermitage, Tennessee to the Nashville Department of Waste Services (NDWS), a division of the Metropolitan Government of Nashville and Davidson County, for its appraised fair market value of \$170,000, proceeds of which are to be applied to the MTA Capital Plan in a manner approved by FTA.

Mr. Haynes made a motion to approve the Authorization to Dispose of Real Property at 4016 Andrew Jackson Way action item. The motion was seconded by Ms. Hays and unanimously approved by the board.

X. New Initiative & Community Engagement Committee Report: Board Chair Carr Williams introduced the following items for discussion for action in the absence of Committee Chair Aron Thompson:

a. Innovative Finance & Asset Concession Grant Implementation Contract Award (M-A-25-052): DCEO of Growth and Development Debbie Frank presented the following item for action:

In 2024, WeGo Public Transit was selected as one of 27 recipients of the U.S. DOT Build America Bureau's Innovative Finance and Asset Concession Grant, which provides technical

assistance to help public agencies evaluate and leverage their real estate assets and explore innovative financing and partnership opportunities.

To implement this grant, WeGo issued RFP #2025210 on August 6, 2025, seeking a qualified contractor to support its real estate asset management initiative. The initiative aims to:

- Assess current real estate assets for enhanced value creation,
- Evaluate potential future assets,
- Develop a comprehensive asset management policy framework (including transit-oriented development strategies), and
- Establish a new staff position to manage the program.

Three responsive proposals were received by the September 1, 2025 deadline—from Greystone Real Estate Advisory Group, HR&A Advisors, and Ernst & Young LLP—each offering fair and reasonable pricing.

Proposals were evaluated on qualifications, understanding of the scope, work plan and representative projects, and cost. After an initial review on September 26, 2025, the Evaluation Committee requested clarifications, which were provided on October 7, 2025. Following final scoring, the committee recommended awarding the contract to Greystone Real Estate Advisory Group.

Ms. Hays congratulated the team on securing the grant and expressed her approval of the proposal. However, she requested clarification on whether the grant fully covers the contract. Ms. Frank confirmed, “Yes.”

Mr. Haynes, expressing his enthusiasm for real estate consulting, shared that it excites him like a child in a candy store. He inquired about Greystone’s location and their experience with transportation projects. Ms. Frank clarified that Greystone is based in New York City, with a project manager located in Nashville, and assured him that they have significant experience with transportation projects. Mr. Haynes stated that he is eager to be involved and looks forward to working with them.

Staff recommended Board approval to authorize the Chief Executive Officer to execute a contract with Greystone Real Estate Advisory Group for the Innovative Finance and Asset Concession Grant Implementation Consultant award. The agreement will include a term of twenty-four (24) months in keeping with the grant period for a total contract amount not to exceed \$999,400.00 of the total grant award.

Mr. Haynes made a motion to approve the Approval of the Innovative Finance & Asset Concession Grant Implementation Contract Award action item. The motion was seconded by Ms. Hays and unanimously approved by the board.

- b. **Donelson Station Joint Development Update (NICE -D-25-008)**: DCEO of Growth and Development Debbie Frank presented the following item for discussion:

In June 2022, the Regional Transportation Authority (RTA) received an unsolicited proposal from H.G. Hill and Southeast Venture to lease part of the RTA-owned property at Donelson Station for a mixed-use development featuring housing, commercial, and retail space. The proposal aims to enhance the station area, maintain rail-patron parking, and improve station functionality. It also includes a new transit center to support airport-bound bus service and expanded WeGo Public Transit routes—an increasingly important need under Mayor O’Connell’s *Choose How You Move* initiative.

The RTA Board granted the developers an exclusive negotiation period (later extended) to refine designs and business terms. Significant progress has since been made, including market and parking studies, design and programming work, property acquisition agreements with the Nashville & Eastern Railroad Authority, and required appraisals. RTA has secured more than \$29 million in local, state, and federal funding for related public infrastructure improvements such as station upgrades, transit center construction, quiet-zone work, and intersection improvements. Supporting infrastructure design has reached 60% completion, with final design and construction bidding planned for 2026.

While the joint development agreement is an RTA Board responsibility, the resulting transit center will play a crucial role in expanding WeGo services in eastern Davidson County.

There was no further discussion.

XI. Approval of the 2026 MTA Board Meeting Calendar (M-A-25-053): Board Secretary & General Counsel Margaret Behm presented the following item for action:

The proposed schedule for the 2026 committee and board meetings includes two date adjustments:

- November meeting: Moved to November 19 since Thanksgiving falls on the fourth Thursday.
- December meeting: Set for December 17, continuing the recent practice of meeting earlier in December to accommodate holiday travel and family plans for Board members and staff.

An updated meeting schedule reflecting these changes is attached.

Staff recommended that the proposed 2026 meeting dates be adopted and approved by the Board.

Ms. Hays made a motion to approve the Approval of the 2026 MTA Board Meeting Calendar action item. The motion was seconded by Mr. Haynes and unanimously approved by the board.

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

1. CEO Bland joined Gail in extending accolades to Zeda Riggs, her staff, and all WeGo team members who supported the rapid ramp-up of Journey Pass distribution. He noted that he had the privilege of observing distribution activities at The Elizabeth Duff Transit Center at WeGo Central, where he witnessed firsthand the gratitude expressed by recipients—one of whom shared that the pass was truly life-changing for her.
2. CEO Bland added his congratulations to WeGo's highly successful 2025 Roadeo Team. He emphasized that WeGo competes at a disadvantage in the State Bus Roadeo, as the competition uses 30-foot buses—vehicles common in smaller urban systems but not operated by WeGo. Despite this unfamiliarity, the team achieved an impressive finish.

In addition to the Big Wrench and Big Wheel Award winners, CEO Bland highlighted another honor received at the TPTA Awards Banquet: Katie Freudberg was named Tennessee's Urban Transit System Support Employee of the Year. He noted that Board members are well aware of Katie's leadership of the service development team, and TPTA recognized her for designing the service expansion plan incorporated into Mayor O'Connell's *Choose How You Move* Transit Improvement Plan—work she completed under tight deadlines while fulfilling her regular duties. Ms. Hays congratulated Katie on the award and thanked her for the excellent work, noting how fantastic it was.

3. During the past month, Nashville hosted the Board and leadership of Accelerator for America, an organization supporting cities and regions in generating funding for infrastructure projects. They played a key role in planning for the *Choose How You Move* ballot initiative, and Mayor O'Connell was recently named to their Advisory Council. As part of the visit, CEO Bland attended sessions and receptions and co-led a bus tour with the mayor that included the Dr. Ernest Rip Patton Jr. North Nashville Transit Center and future East Bank transit investment sites. He remarked that if the mayor ever leaves politics, he will make an excellent tour guide.
4. On October 30, CEO Bland and several others attended the Transit Alliance Breakfast for Better Mobility. The well-attended event recognized outstanding contributors and featured an engaging guest speaker. CEO Bland congratulated MTA Board Member Jessica Dauphin for a successful event and thanked Gail and Aron Thompson for representing MTA.
5. CEO Bland attended a joint meeting of the Metropolitan Council Budget & Finance and Transportation & Infrastructure Committees to support Sabrina Sussman of the Mayor's Office as she briefed the committees on the status of the *Choose How You Move* initiative. He also participated in addressing committee questions.
6. The Board of Directors of the Women's Transportation Seminar held its meeting in Nashville earlier this month. Their program included a visit to the Elizabeth Duff Transit Center at WeGo Central, a presentation about WeGo from Amanda Vandegriff, and a reception attended by several WeGo representatives. CEO Bland noted the importance of WTS's mission to advance the transportation industry and the women who lead it.
7. On November 5, CEO Bland joined Mayor O'Connell in celebrating the first anniversary of the *Choose How You Move* ballot initiative. The event also included the ribbon-cutting for a new queue jump on Murfreesboro Pike. He explained that the project resulted from years of collaboration between WeGo staff and the Nashville Department of Transportation and Intermodal Infrastructure to improve service reliability on congested corridors. CEO Bland thanked NDOT Director Diana Alorcan and her team for their partnership.
8. CEO Bland reported continued strong ridership on WeGo services during Titans home games and described his participation in a Leadership Tennessee panel on coordinating large infrastructure projects. Joining Mayor O'Connell and Titans representative Haley Davidson, he emphasized the need to align major investments—such as the *Choose How You Move* Transit Improvement Program—with projects like the new Nissan Stadium.
9. On November 13, WeGo and the Tennessee Department of Labor and Workforce Development celebrated Signing Day for six new participants in the Maintenance Apprenticeship Program, created in partnership with ATU Local 1235. CEO Bland reminded the Board that previous graduates have been recognized and expressed enthusiasm for recognizing the new apprentices when they graduate in approximately three years.

