



## AGENDA

### REGIONAL TRANSPORTATION AUTHORITY OF MIDDLE TENNESSEE

### EXECUTIVE COMMITTEE MEETING

10:00 a.m. Wednesday, September 19, 2018

**Bradley L. Barrett Training Center at the TN Banking Association Office**  
**211 Athens Way**  
**Nashville, TN 37228**

Please note interim  
address!

Chair – City of Clarksville Mayor Kim McMillan  
Vice Chair – Wilson County Mayor Randall Hutto  
Columbia City Mayor Dean Dickey  
Davidson County Governor Appointee Ed Cole  
Dickson County Mayor Bob Rial  
Franklin City Mayor Ken Moore  
Portland City Mayor Ken Wilber  
Spring Hill City Mayor Rick Graham  
Sumner County Executive Anthony Holt  
Westmoreland City Mayor Jerry Kirkman  
Wilson County Governor Appointee Ken Davis  
Williamson County Governor Appointee Kelly Dannenfelsler

1. Call to Order – Establish Quorum
2. Public Comments
3. Approval for May 16, 2018 Minutes
4. RTA/MTA Contract Renewal For Regional Transit Service – Ed Oliphant, CFO EXC-A-18-001
5. RTA/MTA Management Contract – Ed Oliphant, CFO EXC-A-18-002
6. FY2019 RTA Proposed Operating Budget Update EXC-D-18-010
7. RTA Monthly Operating Statistics – India Birdsong, COO EXC-D-18-011
8. Resolution for FY2019 Annual Grant Application – Julie Timm, CDO EXC-A-18-003
9. CEO's Report – Stephen G. Bland
10. Chair's Report – City of Clarksville Mayor Kim McMillan
11. Other Business
12. Adjournment



MINUTES  
**EXECUTIVE COMMITTEE MEETING**  
**REGIONAL TRANSPORTATION AUTHORITY**  
MAY 16, 2018

- I. **CALL TO ORDER:** The Regional Transportation Authority of Middle Tennessee (RTA) Executive Committee meeting was held at the Bradley L. Barrett Training Center, TN Banking Association Office, 211 Athens Way, Nashville, Tennessee 37228 on Wednesday, May 16, 2018. A quorum was established, and the meeting was called to order at 9:36 a.m. by Chair Kim McMillan, City of Clarksville Mayor.

**COMMITTEE MEMBERS IN ATTENDANCE WERE:**

|                                       |                     |
|---------------------------------------|---------------------|
| Mayor Kim McMillan, Chair             | City of Clarksville |
| Mayor Randall Hutto, Vice Chair       | Wilson County       |
| Governor Appointee Ed Cole, Secretary | Davidson County     |
| Mayor Bob Rial                        | Dickson County      |
| Mayor Ken Moore                       | Franklin City       |
| Mayor Ken Wilber                      | Portland City       |
| County Executive Anthony Holt         | Sumner County       |
| Mayor Jerry Kirkman                   | Westmoreland City   |
| Governor Appointee Kelly Dannenfelser | Williamson County   |
| Governor Appointee Ken Davis          | Wilson County       |

- II. **PUBLIC COMMENTS:** Jo Ann Graves, President and Chief Executive Officer of the Transit Alliance of Middle Tennessee (TAMT), reported that while they were in a post-referendum period, they were moving forward. She stated that there were 130 organizations that joined the coalition to try and move transit forward. The group was diverse, and all of those people were united in trying to come up with a public transportation system for Metro Nashville. Ms. Graves added that they should not lose sight of the fact that 44,000 people in Davidson County voted to pay more taxes in order to have a public transportation.

Continuing, Ms. Graves added that TAMT was working to revamp their Transit Citizen Leadership Academy (TCLA) to make it more personal and relevant based on the things they had heard over the last several weeks and months. Their next TCLA is scheduled for September of this year, and they had 60 people on their waiting list.

TCLA was also looking to establish mini academies. If people cannot come to their academy, then they were going to go to them. They will work with the local leaders in specific neighborhoods.

Ms. Graves thanked everyone who supported and worked hard for the referendum, noting that it took a lot of time and effort. She thanked in particular the Nashville Chamber of Commerce who had worked tirelessly to move this effort forward. She specifically thanked Ralph Schultz who had led the Chamber and pushed this effort to try to create a better future for Nashville and for Davidson County.

- III. **APPROVAL OF MINUTES:** Chair McMillan entertained a motion to approve the minutes of the April 18, 2018 meeting. Proper motion was made and seconded, and the minutes were approved unanimously.
  
- IV. **MONTHLY FINANCIAL REPORT COMPARED TO BUDGET (EXC-D-18-005):** Chief Financial Officer Ed Oliphant reviewed the year-to-date data of the Statement of Operations Compared to Budget for the month of March 2018. There were no questions. He reviewed the Comparative Balance Sheets for the month ended March 31, 2018, and there were no questions. This ended his report. (Both reports can be found in the RTA May 16, 2018 Executive Committee book.)
  
