



Minutes

NASHVILLE METROPOLITAN TRANSIT AUTHORITY

BOARD OF DIRECTORS MEETING

August 27, 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 August 27, 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 1:32 p.m.
- II. RECOGNITION OF MAYOR KARL DEAN:** Chair Ott opened the meeting recognizing Mayor Karl Dean and then offered these remarks:

Nashville MTA – and even more importantly, the citizens of Nashville – have benefited from Mayor Dean’s focus on transit as vital to Nashville’s continued success. While my comments are going to be focused on Nashville MTA, I suspect the same kind of theme would apply to comments about the RTA and regional transit services as well.

His interest in transit has been demonstrated with his “Mayor on Board” monthly transit rides. He has ridden all of the major corridors in the city and many of the neighborhood routes. I believe that meeting our riders, witnessing the professionalism of our team, and seeing first-hand the need for better service contributed to his practical support for Nashville MTA.

With his leadership – and his actions – the Metro operating support for Nashville MTA services has more than doubled during his tenure as Mayor. In fact it increased by 117%.

With these resources we have been able to implement the beginnings of Bus Rapid Transit (BRT) on these three major corridors: Gallatin Pike (2009); Murfreesboro Pike (2013); Charlotte Pike (2014); and we need to count Nolensville Pike, that will start this fiscal year, as his as well because this is his last budget.

Additionally, we now operate the Music City Circuit, the free downtown shuttle. These buses serve our new baseball stadium, Farmers Market, Bicentennial Mall and as well as lower Broadway and the Gulch. Just as importantly, Nashville MTA has been able to increase the frequency on some of our major routes and we have met the expanded demand for AccessRide.

Mayor Dean has also been one of our chief marketers for our service. Not only by riding the bus to work, but Metro – under Mayor Dean – is a leader in the EasyRide program which is where employers provide transit service as a benefit to employees. Metro joins universities, private businesses, and state government in this program which stimulates transit use and takes vehicles off the road during commute times.

Mayor Dean also organized the partnership that resulted in the StrIDe Youth program and last school year all Metro high school students were able to ride the bus for free. This school year the program has been expanded to include some middle school students.

To improve service, capital investments are also necessary. Mayor Dean's capital budgets have provided more than \$125 million to Nashville MTA. Leveraging these Metro dollars with state and federal dollars, Nashville MTA has:

- Been able to replace our aging buses and vans based on the industry standard life cycle – we no longer fret about increased maintenance cost due to an aging fleet;
- Acquired our new headquarters and maintenance facility in Madison and made significant improvements to the operating facility on Nestor Street;
- Invested in new equipment and technologies, in particular the new AVL transportation system that will provide real-time bus information for our customers as well as provide for improved operational efficiencies;
- Purchased new electric buses and charging stations for the Music City Circuit;
- Installed infrastructure to support the new services on Gallatin, Charlotte, and Murfreesboro Pikes which include enhanced stops and signal improvements on Gallatin Pike; and, with Public Works, we will soon implement a major signal upgrade on Murfreesboro Pike that will aid Nashville MTA service reliability and will as well improve overall traffic flow in the corridor; and
- We have been installing 100 new shelters across the city at the stops with high ridership and/or with seniors and mobility challenged passengers riding.

All of this effort, the operating money, the capital dollars, and the marketing, has paid off where it matters most – the citizens of Nashville enjoy an improved transit system – and most importantly, they have responded by riding more. The last fiscal year there were almost 2 million more transit trips than the year before Mayor Dean took office. Also, ridership on AccessRide, Nashville MTA's county wide service for those who are physically unable to ride our regular buses, has increased over 47% during Mayor Dean's tenure and accounts for approximately 135,000 of that 2 million increases in trips.

On a more personal note, I want to thank Mayor Dean for his help in recruiting our new CEO, Steve Bland. We believe that under his management, Nashville MTA's best days are still ahead of us.

Chair Ott then invited the other Board members to add to her comments. Member Janet Miller noted that she had the honor of serving with Mayor Dean for seven years in her role in economic development at the Nashville Chamber of Commerce and then this last year as a member of this Board. For her, what was most impressive is that the economy and transit have to go hand in hand that they are not two separate things but that they go together. That is just a brilliant synthesis that a lot of

communities don't see and it was Mayor Dean who brought us this understanding. She thanked him for that and for all of his leadership.

Member Gail Carr Williams echoed Chair Ott's sentiments. She also thanked him for riding the bus because she believes it has made a big difference for our drivers and she believes it is making such a big difference for our community to see him lead by doing. She thanked him for his leadership and for believing in them as a Board and all of the staff at Nashville MTA and really respecting their leadership.

Member Lewis Lavine stated that we always seem to do things in threes. For eight years the threes have been education, public safety, and jobs. During those eight years transit has moved right up there and it is interesting that the new threes in this current mayor's race are education, affordable housing, and transit and you, Mayor Dean, made that happen.

Member Freddie O'Connell noted that he was the first member appointed to this Board by Mayor Dean and it has been his honor to serve both the Mayor's administration and the city in this capacity and then going beyond that to be the Nashville MTA representative to the Bicycle and Pedestrian Advisory Committee covering all of the bases of mobility that you prioritized. It speaks well to all of Chair Ott's points that you stressed as requirements for your administration that two of your appointees have gone from this Board to serve the public as elected officials carrying that conversation forward with the full support of the public and he is one of those about to serve this district for Metro Council, District 19 and it is absolutely the conversation that he is going to continue in that role.

Concluding, Chair Ott addressed Mayor Dean and stated that in the transit industry, the way we honor our best is with an award known as the "Big Wheel Award." Today, we want to present you with our own uniquely designed "Big Wheel Award" for being a Mayor who is a true champion, a true driver, of public transit. She asked the Mayor to join her at the podium. (Applause)

In presenting the award, Chair Ott noted that the wheel is actually from bus number 804 that was retired this year, right on schedule, after 12 years of service on the road, thanks to Metro's capital budget support. The wooden base is from one of our older trolleys that was taken out of service in 1998. This unique award was designed by our own Wade Perry, Graphics Designer from our Communications Department.

Mayor Dean thanked everyone for the kind words and memories, but he wanted most to thank the Board for their service, noting that they have worked long hours for no pay. The accomplishments, to which they have credited him, he added, were done together. It has not been one person; it has been multiple entities and Nashville MTA taking the leadership role. Every morning when he is able to take the bus to work, he arrives at work in a better mood than when he drives. It is easier to relax and read, people on our buses are incredibly friendly, and the bus drivers are uniformly, in his mind, excellent. He has not had or seen any unpleasant experiences; all he has seen is friendliness and concern about their passengers and that is a great sense of reassurance for him.