10. RTA Updates

- a. Work continues on the City of Murfreesboro Park and Ride facility. The project will go before the City Council for site plan and zoning approval, and an MOU is in development for ongoing operations and maintenance. Construction bidding is expected shortly after the beginning of the year, with completion anticipated by year-end.
- b. The RTA Board approved the purchase of 10 new over-the-road coaches for regional services operated by Anchor Transportation. With delivery next year, the RTA will own the entire fleet used for its services, eliminating the need to lease equipment from its contractor.

XIII. Chair's Report: Chair Carr Williams thanked Steve for the acknowledgement of her award and expressed appreciation to Katie for a job well done. She wished everyone a Happy Thanksgiving and shared that she is deeply grateful for the work that has been accomplished. She added that grace and kindness lead to all good things.

XIV. Other Business:

XV. Adjournment: With no further business, the meeting adjourned at 3:48 p.m.

Attested:

Gail Carr Williams
Chair

Margaret L. Behm
Board 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-25-034	Meeting Date:	12/18/2025
Item Title:	Monthly Financial Report Compared to Budget		

BACKGROUND:

Attached is a preliminary summary of the statement of operations for the month of October 2025 compared to the Board-approved fiscal year (FY) 2026 budget. Total revenues during the first four months of the fiscal year tracked close to budgeted levels. We continue to monitor the following revenue trends as the fiscal year advances:

- The pilot phase of the Journey Pass Program was initiated in September and is anticipated to grow steadily as additional Journey Passes are registered, and additional Metro departments are added as program partners. The Journey Pass program was not yet active in July and August, resulting in zero fare revenues related to the Journey Pass Program. These July and August revenues were instead classified as part of MTA's local surtax (or Choose How You Move) operating allocation. With the September 1st launch of program testing with several Metro department partners, more than 2,500 Journey Passes were registered in September and October, resulting in a total of 17,236 rides (\$2.00 for 17,080 MTA bus, \$4.00 for 1 RTA bus, \$3.70 for 154 WeGo Access, and \$2.00 for 1 WeGo Link ride). This usage resulted in the reclassification of a total of \$34,736 in Choose How You Move funds from Local Funds to Journey Pass to-date, including \$32,349.00 in October. Program usage is anticipated to continue ramping up significantly over the next few months of program piloting and Journey Pass registration events.
- Investment income in the first four months of the fiscal year was lower than budgeted due to the recent renewal of MTA's banking contract and the pending establishment of an investment account under that new contract for the new MTA Reserve Fund. On September 29, 2025, a total of \$34,250,000 in MTA reserve funds were invested through US Bank's Goldman Sachs fund (4.01% interest rate as of 9/29/2025), which is anticipated to generate over \$1 million in additional operating revenues for the MTA in FY2026. This follows MTA's investment and reserve fund policies, respectively. A few days of interest earned in late September were credited to the account on October 1st. The first full month of investment income will be reported in next month's financial report.

Expenses were 7.9% lower than anticipated due to the following key trends:

- Fixed-Route Bus Operations category expenses continue to be lower than budgeted in the first four months of the fiscal year. This reflects several waves of new operators in training and lower overtime expenses.
- Paratransit operating expenses are beginning to trend higher than budgeted due to a combination of higher overtime expenses, higher use of Access on Demand, and higher use of third-party paratransit providers. We will continue to monitor this category as the fiscal year advances.
- Asset Maintenance category expenses were 6.8% lower than budgeted, which was due to open positions and less than anticipated fuel and utility costs.
- Employee Benefits category expenses were 4.5% lower than budgeted due to open positions.

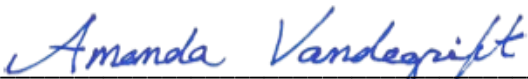
- Safety & Security category expenses were 16.4% lower than budgeted in the first four months of the fiscal year, primarily due to the timing of implementation for the Transit Police Unit and Ambassador Program, which are anticipated later in the fiscal year.
- Expenses in the Administration (22.6%), Customer Communications (18.9%), and Planning & Development (19.8%) categories were each lower than budgeted for the first four months of the fiscal year due to open positions and lower than anticipated network contract maintenance expenses and marketing/advertising costs.

As of October 31, 2025, RTA owed Nashville MTA approximately \$421,345 for services provided. In turn, MTA owes RTA approximately \$64,234 for fares collected.

CURRENT STATUS:

Deputy CEO for Finance & Administration Amanda Vandegrift will be available to answer questions.

APPROVED:



Deputy CEO of Finance and Administration

12/18/2025

Date

October 2025 Operating Revenue by Category:

	Oct 2025	Fiscal Year To Date	Approved FY 2026 Budget	% Budget To Date
Passenger Revenues (Budget)	789,090	2,956,300	8,587,250	34%
Passenger Revenues (Actuals)	744,269	2,858,519		33%
Other Operating Revenues (Budget)	515,444	1,994,278	5,893,230	34%
Other Operating Revenues (Actuals)	434,079	1,595,989		27%
Local Funds (General Funds) (Budget)	8,500,000	37,000,000	77,212,600	48%
Local Funds (General Funds) (Actuals)	9,000,000	38,000,000		49%
Local Funds (Sales Tax Surcharge) (Budget)	3,228,341	12,913,366	38,740,100	33%
Local Funds (Sales Tax Surcharge) (Actuals)	3,067,651	12,365,264		32%
State Funds (Budget)	-	-	6,272,000	-
State Funds (Actuals)	-	-		-
Federal Funds (Budget)	-	-	20,967,520	-
Federal Funds (Actuals)	90,160	248,316		1%
Total Operating Revenues (Budget)	13,032,875	54,863,944	157,672,700	35%
Total Operating Revenues (Actuals)	13,336,160	55,068,088		35%

