I. Call to Order: The regular meeting of the Metropolitan Transit Authority Board of Directors was held in the MTA Board Room, 130 Nestor Street, on September 25, 2008. Present were: Gail Carr Williams, Chair; Lewis Lavine, member; Thomas F. O’Connell, member; Marian Ott, member; Secretary Margaret Behm and CEO Paul J. Ballard. A quorum was established and the meeting was called to order at 1:33 p.m.

II. The meeting was opened by Chair Gail Carr Williams.

III. Approval of Minutes: A motion was made to approve the minutes of the August 28, 2008 Board of Directors meeting. The vote of approval was unanimous, and the minutes were adopted.

IV. Public Comments: There were no public comments.

V. Transportation Committee Report: Thomas O’Connell presented the report.

   a. Security Services Contract (A-08-023): Mr. O’Connell reported that last month the Code of Conduct was developed for the new facility and this contract was actually going to give that code of conduct teeth. He stated that Diamond Security Services would use off duty Metro police for any armed security and non-officers for the security room. The committee recommends to the board the approval of contract with Diamond Security Services for the annual amount of $527,164.40 for the first two years of a five year contract with a CPI adjustment in the remaining three years. Vote of approval was unanimous.

This concluded the report.

VI. Finance Committee Report: Marian Ott reported on the following items:

   a. State Contract to Subsidize Routes for State Parking Lots (A-08-024): Ms. Ott reported that this was a renewal of contract with the State of Tennessee which provides a shuttle service from the State lots to the downtown area where most of the state offices are located. She noted that in the past these contracts have been done for multi-years, but this time since the State was looking into operating this kind of service themselves, the State was instead asking for the board’s consideration of a six month contract for this service. Ms. Ott further noted that this would not have impact on the budget since MTA is only receiving the marginal cost for providing this service. Continuing, she added that this is peak hour service and will free up equipment that can be used elsewhere within the system. The committee recommends to the Board the approval of the contract with the State of Tennessee as described in Board Action Item A-08-024 for an amount not to exceed $336,000 over a six month period. The vote of approval was unanimous.
b. **Resolution for FY 2009 Annual Grant Applications (A-08-025):** Ms. Ott reported that this resolution was to give the staff permission to apply for all of the 2009 grants. The committee recommends to the Board that they approve this resolution to allow the staff to make such applications for grants. The vote of approval was unanimous.

c. **Paratransit Bus Contract (A-08-026):** Ms. Ott reported as the report reflects, careful consideration was given to those who responded to the RFB. She noted that this is part of the capital program that is actually in two parts. Ms. Ott stated that no vans would actually be purchased until the capital dollars were in hand to do so. The recommendation is to buy a total of 24 paratransit buses, two of which will be hybrid vehicles. She clarified that the second set will not be ordered until the money has been received. Continuing, she added that these are replacement vehicles and are not an expansion of the service, but an effort to keep the vans new enough to not get bogged down with maintenance and liability. Chair Williams noted that more hybrids would be considered once these two had been received and tested. The vote of approval was unanimous.

d. **FY 2008 Budget Revenue Adjustments for Year-End (A-08-027):** Ms. Ott reported that 2008 has been particularly problematic because of fuel and the health care costs, making it very difficult to predict. With still a little bit to cover in the 2008 budget, Ms. Ott stated that these additional grant dollars could be used to cover the difference. The committee recommends that the board grant approval of reimbursement of an additional $136,000 in eligible FY 2008 planning expenses using available UPWP grant dollars. The vote of approval was unanimous.

This concluded the report.

VII. **Planning & Marketing Report:** Chair Lewis Levine gave the report.

a. **Proposed October 2008 Service Changes (A-08-028):** Mr. Lavine reported that the committee’s recommendation to the board was for the semi-annual service changes. He stated that the staff came to them previously and received approval to go to public hearings. He noted that from those public hearings they had received minimal comments and the committee had reviewed them. It is the committee’s recommendation to the board that they approve the changes as presented. The vote of approval was unanimous.