The most exciting thing for him right now is seeing the bus shelters go up. This is something that has been needed and he is glad to see that happening. He knows that

for this particular Board, the work you are going to do is going to continue, and is only going to be more important. It is fair to say that the quality of life in Nashville and the future economic development of this city is going to depend--in no smart part--to you moving the city forward. You are on the right track. Stick with it. It is going to happen and he will still be around and will ride whatever they create. Keep up the good work and once again, thank you. (There was a small break in the meeting at this time to take a few photos.)

III. APPROVAL OF MINUTES: Proper motion was made to approve the minutes of the June 25, 2015 Board of Directors meeting. There were no additions or corrections and the vote of approval was unanimous.

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

John Bull of Nashville:

Mr. Bull referred to the changes proposed for the Rt. 21 University Connector and stated that he would like to see the Sunday service kept as opposed to eliminating it. He would like to see the weekday service patterns kept and not enhanced. If there were to be modifications, he would recommend modifications be done in line with timely transfers to Rt. 8 and Rt. 19 which are at the end of both.

Glen Allen Graham of Nashville:

Mr. Graham thanked the Board for this opportunity to speak and stated that he has been an MTA/RTA rider since August 2008. He noted the following concerns:

1. Recently the format of the digital schedule boards in the waiting rooms has been changed and they are more puzzling to read than they were before. He urged the Board to change it back to the way it was before.
2. Recently there have been announcements over the audio systems in the bus stating that there will be no eating, smoking, or drinking on the bus. He has seen incidents of eating and drinking on the bus increase since these announcements started and the bus drivers are not enforcing this policy.
3. Passengers board with babies in strollers and do not remove the baby from the stroller and put the stroller away before the bus begins to move. The larger strollers block the aisle way and he has seen someone trip and fall due to the stroller in the aisle.

Peter O'Connor of Nashville:

Mr. O'Connor noted the following:

1. There are a lot of people with concerns over a number of issues on the #12 Nolensville Rt., but they will not come to these meetings to speak up.
2. He stated that he has issues with Supervisor Mackie and he has brought these concerns to Director of Operations Charles Mitchell.
3. Customer Care hours of operations need to be extended. They need to be open from the time that the first bus leaves MCC until the last bus completes its course. When Customer Care closes, the ridership has no one to contact about a situation until the next day.
4. An alternative route for the #12 around the railroad tracks is greatly needed.

Steve Riter of Nashville:

Mr. Riter noted the following:

1. The Sunday service on the #21 University Connector is inefficient and needs to be changed.
2. The downtown circulator needs to be a 30' bus because not enough people are riding that bus.
3. He suggests that the Board needs to look at the ridership numbers and stop focusing on choice riders and instead focus on the transit dependent riders.

James Thomas of Nashville:

Mr. Thomas cited ten issues with various routes including the #12 Nolensville bus – Hickory Plaza and Wallace Loop, the #56 Gallatin, and the #72 Edmondson Pike Connector. The issues included buses running late, not showing, and passengers with noisy headphones.

There were no other public comments.

- V. **TRANSPORTATION COMMITTEE:** Chair O'Connell reported that the Transportation Committee welcomed India Birdsong, our new COO to the table for the first time to present the monthly operating reports. The committee discussed accidents and possibly looking into a more in-depth report on accidents in the coming months.

Another highlight on this report was Eric Beyer, Director of Community and Legislative Relations, gave an update on the StrIDe program, which is our youth ridership program. We looked at the goals of the program in terms of increasing not only youth ridership and general access to the city, but also the overall impact on Nashville MTA ridership in offering them the mobility advantage through the city. It has been a success.

There were some questions that overlapped a little. The Finance Committee's considerations about where costs might be funded for the program since it really involves three key partners, Nashville MTA, Metro Schools, and the Mayor's office. Some of those questions remain unresolved, but the strength of the numbers overall suggests that it is worthwhile and has sufficient merit for consideration for a future mayoral administration to continue the program in partnership with Metro schools.

- VI. **FINANCE COMMITTEE:** Chair Gail Carr Williams reported that CFO Ed Oliphant shared the Statement of Operations for the Fiscal Year ending June 30th Compared to Reforecast and while these are preliminary statements prior to our actuarial analysis that is required at year end, all of the numbers looked very satisfactory and we had a good year last year. We also talked about the StrIDe program and how those dollars were coming in and how that impacts our budget.

Ms. Williams then presented the following action items for the Board's consideration:

- a. **Resolution for FY 2016 Annual Grant Applications (A-15-013):** This allows the Nashville Metropolitan Transit Authority (Nashville MTA) to have the authority to receive federal, state and local financial assistance for transportation projects. We think this is a good idea to empower Nashville MTA with this authority. We have done this every year and we have benefited tremendously from being able to receive grants.

In order for Nashville MTA to apply and receive federal funds, Nashville MTA must comply with Federal Certifications and Assurances and annually submit compliance in accordance to these terms.

The attached resolution comprises the annual submittal of Certifications and Assurances for Federal Transit Administration funds and authorization to submit applications for grants with the Federal Transit Administration, the Tennessee Department of Transportation, and other grant funding entities.

The Finance Committee recommends to the Board that they adopt the attached resolution which authorizes the application for 5307, 5339, 5310, and funding and State/local match; authorizes the submittal of applications for State Operating Assistance and funding; and, authorizes the submittal of applications and execution of contracts for any other federal, state, or local grant funding that may become available during the fiscal year 2016 for the benefit of Nashville MTA. There was no discussion and the vote of approval was unanimous.

- b. **Real Time Signage for Charlotte and Murfreesboro Pikes (A-15-014):** On June 27, 2013 the Board approved a contract for the purchase and installation of automatic vehicle locator equipment on our rolling stock with Trapeze for \$5,111,961 plus 10% contingency totaling \$5,623,157.

The contract with Trapeze includes options for the purchase of LED single line OnStreet Signs which will be utilized in our BRT Lite shelters and integrated with our existing Trapeze Transit Master TIS AVL system to display our real time schedule information. We are now ready to purchase a total of 58 electronic signs for the Charlotte BRT Lite corridor and the Murfreesboro Pike BRT corridor as well having five signs purchased as spares.

The Finance Committee recommends that the Board give the Chief Executive Officer the authority to amend and increase the current contract with Trapeze for a total of \$750,100 for the purchase of 58 electronic signs to be purchased through the existing option under the contract. Funding is available using existing Tiger V and federal 5307 grant funding. There was no discussion and the vote of approval was unanimous.