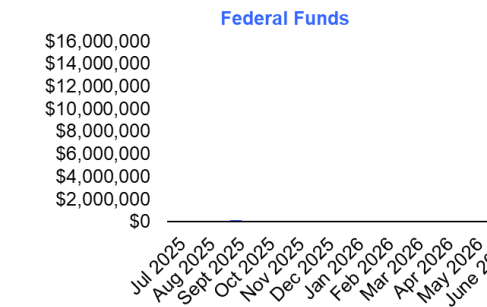
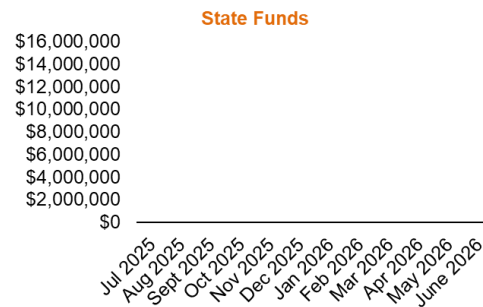
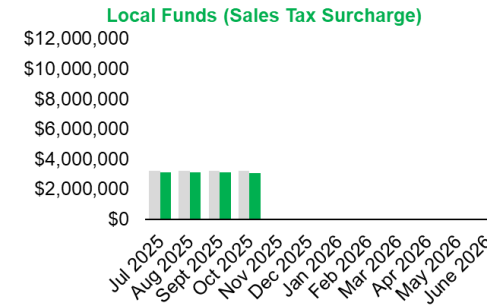
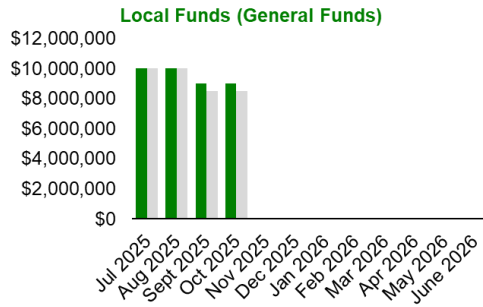
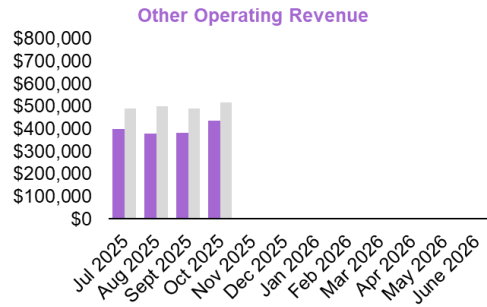
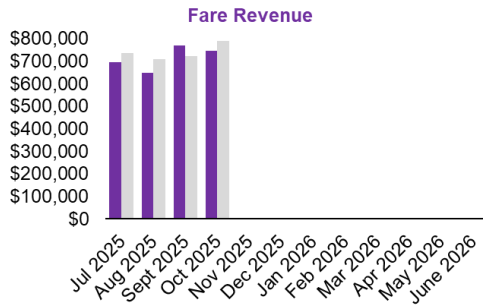
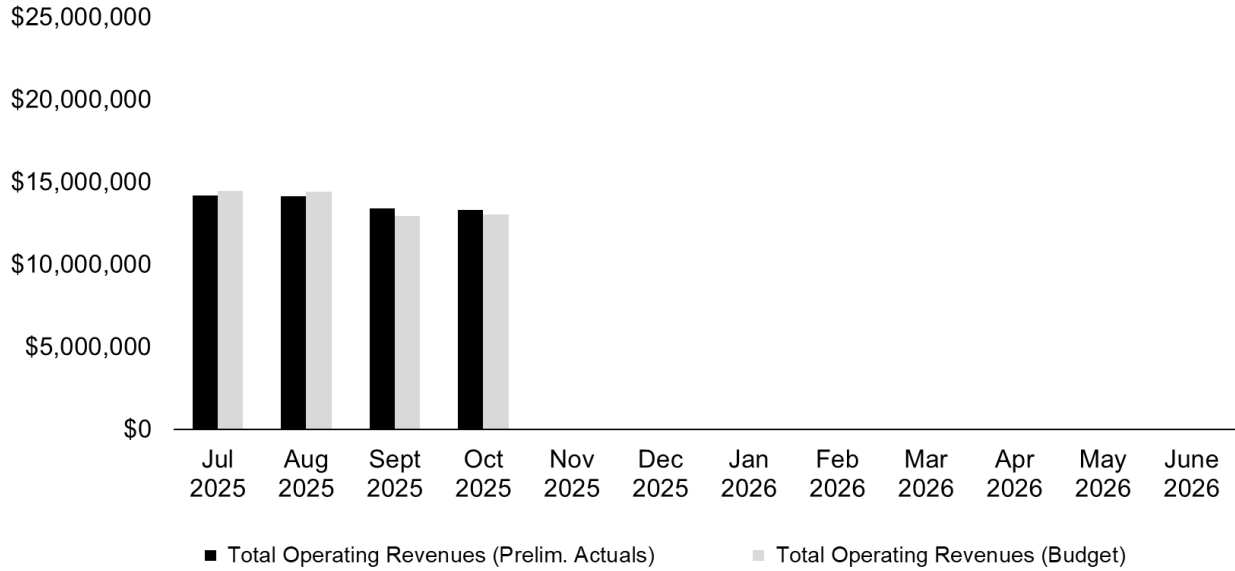
October 2025 Operating Expenses by Category:

	Oct 2025	Fiscal Year To Date	Approved FY 2026 Budget	% Budget To Date
Fixed Route Bus Operations (Budget)	2,655,830	10,037,520	29,496,690	34%
Fixed Route Bus Operations (Actuals)	2,466,301	9,392,791		32%
Paratransit Operations (Budget)	1,626,530	6,152,500	17,962,510	34%
Paratransit Operations (Actuals)	1,714,149	6,227,471		35%
Asset Maintenance (Budget)	2,791,450	10,559,180	30,827,860	34%
Asset Maintenance (Actuals)	2,309,173	9,837,943		32%
Employee Benefits (Budget)	3,606,860	14,740,190	44,345,980	33%
Employee Benefits (Actuals)	3,447,681	14,080,507		32%
Safety & Security (Budget)	1,659,620	6,172,220	18,509,950	33%
Safety & Security (Actuals)	1,284,158	5,159,205		28%
Administration (Budget)	1,166,790	4,418,300	12,883,870	34%
Administration (Actuals)	908,863	3,420,668		27%
Customer Communications (Budget)	204,150	772,170	2,274,230	34%
Customer Communications (Actuals)	193,985	626,409		28%
Planning & Development (Budget)	118,710	449,120	1,311,070	24%
Planning & Development (Actuals)	90,985	359,988		27%
Miscellaneous (Budget)	7,500	25,460	60,540	42%
Miscellaneous (Actuals)	-	14,648		24%
Total Operating Expenses (Budget)	13,837,440	53,326,660	157,672,700	34%
Total Operating Expenses (Actuals)	12,415,295	49,119,630		31%