- V. **COMPTROLLER'S SUNSET AUDIT ACTION PLAN UPDATE (EXC-D-18-006):** CFO Oliphant reported that in the April 18 meeting the Executive Committee reviewed the action plan. Subsequent to that, staff made two changes to the plan related to Finding 2 and Observation 2. The plan, with these changes, was submitted to the Comptroller's Office on April 30 of this year. Since the Committee did not see this update, Mr. Oliphant wanted to bring it to the Executive Committee's attention today.

Mr. Oliphant then reviewed the changes with the Committee. One change was to adopt a fare policy, and the following discussion item further addresses that. In June, this will be brought to the Finance Committee and then to the full Board to adopt a fare policy.

The other change addresses the appearance of a conflict because Nashville Metropolitan Transit Authority (Nashville MTA) also manages the RTA. While there could be an appearance of conflict, the fact that there are two Boards that act independently of each other, staff thought the benefit of having the combined management from a regional perspective would far outweigh the fact there could be a conflict. In June, staff plans to bring to the Finance Committee a list of the actions that could have that appearance in order to have transparency in how Nashville MTA manages the RTA.

- VI. **FARE POLICY (EXC-D-18-007):** CFO Oliphant reported that while there were not many transit agencies across the country that have an official fare policy, the Comptroller felt that was something the RTA needed. Therefore, staff submitted this to the Comptroller for feedback to see if this was the type

of policy they wanted. To date, staff has not had a response but will move forward with the adoption of a fare policy.

Every year, this policy will be addressed in the annual review or budgetary process with the Finance Committee and will ultimately come to the Board as to whether or not a fare increase is needed. This was brought to the Committee to see if there were other things the Committee would like to see or that the Board ultimately would like to see. Staff is seeking input over the next 30 days and will again bring this to the Finance Committee and ultimately the Board for adoption.

**VII. RTA MONTHLY OPERATING STATISTICS (EXC-D-18-008):** Chief Operating Officer India Birdsong reviewed the RTA Monthly Dashboard Report through the month of March 2018 with the Executive Committee. This report was included in the March 2018 Executive Committee book.

**VIII. MUSIC CITY STAR SERVICE CHANGE AND OUTREACH PLAN (EXC-D- 009):** Chief Development Officer Julie Navarrete reported that with the waiver received for the Positive Train Control exception, the elimination of one trip on Friday no later than December 31, 2018 was required. This month, they plan to review existing rider needs through a survey instrument. Based on the results, they will make a recommendation at the June board meeting regarding the proposed changes and public outreach for those changes in July. Final recommendations will be brought to the full RTA Board for approval at the August meeting.

**IX. EO's REPORT:** Chief Executive Officer Steve Bland reported the following:

- Welcomed new Governor Appointees: Mr. Bland extended his welcome to Darrell James from Dickson County, Jerome Terrell from Cheatham County, and Margo Fosnes from Robertson County as the newest Governor's Appointees for the RTA. RTA is still awaiting appointees for vacancies in Rutherford and Montgomery Counties.
- It's Move Nashville referendum: Mr. Bland noted that clearly the voters of Davidson County, by a 2-1 margin, did not feel comfortable moving this program ahead. However, he added staff will continue to move forward with Nashville MTA service improvement plans including the renovation of Music City Central, replacement of 50 buses and AccessRide vans, next generation fare collection system, and more.
- South Corridor Study: Later that day, RTA would be joining with the Nashville Area Metropolitan Planning Organization (MPO) to formally kick off the South Corridor Study. This will examine alternatives for improvement in an area parallel to the I-65 corridor between Nashville and southern Williamson/northern Maury County.
- Hamilton Springs Station: They were progressing well after a slow start and a wet spring, and they have the opening on target for August.
- Donelson Station Transit-Oriented Development (TOD): They continue to work with Metro Nashville and Pennrose Development on a

potential joint development project at Donelson Station. Metro Development and Housing Authority has been advancing this area through the TOD zoning legislation approved by the General Assembly last year.

- Federal Transit Administration (FTA) Region 4 Quarterly Meeting: Staff met this last month with the FTA staff in Atlanta to discuss a variety of projects and other updates.
- RTA Sunset Legislation: The RTA's Sunset Legislation passed through both houses of the General Assembly unanimously. It is sitting on the Governor's desk waiting for signature.
- Mt. Juliet Memorandum of Understanding (MOU) – They are continuing to work with Mt. Juliet on finalizing the language of the MOU relative to the station improvements and the Park & Ride expansion. It is just a matter of tweaking the language, and they hope to bring that back through the Finance Committee in June with hopefully recommended approval for the full Board.
- Music City Central (MCC) Renovations: Renovations are underway and are moving pretty quickly. Renovations on the actual bus terminal will start in earnest in June closing one level at a time.

Davidson County Governor Appointee Ed Cole asked if the fare policy direction they are taking with this policy in response to the Comptroller's Office going to be consistent with the existent Nashville MTA fare policy. Mr. Bland responded that Nashville MTA does not technically have a fare policy, but that if you looked at the tenants in the draft they are the things you would typically look at in a budget process.