- VII. **PLANNING AND MARKETING COMMITTEE REPORT:** Chair Lavine reported that the committee focused on three things. First, they discussed the real time management system with their focus on how to brand it and how to market it. Chair Lavine stated it is important to note that as we move into this marketing phase, what we are going to be marketing is the management system. There will be all kinds of opportunities for people to use this system in various ways, but what we have waited for over a very long time; and will have in place by end of year, is a management system. Additionally, he added that this doesn't happen overnight - even after we flip the switch. Chair Lavine continued adding that they talked about several time periods that they will be looking at letting the public know about this system and how to use it. A soft opening was discussed in order to try it out and make it work. The committee and the Board agreed with that approach and that is the direction in which we are headed.

Second, the committee also talked about the plan and focused on the planning principles (attached here for the record per Chair Lavine):



MTA/RTA STRATEGIC PLAN PRINCIPLES

PRINCIPLE 1	CONNECT	<i>CONNECT PEOPLE AND PLACES</i>
	<ul style="list-style-type: none"> • Develop a stronger transit network that provides comprehensive service coverage in transit-supportive areas • Provide compelling transit options to a broad cross-section of Middle Tennessee residents, especially those who live and work in Nashville's urban core • Work with outlying service providers—such as the Mid Cumberland Human Resources Agency, Murfreesboro Rover, Franklin Transit, Clarksburg Transit, and private operators—to improve connections between local and regional services • Provide better connections between non-downtown Nashville destinations • Connect concentrations of people without access to a car or those who cannot drive to jobs and other essential life activities • Improve the accessibility of fixed route services for senior citizens and persons with disabilities • Continue to improve AccessRide services throughout Davidson County for seniors and persons with disabilities who cannot use fixed route services 	
PRINCIPLE 2	ENHANCE	<i>PROVIDE COMPELLING AND COMPETITIVE TRANSIT SERVICE THAT CAN ATTRACT MIDDLE TENNESSEANS TO USE TRANSIT FOR MANY OR SOME TRIPS</i>
	<ul style="list-style-type: none"> • Develop a connected network of high quality services—such as Bus Rapid Transit, light rail, streetcar, and commuter rail—that provide competitive alternatives to automobile travel in congested corridors • Create a Frequent Service Network that provides frequent (15 minute or better) services from early morning to late night in heavily traveled corridors • Develop competitive services to meet the region's needs for tourist and special event transportation • Adopt operating, capital, and technological strategies that will improve on-time performance and overall service dependability 	
PRINCIPLE 3	SIMPLIFY	<i>MAKE TRANSIT EASIER TO USE</i>
	<ul style="list-style-type: none"> • Provide service that is easy for customers to understand • Provide information on available services that is attractive, easy to obtain, and easy to understand • Adopt new technologies—such as mobile ticketing, electronic fare collection, and real-time schedule information—that makes transit better and easier to use • Improve and expand passenger amenities on buses and at stops • Expand the availability of park-and-ride, particularly adjacent to frequent services • Provide seamless connections between MTA and RTA services • Make transit vehicles more attractive and easily identifiable 	
PRINCIPLE 4	SUSTAIN	<i>CREATE A SYSTEM THAT THAT CAN BE SUSTAINED OVER THE LONG-TERM AND COMPLEMENTS BROADER REGIONAL GOALS</i>
	<ul style="list-style-type: none"> • Develop partnerships that can improve and expand transit opportunities and funding • Ensure flexibility by expanding and improving services in a scalable fashion, where the amount of service can be adjusted quickly to fluctuating demand • Focus new service and "higher capital" investments—such as Bus Rapid Transit and rail—in areas of growth identified in comprehensive plans such as NashvilleNext and places with complementary development plans and ordinances • Work with municipalities at the city, regional, and state levels to improve bicycle and pedestrian connections to and around transit stops • Develop partnerships to introduce and accelerate "transit oriented development" around premium transit services • Implement new vehicle technologies that are environmentally friendly and sensitive to the neighborhood context in which they operate • Integrate public transportation services with existing and emerging transit options such as taxis, carshare, bikeshare, and rideshare 	

This was the first iteration of planning principles that came to the Strategic Plan Advisory Committee and our committee examined it ourselves. It talks about four buckets into which we put our discussion – connect, enhance, simplify, and sustain. What we discussed at length was ways in which we move from the statements that are here, which are fine, but which are fairly generic into some very specific kinds of determinations about where we are headed. At the next meeting, or the meeting after that of our Board, we are going to be looking at specifics to put with these principles and that is where the plan is going. As we proceed with the public outreach and the opportunity for the citizens to comment, it is important that we start moving forward on this.

Third, Chair Lavine reported they discussed the service changes for the fall. He noted that a perfect segue from principles to the service changes are our public comments today because they really demonstrate the struggles we are going to have in going forward with this plan. On one hand, Route 21 ought to be cut because it is not really performing well. On the other hand, it ought not to be cut because some of these services are important and there were other comments today about how we set priorities. We don't have a plan yet, but it is time to make changes and decisions for the next round of service delivery. The following action item has been included below in full upon Chair Lavine's request for the sake of clarity. Further conversation concerning the action taken by the Board on this item follows after Appendix B at the end of this item.

- a. Fall 2015 Service Changes (A-15-015):** As part of our ongoing effort to provide efficient and effective service to travelers within Nashville-Davidson County, we review the performance of existing service for potential improvements or changes for implementation each Spring and Fall. In cases where the recommendations require a public hearing, such as significant improvements or changes to service, staff brings the recommendations through the Committee and Board process for review and approval. Some proposals that meet the Major Service Change threshold are described on the following pages.

With the adoption of the Nashville MTA Strategic Master Plan 2009, several key priorities were identified, as well as some projects, where Nashville MTA should focus our service improvement and expansion efforts. These priority areas are listed below.

Five Priority Areas for Transit Investment

- More buses, more often (increase frequency of buses)
- Faster transit trips (fewer bus stops, traffic signal priority, avoid going downtown to transfer)
- Serve new or under-served areas (connect to areas that do not have service today)
- Make service easier to use (signage, better access to information, "How to Ride" training, simpler schedules, simple fare payment methods)
- Improve the image of transit (marketing, shelters and benches at stops)

When resources are available, the objective is to ensure that proposed modifications attempt to make progress on these key areas where practical. During times when resources are more limited, performance measures are used to determine where potential inefficiencies of service exist.

For this fall, we are not proposing to add any significant new service. Instead we are proposing route modifications to Route 12 – Nolensville Pike that will improve frequency and make the service easier to use. Proposed changes to Route 12 also include time adjustments to address on-time performance. We are also proposing to discontinue the Sunday service on both Route 20-Scott and Route 21-University Connector due to continued low performance on ridership. Additionally, the discontinuation of the Music City Circuit Purple route is also being proposed because of underperforming reasons.