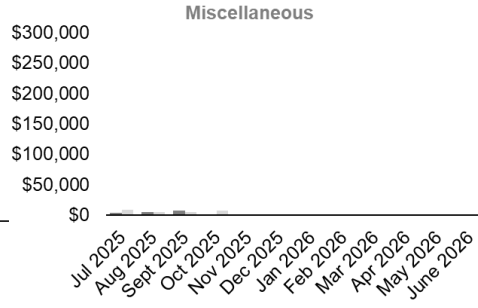
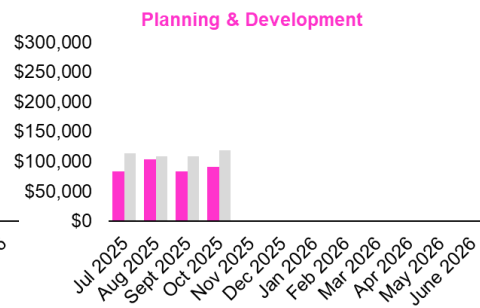
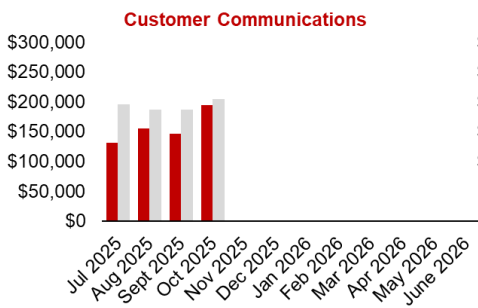
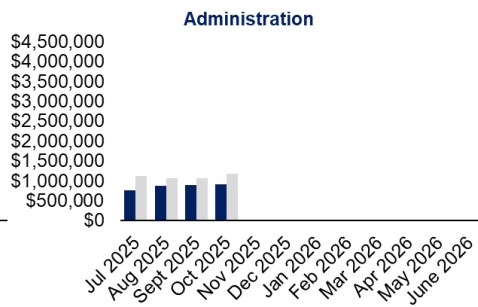
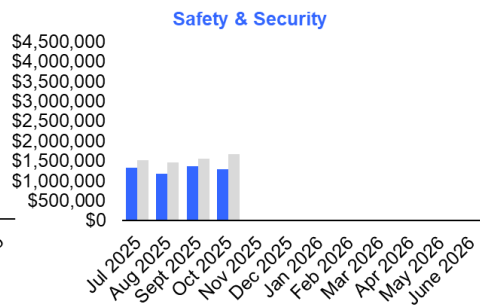
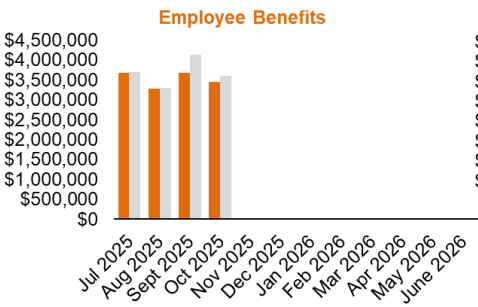
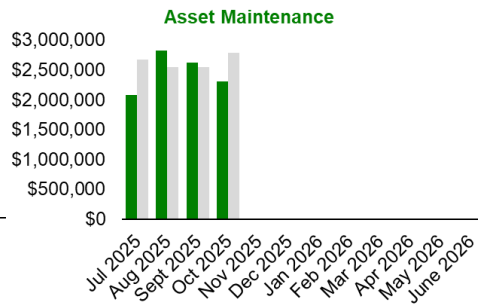
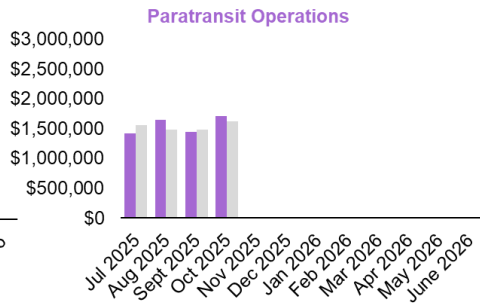
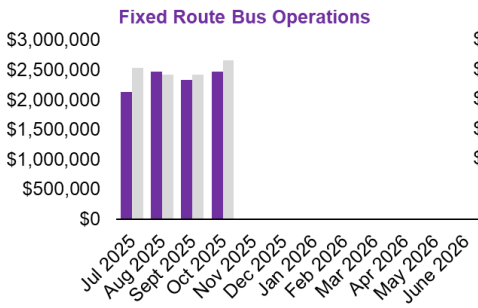
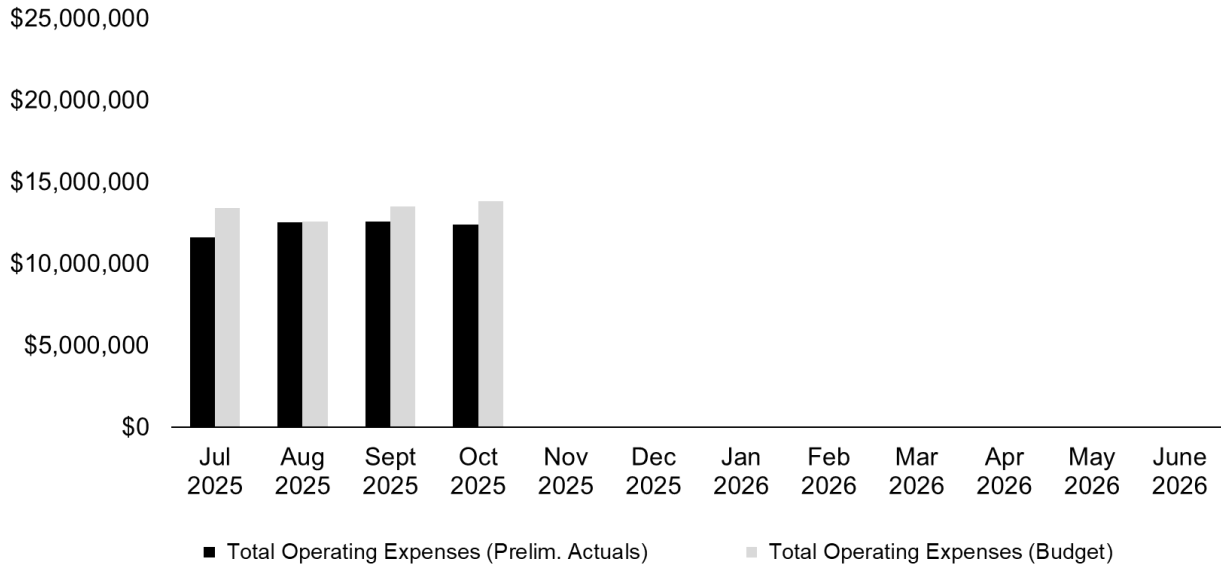
Fully Allocated Expenses <i>less third-party Access providers and RTA management</i>	11,202,428
Revenue Hours	63,020
Cost per Revenue Hour	\$177.76

\$182.74 FY2026 Goal

Operating Revenue Monthly Comparisons FY 2026 Actuals vs Budget



Operating Expenses Monthly Comparisons FY 2026 Actuals vs Budget



**Statement of Operations Compared to Budget
For the Period Ending October 2025**

UNAUDITED

	Month Actual	Month Budget	Month Var. [F/(U)]	Prior Y-T-D	Current Y-T-D	Budget Y-T-D	Y-T-D Var. [F/(U)]	Annual Budget
Revenue From Operations								
Passenger Fares	702,106	736,010	(33,904)	2,801,355	2,680,164	2,754,660	(74,496)	8,045,250
WeGo Access Revenue	42,163	53,080	(10,917)	196,892	178,355	201,640	(23,285)	542,000
Contract Revenue	282,839	287,315	(4,476)	1,052,517	1,089,682	1,105,660	(15,978)	3,255,950
Other Non-Transportation Revenue	151,241	228,129	(76,888)	516,122	506,306	888,618	(382,312)	2,637,280
Total Operating Revenue	1,178,348	1,304,534	(126,186)	4,566,885	4,454,508	4,950,578	(496,070)	14,480,480
Federal/State/Local Income								
Local Operating Assistance - General Fund	9,000,000	8,500,000	500,000	37,968,907	38,000,000	37,000,000	1,000,000	77,212,600
Local Operating Assistance - Sales Tax Surcharge	3,100,000	3,395,008	(295,008)	-	12,400,000	13,580,032	(1,180,032)	40,740,100
Contra Acct - Journey Pass Program	(32,349)	(166,667)	134,318	-	(34,736)	(666,666)	631,930	(2,000,000)
State Operating Assistance	-	-	-	-	-	-	-	6,272,000
Total Assistance Income	12,067,651	11,728,341	339,310	37,968,907	50,365,264	49,913,366	451,898	122,224,700
Capital Income								
Capital Operating Reimbursement	90,160	-	90,160	333,223	248,316	-	248,316	17,467,520
Capital ADA Reimbursement	-	-	-	-	-	-	-	3,500,000
Total Capital Income	90,160	-	90,160	333,223	248,316	-	248,316	20,967,520
Total Revenue	13,336,160	13,032,875	303,285	42,869,016	55,068,088	54,863,944	204,144	157,672,700
Expenses								
Labor & Fringes	8,295,832	9,181,070	(885,238)	28,684,607	33,308,204	35,825,240	(2,517,036)	105,901,650
Services	2,564,240	2,779,120	(214,880)	6,327,534	9,072,030	10,334,680	(1,262,650)	30,759,620
Fuel & Lubricants	519,547	609,520	(89,973)	2,175,301	2,072,540	2,305,740	(233,200)	6,731,870
Parts, Materials & Supplies	500,074	710,880	(210,806)	2,386,736	2,701,264	2,688,960	12,304	7,850,550
Utilities	107,637	146,690	(39,053)	418,798	443,556	554,870	(111,314)	1,619,810
Casualty & Liabilities	355,454	316,390	39,064	1,204,979	1,315,647	1,265,560	50,087	3,796,680
Other Miscellaneous Expenses	72,511	93,770	(21,259)	239,854	206,388	351,610	(145,222)	1,012,520
Total Expenses	12,415,295	13,837,440	(1,422,145)	41,437,810	49,119,630	53,326,660	(4,207,030)	157,672,700
Surplus/(Deficit) before GASB 33	920,865	(804,565)	(1,118,860)	1,431,206	5,948,458	1,537,284	(4,002,886)	-
CARES Act Capital Reimbursement	5,981	-	5,981	127,258	8,272	-	8,272	-
Capital Asset Purchases	1,520,115	-	1,520,115	7,286,200	8,525,469	-	8,525,469	-
CHYM Operating Reserve Revenue	-	-	-	-	16,465,000	-	16,465,000	-
Amortized Rental Revenue	49,167	-	49,167	196,668	196,668	-	196,668	-
Interest Exp - Cap Lease	(21,009)	-	(21,009)	(83,012)	(83,922)	-	(83,922)	-
(Loss)Gain on Sales	-	-	-	5,111	-	-	-	-
Amortization Exp	(8,409)	-	(8,409)	(33,637)	(33,637)	-	(33,637)	-
Depreciation net of Sub-Recip	(2,270,528)	-	(2,270,528)	(8,604,473)	(8,836,434)	-	(8,836,434)	-
Surplus /(DEFICIT)	196,181	(804,565)	(1,843,544)	325,320	22,189,874	1,537,284	12,238,530	-