- X. CHAIR'S REPORT:** Chair McMillan thanked the members for their participation and support in getting the Sunset Legislation passed by both legislative bodies. She thanked the members for their attendance today at their new temporary location.
- XI. OTHER BUSINESS:** There was no other business to come before the Executive Committee at this time.
- XII. ADJOURNMENT:** Proper motion was made and seconded to adjourn, and the meeting was adjourned at 10:05 a.m.

Attested:

---

Ed Cole, RTA Secretary &  
Davidson County Governor Appointee

# REGIONAL TRANSPORTATION AUTHORITY

OF MIDDLE TENNESSEE

## EXECUTIVE COMMITTEE ACTION ITEM

Item Number: EXC-18-A-001

Meeting Date: 09/19/18

Item Title: RTA/MTA CONTRACT RENEWAL FOR REGIONAL TRANSIT SERVICES

### BACKGROUND

In the June 2018 Regional Transportation Authority of Middle Tennessee (RTA) Board meeting, this action item was presented and the Board concluded that additional cost justification was needed to substantiate the proposed \$109.47 cost per hour for regional bus service and connecting bus service for the train. The Board ultimately approved a three-month extension at the FY2018 contractual rate of \$106.28 per hour through September 30, 2018 with the expectation of reconsidering the action in the September Executive Committee meeting.

Each year, the RTA contracts with the Nashville Metropolitan Transit Authority (Nashville MTA) for regional transit services for Davidson/Rutherford County Relax & Ride services to Murfreesboro, Tennessee, as well as connecting bus services to support the commuter train service for the Music City Star in Nashville, Tennessee. The RTA desired to renew these contracts for the period of July 1, 2018 through June 30, 2019. Since there are different funding sources for the regional bus services and the connecting bus services, two separate contracts are required.

**Contract 1** – Under the new contract for regional bus service between Davidson and Rutherford counties (Routes 84X, 86X, and 96X), the RTA will pay the Nashville MTA for up to 59.99 hours of daily service at a rate of \$109.47 per hour, or an amount not to exceed \$1,668,044, covering 254 days of weekday transit service contained in the contract. This represents a 3% increase in the contract price compared to the prior year as a result of Nashville MTA's proposed increase in the hourly rate from \$106.28 to \$109.47 per hour. The 84X (Murfreesboro Express) and 86X (Smyrna/La Vergne Express) are similar to other RTA Relax and Ride routes insofar as they operate limited-stop service during peak hours only on limited-access highways, utilizing over-the-road commuter coaches. The 96X more closely mirrors Nashville MTA urban transit service to the extent that it operates local urban transit service (beyond Bell Road to Murfreesboro) along arterial streets with frequent stops using heavy-duty city transit coaches.

**Contract 2** – Under the new contract for connecting bus services for Davidson County, the RTA will pay the Nashville MTA for up to 6.23 hours of daily service at a rate of \$109.47 per hour, or \$174,618, covering the 254 days of weekday transit service contained in the contract. This represents a 3% increase in the contract price compared to the prior year as a result of Nashville MTA's proposed increase in the hourly rate from \$106.28 to \$109.47 per hour. This service – Route 93 Music City Star/West End Shuttle – is similar to the 96X insofar as it is local, urban transit service.

A fuel escalator clause will again be included in all the new contracts to protect the Nashville MTA should the average fuel price escalate above \$1.85 per gallon. The clause stipulates that for every 25-cent increase in the monthly average per gallon cost of fuel, the hourly rate will increase \$1.50 per hour for that month going forward. This will cover the Nashville MTA's increase in operating costs due to increased fuel costs. This escalator is above and beyond the contracted amounts mentioned above.

This will likely not be a factor for RTA since Nashville MTA has hedged approximately 71% of projected diesel fuel consumption at a contract price of around \$1.82 per gallon.

Nashville MTA used its FY2018 operating cost results and analyzed what costs were for operating their bus services versus its AccessRide costs to provide services to the elderly and disabled as well as any overhead and administrative costs not directly associated with bus service, as such costs are already accounted for in the management agreement between RTA and Nashville MTA. Based upon the analysis, the Nashville MTA's effective cost per hour to operate bus services is \$112.94 per hour. This suggests that the quoted price per hour is fair and reasonable relative to the cost of service to the Nashville MTA.

For additional comparative purposes, we compared the hourly rates quoted by Gray Line for the commuter services it operates for RTA. These rates were competitively bid in 2014 and were found to be the lowest cost offered from responsive and responsible parties. Because the Nashville MTA operates this service in buses that were purchased using State and Federal funds (in contrast with Gray Line whose cost for equipment is reflected in their hourly rate), Gray Line's hourly rate was adjusted downward based on recent price discussions reflecting what they propose to charge for service when the RTA provides the buses for commuter operations in lieu of Gray Line securing them. For the pure commuter services (routes 84X and 86X), this quote was for \$98.43 per hour. For routes 96X and 93 (all day, urban transit services) the quote was \$132.87 per hour. Although Gray Line's quote for commuter service is lower than the Nashville MTA price, the higher hourly cost for urban transit services offsets these savings. Overall, combining the cost of Nashville MTA-provided services, the total comparative cost of service (84X, 86X, 93, and 96X) is \$1,668,044 for Nashville MTA versus \$1,775,115 for Gray Line. An important consideration is that the Gray Line pricing was developed for comparative purposes only; Gray Line has not indicated an interest or ability to take on these additional service requirements if requested.