Service Change Proposals

Nashville MTA presented proposed improvements and adjustments during public meetings for West End Routes (3 and 5); 7 Hillsboro; 9 MetroCenter; 12 Nolensville; 18 Airport/Elm Hill Pike; 20 Scott; 21 University Connector; 34 Opry Mills; 37X Tusculum/McMurray Express; and 62 Downtown Purple Circuit.

Route 12 – Nolensville Pike

Frequent delays on Route 12 have caused the buses on this route to constantly fall behind schedule creating performance and reliability issues. In order to help alleviate some of these problems, we are proposing a few adjustments. We are proposing to combine the Wallace/Grassmere loop for midday service. Currently, trips alternate with one trip traveling one of the loops and the following trip traveling the other loop. With the change, one trip travels both loops and the next trip will skip both loops. The benefits of combining the Wallace/Grassmere loop for midday service would be a more frequent service to both Wallace and Grassmere midday, more consistent service to Wallace and Grassmere loops (hourly service) and it addresses on-time performance issues. The current frequency to Hickory Plaza at the end of the line will not be affected. We are also proposing to re-route from 3rd Avenue to 2nd Avenue on inbound trips to access Downtown, and other schedule changes to improve on-time performance. The current Route 12 map is shown in Figure 1.

Figure 1: Route 12 – Nolensville Pike



Route 20 Scott

Route 20 Scott has been under-performing for some time and Sunday service has been particularly affected. This route has not reached ridership goals in several months. The average passengers per trip for December 2014 through May 2015 were six and the average passenger per hour (PPH) was eleven. Based on Sunday data from April, The PPH for this route was 4.8 and the Passengers Per Trip was 2.6. At this point, due to low ridership performance and the cost involved to run the service, we are proposing to discontinue the Sunday service on this route. Analysis conducted on boardings based on manual ride checks indicates that several of Sunday riders of Route 20 are within a ¼ mile of another route. Other route options in this area that also operate on Sunday include Routes 26-Gallatin Pike and Route 4-Shelby.

Figure 3: East Nashville Routes



Route 21 - University Connector

Route 21 - University Connector has been under-performing for the last 6 months on Sundays as well. This route has not reached ridership goals in the last 6 months. The average passengers per trip for December 2014 through May 2015 were six. The average passenger per hour was six. Based on Sunday data from April, the Passenger-Per-Hour for this route was 4.8 and the Passengers-Per-Trip was 4.7. At this point, due to low ridership performance and the cost involved to run the service, we are proposing to discontinue the Sunday service on this route. Route 21 is a crosstown route and intersects with

several different routes that also operate in Sunday including West End Routes 3 and 5; Route 7, Hillsboro; Route 8, 8th Avenue South; Route 10, Charlotte; Route 19, Herman; Route 22, Bordeaux; Route 25, Midtown; Route 29, Jefferson; and Route 42, St. Cecilia/Cumberland. However, this may involve having to travel to downtown and transfer to reach some destinations which can be inconvenient. However, an analysis of boardings conducted by scheduling indicates that some riders are within a reasonable ¼ mile distance from another route.

Figure 4: Route 21 – University Connector

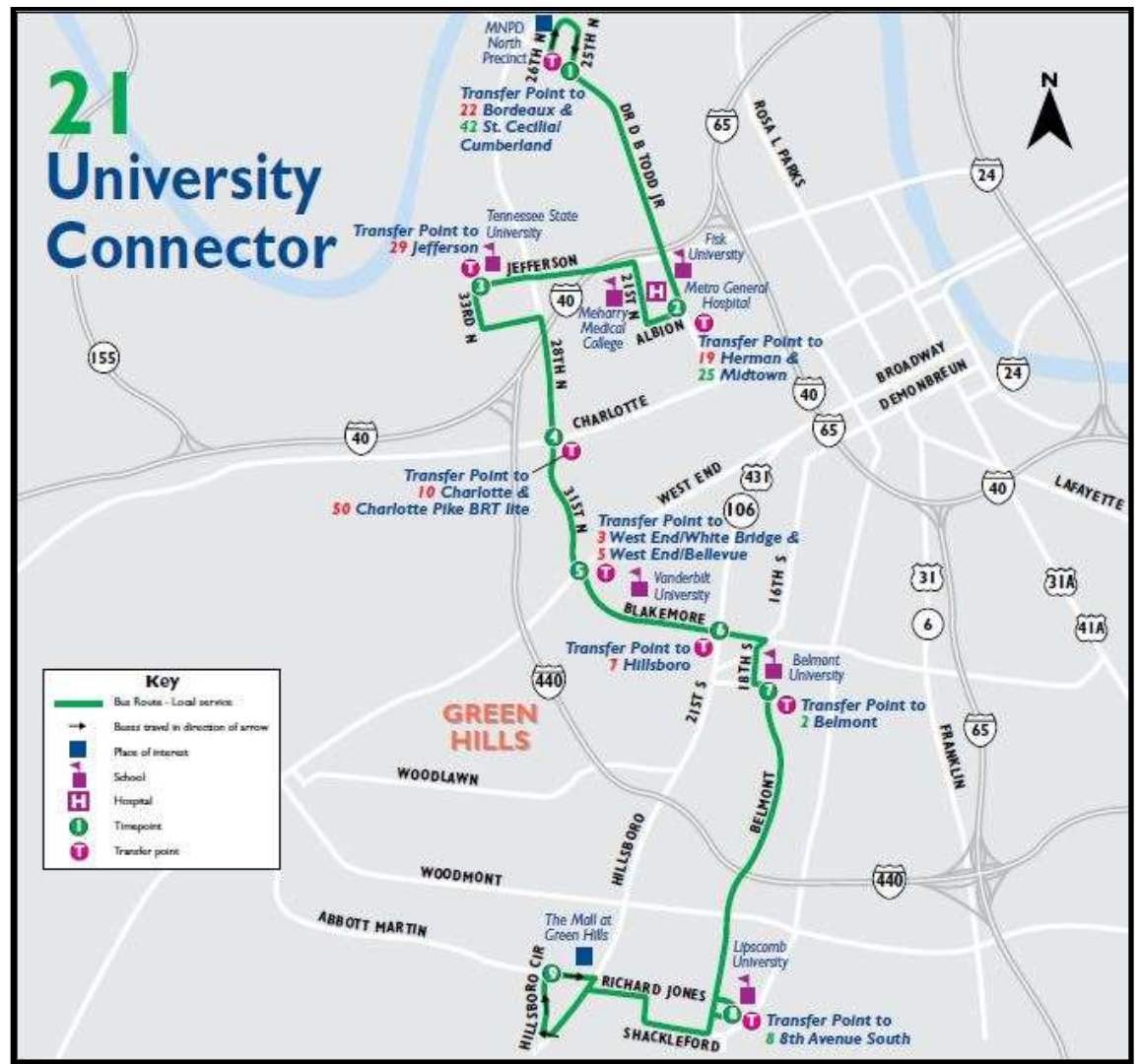


Figure 5: Adjacent and Intersecting Route21 routes



Other Service Improvements and Schedule Adjustments

We are also proposing to implement several minor adjustments to routes. All service changes will become Effective on Sunday, September 27, 2015.