**Metropolitan Transit Authority
Summary Comparative Balance Sheet
For the Period Ending October 2025
Unaudited**

	This Month October	Fiscal YE 2025 June
ASSETS		
CURRENT ASSETS		
Cash and Equivalents	5,080,267	3,759,075
Receivables from Federal, State, and Local Gov't	5,243,184	5,166,928
Accounts Receivable	2,219,225	2,759,682
Material and Supplies	7,722,526	6,505,389
Prepaid Expenses and Other	4,221,505	2,261,728
Pension and OPEB Deferred Outflow	24,618,471	24,618,471
TOTAL CURRENT ASSETS	49,105,178	45,071,273
PROPERTY AND EQUIPMENT		
Land	14,733,025	14,733,025
Buildings, Shelters, and Benches	147,788,149	147,215,778
Revenue Equipment and Parts	225,849,622	221,567,456
Office Furniture and Equipment	8,141,882	7,952,523
Work in Progress	8,166,787	5,936,315
	404,679,465	397,405,097
Less Accum Depreciation and Amortization	(223,542,144)	(214,620,449)
TOTAL PROPERTY AND EQUIPMENT, NET	181,137,321	182,784,648
OTHER ASSETS		
Cash and Restricted Investments for Self Ins	34,823,511	18,350,093
North Nashville Property (Lease)	7,063,765	7,063,765
TOTAL OTHER ASSETS	41,887,276	25,413,858
TOTAL ASSETS	272,129,775	253,269,779
LIABILITIES		
CURRENT LIABILITIES		
Accounts Payable	4,832,969	7,665,915
Accrued Expenses	9,605,689	9,803,379
Deferred Revenue	123,988	226,562
TOTAL CURRENT LIABILITIES	14,562,646	17,695,856
NON-CURRENT LIABILITIES		
Long Term Deferred Rent Revenue	4,230,765	4,427,433
North Nashville Property Lease Liability - LT	7,049,599	7,049,599
Net Pension Liability	13,607,980	13,607,980
Pension and OPEB Deferred Inflows	20,008,584	20,008,584
Metropolis Lease Deferred Inflow of Resources	3,977,589	3,977,589
GASB 45 OPEB Liability	78,511,628	78,511,628
NON-CURRENT LIABILITIES	127,386,145	127,582,813
NET ASSETS		
Invested in Capital Assets	176,906,556	104,273,020
Unrestricted	(70,101,002)	(8,506,224)
Current Year Surplus(Deficit)	23,375,430	12,224,314
TOTAL NET ASSETS	130,180,984	107,991,110
TOTAL LIABILITIES AND NET ASSETS	272,129,775	253,269,779

	Current	> 30 days	> 60 Days	> 90 days	Total
Accounts Receivables	\$2,062,244	\$125,663	\$26,983	\$4,335	\$2,219,225
	92.9%	5.7%	1.2%	0.2%	100%
Accounts Payable	\$4,797,752	\$23,336	\$2,554	\$9,327	\$4,832,969
	99.3%	0.5%	0.1%	0.2%	100%

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Information Item Committee Discussion Item Committee Action Item Board Discussion Item

Item Number:	M-I-25-035	Meeting Date:	12/18/2025
Item Title:	Monthly Operating Statistics		

BACKGROUND:

Attached are the monthly operating statistics through October 2025.

Ridership and Productivity

October ridership continued its upward trajectory. Total system ridership reached 891,424, a 2.4% increase compared to October 2024, driven by steady gains across both fixed route and Access services. Weekend numbers showed strong performance. Average ridership on Saturdays was up 9.0% and on Sundays, up 1.2%, year over year. Fixed route bus ridership totaled 847,044, up 1.6% year over year, while Access ridership grew to 44,380, a notable 21.7% increase. This represents the highest passenger count in the previous 25-month lookback period.

Service Metrics

Fixed route bus on-time performance for October averaged 80.93%, a 1.5% improvement from last year, but still impacted by heavy Nashville congestion, construction activity, and recurring choke points on major corridors. Staff remain focused on ensuring strong pullout performance and early identification of delays, but the overriding challenge continues to be roadway conditions once routes are in service.

Trip completion performance in October remained strong at 99.69%. Mechanical (51.1%), Accidents (14.5%), and Passenger Incidents (9.4%) were the top 3 issues, accounting for 75% of the missed service. The age of the articulated buses, combined with the seasonal changes related to the cold nights and relatively warm afternoons, creates fluctuations in cabin temperatures that lead to missed trips. We are currently doing an HVAC campaign on the fleet in preparation for the winter months.

Safety

October saw an increase in preventable and non-preventable collisions compared to prior year trends. Total collisions measured 10.1 per 100,000 miles, with preventable collisions at 4.5 per 100,000 miles. These remain above target and are a continued area of focus. The majority of preventable collisions continue to be minor in nature, typically involving mirrors, backing, and low-speed sideswipes. Newer operators (under two years of service) continue to be overrepresented in preventable events. Training, coaching, and route familiarization efforts are ongoing, supported by a newly hired Safety Supervisor who is strengthening field observation, retraining consistency, and standardized follow-up processes.

Workforce and Recruitment

Our bus operator recruitment efforts continue to deliver strong results. As of October, operator staffing reached 99.3% filled, significantly above the same period last year. This improvement has helped stabilize daily service, reduce reliance on overtime, and support improved operator rest.

Maintenance staffing remains a challenge at 75.6% filled, reflecting the persistent regional competition for diesel technicians, body specialists, and other skilled trades. A joint operator and maintenance hiring event is scheduled for November 4 to support these pipelines.

Special Events

WeGo continued its successful partnership with the Tennessee Titans, Metro Nashville Police Department, and Metro departments for one home game in October. Game day ridership declined slightly compared to September's elevated activity, but all services operated smoothly, applying lessons learned from prior events.

To further promote workplace culture, the team hosted a Halloween Costume Contest that received positive feedback. This event reinforced our ongoing commitment to employee engagement and team morale.

CURRENT STATUS:

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

APPROVED:



Chief Operating Officer

12/18/2025

Date

Operations Dashboard Report

	October 2025	October 2024	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	847,044	834,045	1.6%		
Access Ridership	44,380	36,470	21.7%		
Total Ridership	891,424	870,515	2.4%	780,000	●
Productivity & Efficiency					
Bus Passengers per Revenue Hour	16.08	16.31	-1.4%	15.40	●
Access Passengers per Revenue Hour	1.55	1.52	2.0%	1.60	▲
Safety					
Total Collisions per 100,000 miles	10.1	7.2	40.3%	4.0	◆
Preventable Collisions per 100,000 miles	4.5	4.2	7.1%	2.2	◆
Service Quality					
Bus Trip Completion	99.69%	99.61%	0.07%	99.75%	▲
Bus On-Time Performance	80.8%	79.3%	1.5%	85.0%	▲
Access On-Time Performance	93.7%	91.5%	2.2%	93.0%	●
Maintenance					
Bus Miles Between Road Calls	19,640	5,499	257.1%	6,500	●
Access Miles Between Road Calls	48,563	22,886	112.2%	20,000	●
Customer Care					
Bus Passengers per Complaint	3,036	2,744	10.7%	3,000	●
Access Passengers per Complaint	535	675	-20.8%	350	●
Percent of Calls Answered	85.5%	90.2%	-4.8%	92.0%	▲
Staffing					
% of Operator Positions Filled	99.3%	90.1%	9.2%	92.0%	●
% of Maintenance Positions Filled	75.6%	85.7%	-10.1%	92.0%	◆
Customer Amenities					
% of Stops with Shelters (including Central)	21.5%	18.9%	2.6%	20.0%	●
% of Boardings at Covered Stops (including Central)	76.3%	74.2%	2.1%	74.0%	●