Based upon the combination of the cost analysis performed resulting in an effective cost per hour of \$112.94 using actual FY2018 operating costs along with the third-party quote comparison, we believe that the rate change proposed by the Nashville MTA is reasonable.

### **STAFF RECOMMENDATION**

We request the Executive Committee approve the renewal of Contract 1 for regional bus services and Contract 2 for connecting bus services supporting commuter rail. Both of these contracts are for a period of one year beginning July 1, 2018 through June 30, 2019 for the following base amounts:

- Contract 1 for a not-to-exceed amount of \$1,668,044 for regional bus service; and,
- Contract 2 for \$174,618 for connecting buses supporting commuter rail.

*Approved:*

---

*Secretary*

---

*September 19, 2018*

*Date*

# REGIONAL TRANSPORTATION AUTHORITY

OF MIDDLE TENNESSEE

## EXECUTIVE COMMITTEE ACTION ITEM

Item Number: EXC-A-18-002

Meeting Date: 09/19/18

Item Title: RTA/MTA MANAGEMENT CONTRACT

---

### BACKGROUND

During the June 2018 Regional Transportation Authority of Middle Tennessee (RTA) Finance Committee meeting, this action item was presented and the Committee concluded that additional information was needed from the Nashville Metropolitan Transit Authority (Nashville MTA) justifying that the proposed contract increase to \$827,400 was reasonable. At the ensuing Board Meeting, the Board ultimately approved a three-month extension at the FY2018 contractual rate of \$803,400 (\$66,950 per month) through September 30, 2018 with the expectation of reconsidering the action in the September Executive Committee meeting. This item attempts to address the questions that the Finance and Audit Committee had with respect to the proposed fee adjustment.

RTA is currently operating under a management contract with the Nashville MTA in which the Nashville MTA provides management services overseeing all operations of the RTA. The current contract was approved by the RTA Board in 2016 for five years with an expiration of June 30, 2021. The current annual contract value is \$803,400. The Nashville MTA has proposed a 3% increase for a total annual contract of \$827,520 which has been included in the proposed FY2019 budget. The contract terms include a provision that allows the compensation to be adjusted beginning July 1, 2017 and each year thereafter for the life of the contract by mutual agreement of both parties. The contract states that "MTA Staff will provide executive leadership and administrative support for the RTA to carry out Financial Duties and Administrative Duties as provided herein, which shall include but not be limited to, operations, maintenance and acquisition of properties, finances, facilities and equipment, and the employment of personnel, or contracting for services, and the execution and implementation of RTAMT powers and duties set forth in Tennessee Code Annotated §§64-8-101 et. Seq and 64-8-201, et. Seq. all of which MTA is authorized to undertake and accomplish."

The contract value has historically been calculated based upon a portion of the Nashville MTA staff's time spent on RTA matters. An analysis was performed looking at what percentage of time the management fee represented of the total wages of specific Nashville MTA departmental staff that spend time on RTA business. FY2015 through FY2017 management fees represented approximately 17.6%, 18.2%, and 17.1%, respectively, of total wages incurred by Nashville MTA departments identified that spend time on RTA business. The budgeted year of 2018 represented approximately 15.7% of staff time dedicated to RTA business while the proposed FY2019 budget year represented approximately 15.5%. Although this may seem out of proportion with the overall size of RTA operations compared to the combined Nashville MTA/RTA system (RTA carrying 6.4% of combined riders, and expending approximately 10.6% of the combined agency operating budgets), the overwhelming majority of the Nashville MTA's expenses are incurred in the direct operation of transit service, and the level of administrative support for RTA is actually quite high.



The following list, while not exhaustive, gives a good representation of the functions and tasks being performed for RTA by Nashville MTA staff.

### Customer Relations

- Call center for customer inquiries
- Customer counter ticket sales
- Bulk ticket sales online and phone orders
- Manage Emergency Ride Home Program

### Facilities and Development/Engineering

- Use of bus bays downtown for regional buses
- Construction management and design support
- Leasing of stations for special events
- Acquire property for stations and Park & Ride lots

### Financial

- Annual financial audit report
- Produce monthly financial statements
- Develop annual operating budgets
- Management of regional partner bus reserves
- Accounts payable
- Cash management
- Negotiations for banking line of credit
- Regular banking relationships
- Maintain accounting general ledgers

### Planning, Grants and Scheduling

- Monitor and manage the Transportation Improvement Plan (TIP) submission to Metropolitan Planning Organization (MPO)
- Grant applications
- Grant revisions and amendments
- Grant compliance
- Quarterly grant reporting to Federal Transit Administration (FTA)
- Quarterly meetings with system oversight
- Public hearings on schedule or fare changes
- Service planning for regional bus service and rail service
- Management and monitoring all routes for schedule adherence
- Route adjustments due to change in Park &