Nashville MTA presented proposed improvements and adjustments for West End Routes (3 and 5) and Route 7, Hillsboro. The trip times are being adjusted slightly throughout the day, with the most significant adjustments between 2:00 p.m. and 6:00 p.m. on weekdays. Route 7 also has a potential bay change to reduce conflicts from bay 3 to bay 9. Route 9, MetroCenter shifts the 6:40 a.m. outbound trip to 6:45 a.m. to better accommodate transfers from connecting routes. Route 18, Airport/Elm Hill Pike is seeing minor schedule time adjustments on midday/early afternoon on weekdays to improve on-time performance. Route 21-University Connector buses are now running every 40 minutes during rush hour (currently every 30 minutes), as well as discontinuing the Sunday service for the route. Route 34, Opry Mills is discontinuing the Donelson Station stop on weekdays only (still served by Route 6 Lebanon Pike). Weekday and weekend trip and travel time adjustments will improve service reliability. There is also a Park-and-Ride lot being added at Music Valley Village. Route 37X, Tusculum/McMurray Express is re-routing its afternoon outbound trips in the downtown area. And lastly, Route 62, Downtown Music City Purple Circuit route will be discontinued.

All of these changes were discussed at our public meetings and a presentation was posted on the Nashville MTA website for comment.

PUBLIC INVOLVEMENT

The Planning Department held several public meetings to discuss the proposed service changes and adjustments. The focus of the two meetings each day were to gather more public input on each specific route of the system changes for this Fall. One meeting was held on Tuesday, July 21, 2015 at Music City Central Community Meeting room, 400 Charlotte Ave., Nashville, TN from 11:00 a.m. to 1:00 p.m. and from 4:00 p.m. to 6:00 p.m. The other meetings were held on Thursday, July 23, 2015 at Music City Central Community Meeting Room, 400 Charlotte Ave., Nashville, TN from 11:00am-1:00pm and from 4:00pm-6:00pm. Notices for the meetings were advertised on area newspapers, the Nashville MTA and RTA websites, blast emails, social media notices and flyers on buses. All the information was produced in English and Spanish. Also, two Sunday trip seat drops for Route 20-Scott, and Route 21-University Connector were used to alert riders about the possible discontinuation of Sunday service.

There were a total of 60 attendees at the public meetings. Participants were handed comment forms to provide feedback on service changes. Additionally, we received 35 emails. Of those 35 emails, 7 opposed the elimination of the Sunday service on Route 20 and 9 opposed elimination of the Sunday service on Route 21. Several comments were received because of the seat drops. We also specifically surveyed riders face to face. We received 43 surveys. Of those 43 surveys, 14 respondents stated they could NOT make the trip, while 21 respondents mentioned there was no other route to use to get to their destination.

Several other riders expressed that they had other options including adjacent routes. Overall, people were disappointed in some of the changes, mainly in the changes for Route 20-Scott. A summary of comments are listed below:

Route 20 - Scott comments ranged from:

- Please do not eliminate this route on Sundays. I need this route for church and various errands.
- If I take another bus I have to walk a mile.
- I take this bus to the Nazarene Church on Sunday nights. Please do not eliminate.
- Route 20 is the best route for me. I could take others and still get to work.
- I have had two ACL knee surgeries and deal with gout. Don't cut route because walking up a hill to get to 26 or 56 or 4 is difficult.
- Need 20 Scott for Sunday work.
- Need bus on Sunday; too far to walk to work.
- I take Route 20 to/from work at Ezell Harding High usually from 5:30 a.m. to 3:00 p.m.
- I would have to walk to Gallatin. Don't want to walk that far being that I am pregnant.
- This route is very important to my seven day work week.

Route 21 – University Connector comments ranged from:

- Use this route to shop at Kroger in Green Hill and go to movies in Belcourt.
- This bus is convenient. If moved to 40 min intervals, it will be an inconvenience.
- Don't cancel my route. I don't have to go downtown to get home. I transfer to route 8 at Lipscomb.
- Don't cut the route. Work all day, every Sunday and this is my only way there.
- I use this route for work.
- I shop at Whole Foods on Sunday. Some people can't afford a car and need this route.
- I travel this route weekly to get from Green Hills to my work in West End.
- Use the route to go from West End to Hillsboro and to transfer to route 8.
- Elimination of service sends wrong message to the community that needs to embrace public transportation. Please don't cancel
- Disappointed in reduction. At least cut services when none of the schools (Vanderbilt, TSU, Belmont, and Lipscomb) are in session.

TITLE VI REVIEW

Understanding the results of the Title VI review first requires understanding several definitions mentioned throughout the review. These are described below:

Definitions:

Minority: The Federal Transit Administration (FTA) defines a minority as one who self-identifies as American Indian/Alaska Native, Asian, Black or African-American, Hispanic or Latino, and/or Native Hawaiian/Pacific

Islander. A census block is considered a minority block if the percent of minorities within that block is greater than the average minority percent for the entire county. For Nashville-Davidson County, the 2010 Census data puts the minority percentage at 42.5%.

Low Income: The FTA encourages development of a locally-specified threshold to determine what qualifies as low income. These local thresholds must be at least as inclusive as those defined by the Department of Health and Human Services. Working with the Nashville Area Metropolitan Planning Organization (MPO), we have utilized their threshold based on the U.S. Housing and Urban Development approach, defined as 80% of the area's median family income. Using data from the 2011 U.S. Census and American Community Survey (ACS), for Nashville-Davidson County this means households with a median family income of \$41,919 or below are considered low income. County-wide, the low income percentage of the population is 32%.

Adverse Effect: An adverse effect is a geographical or temporal reduction in service which includes but is not limited to: elimination of a route; shortening a route; re-routing an existing line; and an increase in headways. Nashville MTA recognizes that additions to service may also result in disparate impacts and disproportionate burdens, particularly if the additions come at the expense of reductions in service on other lines. As part of our Title VI analysis we shall consider the degree of adverse effects and analyze those effects when planning major service changes.

Analysis:

The Major Service Changes thresholds that require an analysis are:

1. There is any change in service of twenty-five percent (25%) or more of the number of a transit route's revenue service miles computed on a daily basis for the day of the week for which the change is made.
2. A new transit route is established or eliminated.
3. Service frequency or headway adjustments of over 5 minutes during peak hour service or over 15 minutes during non-peak hour service.

