



Minutes

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

BOARD OF DIRECTORS MEETING

March 26, 2015

I. CALL TO ORDER: The regular meeting of the Nashville Metropolitan Transit Authority Board of Directors was held in the Music City Central Meeting Room, 400 Charlotte Avenue, on March 26, 2015. Present were: Marian Ott, Chair; Lewis Lavine, Vice-Chair; Janet Miller, member; Thomas F. O'Connell, member; Gail Carr Williams, member; Secretary Margaret Behm, and CEO Stephen G. Bland. A quorum was established and Chair Ott called the meeting to order at 1:34 p.m.

II. APPROVAL OF MINUTES: Proper motion was made to approve the minutes of the February 26, 2015 Board of Directors meeting. Mr. O'Connell noted one correction in Section IV, page 3, Transportation Committee. He asked that his name be corrected in the report. With that correction, the vote of approval was unanimous.

III. PUBLIC COMMENTS: Chair Ott reminded us that public comments are kept to three minutes. She then recognized the following members of the public:

Peter O'Connor of Nashville:

Mr. O'Connor stated he had two complaints. First, he expressed his frustration about being asked to give his name when he calls into the dispatch office at night, after the customer service offices have closed, to make inquiries about the buses. His second complaint concerned a ride he took on what he understood was a #12 all loops bus but the driver said it was not. He also turned this complaint in to the Customer Care Department.

David Burke:

Mr. Burke had a complaint about the #12 and feels that it is chronically off schedule most all of every day. He asked if there was an explanation for this. The Board responded that they only hear complaints during the Board meeting. CEO Steve Bland referred him to the Nashville MTA scheduler who was in the audience and encouraged Mr. Burke to speak with him afterwards.

Steve Reiter:

Mr. Reiter stated that he, too, was aware that the #12 is sometimes late and noted that he is also aware that there is a CSX train crossing that often impacts that route. Mr. Reiter also noted his appreciation of Steve Bland adding that Mr. Bland was the best

department head in all of Nashville and Davidson County and he hopes Mr. Bland will stay in Nashville for some time.

There were no other public comments.

- IV. TRANSPORTATION COMMITTEE:** Committee Chair O’Connell reported that February’s Customer Care report revealed an extraordinary high call volume as well as an extraordinary responsiveness of Customer Care through the winter weather.

The Passenger Survey this month was conducted on AccessRide. The commentary on MTA’s provision of AccessRide service directly through our paratransit vans was generally very favorable, but there was a very obvious dissatisfaction with the overflow service provided by the taxi company. This led to discussion about AccessRide as a strategic initiative in the Nashville MTA plan.

Director of Maintenance Bruce Buck reviewed in depth the road call performance report. We distinguished between road call and mechanical road call and then looked at whether miles-between-road-call as currently defined is actually the most appropriate measure. We discussed the possibility of revising reports slightly as well as the difficulty of benchmarking with peer cities based on how NTD reporting is done. There was a general consensus that we would take the information, digest it, and look to make sure we are both compiling and also reporting on information that will be to the biggest benefit of our ridership.

Scheduling Manager Dan Freudberg reviewed the Automated Vehicle Locator (AVL) Project Update report. That project and implementation is currently on track to be contractually completed in September with some possible extensions for some complications that are a part of the project. There was good discussion about the smartphone app and whether or not the app is the appropriate priority. The biggest question was when this will be something that ridership can meaningfully take advantage of and Steve assured us that would be calendar year 2015.

Training Manager Kym Tucker and HR Recruiter Carolyn Earls took us through what we are doing right now procedurally in training and also some opportunities for recruitment techniques. It will take some intent to be where we need to be for implementation of current and services already known to be planned.

- V. FINANCE COMMITTEE:** Chair Williams reported that CFO Ed Oliphant reviewed the Statement of Operations and indicated that we may need to revise the reforecast based upon some of the recent changes in services that we had to make as a result to the inclement winter weather. She then presented the following action items:

- a. Short Term Loan Request(A-15-002):** Nashville MTA will once again need temporary operating fund assistance due to delays in receiving the FY 2015 Section 5307 formula capital grant funding. The portion of our FY 2015 Federal 5307 grant appropriation budgeted to be used for Nashville MTA operations is approximately \$10.75 million. Nashville MTA’s cash flow requirements

anticipate needing to borrow up to \$10.75 million starting around April 1 through the month of June 2015 or beyond, depending on the timing of the federal funding.

The Finance Committee recommends to the Board to renew and increase its existing credit facility through SunTrust Bank to allow Nashville MTA to borrow up to \$10.75 million. The intent is to borrow up to \$10,750,000 to be received as needed and to be repaid in full once federal funding is available. This will allow Nashville MTA to continue operating and allow time for the grant monies to be received.

Chair Ott asked for any discussion. Board member Freddie O'Connell noted for clarification purposes of the record that this is to cover the scenario that we do get federal funding for operations and that money is not always available at the time that the operations are needed. It is not how the Board would prefer to do business but is necessary because of the timing issue.

There was no further discussion and the vote of approval was unanimous.