### Operations and Safety

- Manage and monitor Gray Line buses
- Manage and monitor commuter rail services
- Manage third-party quality control contractor
- Maintain fare box and ticket vending machines
- Have supervisors at Riverfront Station for schedule adherence of train and to address customer questions
- Have supervisors at downtown intermodal facility for schedule adherence and to answer customer questions
- Provide all radio communications
- Participate in Federal (FRA) Rail audits

### Marketing

- Management of consignment sales
- Management of State EasyRide card program
- Maintain phone systems for call center
  
- Develop specifications for procured equipment
- Provide office space, office equipment, and computer network support
- Oversee maintenance of rail stations
- Oversee maintenance of Park & Ride lots
  
- Collect and account for passenger fares
- Invoicing and collection of ticket sales
- Required annual reporting to various government agencies
- Manage and complete audit finding action plans to avoid repeat findings
- Monitor and spot check train parts inventory
- Audits for train tickets sold
- Support State Comptroller audits
  
- Ride lot locations
- Title VI plan, compliance, and monitoring
- Develop FTA-required Transit Asset Management Plan
- Represent RTA in MPO Technical Coordinating Committee and Policy Board meetings
- Coordinate and work with MPO and regional partners on annual federal funding allocations
- National Transit Data base (NTD) monthly and annual reporting to FTA
- Meet with businesses, municipalities, stakeholders regarding service requests
- Conduct regional studies – Northwest Corridor, Regional Park & Ride, Regional Strategic Plan (nMotion)
  
- Support State track inspection audits
- Procure annual insurance policies for liability, property damage, and director and officers
- Coordinate with third-party administrator for any accidents or injuries
- Reconcile monthly regional bus invoices to scheduled service and charge liquidated damage for schedule adherence failures
- Manage security at Riverfront Station and our downtown transfer facility
- Inspect third-party vehicles and rail equipment and vehicles and review maintenance records

- Website development and management
- Create route schedules
- Manage and promote special events
- Manage advertising
- Production of brochures and system maps
- Social media

- Public information
- Media relations
- Public records requests
- Marketing promotions
- Printing and distributing of route schedules

**Executive**

- Interaction with regional mayors
- Budget presentations to Nashville Mayor and Metro Council
- Public hearings
- Develop and manage capital budgets
- Capital project oversight

- Short-term and long-term planning
- Quarterly Nashville & Eastern Rail Authority Board meeting coordination
- Cheatham County Rail Authority coordination
- Transit-Oriented Development discussions

While this is not a completely exhaustive list of duties and responsibilities, it demonstrates the value RTA receives for the management services provided by Nashville MTA staff. If you look at total budgeted general and administrative costs including the management fee and other administrative expenses (i.e. audit expense, legal expense, etc.), it totals approximately \$1.6 million, or 15.8%, of total budgeted operating costs. In an effort to assess “reasonability” of this figure, staff reviewed the administrative load of comparable peer agencies using data from the National Transit Database. Identified peers were based on those agencies that:

- Operate both bus and commuter rail service;
- Are of similar scope and scale as RTA ( less than \$100 million annual operating budget); and,
- Contract out all (or a significant portion) of their operations.

Based on this analysis, the following peers were identified, along with the percentage of budget absorbed in administrative expenses:

|  |       |
|--|-------|
| <input type="checkbox"/> Regional Transportation Authority of Middle Tennessee | 15.8% |
| <input type="checkbox"/> Central Florida RTA (Orlando, FL)                     | 19.6% |
| <input type="checkbox"/> Denton County Transportation Authority (Denton, TX)   | 23.3% |
| <input type="checkbox"/> Capital Metropolitan Transit District (Austin, TX)    | 27.9% |
| <input type="checkbox"/> North County Transit District (San Diego, CA)         | 28.2% |
| <input type="checkbox"/> Rio Metro Regional Transit District (Albuquerque, NM) | 28.5% |

**STAFF RECOMMENDATION**

Based upon the explanation above, we request that the Executive Committee approve the new amount for the contract for the Nashville MTA to manage and oversee all operations of the RTA at an annual cost of \$827,400, or \$68,960 per month. The contract price shall become effective July 1, 2018 and terminate June 30, 2021.

*Approved:*

---

*Secretary*

---

*September 19, 2018*  
*Date*

# REGIONAL TRANSPORTATION AUTHORITY

OF MIDDLE TENNESSEE

## EXECUTIVE COMMITTEE DISCUSSION ITEM

Item Number: EXC-D-18-010

Meeting Date: 09/19/18

Item Title: FY2019 RTA PROPOSED OPERATING BUDGET UPDATE

---

### BACKGROUND

While the Regional Transportation Authority of Middle Tennessee (RTA) Board will ultimately need to vote on a new operating budget, this discussion item is being presented to the Executive Committee as an update on where RTA stands with a FY2019 Operating Budget. In the June 2018 RTA Board meeting, an action item was brought before the Board by the Finance Committee to review key trends and assumptions made in developing the proposed FY2019 budget. One of the biggest concerns at that time was the pending question of Congestion Mitigation and Air Quality (CMAQ) funding availability which would have a significant impact on the required contribution amount from the local partners if the grant was not awarded. The Board ultimately approved a continuation budget based upon the FY2018 Operating Budget until such time that all FY2019 Operating Budget revenues could be confirmed and a final operating budget be presented after these factors become known.