As part of the Title VI analysis for Major Service Changes, we consider various levels of analysis depending on the service changes being proposed. In the case of Route 20-Scott and Route 21-University Connector, we are eliminating the Sunday service of these routes due to ridership performance. There are other proposed minor route changes, such as some changes to the span of service, headways, service frequency, or some added mid-day service. With that being stated, the following is our methodology for our Title VI review.

Utilizing the Transit Boardings Estimation and Simulation Tool (TBEST) software, we measured the change in populations served by the proposed routing changes. We utilized the following approach to perform the analysis:

- Created maps identifying the proposed service and the impacted population groups.

- Compared the existing and proposed conditions and determined the percent difference for all populations.
- Determined if minority and low-income populations were being impacted more than 5%

We used the current Master Plan as a guide, which specifies a half-mile buffer to determine route access based on the low-density nature of Nashville-Davidson County. For our Fall 2015 Service Changes, we created a scenario within Nashville TBEST and used the 2015 MPO provided zonal population, household and employment data estimates as a target for regional growth. This scenario gave us the option to provide input on socio-economic growth rates so that ridership forecasts, market analysis, Title VI analysis, operational analysis, etc. incorporate socio-economic growth. Maps are shown in the appendix.

Route 12 – Nolensville Pike

Table 1: Route 12 - Nolensville Pike Population vs System-Wide Population

Route	% Minority Population		% Low-Income Population	
	Impacted Census Blocks	Davidson County	Impacted Census Block Groups	Davidson County
Route 12 – Nolensville Pike	38.4%	42.5%	36.6%	32%

The minority and low-income population served by the Route 12, Nolensville Pike exceed the proportions in our service area, as shown in Table 3 above. The data shows that 38.4% of the affected Census blocks are predominately minority populations, which means 61.6% of the affected Census blocks are not minority. In fact, there are 36.6% impacted low income Census block groups. The percent of low-income populations that are served the difference is less than 5 percent. Therefore no adverse impacts from the route change and implementation are anticipated.

Route 20 - Scott

Table 2: Route 20 - Scott Population vs System-Wide Population

Route	% Minority Population		% Low-Income Population	
	Impacted Census Blocks	Davidson County	Impacted Census Block Groups	Davidson County
Route 20 - Scott	47.8%	42.5%	38.9%	32%

Above in Table 1, the minority and low-income population served by the Route 20 Scott slightly exceed the proportions in our service area. There are 38.9% impacted low income Census block groups. The data shows that 47.8% of the affected Census blocks are predominately minority populations, which means 52.2% of the affected Census blocks are not minority. Therefore, we can conclude that discontinuing the route on Sundays is not indicative of a disparate

impact or disproportionate burden on the minority and low-income community. Analysis maps can be found in the appendix.

Route 21 – University Connector

Table 3: Route 21 – University Connector Population vs System-Wide Population

Route	% Minority Population		% Low-Income Population	
	Impacted Census Blocks	Davidson County	Impacted Census Block Groups	Davidson County
Route 21 – University Connector	42.6%	42.5%	35.1%	32%

As shown in Table 2 above, the minority and low-income populations served by the Route 21 – University Connector exceeds the proportions in our service area. In fact, a little under half of the population in the ½ mile buffer around Route 21 is in a minority Census block group. The data shows that 35.1% of the affected Census blocks are predominately low-income populations, which means that 64.9% of the affected Census blocks are not predominately low-income. Although it serves a higher concentration of minority populations, it does not cross the thresholds required for disparate impact or disproportionate burden.

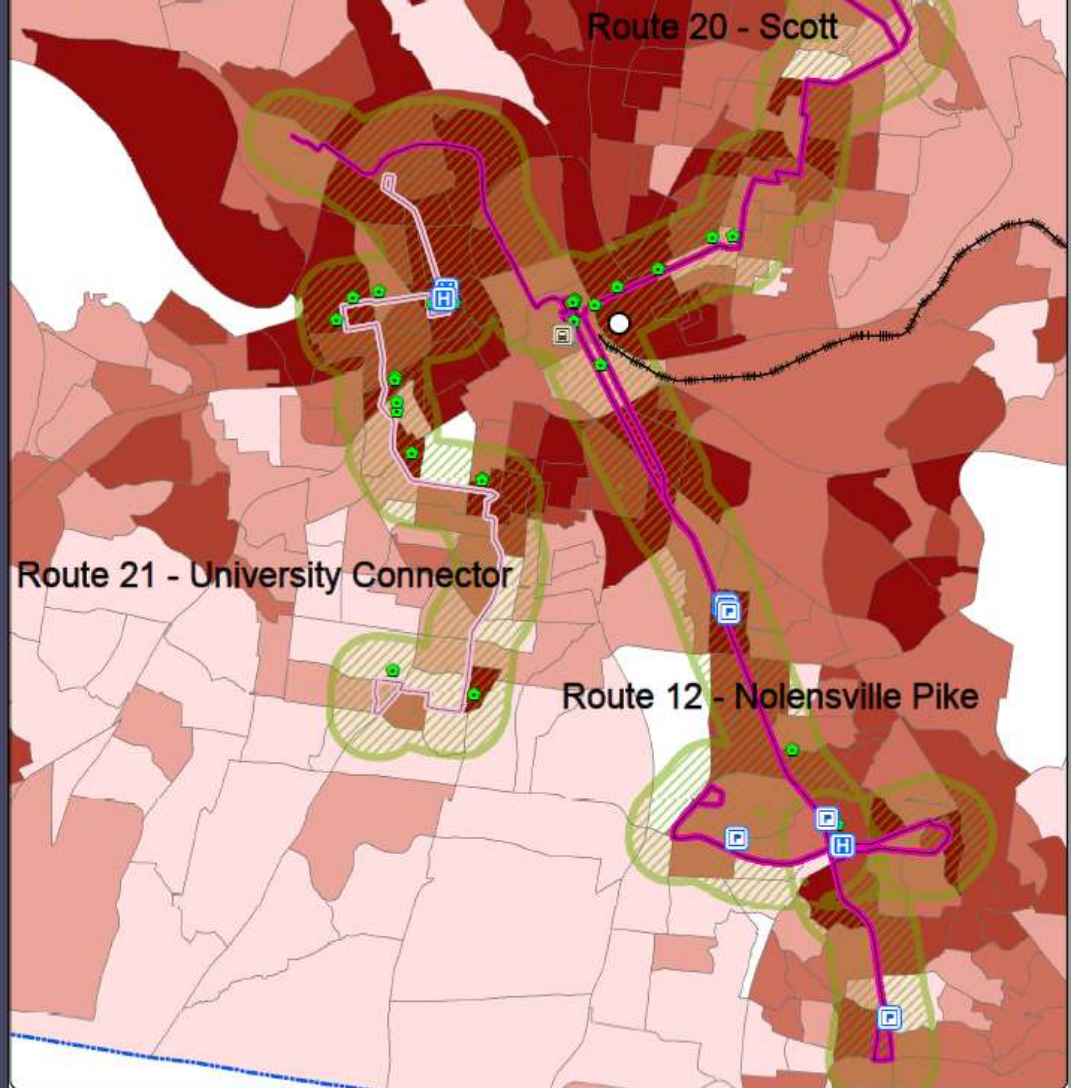
Based on the Title VI analysis discussed above and following FTA requirements and using a GIS-based analysis of our proposed service changes we do not find any disparate impact or disproportionate burdens to the minority or low-income communities.

