I. **CALL TO ORDER:** The regular meeting of the Regional Transportation Authority Board of Directors was held in the meeting room at Music City Central at 400 Charlotte Avenue on August 17, 2011. A quorum was established and the meeting was called to order at 10:03 a.m. by Acting Chair Ed Cole, Secretary to the RTA Board.

II. **APPROVAL OF MINUTES:** Acting Chair Ed Cole entertained a motion to approve the minutes of the June 15, 2011 meeting. Motion was made and seconded. The vote of approval was unanimous and the minutes were accepted.

III. **PUBLIC COMMENTS:** There were no public comments.

IV. **NORTHEAST CORRIDOR REPORT:** Chair Holt reported the following:

a. **ROUTE 92 GALLATIN/HENDERSONVILLE SERVICE EXPANSION (A-11-013):** The Route 92 Gallatin/Hendersonville Express has capacity issues and there is a need for expansion. A third afternoon trip departing Music City Central at 3:49 p.m. has been proposed to help meet this need and does not change the existing scheduled trips. The estimated cost to provide this service is $60,000 annually. Congestion Mitigation Air Quality (CMAQ) funds (80%) in combination with local match funds (20%) have been identified to cover the cost of service. The service change would go into effect on Monday, September 26, 2011. The committee recommends the Board approve this new trip to be added to the schedule. There was no discussion and the motion was approved unanimously.

V. **MARKETING REPORT:** Committee Chair Ed Cole provided the Board an update of the marketing efforts being done. The advance ticket sales for the Game Day Express for the regular season are going very well. The RTA is partnering again this year with Wilson County Schools in the High School Player of the Week awards. Last year this initiative generated great press coverage for the football players and the Music City Star. Recently staff worked with the Frist Center in a joint promotion on its summer concert series of Frist Fridays. In conclusion, Chair Cole reported that once again the July 4th Music City Star service from Wilson County to Nashville and back was successful and that this was the third consecutive year it was a sellout.
VI. **Operations Report**: Chair Howard Bradley included these points as he reported on the Music City Star and its connecting bus service:

- The Music City Star ridership was the highest in the past 12 months with almost 27,000 total trips. This is especially noteworthy with gas prices at their lowest since March of this year.
- Route #93 Music City Star West End Shuttle monthly ridership increased compared to June of 2010.

Reporting on the commuter routes, Chair Bradley stated the following:

- The #96X Nashville/Murfreesboro Relax and Ride showed the 3rd highest monthly ridership of the past 12 months with over 8500 riders. MTA will be adding MCI motor coach vehicles on this route in September. These buses are designed for highway travel and will provide a more comfortable ride as well as restroom amenities.
- The #91X Franklin/Brentwood Express remained steady with the monthly ridership at 2,900. The Lowes’ Park and Ride stop has been closed for construction. The elimination of this stop has benefited the schedule and passengers have requested this stop not be replaced. The timing of the #91X schedule will be adjusted to better serve its passengers.
- Route #92X Gallatin/Hendersonville Express ridership dropped slightly with 2,728 riders recorded for June.
- The monthly ridership for the #95X Spring Hill Express was the highest to date with 1,650 riders.
- The #89X Springfield/Joelton Express continues to establish solid numbers with June registering 2,280 rides for the month.

The overall RTA ridership for June increased 48% over the same month last year. The total ridership numbers for fiscal year 2011 came in just under ½ million rides.

Chair Bradley then presented the following action item:

a. **Transit Solutions Group Contract Renewal (A-11-014)**: The current contract with Transit Solutions Group (TSG) for operations and maintenance services of the Music City Star is due to expire in September 2011. The contract allows for one five-year renewal option. The first annual payment is $1,536,437 with minimal annual increases throughout the duration of the contract. The Operations Committee recommends that the Board approve the renewal contract with TSG for a five-year period through September 17, 2016 at the annual fees listed within this board action item. The committee moved for approval. There were no questions or discussion. The vote of approval was unanimous.