With RTA receiving the full award for CMAQ, the attached is a budget proposal based on all regional partners contributing at the same level as FY2018 and maximizing use of the CMAQ for all qualified services. By the partners keeping their contributions level, we can follow the path of building partner reserves for future years and extend the use of the funding past the three years awarded.

The budget proposal for FY2019 has an overall increase of almost \$572,000 or 5.9% compared to our FY2018 approved budget. This represents an increase of approximately \$662,000 or 13.4% in the regional bus services budget. This is due primarily to approximately \$291,000 being contractual rate increases from Gray Line and the Nashville Metropolitan Transit Authority (Nashville MTA), which are both 3% more than the prior year, as well as nominal route schedule adjustments to accommodate the ever-increasing traffic congestion throughout the region. The remainder of the increase is related to the building partner reserves as a result of the new CMAQ funding. In addition, it represents a decrease in the commuter rail budget of approximately \$90,000 or -1.9% due largely to favorable structural changes made to the contractual agreement with Transit Solutions Group allowing RTA to pay some overhead costs directly, thus reducing overall costs for the commuter rail services.

To highlight a few of the changes, RTA now pays electrical expenses directly to the utility companies. This increases our Consumable Supplies expense by \$108,800; however, this was offset by a decrease in our Contractual Services (rail) expense by more than \$205,000.

The proposed budget also includes the following assumptions that have both increased and decreased certain revenues and expenses that are presented in the proposed budget:

- local governments will continue at the same or higher levels from FY2018 for their operating support;
- the State will continue support for the regional bus services; and,

- TDOT will continue support for the EasyRide program (payment for state employees to ride transit services).

The revenues needed to cover the \$4.6 million in commuter rail expenses will come from fare revenues, state, local, and regional subsidy support, as well as federal formula 5307 capital funding that will be converted to operating revenue through the preventive maintenance and capital cost of contracting process.

This proposed budget also assumes that the \$1.5 million line of credit will be available for use throughout the fiscal year. This is for cash flow purposes only.

We are still finalizing the budget by regional partner including forecasts for FY2020 and FY2021 which will demonstrate the impact of the federal CMAQ funding on partner subsidies in the out years. This will be presented to the Finance Committee in December for consideration by the full RTA Board at their next scheduled meeting.

**CURRENT STATUS**

Chief Financial Officer Ed Oliphant will review the budget with the Executive Committee and answer any questions.