COMMITTEE RECOMMENDATION

We heard several comments at the public meetings and received several others through the public comments process and route surveys. The majority of those were concerning the discontinuation of Sunday service on Routes 20 and 21. Concerted efforts have been made to let people know about this and alternative routes in the area. Based on the ridership analysis, Sunday service on these routes has been underperforming for a long period of time and not meeting the recommended performance standards causing inefficiencies in the system. This also affects other routes that are struggling to keep up with demand. The analysis also shows that, although not convenient for everyone, there are some other route options available for riders on Sundays within a reasonable distance. Therefore, staff recommends moving forward with the changes as outlined above to be effective on Sunday, September 27, 2015.

After a thoughtful discussion centered on the importance of Route 21-University Connector for the university students and the communities served by this route, the Planning and Marketing Committee recommends approving the proposed system changes as presented by staff with the exception of the elimination of Sunday service for Route 21-University Connector.

Appendix A

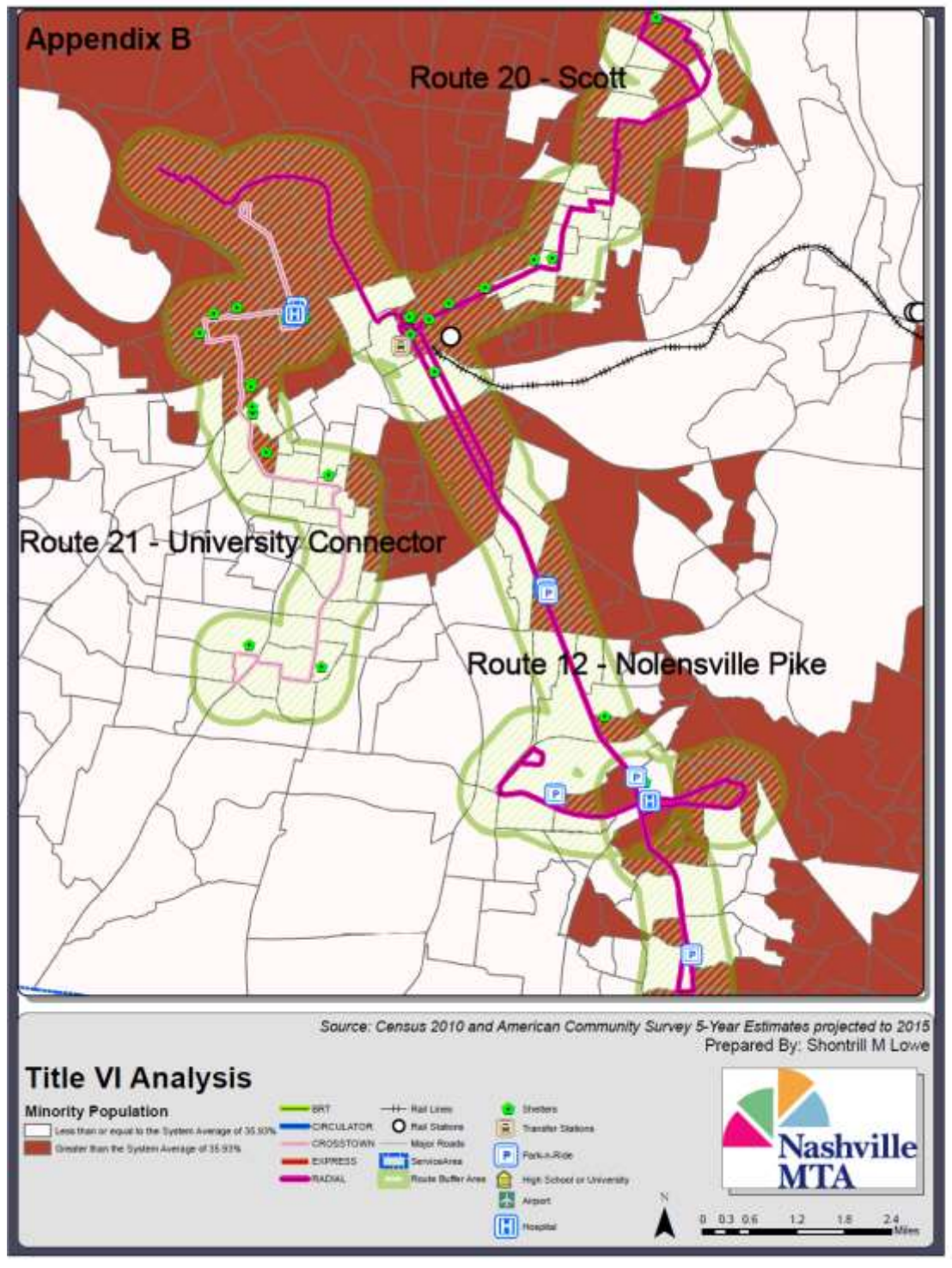


Source: Census 2010 and American Community Survey 5-Year Estimates projected to 2015

Prepared By: Shontrill M Lowe

Title VI Analysis





Continuing, Chair Lavine noted that last week the committee had full discussion on these changes. We are cutting out one of the circuit's downtown, we are adding some service to some routes, and we are eliminating some service in some others, which is what we usually do. We did try to balance the fiscal side with the community side. Although we decided to reduce the time between buses on Route 21, we decided to keep the Sunday route open for a little bit longer to see if there is some marketing or other ways we can make it worthwhile. That was an amendment we made last week

and it has been included in today's action item. It is the committee's recommendation that we adopt these changes as presented today.

Chair Ott asked for discussion. Member Freddie O'Connell remarked that it is not just a balance between the fiscal and the importance of Sunday service, but in thinking of the public side of public transportation, there is a symbolic connection as it is a university connector, it connects a variety of our university institutions, but then also, it is a community connector. It connects some previously disconnected communities. Preserving that as a gesture of our exploration of how can we make this more successful over the long-term, was also an important part of that consideration.