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

Operations Dashboard Report

	FY2026	FY2025			
	October 2025	October 2024	Pct. Change	Goal	Indicator
Ridership					
Bus Ridership	3,206,110	3,113,793	3.0%		
Access Ridership	166,794	136,902	21.8%		
Total Ridership	3,372,904	3,250,695	3.8%	3,120,000	●
Productivity & Efficiency					
Bus Passengers per Revenue Hour	15.57	15.60	-0.2%	15.40	●
Access Passengers per Revenue Hour	1.54	1.61	-4.5%	1.60	▲
Safety					
Total Collisions per 100,000 miles	8.5	5.7	48.8%	4.0	◆
Preventable Collisions per 100,000 miles	4.8	3.1	55.2%	2.2	◆
Service Quality					
Bus Trip Completion	99.75%	99.63%	0.12%	99.75%	▲
Bus On-Time Performance	81.9%	81.6%	0.3%	85.0%	▲
Access On-Time Performance	94.2%	91.1%	3.1%	93.0%	●
Maintenance					
Bus Miles Between Road Calls	16,773	5,415	209.8%	6,500	●
Access Miles Between Road Calls	43,526	16,149	169.5%	20,000	●
Customer Care					
Bus Passengers per Complaint	2,803	2,810	-0.3%	3,000	▲
Access Passengers per Complaint	558	395	41.4%	350	●
Percent of Calls Answered	87.6%	87.9%	-0.3%	92.0%	▲
Staffing					
% of Operator Positions Filled	95.2%	91.2%	4.0%	92.0%	●
% of Maintenance Positions Filled	78.1%	85.9%	-7.8%	92.0%	◆
Customer Amenities					
% of Stops with Shelters (including Central)	21.3%	18.9%	2.4%	20.0%	●
% of Boardings at Covered Stops (including Central)	76.4%	74.2%	2.3%	74.0%	●

● 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 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
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
Customer Amenities	
% 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: 12/18/2025

Item #: M-I-25-036

Project Name: Central Horseshoe Safety Improvement Project

- **Brief Description:** WeGo is seeking qualified contractors to make improvements to operator and pedestrian safety at Central.
- **Anticipated Publish Date:** January 2026
- **Estimated Project Value:** \$300,000

Project Name: RTA-Murfreesboro Park & Ride

- **Brief Description:** WeGo is requesting proposals from qualified contractors for the construction of a 75-space Park & Ride facility located at 725 Bridge Avenue, Murfreesboro, TN.
- **Anticipated Publish Date:** January 2026
- **Estimated Project Value:** TBD

Project Name: Elizabeth Duff Plaza Activation and Upgrades

- **Brief Description:** Construction for upgrades to the Plaza at Elizabeth Duff Transit Center
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** TBD

Project Name: Pre & Post Employee Screening - DTO

- **Brief Description:** Employee screening for new hires and selecting employees for random screening.
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** TBD

Project Name: Disposal & Recycling Contract

- **Brief Description:** Recycling, Disposal, and Convenience Center Services
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** \$2,000,000

Project Name: Medical/ Dental/ Vision Insurance -DTO

- **Brief Description:** Insurance coverage for employees
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** TBD

Project Name: Nestor Maintenance Bays

- **Brief Description:** Expansion of maintenance bays to improve service.
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** 2,000,000

Project Name: Nestor & Myatt Bus Wash Modernizations

- **Brief Description:** Bus Wash Modernization
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** \$2,000,000

Project Name: On-Demand Software Services

- **Brief Description:** Services for Demand Response Software Replacement
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** TBD

Project Name: Shop Equipment Contract

- **Brief Description:** Equipment upgrades and ongoing maintenance
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** \$2,000,000

Project Name: Training and Learning Software - DTO

- **Brief Description:** Training software that manages employees' training.
- **Anticipated Publish Date:** February 2026
- **Estimated Project Value:** TBD

Project Name: General Printing Service

- **Brief Description:** General printing such as business cards, envelopes, door signs, etc.
- **Anticipated Publish Date:** March 2026
- **Estimated Project Value:** TBD

Project Name: Nestor Fuel Lane Improvements

- **Brief Description:** Seeking a contractor to provide fuel lane improvements
- **Anticipated Publish Date:** March 2026
- **Estimated Project Value:** \$2,200,000

Project Name: Ground Maintenance

- **Brief Description:** Lawn care services for all facilities.
- **Anticipated Publish Date:** TBD
- **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 that members make them aware of any potentially interested suppliers for planned procurement activity.

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

APPROVED:



Chief of Staff & Administration

12/18/2025

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-25-054	Meeting Date:	12/18/2025
Item Title:	Adoption of Free Fare Services for New Year's Eve, December 31, 2025		

BACKGROUND:

Historically, the Metropolitan Transit Authority of Nashville and Davidson County has periodically offered “free-fare days” for special events, promotional opportunities, or other milestones that are important to Davidson County as a whole – often at the request of various community groups. Recent examples have included the Inauguration of Mayor Freddie O’Connell, the dedication of the Diane Nash Plaza at the Davidson County Courthouse Square, and Election Day. New Year’s Eve festivities are another event for which we have traditionally offered both free fares and supplemental service to support the community celebration, and to provide attendees another alternative to driving if they choose to consume alcoholic beverages.

The Regional Transportation Authority of Middle Tennessee (RTA) will be operating WeGo Star rail service to the downtown New Year’s Eve celebration for a fare. MTA will be operating regular and supplemental service on major corridors (routes 3, 4, 7, 14, 22, 23, 50, 52, 55, and 56) as well as WeGo Access after midnight, with the last lineup leaving The Elizabeth Duff Transit Center at WeGo Central at 1:15 am. Supplemental shuttles will operate between Hume Fogg High School and Bicentennial Mall, as well as between Riverfront Station and Bicentennial Mall to connect attendees to the “Nashville’s Big Bash” celebration on the Mall. Extra buses will also be deployed to support routes experiencing overcrowding and other possible disruptions.

As in past years, staff recommends the removal of all fares from MTA services from 6:00 pm until the end of service on New Year’s Eve, Tuesday, December 31. During this period of time, we do not typically experience overcrowding or school student ridership, so capacity is expected to be adequate, particularly given the experience our Operations Team has had in delivering this service over the past several years. Fare revenue impacts for this accommodation are expected to be negligible.

RECOMMENDATION:

It is recommended that Tuesday, December 31, 2025, be designated as a “free fare New Years Eve” in Davidson County on all services operated by the Metropolitan Transit Authority of Nashville and Davidson County after 6:00pm, including both fixed route and WeGo Access paratransit service. Free fare is not extended to either services of the Regional Transportation Authority or the WeGo Link first mile/last mile connector program, where regular fares will remain in effect.

APPROVED:

Board Secretary

12/18/2025

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-25-055	Meeting Date:	12/18/2025
Item Title:	Ground Maintenance Contract Extension		

BACKGROUND:

The Nashville Metropolitan Transit Authority entered into Contract No. 2022045-FS with Five Star Lawn Management on July 6, 2022, to provide comprehensive grounds maintenance services at the agency's administrative, operational, and passenger facilities. The initial contract had a not-to-exceed value of \$275,000 for a three-year term, with two one-year renewal options. On February 13, 2025, Amendment No. 1 was executed, increasing the total contract value by \$25,000 to a revised not-to-exceed amount of \$300,000. The decision was made not to extend the contract with Five Star beyond the current one-year extension.

Beginning in January 2026, grounds maintenance services will transition under the newly approved On-Call Maintenance Contract, approved by the MTA Board of Directors this past October, which consolidates multiple site-based maintenance functions — such as groundskeeping, minor facility repairs, and asset upkeep. This transition improves business performance by:

- Streamlining vendor oversight and administrative management.
- Reducing redundancy in separate contract management.
- Allowing faster response times and broader service coverage through unified task orders; and
- Enhancing cost efficiency and accountability under a single umbrella contract.
- Improving Disadvantaged Business Enterprise (DBE) participation and compliance through bundled scopes, clearer subcontracting opportunities, and increased reporting transparency.