---

*Approved:*

*Edward W. Oliphant*  
\_\_\_\_\_  
*Chief Financial Officer*

*September 14, 2018*  
\_\_\_\_\_  
*Date*

Regional Transportation Authority  
FY2019 Proposed Budget

|   | Proposed RTA<br>REGIONAL BUS<br>FY2019 | Proposed RTA<br>TRAIN<br>FY2019 | TOTAL<br>Proposed Budget<br>for FY2019 | TOTAL<br>Approved Budget<br>for FY2018 | Dollar<br>Variance | Percent<br>Variance |
|---|--|---------------------------------|--|--|--------------------|---------------------|
| <b>Revenues From Operations</b>                     |  |                                 |  |  |                    |                     |
| Ticket Sales Revenues                               | \$846,378                              | \$882,000                       | \$1,728,378                            | \$1,727,170                            | \$1,208            | 0.1%                |
| Rail Operations Advertising Revenue                 |  | 35,200                          | 35,200                                 | 35,200                                 | 0                  | 0.0%                |
| Ticket Revenue from Special Events                  |  | 67,010                          | 67,010                                 | 62,910                                 | 4,100              | 6.5%                |
| Miscellaneous Other Revenues                        | 0                                      | 60,350                          | 60,350                                 | 58,590                                 | 1,760              | 3.0%                |
| <b>Total Operating Revenue</b>                      | <b>846,378</b>                         | <b>1,044,560</b>                | <b>1,890,938</b>                       | <b>1,883,870</b>                       | <b>7,068</b>       | <b>0.4%</b>         |
| <b>Federal/State/Local Support Income</b>           |  |                                 |  |  |                    |                     |
| Wilson County, Lebanon, Mt Juliet                   |  | 134,408                         | 134,408                                | 134,408                                | 0                  | 0.0%                |
| NERC  |  | 45,000                          | 45,000                                 | 45,000                                 | 0                  | 0.0%                |
| Metro Nashville Government                          | 320,200                                | 1,500,000                       | 1,820,200                              | 1,820,200                              | 0                  | 0.0%                |
| Regional Subsidies                                  | 1,081,643                              |                                 | 1,081,643                              | 1,113,143                              | (31,500)           | -2.8%               |
| JARC/NF   | 86,544                                 |                                 | 86,544                                 | 83,010                                 | 3,534              | 4.3%                |
| State Support                                       | 682,858                                | 287,770                         | 970,628                                | 1,082,485                              | (111,857)          | -10.3%              |
| CMAQ  | 2,576,108                              |                                 | 2,576,108                              | 1,890,291                              | 685,817            | 36.3%               |
| Federal 5307 (Maint. & Capital Cost of Contracting) | 0                                      | 1,599,775                       | 1,599,775                              | 1,581,058                              | 18,717             | 1.2%                |
| <b>Total Support Income</b>                         | <b>\$4,747,353</b>                     | <b>\$3,566,953</b>              | <b>\$8,314,306</b>                     | <b>7,749,595</b>                       | <b>564,711</b>     | <b>7.3%</b>         |
| <b>Total Revenue</b>                                | <b>\$5,593,731</b>                     | <b>\$4,611,513</b>              | <b>\$10,205,244</b>                    | <b>\$9,633,465</b>                     | <b>\$571,779</b>   | <b>5.9%</b>         |
| <b>Expenses :</b>                                   |  |                                 |  |  |                    |                     |
| Mgmt Contract with MTA                              | 413,760                                | 413,760                         | 827,520                                | 803,400                                | 24,120             | 3.0%                |
| Marketing   | 110,000                                | 52,400                          | 162,400                                | 162,400                                | 0                  | 0.0%                |
| Legal Fees  | 25,000                                 | 30,000                          | 55,000                                 | 55,000                                 | 0                  | 0.0%                |
| Audit Fee   | 15,000                                 | 20,000                          | 35,000                                 | 40,000                                 | (5,000)            | -12.5%              |
| Software & Web Maintenance                          | 68,498                                 | 0                               | 68,498                                 | 64,000                                 | 4,498              | 7.0%                |
| Interest Expense - Line of Credit                   | 0                                      | 25,000                          | 25,000                                 | 25,000                                 | 0                  | 0.0%                |
| Bank Service Charges                                | 3,500                                  | 4,300                           | 7,800                                  | 6,500                                  | 1,300              | 20.0%               |
| Consultant / Other Labor                            | 9,500                                  | 31,900                          | 41,400                                 | 41,400                                 | 0                  | 0.0%                |
| Contract - TVM Maint & Servicing                    | 0                                      | 5,000                           | 5,000                                  | 11,000                                 | (6,000)            | -54.5%              |
| Contract - Station Maint & Security                 | 0                                      | 175,000                         | 175,000                                | 164,500                                | 10,500             | 6.4%                |
| Contract - Track Usage, Maint & Dispatch            | 0                                      | 791,200                         | 791,200                                | 779,200                                | 12,000             | 1.5%                |
| Contract - Transit Services (Bus)                   | 4,439,303                              | 174,638                         | 4,613,941                              | 4,371,714                              | 242,227            | 5.5%                |
| Contract - Transit Services (Rail)                  | 0                                      | 1,667,475                       | 1,667,475                              | 1,872,901                              | (205,426)          | -11.0%              |
| Contract - MCS Special Event Trips                  | 0                                      | 37,100                          | 37,100                                 | 28,925                                 | 8,175              | 28.3%               |
| Fuel  | 0                                      | 440,900                         | 440,900                                | 400,200                                | 40,700             | 10.2%               |
| Consumable Supplies                                 | 10,800                                 | 118,725                         | 129,525                                | 20,725                                 | 108,800            | 525.0%              |
| Printing & Publishing                               | 7,000                                  | 30,000                          | 37,000                                 | 52,000                                 | (15,000)           | -28.8%              |
| Travel & Training                                   | 1,000                                  | 1,500                           | 2,500                                  | 2,500                                  | 0                  | 0.0%                |
| Other - R&R Reserve                                 | 471,570                                | 0                               | 471,570                                | 97,800                                 | 373,770            | 382.2%              |
| Dues & Membership Fees                              | 5,400                                  | 23,375                          | 28,775                                 | 27,800                                 | 975                | 3.5%                |
| Insurance   | 3,400                                  | 567,390                         | 570,790                                | 594,750                                | (23,960)           | -4.0%               |
| Utilities   | 0                                      | 1,850                           | 1,850                                  | 1,750                                  | 100                | 5.7%                |
| Contract - Emergency Ride Home                      | 10,000                                 | 0                               | 10,000                                 | 10,000                                 | 0                  | 0.0%                |
| <b>Total Operating Expenses</b>                     | <b>\$5,593,731</b>                     | <b>\$4,611,513</b>              | <b>\$10,205,244</b>                    | <b>\$9,633,465</b>                     | <b>\$571,779</b>   | <b>5.9%</b>         |
| <b>Annual Surplus / (Deficit)</b>                   | <b>\$0</b>                             | <b>\$0</b>                      | <b>\$0</b>                             | <b>\$0</b>                             | <b>\$0</b>         |                     |

# REGIONAL TRANSPORTATION AUTHORITY

OF MIDDLE TENNESSEE

## EXECUTIVE COMMITTEE DISCUSSION ITEM

Item Number: EXC-D-18-011

Meeting Date: 09/19/18

Item Title: RTA MONTHLY OPERATING STATISTICS

---

### BACKGROUND

Attached are the monthly operating statistics through July 31, 2018.

