



**MINUTES**  
**EXECUTIVE COMMITTEE MEETING**  
**REGIONAL TRANSPORTATION AUTHORITY**  
**October 19, 2022**

- I. **Call to Order:** The regular meeting of the Regional Transportation Authority of Middle Tennessee (RTA) Executive Committee was held at the Tennessee State Archives & Library, located at 1001 Rep. John Lewis Way N., Nashville, TN 37219 on Wednesday, October 19, 2022. A quorum of the Executive Committee was established, and the meeting was called to order at 9:30 a.m. by Chair, Mayor Randall Hutto.

**Executive Committee Members in Attendance:**

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

**Others Present:**

**Mayor Jamie Clary – City of Hendersonville**  
**Jim Kerr – City of Murfreesboro (Alt.)**  
**Gerald Herman – White House (Alt.)**  
**Mayor Mike Callis – City of Portland**  
**Diana Alarcon – Davidson County (Alt.)**  
**Mayor Wes Golden – Montgomery County**  
**Mayor Joe Carr – Rutherford County**  
**Wood S. Caldwell**  
**Derrick Free – Gray Line TN**  
**Celeste Patterson**  
**Congressman John Rose - Congressman John Rose Office - 6th District, TN**  
**Ray Render - Congressman John Rose Office - 6th District, TN**  
**Rebecca Foster - Congressman John Rose Office - 6th District, TN**  
**Van H. - Congressman John Rose Office - 6th District, TN**

Chair Hutto recognized Congressman John Rose from the 6<sup>th</sup> District of Tennessee in attendance and invited the Congressman to speak to the Board. Congressman Rose thanked the Board for their service to the region in advancing transportation and mobility for all Tennesseans. He assured the Board that he and his office stand ready to help advance important transportation issues, policies, and projects in Washington, D.C. Congressman Rose then introduced his staff members present and thanked them as well for their service to the 6<sup>th</sup> District.

II. **Approval of Minutes:** Mayor Ken Moore made a motion to approve the September 21, 2022, RTA Board minutes; the motion was seconded by Mayor Billy Vogle and unanimously approved by the Executive Committee.

III. **Public Comments:**  
There were no public comments given at this meeting.

IV. **Finance Committee Report:** Committee Chair Mayor Ken Moore introduced the following for discussion and action:

a. **Monthly Financial Report Compared to Budget (R-D-22-029):** Mayor Ken Moore presented the Monthly Financials for the month of August 2022 compared to the budget and a balance sheet as of August 31, 2022. With this being the second month of the fiscal year, he said there were no real trends to report. CFO Oliphant was available for questions from the floor and there were none at this time.

b. **On-Call Capital Program Support Service (R-A-22-023):** Chief Development Officer Trey Walker presented the following:

Staff requested the Board provide the Chief Executive Officer the authority to enter into contracts for On-Call Capital Program Support Services to each of the firms at the designated maximum not-to-exceed value with a duration of three years plus two one-year extension options:

- CDM Smith \$2.5 million
- Fairpointe Planning \$1.5 million
- HDR \$2.5 million
- Kingdom Development Group \$1.5 million
- Wendel \$2.5 million

Each task order engagement will be funded with a combination of federal, state, and/or local funds to be determined based on the specific project assignment consistent with the agency's Capital Improvement Plan.

Ed Cole said that he was impressed with the DBE's participation in this project.

Mayor Ken Moore made a motion to approve the On-Call Capital Program Support Services action item; the motion was seconded by Ed Cole and unanimously approved by the Executive Committee.

c. **Period of Exclusive Negotiations for Joint Development Of Donelson Station (R-A-22-024):** Chief Development Officer Trey Walker and Director of Procurement & Business Diversity Denise Richardson presented the following:

Staff requested the Board provide the Chief Executive Officer the authority to enter into a period not to exceed twenty-four (24) months for exclusive negotiation with H.G. Hill and Southeast Venture for the joint development of Donelson Station and surrounding property pursuant to applicable FTA guidelines. RTA Board approval will be required prior to the execution of any final proposed development terms negotiated through this authorization.

Kelly Dannenfelser asked if the proposed development was mixed-use; CDO Trey Walker said that it was.

Mayor Jamie Clary asked if members of the board should serve on the Negotiations Committee. CEO Bland said that we would welcome anyone that had the interest to serve

on the committee. Ed Cole said that he'd be willing to serve on the committee and Mayor Rick Bell suggested that this could be channeled through the Operations Committee. CEO Bland agreed and said that staff would include the Operations Committee in negotiations as they progress.

Many of the board members expressed how excited they were and said that this was a great opportunity. Mayor Hutto said having a developer with extensive experience in Middle Tennessee is wise.

Mayor Ken Moore made a motion to approve the Period of Exclusive Negotiations for Joint Development of Donelson action item; the motion was seconded by Mayor Billy Vogle and unanimously approved by the Executive Committee.