However, WeGo has experienced increasing maintenance demands across its facilities, including seasonal landscaping, tree trimming, irrigation, and debris management. These additional needs caused the total cost of services to exceed the original \$300,000 contract value. Additional funds are therefore required to cover pending invoices and close out the contract with Five Star. This request seeks approval to increase the total purchase order by \$35,000, resulting in a new not-to-exceed amount of \$335,000.

RECOMMENDATION:

Staff recommends Board authorization of a \$35,000 increase to the purchase order, bringing the total not-to-exceed amount to \$335,000. Funding for this contract is provided through the Operating and Capital Maintenance Program, supported by local and federal formula funds.

APPROVED:

12/18/2025

Board Secretary

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-25-056	Meeting Date:	12/18/2025
Item Title:	Vontas Trapeze Contract Sole Source Procurement Change Order Supporting Acquisition of Small Buses		

BACKGROUND:

In October 2025, the Board approved the purchase of nineteen (19) body-on-chassis buses for a total a not to exceed cost of \$4,540,525.00 and included the base price \$217,250 of the vehicle from Southern Bus and Mobility (vendor) and Turtle Top (manufacturer), the cost of after-market equipment (such as Automatic Vehicle Location and Fare Collection equipment) that will be installed upon delivery and related tools, training and spare parts to complete the installation.

Due to the technical knowledge and skills required to install Vontas Automatic Vehicle Location equipment, WeGo Staff require Vontas\Trapeze to be on-hand with WeGo staff to install CAD-AVL equipment. This will compress the bus delivery schedule and elevate post-delivery troubleshooting and commissioning repairs. This aftermarket is to improve the CAD-AVL reliability of on-bus equipment.

To do this, a sole-source change order to the Vontas/Trapeze contract is required. The hardware\installation services, along with a 10% contingency, require the addition of \$529,865.60 to the sole source contract with Vontas/Trapeze.

RECOMMENDATION:

Staff requests the Board's authorization to add funds to the Vontas\Trapeze Sole Source purchase order for \$529,865.60 for hardware and installation of after-market CAD-AVL equipment onto (19) Body on Chassis buses.

Funding for this purchase is currently available through grants made for this purpose, Metropolitan Government of Nashville and Davidson County, through a previously approved Capital Spending plan for replacement buses.

APPROVED:

12/18/2025

Board Secretary

Date

Nashville Metropolitan Transit Authority

of Nashville & Davidson County, Tennessee

Board Action Item

Item Number:	M-A-25-057	Meeting Date:	12/18/2025
Item Title:	Purchase Card Policy		

BACKGROUND:

MTA does not currently have a streamlined procedure for procuring and paying for authorized, small-dollar, business-related goods and services. Staff currently uses a single American Express corporate credit card for these types of purchases, which often causes delays in both the procurement and payment for authorized goods and services, higher goods and service costs, and late payment fees. After discussions with national industry peers and various WeGo departments, staff recommended the creation of a Purchasing Card (P-Card) program. The proposed P-Card program would be accessed through an existing State of Tennessee contract with US Bank, which offers various P-Card solutions and favorable incentives and rebates.

Over the fall of 2025, staff worked with several WeGo departments and US Bank to design a P-Card program that meets the needs of MTA while also minimizing the risk for misuse. During the program design process, staff considered feedback and input from over a dozen national peers who are managing similar P-Card programs. Based on this input, the proposed P-Card program is intentionally targeted, beginning with just three P-cards, each managed by a single Executive Team member and his or her single designee (Administrative Assistant). The initial Cardholders for the program have been chosen because their departments comprise the bulk of current corporate credit card use, and because they have Administrative Assistants available to assist with implementation.

Cardholders and their designees would be required to undergo annual training, sign an agreement, and comply with the attached P-Card Policy. Cardholders would have specific cycle and transaction limits, as well as an automated blocking feature through US Bank for all prohibited Merchant Cost Categories. A helpful summary of allowable P-Card purchases and examples of prohibited purchases is provided in Appendix A of the attached Policy.

As the next step toward formally launching the P-Card program, staff is seeking Board approval of the attached P-Card Policy. Following approval, staff intends to finalize internal procedures, schedule training, and issue P-cards in January or February of 2026.

RECOMMENDATION:

Staff recommends that the Board approve the attached purchase card policy.

APPROVED:

Board Secretary

12/18/2025

Date

Purchase Card Policy of the Metropolitan Transit Authority

1.0 Purchasing Card (P-Card) Program

The Metropolitan Transit Authority (MTA) Purchasing Card (P-Card) Program outlines procedures for procuring and paying for authorized, small-dollar, business-related goods and services. The following policy outlines the P-Card Program (“Policy”).

P-Card Program Administrator: The P-Card Program shall be administered by the Deputy Chief Executive Officer of Finance & Administration (“P-Card Administrator”) or their designee pursuant to this Policy and internal procedures adopted pursuant to this Policy. In the event the P-Card Administrator or their designee is unable to perform the P-Card Administrator duties, the Chief Executive Officer (CEO) or their designee will perform the P-Card Administrator duties.

Cardholders: The P-Card Program Administrator may issue P-Cards to permanent, full-time employees based on their need to purchase authorized, small-dollar, business-related goods and services. The P-Card Program Administrator shall determine the number of active MTA P-Cards based on overall agency need. A P-Card may be revoked by the P-Card Program Administrator at any time and for any reason.

Authorized Purchases: P-Cards may be used for official authorized agency purchases only. All purchases must comply with MTA procurement and disbursement policies and procedures. All travel expenses must adhere to MTA’s Travel Policy. P-cards are strictly prohibited from being used to purchase meals or ground transportation (e.g., tolls, public transit, taxis, and rideshare services). Allowable and Prohibited P-Card purchases are listed in *Appendix A – Authorized P-Card Categories of Purchases*. In all cases, purchase categories identified as allowable must align with available funding within departmental budgets. Purchases that exceed budget availability must be justified and receive prior written approval of the P-Card Administrator. Prohibited categories, examples of which are included in Appendix A, are blocked at the issuing bank’s Merchant Category Code level whenever possible.

Cardholder Types and Spending Limits: Authorized users are divided into two categories: (1) P-Card Administrator User, that allows higher cycle and single transaction limits and (2) Standard P-Card Users, which includes all other authorized users designated by the P-Card Administrator. The P-Card Administrator User has a monthly cycle (credit) limit of \$30,000 and single transaction limit of \$15,000. The Standard P-Card has a monthly cycle (credit) limit of \$20,000 and single transaction limit of \$10,000.

Prior Written Approval: As outlined in Appendix A, certain allowable purchases require prior written approval by a member of the Executive Team (i.e., employees designated by the P-Card Administrator at the chief level and reporting to the chief executive officer of MTA). Additionally, other allowable purchases identified in Appendix A require the prior written approval of the P-Card Administrator. Prior written approval may include email or other approval methods as identified by the P-Card Administrator that allow for adequate documentation and tracking. All approvers, including the P-Card Administrator and Executive Team members, are responsible for ensuring that the P-Card transactions they approve adhere to MTA’s policies and procedures.

2.0 Cardholder Responsibilities

An employee's participation in the P-Card Program is a privilege and a convenience that includes certain responsibilities. The P-Card is neither an entitlement nor a reflection of title or position. Although the P-card is issued in the Cardholder's name, it is MTA property, and any rebate program accrues to the benefit of MTA. The P-Card must be used in accordance with MTA policies and procedures.

1. Only the employee whose name is shown on the face of the P-Card or his or her single designee (i.e., Administrative Assistant) is authorized to make purchases with the P-Card, either in person, online or via telephone. Use by any other person, even if for business purposes, is misuse of the P-Card. The designee shall not make any charges unless prior written approval is given by the employee whose name is on the fact of the P-Card.
2. All Cardholders and assigned designees are required to certify, in writing, receipt of this Policy, and that they have fully read and understand its contents They shall recertify the same on an annual basis. In addition, at a minimum, they are required to complete annual training on the Policy and related procedures. Refresher training may also be scheduled at the P-Card Program Administrator's discretion.
3. Cardholders and their assigned designees are prohibited from using the P-Card for the purchase of any goods or services not directly related to official business.