Ms. Ott commented that some of these adjustments are increases in service but noted that those increases are a result of the Job Access Reverse Commute funds which have specific criteria for adding services. Chair Williams thanked the staff for their response to the Board’s request to move some of the public hearings to other locations.

b. **Consulting Firm Recommendation for MTA Master Plan (A-08-029):** Mr. Lavine reported that the staff presented to the committee last week three
vendors that had submitted proposals to guide them through the planning process and the recommendation of the staff was TranSystems. The committee recommends the board grant approval for the staff to enter into a contract with TranSystems to provide planning services not to exceed $249,954 in development of the MTA Master Plan.

Before the vote, Committee Chair Lewis Lavine introduced Mark Walburn from TranSystems in Salt Lake City to address the board. Mr. Walburn gave an overview of the components that TranSystems feels will make their plan unique and successful. Some light discussion followed.

The vote of approval was unanimous.

This concluded the report.

VIII. **Music City Central Committee Report**: Chair Lewis Lavine reported.

   a. **Office Space for Tennessee Public Transportation Association (TPTA) in Music City Central (A-08-030)**: Mr. Lavine reported that TPTA had requested lease of office space within Music City Central. The committee recommends that the board give their approval for the staff to enter into a 12 month lease with TPTA for office space at Music City Central for the rate of $450 per month.

This concluded the report.

IX. **Chair’s Report**: Chair Williams thanked everyone for an amazing month – the marketing efforts of Patricia Harris-Morehead, the rise in ridership and the staff’s response, how great the drivers have been and how riders are pleased. She said this is a true testament to the work of the staff and that she was glad to be a part of MTA.

   Lewis Lavine asked for the best base line to appraise the rise in ridership. Mr. Ballard answered that in one year, from July to July, ridership has gone up close to 11%. Looking further at the numbers it was determined that in five years the annual rise has been 15% and that this week they are carrying over 37,000 riders per day.

This concluded the report.

X. **Chief Executive Officer’s Report**: Mr. Ballard expressed his appreciation to the board for their leadership through the past year with ridership increases and with Music City Central. For the staff and for the community, he expressed his thanks. At this time, he asked attorney Harlan Dodson to give an update on the management contract negotiations with the Regional Transportation Authority.

   Attorney Dodson stated that the negotiations were ongoing and that a draft had been sent to the counsel for RTA for their comments. Board, staff and counsel had a discussion at length about various aspects of this management contract that were of concern, some of which were the costs to MTA for management of the RTA, what additional liabilities MTA might incur, and what is the long term plan for the region
concerning transit. These concerns were referred back to Margaret Behm for inclusion in the forthcoming contract.

Board Member Thomas O’Connell asked Paul Ballard if he could speak to the recent special circumstances involving MTA with Hurricane Ike – both the evacuees and the fuel crisis. Mr. Ballard responded stating that FEMA and TEMA had contacted MTA and that over Labor Day weekend MTA transported 2,350 people from the airport to shelters in Davidson County and several surrounding counties. The following weekend, on Saturday, MTA responded to start returning the evacuees. MTA is fully compensated for that, he added, submitting a bill to TEMA who pays the cost. He stated that MTA did a good job and received honorable mention for their efforts. Concerning the fuel situation Mr. Ballard stated that COO Bob Baulsir did a fine job scouting out the whole eastern seaboard for fuel and MTA was in fuel the whole time thanks to Mr. Baulsir’s efforts. In the end, MTA was able to get fuel and the prices were reasonable – paying within the $3.40 - $3.50 range for diesel fuel. When asked what MTA would do when out of fuel, Mr. Ballard responded that we would stop operating until we had more fuel with the exception of those medical emergency trips like kidney dialysis patients who would need AccessRide service. Mr. Ballard continued stating that efforts are being made to give priority to Public Transportation to receive fuel in times of emergency both on the federal and state level. He said there was a federal law at one time, but that had been repealed. As to MTA, we have never been out of fuel having a good back up plan in place.

This concluded the report.

XI. **Adjournment:** There were no further comments, and the meeting was adjourned at 3:15 p.m.