- b. **Standard Bus Shelters and Benches (A-15-003):** The One Hundred (100) Shelter Project continues to make progress. We took action on January 23, 2014 to approve a contract with Decamil for transit amenities, bus shelters, and benches for an initial (5) year term not to exceed \$2,500,000. The production lead time for shelters from Decamil is approximately 13 weeks. At this time, staff would like for us to start production on 71 standard shelters and benches in order to have them readily available for installation once the sites have been prepared.

The Finance Committee recommends that the Board approve the purchase of 71 standard 5'X 8' bus shelters with solar powered security lighting and 36" benches along with spare parts from Decamil with a not to exceed amount of \$509,831. Funding is available through the Metro FY15 capital budget funds. There was no discussion and the vote of approval was unanimous.

- c. **Bus Shelter Installation Services (A-15-004):** In February, 2015 a Request for Qualifications (RFQ) was issued to solicit responses from licensed contractors to perform construction project services related to the installation of bus stop shelters and amenities on behalf of Nashville MTA. Interested firms were instructed to provide Statements of Qualification and a methodology defining the specific tasks to be undertaken in planning, sequencing, delivering, and assuring the quality of required deliverables.

The RFQ was sent directly to forty-two (42) firms; and notice was published on Nashville MTA's website and in the Transit Intelligence online publication. Four firms submitted proposals and an evaluation committee made up of project stakeholders reviewed and rated the responses. Stansell Electric received the highest ranked score.

Based upon results of the solicitation and evaluation processes, the Finance Committee recommends that the Board give the Chief Executive Officer authority to enter into an Indefinite Delivery, Indefinite Quantity Task Order Contract with Stansell Electric for an initial three (3) year term at a price not to exceed \$3 million and two (2) additional one-year options at a price not to exceed \$500,000 in each of the two option years. Funding for installation of the 100 Shelters project and the two BRT-Lite projects will come from local Metro Capital Grant funding.

The Board noted their appreciation to Mayor Dean for his support in this project in making this possible.

There were no other comments and the vote of approval was unanimous.

- VI. PLANNING AND MARKETING COMMITTEE REPORT:** Chair Lavine reported that the committee did hear some reports on some current changes that are being proposed for the spring, but their primary focus was on the comprehensive planning effort. The most important thing that came out of that discussion was the direction by the Board to the staff and management and consultants to think big and be bold. They were encouraged to look worldwide for inspiration and to look for different ideas and ways of doing transit.

Chair Lavine added that we want to involve the whole community and we want to meet our goal of getting input from 10,000 persons. However, more importantly, we want the community to feel ownership that this is their plan, because without that, this won't be fundable.

Concluding, Chair Lavine stated that the Board gave direction that they want to be more involved. We are looking at ways to get that done in terms of longer sessions before the year is out. As the Board is involved, our slant is going to be to make this be really bold and really imaginative. Nashville is a hard town to plan transit for because we have narrow, hilly streets and we have been a hub and spoke system.

- VII. CHAIR'S REPORT:** Chair Ott stated that a lot of credit for the public's interest in transit goes to Mayor Dean for both the "talk" and the "walk." She remembers when the Board was just hoping to get enough money to replace the twenty-year old buses and now they hope they have enough buses to provide the service that he is funding for them. Continuing, Chair Ott reported that at a recent meeting of the American Society of Civil Engineers the conversation was about infrastructure that included the need for transit. She added that this is a bigger conversation than just Nashville and she wants Nashville MTA to be ready for what it is that transit needs to get funded.

Chair Ott noted that there are some important public meetings coming up and she hopes the public will actively participate. Concluding, she stated that in the midst of all this fun, we must continue to keep our focus on the nuts and bolts of what is going on. It is important that we continue to have continuous improvement in our service.

VIII. CEO'S REPORT: CEO Steve Bland reported that a series of service changes would go into effect this week. Probably the most noteworthy of these is effective on Monday (March 30), Route 50 BRT Lite on Charlotte Avenue will go into service.

Mr. Bland also reported that with their continuing interest in public transit as an issue, the Tennessean posted a live chat with him as part of their follow up to the Nashville Next process. He reported that they received a lot of good questions from those who participated.

Concerning the COO vacancy, Mr. Bland stated that the initial screening was now done and he was pleased with the candidate pool. Three finalists will be brought to Nashville in mid-to-late April.

Mr. Bland reported that the budget hearings were coming up soon. The budget presentation to the Mayor will be on April 3 and June 4 has been set for Nashville MTA to present their budget to the Metro council at 6:00 p.m.

In closing, Mr. Bland noted that the American Public Transportation Association (APTA) has announced April 8 as the national Stand Up for Transportation Day. They hope to draw attention to the fact that for several years the transportation industry has been operating on temporary bills. The legislation that governs federal funding expires this year on May 31. While that may sound like a crisis, it is what we have been under for the last three years. It is time for another long term bill that we can plan around, and this translates to other infrastructure as well - roads, bridges and other.

IX. Other Business: Board member Freddie O'Connell noted that the strategic plan kick-off dates had been scheduled and he encouraged the public to attend. The first two meetings will be held on Tuesday, April 7th at the Nashville downtown public library at 615 Church Street from 11:30 a.m.-1:00 p.m. That night, the second meeting will be held from 6:00-7:30 p.m. at the North Police Precinct at 2231 26th Avenue North.

X. Adjournment: The meeting was adjourned at 2:13 p.m.