Cardholders and their assigned designees shall exercise objectively reasonable judgment in deciding whether to make a purchase by considering (a) whether the potential purchase is prudent and necessary, and (b) whether the potential purchase would reflect well on the MTA and the Cardholder, and be perceived by the general public as suitable and appropriate. Improper use of the P-Card, especially intentional and unreported but even unintentional and reported, including personal purchases as well as alcoholic beverages and entertainment, even if reimbursed, may be considered misappropriation of funds, is strictly prohibited and may result in disciplinary action, up to and including termination and criminal prosecution.

4. Cardholders and their assigned designees are responsible for ensuring that merchants do not charge sales and use tax and must work to obtain full credit for inadvertent charges of sales and use tax. If taxes are charged, Cardholders and/or their assigned designees are responsible for contacting the merchant, providing the tax exemption certificate and ensure that a credit is issued back to the card by the merchant. Documentation of attempts to obtain credit for any sales and use tax charged in error and the vendor's response must be maintained with the documentation for the transaction where the tax was originally charged.
5. Cardholders and their assigned designees are responsible for ensuring that each transaction is electronically processed in full and on time in the P-Card expense reporting system used by MTA. Proof of purchase documentation must be obtained for every transaction, including an invoice or receipt and the appropriate general ledger account codes with department for every individual transaction. If a receipt is lost and a duplicate cannot be obtained, the Cardholder and/or their assigned designee may be held financially responsible for the undocumented purchase(s) and will be subject to disciplinary actions. Cardholders are responsible for addressing and resolving questioned or disputed P-Card transactions.
6. Cardholders are responsible for completing a timely reconciliation of the monthly P-Card statements, confirming all transactions as legitimate and documented, and submitting a

complete reconciliation packet to the Finance Department for payment. If submission is not completed by the deadline, and the Finance Department has not been previously notified of the need for a delay, then the P-Card Program Administrator may reduce the monthly credit limit for the respective P-Card to \$0 until the processing is complete. This consequence applies to any transaction that has not been correctly allocated, explained with a comment, and approved by the P-Card Program Administrator. Credit limits may be restored to the previous amounts once electronic processing is complete. In addition to this consequence, failure to submit timely, accurate supporting documentation for each transaction or to otherwise comply with established procedures of the MTA may also result in revocation of P-Card privileges, reimbursement of the MTA by the employee for unauthorized and/or unsubstantiated purchases, and/or disciplinary action, up to and including termination.

7. P-Card purchases will be limited to their assigned cycle limit. A running balance is maintained at the issuing bank that increase with each authorized charge until the P-Card reaches the assigned cycle limit. If the limit is reached before the end of the billing cycle, new authorizations will be denied until electronic processing is complete. P-Cards will also be subject to single transaction limits, regardless of the cycle limit on the P-Card. At the point-of-sale, the issuing bank's system should verify if the purchase amount falls within the approved transaction limit. If the total transaction amount exceeds the limit set forth in this policy, the purchase should be denied.
8. Cardholders are prohibited from taking any steps for the purpose of circumventing competitive solicitation requirements or the single transaction or cycle limit imposed on the card regardless of the amount of the single transaction or cycle limits. This includes the prohibition of splitting a transaction: (a) between two or more transactions on a single account; (b) into two or more transactions on multiple accounts; (c) into two or more transactions using the P-Card and a purchase order; or (d) into two or more transactions across multiple days.
9. Cardholders must take reasonable precautions to secure the purchasing card against loss and/or theft. A lost or stolen P-Card, or a card account number that was stolen or may have been compromised, shall, as soon as practicable upon discovery of the loss or theft be reported to the issuing bank and P-Card Program Administrator.
10. Cardholders must surrender his or her P-Card upon request for any reason, including termination of employment or change of roles. Upon surrender, Cardholders must sign an acknowledgement form and complete any final reconciliations.
11. Failure to comply with any of this Policy or its internal procedures may result in the revocation of Cardholder's privileges for a period deemed appropriate by the P-Card Program Administrator or disciplinary action up to and including termination of employment and criminal prosecution to the fullest extent of the law.

Appendix A — Authorized P-Card Categories of Purchases

The P-Card can be used to purchase and make payment for authorized transactions only. All purchases are subject to established internal procedures. In all cases, purchase categories listed below as allowable must align with available funding within departmental budgets. Purchases that exceed budget availability must be justified and approved by the P-Card Administrator in writing prior to making a purchase. Prohibited categories will be blocked at the issuing bank’s Merchant Category Code level whenever possible.

Category	Allowed with Prior Written Approval of Executive Team Member	Allowed with Prior Written Approval of P-Card Administrator	Examples of Prohibited Purchases
Memberships, Sponsorships, & Professional Dues	Individual memberships in industry organizations. Must confirm there is not a companywide membership.	Sponsorships of any kind, companywide memberships and annual dues, and any memberships in non-business or community/social organizations.	Personal club memberships, gyms
Business-Related Food & Catering	Meals/refreshments for official meetings, training, or agency-sponsored events (≤ \$1,500)	Meals/refreshments for official meetings, training, or agency-sponsored events above threshold; dine-in restaurant purchases under special circumstances only.	Alcohol, tobacco, personal groceries, dine-in restaurant purchases
Training & Conference Registrations	Individual registration fees for local/state and/or national professional development, training, or workshops within departmental budget.	Registration fees for professional development, training, or workshops exceeding department budget.	Personal development not related to job duties.
Travel Expenses	Hotel accommodations, airfare, baggage fees, car rental, and parking fees at hotel for approved business travel. All purchases must adhere to MTA’s Travel Policy.	Exceptions must be approved by Program Administrator.	Meals during travel (covered by per diem), lodging within Davidson County, personal travel costs
Non-Routine/Urgent Purchases	Emergency repairs, small tools, urgent parts not available through normal contracts (≤ \$1,500). Post-purchase written justification must be submitted to P-Card Administrator.	Purchases exceeding threshold or recurring emergency use. Post-purchase written justification must be submitted to Director of Procurement.	Use of P-Card to avoid procurement requirements; split purchases
Office Supplies	n/a	Specialized purchases outside of contract. Requires approval from Procurement.	Supplies from unapproved vendors when contract source exists, furniture, appliances of any size

Category	Allowed with Prior Written Approval of Executive Team Member	Allowed with Prior Written Approval of P-Card Administrator	Examples of Prohibited Purchases
Subscriptions & Publications	n/a	Professional journals, industry magazines, business-related online subscriptions	Entertainment streaming services (e.g., Netflix, Fubo, Spotify, Apple Music, etc.), personal subscriptions
Software Licenses & Renewals	n/a	IT hardware/software outside of SaaS. Requires IT and Procurement approval.	Large-scale IT contracts, system implementations, ERP licenses
Entertainment & Gift Services	n/a	DJs and Equipment Rental, Bounce Houses, bands, entertainers, and other inflatable entertainment for children for company-sponsored events such as Bus Rodeo and other agency events.	Massage parlors, retail florists, amusement parks, carnivals, circuses, arcades, video games, and other miscellaneous entertainment not directly tied to agency events
Cash & Quasi-Cash	n/a	Prepaid gift cards for special circumstances, including annual companywide employee appreciation.	Lottery tickets, money orders, prepaid gift cards, traveler's checks, wire transfers, gambling establishments, cash advance withdrawals, cash-on-delivery purchases
Recurring Service Contracts	n/a	n/a	Janitorial, landscaping, consulting, construction, renovations, or other contracted services
Transportation Costs	n/a	n/a	Fuel purchases (covered under fleet card program), Traffic Violations, Limousine, Taxi, Shuttle Services, Vehicle Washes
Weapons of any kind, Firearms	n/a	n/a	Firearms, weapons, ammunition
Personal Care	n/a	n/a	Personal services, medical services, medical equipment or products, prescription and over-the-counter drugs
Fines, Fees and Delivery Services	n/a	n/a	Cash-on-delivery purchases, traffic violations
Construction, Renovations, Construction Materials	n/a	n/a	Repair services, upgrades, renovations, construction materials other than items mentioned under Non-Routine/Urgent Purchases above