VII. **Finance and Audit Report**: Committee Vice-Chair Paul Webb reported that the four action items from his committee were being brought to the Board as recommendations and Chief Financial Officer Ed Oliphant was prepared to discuss all of them. It was agreed that they would be gone through in order and action would be taken on them individually. Mr. Oliphant then presented the following action items:

[2]
a. **Adoption of Budget for FY 2012 (A-11-015):** Mr. Oliphant reviewed some of the line items as presented in the proposed budgets for rail and rideshare operations. There was no discussion. The motion from the committee to approve and adopt the proposed FY 2012 Budgets for the annual rideshare operations totaling $2.6 million and the annual Music City Star commuter train operations totaling $4.6 million was approved unanimously.

b. **Note Payable to Nashville & Eastern Railroad Corporation (A-11-016):** Mr. Oliphant reported that in the long-term 35 year agreement with Nashville and Eastern Railroad Corp (NERC) and the Nashville and Eastern Railroad Authority (NERA) there was a portion of the track usage fee that was to be deferred during the first five years. The accumulated deferred amount would come due the first day of the sixth year after train service commenced which is September 17, 2011.

An option under the agreement allows RTA to convert the deferred balance into a five year note to be paid monthly with the interest rate floating with the prime rate. The RTA would begin note payments in October 2011. The FY 2012 budget includes the nine months of payments which are eligible under capital cost of contract/preventive maintenance grant funding.

There were a few questions including if there was an option to pay off early and that was confirmed. Additionally, it was confirmed that there were no deferred fees.

The motion from the committee recommending that the Board authorize RTA management to enter into a five year note payable with NERC per the existing contractual agreement for the deferred portion of the track usage fees with payments based upon the floating prime interest rate starting in October 2011 was unanimously approved.

c. **Grant Application Resolution (A-11-017):** Mr. Oliphant reported that recipients of federal, state and local funds are required by FTA to participate in the TEAM software system that facilitates application for and receipt of these funds. The FTA requires RTA Board authorization of the CEO to execute all federal, state and local grant applications and contracts.

Additionally, the FTA requires the RTA Board approve the resolution included with this action item that authorizes the RTA to file grant applications in TEAM. (For the record, this Resolution No. 12-01 is included at the end of these minutes.) There was no discussion and the motion from committee to authorize the CEO as stated and to approve the resolution as presented was approved with a unanimous vote.

d. **RTA/MTA Contract for State Easy Ride Services (A-11-018):** Mr. Oliphant reported that the State of Tennessee has agreed in the new Easy Ride contract for July 1, 2011 through June 30, 2012 to change back to a cost per ride set at $2.35 per ride. In order to properly allocate the revenues between MTA and RTA, an analysis determined that MTA will pass through RTA’s portion of its Easy Rides revenues at an effective rate of $2.70 per ride since RTA’s fares for R&R and train service are proportionately higher than MTA’s.
The motion from the committee is that the Board grant approval for RTA to enter into a contract with MTA that calls for MTA to reimburse RTA for Easy Ride trips provided to State employees participating in the Easy Ride program at a rate of $2.70 per ride for a period of one year, beginning July 1, 2011 through June 30, 2012. There was no discussion and the vote of approval was unanimous.

VIII. General Manager’s Report: General Manager Lora Baulsir reported on the following:

a. Hamilton Springs Resolution (A-11-009): At the June RTA Board meeting Jack Bell of Jack W. Bell Builders and Jay Everett of Lose and Associates made a presentation of the proposed Hamilton Springs Development. The developer came to the Board asking for a commitment that RTA would agree to stop the train at Hamilton Spring once the development occurred. While the Board is strongly in favor of supporting the project it is in agreement that the cost of building a station would be the developer’s responsibility. This resolution outlines the Board’s commitment to the Hamilton Springs development project and ascertains that there will be no financial contribution from RTA for this station.

Motion was made and seconded. Then there was discussion for clarification purposes which led to a motion to amend the resolution. The language for this amendment would clarify that in the future if additional service is added the RTA Board will decide at that time on the stop. This amendment to the resolution was approved and passed by the Board unanimously.

Vote was then taken on the resolution as amended and the vote of approval was unanimous. (For purpose of record, the resolution as amended will be included at the end of these minutes.)

b. Update on Municipalities Joining the Reconstituted RTA (I-11-006): General Manager Lora Baulsir provided an updated list of municipalities and jurisdictions that have voted to join the reconstituted RTA as required under the 2009 state legislation approved by the RTA Board in January. Ms. Baulsir was asked for any further updates and she stated that LaVergne will have this come before their committee and board in September.