Chair Ott commented about the public comments heard today and noted that the Board is aware that Nolensville Road is a big problem. We are aware of it because we hear comments every month and we are aware of it from the analytical information that we get and in these service changes we are taking a step that should move us closer to a more reliable service there. Dealing with the train is a big problem and is not something that can be solved quickly by us. For those of you who are users of the Nolensville Road service, we are also looking at a Bus Rapid Transit (BRT) service on that corridor next spring and that should also help the reliability of the service there.

Vice-Chair Lavine stated that they will hopefully have other discussions with the railroad through the months ahead.

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

VIII. ANNUAL REVIEW OF CODE OF ETHICS: As she does periodically, Board Secretary Margaret Behm reviewed with the Board the Ethics Policy that was adopted by the Nashville MTA Board in 2007. Ms. Behm is the person designated by the policy to investigate or answer any questions the Board might have. She also notes that the Board has the ability under this policy to designate someone else for a particular purpose or just for another purpose or all purposes all together.

The policy defines what a personal interest is and if a board member has a personal interest they can't do certain things. If a board member or a member of their family has a personal interest in a matter that is coming before the Board, the board member is required to disclose that. They are not required to recuse their self under this policy, but are required to so under the FTA Procurement policy. Therefore, if a board member ever has a personal interest in a matter, they are required to recuse their self from any vote.

If there is a matter that is not coming before the Board, but a board member is aware that it is a matter that is being discussed with the FTA, then they are required to disclose that on a written form that can be obtained from Ms. Behm or the CEO.

Gifts may not be accepted, if by accepting the gift, it looks like it may be influencing their actions. There is not a prohibition amount, it is just if that gift would appear to be such that they would be influenced by the acceptance of the gift, and they are not to accept the gift.

Board members are also not to disclose or use any information that might be confidential under State or Federal law. They may not use or disclose anything with the intent to result in some kind of financial gain for their self or a family member.

Board members cannot use Nashville MTA property if it is for their private gain or for that of their family members.

Board members may not make private purchases in the name of Nashville MTA.

Board members cannot have outside employment that may interfere with their position on the Nashville MTA Board.

These are the basic things Board members need to keep in mind.

IX. CHAIR'S REPORT: Chair Ott recognized and congratulated member Freddie O'Connell on his election to the Metro Council and then offered these following remarks:

Thomas "Freddie" O'Connell has been a member of the Nashville MTA board of Directors since 2008 and has served as our Board chair for three years during his seven-year tenure. He has been a frequent bus rider and advocate of public transit for many years - even before he was appointed to the board.

At his first meeting as a Nashville MTA Board member, Freddie was thrown into the deep end of transit policy. That was a meeting where the Nashville MTA Board voted to raise fares as the least bad option to close a budget gap due to rising fuel prices and cut routes. Freddie fit right into the collaborative culture of the Nashville MTA Board where tough questions are asked, everyone's view respectfully considered, and consensus is sought.

Freddie's term on the Nashville MTA Board covered much of Mayor Dean's time in office so I won't repeat the accomplishments, I will just say "ditto". On behalf of the board and staff, thank you, Freddie. Thank you for your leadership as chair, as vice chair, as a committee chair, for your time, your energy, your thoughtful questions. All of this contributed to our efforts to improve the services for our community.

Your particular interest and expertise in the digital world has facilitated Nashville MTA moving forward with social media and other digital communications efforts. Patricia and the team would still like to consult with you from time to time, especially with the marketing of our Real-Time Management information.

On behalf of the board, I would like to congratulate you on your election to Metro Council. While we will miss you as a board colleague, we are excited about having you as an advocate on the Metro Council.

Chair Ott opened the floor to the other Board members for comment. Member Gail Carr Williams congratulated Mr. O'Connell and said it has been a joy sitting at this table with him over the years. She has enjoyed his passion for excellence, his passion for a better Nashville. She is excited for all the things he is going to do for this city.

Lewis Lavine then pulled out a special award made for him (also by Wade Perry, Communications Department). Chair Ott explained that the wheel is an accessory

wheel from one of our older buses and that a bus cannot move without it denoting that Freddie has been a key cog in the moving forward motion of Nashville MTA.

Mr. O'Connell thanked the Board for being such wonderful colleagues. He added that there have been a number of Board members in his time with some change and some consistency and through it all we have managed to drive an important conversation and he looks forward to continuing to be a part of that.

Chair Ott thanked Patricia Harris-Morehead for her assistance in organizing the presentation of these two special awards today. She also thanked Wade Perry for his creative design of both awards presented.

Chair Ott concluded stating that she is really excited about our planning and that, as Lewis Lavine said earlier, transit is now one of the top three focuses for Nashville and the region and the issue is how to move forward. She also gave kudos to CEO Steve Bland and staff that we are there and the issue is how to move forward. That is wonderful.

In closing, Chair Ott shared a note she had received from a friend who recently had to move and get set up with AccessRide. She shared in her note that gaining a measure of independence will be invaluable in becoming adjusted to a different way of life. Chair Ott noted that AccessRide is a challenge, but it does mean independence for so many.

X. CEO'S REPORT: CEO Steve Bland joined the Board on behalf of staff thanking member Freddie O'Connell for his service on the Board. He then mentioned the following:

- The mayoral campaign continues and he has made contact with both campaigns to update them on the planning process for whatever purposes they might use that information.
- This past month the Chamber of Commerce kicked off what they are calling their Moving Forward process, which is the Chamber's parallel initiative in advancing the transit debate in the greater Nashville region from a business community perspective.
- Concerning our public engagement in the planning process, today we exceeded five thousand in the upfront phases of the general inquiry. We are looking now to where we have gaps where sectors of the community have been underrepresented and we are making much more specific outreach efforts.
- On the regional side of the transit equation we are partnering with Cumberland Region Tomorrow and Transit Alliance of Middle Tennessee to help RTA reach into the outer counties.
- The RTA is moving forward on the Northwest Corridor study looking for a Clarksville to Nashville alternative. Some of the things we are looking at in that corridor tie into nMotion because it is not only Clarksville and Ashland City but is also a significant chunk of North Nashville.
- We continue to work with the AccessRide Passenger Advisory Committee (APAC) identifying issues and strategies for improvements.
- The real time information system is in beta test mode on one of the third party aps and is working well.

- Parallel planning –
 - A couple of weeks ago Governor Haslam had his listening session on transportation and infrastructure. The one in Nashville was extremely well attended and well covered.
 - The MPO is also doing their long range plan and Felix Castrodad and his staff have been heavily involved in discussions on how we fit into that overall piece.
 - We also participated this past month in a workshop with the Urban Land Institute. They are working with the Charlotte Avenue corridor about what the future might look like for that corridor. It was really interesting how trans-mobility pedestrian access really fit into the long range vision for that particular community.

II. Other Business: There was no other business to come before the Board.

III. Adjournment: The meeting was adjourned at 2:33 p.m.