**V. Operations Committee Report:** Committee Chair Mayor Rick Bell introduced the following for discussion and action:

**a. Transit Asset Management Plan Update (R-A22-030):** Chief Development Officer Trey Walker presented the following:

Federal regulations require that agencies receiving Assistance from the Federal Transit Administration create and update a Transit Asset Management Plan every four years. The plan includes a complete inventory of all physical assets, an assessment of their current condition, and a prioritization strategy for maintaining all assets in a state of good repair. It also requires that the agency set targets for the performance of its asset condition on a scale of 1 to 5 with 1 being poor and 5 being excellent. Mr. Walker reported that all facilities of the RTA met the performance targets of the plan. With respect to rolling stock, metrics are developed based on a percentage of the "Useful Life Benchmark." In this metric, the only assets falling below-desired performances were one passenger rail car (most of the fleet is "new to us," but one of the older cars is still in service as a spare) and vanpool vans.

Mayor Ken Moore made a motion to approve the Transit Asset Management Plan Update action item; the motion was seconded by Kelly Dannenfelser and unanimously approved by the Executive Committee.

**b. Monthly Operating Statistics (R-D-22-031):** Chief Executive Officer Steve Bland reviewed the RTA Monthly Dashboard Report through the month of August 2022 with the Executive Committee. CEO Bland was available for any questions were no additional questions or further discussions at this time.

**c. RTA Agency Safety Plan Update (R-D-22-032):** Director of System Safety & Risk Management Nick Oldham provided a brief high-level overview of the expected updates to our Agency Safety Plan:

Nick Oldham said the new Bipartisan Infrastructure Law amends FTA's safety program at 49 U.S.C. § 5329(d) by adding to the Public Transportation Agency Safety Plan (PTASP) requirements. Under this new law, transit agencies that receive Section 5307 funds and serve an urbanized area with a population of 200,000 or more are required to establish a joint labor-management Safety Committee, a risk reduction program, new safety training requirements, and strategies to minimize exposure to infectious diseases consistent with the Centers for Disease Control and Prevention guidelines or a State health authority.

RTA will continue to move forward with the implementation of its Safety Management System by following the guidelines set forth in our Agency Safety Plan as we update the plan with the new requirements. The Agency Safety Plan sets a framework to support and complement the existing approach to public transportation safety, identifies deficiencies, and promotes improvements in transit safety performance. This plan sets a proactive

approach to safety risk management that is outcome-focused and emphasizes an overall improved safety culture.

There were no additional questions or further discussions at this time.

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

1. We are in the final stages of consultant selection for the long-awaited Star future vision plan. We expect to bring a recommendation to your November meeting for approval.
2. We are in the process of readvertising for Legal Services for the RTA, and we received 3 proposals. CEO Bland thanked Board Secretary Ed Cole for participating on the Evaluation Committee. We anticipate bringing forward a recommendation to you next month.
3. With Rita Roberts-Turner returning to private law practice, we have made an offer to a new Chief Administrative Officer and anticipate making an announcement about their hiring within the next couple of weeks.
4. Planning staff is working on an update to the Title VI programs for both MTA and RTA as we do every three years. The program acts as the agency's guiding document for how we address major events with standard policies and practices intended to minimize adverse effects on low-income and minority populations. The three-year review allows us to take a look at how we've done, assess any demographic changes to the communities we serve, and alter any policies based on a transparent process with the community. A draft was made available for public comment on October 10<sup>th</sup> and any necessary revisions will be incorporated into the final document which will be presented for approval at the November board meeting.
5. This week, the Tennessee Public Transportation Association is holding its annual conference at the Cool Springs Marriott. Our thanks to Mayors Anderson and Moore for their attendance at the opening general session yesterday, where we also heard from TDOT Commissioner Eley.
6. CEO Bland thanked all RTA Members who attended last month's briefing of the Transportation Policy Board on Nashville's East Bank Vision Plan. This plan has been formally adopted by the Metro Nashville Planning Commission, and we will be working with partners like Metro Planning and NDOT on its implementation in the coming years. In the meantime, we have been meeting with Oracle to incorporate transit station design into their planning for their Campus.
7. After your formal authorization last month, we held a kickoff meeting with our new Real Estate advisor, James Long LaSalle. We will be issuing formal task orders for them to provide support in the negotiation of the joint development agreements for Donelson Station and the identification of properties in Rutherford and Williamson Counties for enhanced park-and-ride facilities, so we would like to get them in touch with the cities of Murfreesboro and Franklin in the coming weeks.

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

**VII. Chair's Report:** Chair Hutto thanked everyone for attending the meeting and moved for adjournment.

**VIII. Adjournment:** With no further business, Mayor Hutto called for a motion to adjourn, Mayor Paige Brown made a motion, and the meeting was adjourned at 10:06 a.m.

Respectfully submitted:



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Ed Cole, RTA Secretary &  
Davidson County Governor Appointee