IX. Chief Executive Officer’s Report: Paul Ballard noted his appreciation to the committees, their chairs and their members, for the hard work they do on a continuing basis that allows RTA to be an effective body. He specifically acknowledged the Finance Committee Chair Schroer and Vice-Chair Webb as well as CFO Ed Oliphant for all of their efforts. All aspects of the budget have been discussed in great detail and thoroughly reviewed by them. Additionally, Mr. Oliphant expended great efforts in getting the federal funding straightened out on behalf of RTA. Mr. Ballard acknowledged the superb work by Mr. Oliphant and noted his personal appreciation for these accomplishments.

Continuing, Mr. Ballard reported that the Transit Academy under Ed Cole’s leadership as head of the Transit Alliance got off to a great start. Thirty-three
members were appointed by the mayors to this first class and thirty-two came to the first session. The President of American Public Transportation Association hosted the kick-off session with an introduction to public transportation and the issues facing it today. The upcoming class on August 31st will have Michael Skipper and Paul Ballard co-chairing the presentations. The partnership with Lipscomb University and the Nelson Andrews’ Leadership Institute at Lipscomb has been very impressive and all who made recommendations to this call can be very pleased.

In closing, staying consistent with the budget, Mr. Ballard reported that the insurance for property damage for rolling stock was renewed this month and once again Mr. Oliphant was able to get lower price than the prior year. This is an indication of good management on the part of our contractor and our crews in the operations of the trains. The property damage and liability insurance for the stations was renewed as well at a favorable rate.

**X. OTHER BUSINESS:** There was no other business.

**XI. ADJOURNMENT:** The meeting was adjourned at 10:46 a.m.

Respectfully,

*Ed Cole*

Ed Cole
RTA Secretary

**RTA RESOLUTION # 12-01**

**A RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR FINANCIAL ASSISTANCE**

**WHEREAS,** the Regional Transportation Authority for Cheatham, Davidson, Dickson, Maury, Robertson, Rutherford, Sumner, Williamson and Wilson counties is filing applications for funds with the Federal Transit Administration and the Tennessee Department of Transportation;

**WHEREAS,** the Federal Transit Administration is authorized to make grants for mass transportation projects;

**WHEREAS,** it is required by the United States Department
Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in conjunction with the filing of these applications for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and other pertinent directives of the Federal Transit Administration and the Tennessee Department of Transportation requirements hereunder; and,

NOW, THEREFORE, BE IT RESOLVED BY THE REGIONAL TRANSPORTATION AUTHORITY

SECTION 1: That the Chief Executive Officer of the Regional Transportation Authority is authorized to execute and file applications on behalf of the Regional Transportation Authority with the Federal Transit Administration and the Tennessee Department of Transportation to aid in capital assistance projects.

SECTION 2: That the Chief Executive Officer of the Regional Transportation Authority is authorized to execute and file with such applications an assurance or any other document required by the Federal Transit Administration and Tennessee Department of Transportation effectuating the purposes of this grant.

SECTION 3: That the Chief Executive Officer of the Regional Transportation Authority is authorized to furnish such additional information as the Federal Transit Administration and Tennessee Department of
Transportation may require in connection with the applications or the projects.

SECTION 4: That the Chief Executive Officer of the Regional Transportation Authority is authorized to execute an agreement on behalf of the Regional Transportation Authority with the Federal Transit Administration and the Tennessee Department of Transportation to aid in capital assistance projects.

RTA RESOLUTION # 12-02
REGIONAL TRANSPORTATION AUTHORITY
BOARD RESOLUTION # 12-02
AMENDED

WHEREAS the Regional Transportation Authority believes that transit-oriented development encourages community and economic development while enhancing the value of public transit, and

WHEREAS Jack W. Bell Builders, Inc. is developing the Hamilton Springs community, a mixed use development centered around the Music City Star rail line, and

WHEREAS, Jack W. Bell Builders, Inc. has agreed to build a train station as part of the development with no cost to be borne by the Regional Transportation Authority,

WHEREAS, the Hamilton Springs development is an equal distance between the current Lebanon train station and the Martha train station,

THEREFORE, the RTA Board of Directors will show their support of the project by agreeing to commit to adding a Hamilton Springs stop to the Music City Star route with no expenditure by RTA. In the future, if other service is added, the RTA Board will decide at that time on the stop.

This amended resolution approved by the RTA Board of Directors at their August 17, 2011 meeting.