### CURRENT STATUS

Chief Operating Officer India Birdsong will review the monthly operating statistics at the meeting.

---

Approved:

  
\_\_\_\_\_  
Chief Operating Officer

September 14, 2018  
\_\_\_\_\_  
Date

# RTA Monthly Dashboard Report \*

| Metric   | July 2018 | July 2017 | Pct. Change     |
|--|-----------|-----------|-----------------|
| <b>Ridership</b>   |           |           |                 |
|  |           |           | <b>% Change</b> |
| Total RTA Bus Passengers   | 27,968    | 29,156    | -4.1%           |
| Music City Star Passengers   | 23,916    | 22,596    | 5.8%            |
| Total RTA Passengers   | 51,884    | 51,752    | 1.8%            |
| <b>Safety</b>  |           |           |                 |
| RTA Bus Total Accidents  | 0         | 0         | N/A             |
| Music City Star Total Accidents  | 0         | 0         | N/A             |
| RTA Bus Total Miles btwn Accidents   | N/A       | N/A       | N/A             |
| MCS Total Miles btwn Accidents   | N/A       | N/A       | N/A             |
| <b>Service Quality</b>   |           |           |                 |
| RTA Bus Total Trip Completion %  | 99.4%     | 99.6%     | -0.3%           |
| Music City Star Total Trip Completion %  | 100.0%    | 100.0%    | 0.0%            |
| RTA Bus Total Miles btwn Service Interruption  | 5,023.0   | 8,319.5   | -39.6%          |
| MCS Total Miles btwn Service Interruption  | N/A       | N/A       | N/A             |
| <b>On-Time Performance ^</b>   |           |           |                 |
| RTA Bus  | 84.0%     | N/A       | N/A             |
| Music City Star  | 97.7%     | 97.6%     | 0.1%            |
| <b>Customer Care</b>   |           |           |                 |
| RTA Bus Total Passengers per Complaint   | 2,797     | 3,240     | -13.7%          |
| Music City Star Passengers per Complaint   | 5,979     | 11,298    | -47.1%          |
| * RTA Dashboard submitted for discussion and for Committee and Board review.<br>^ On Time Performance reporting began September 2017.<br>N/A - metric cannot be calculated due to not being divisible by "0" |           |           |                 |

# RTA Monthly Dashboard Report \*

| Metric  | FY 2019<br>July | FY 2018<br>July | Pct. Change     |
|---|-----------------|-----------------|-----------------|
| <b>Ridership</b>  |                 |                 |                 |
|   |                 |                 | <b>% Change</b> |
| Total RTA Bus Passengers  | 27,968          | 29,156          | -4.1%           |
| Music City Star Passengers  | 23,916          | 22,596          | 5.8%            |
| Total RTA Passengers  | 51,884          | 51,752          | 1.8%            |
| <b>Safety</b>   |                 |                 |                 |
| RTA Bus Total Accidents   | 0               | 0               | N/A             |
| Music City Star Total Accidents   | 0               | 0               | N/A             |
| RTA Bus Total Miles btwn Accidents  | N/A             | N/A             | N/A             |
| MCS Total Miles btwn Accidents  | N/A             | N/A             | N/A             |
| <b>Service Quality</b>  |                 |                 |                 |
| RTA Bus Total Trip Completion %   | 99.4%           | 99.6%           | -0.3%           |
| Music City Star Total Trip Completion %   | 100.0%          | 100.0%          | 0.0%            |
| RTA Bus Total Miles btwn Service Interruption   | 5,023.0         | 8,319.5         | -39.6%          |
| MCS Total Miles btwn Service Interruption   | N/A             | N/A             | N/A             |
| <b>On-Time Performance ^</b>  |                 |                 |                 |
| RTA Bus   | 84.0%           | N/A             | N/A             |
| Music City Star   | 97.7%           | 97.6%           | 0.1%            |
| <b>Customer Care</b>  |                 |                 |                 |
| RTA Bus Total Passengers per Complaint  | 2,797           | 3,240           | -13.7%          |
| Music City Star Passengers per Complaint  | 5,979           | 11,298          | -47.1%          |
| <p>* RTA Dashboard submitted for discussion and for Committee and Board review.<br/>                     ^ On Time Performance reporting began September 2017.<br/>                     N/A - metric cannot be calculated due to not being divisible by "0"</p> |                 |                 |                 |



# RTA Operations Dashboard Glossary

| Metric                       | Definitons  |
|------------------------------|---|
| <b>Ridership</b>             |   |
| <b>Total Passengers</b>      |   |
| RTA Bus                      | Total fixed route passenger boardings on all MTA operated RTA routes (84, 86, 93, 96) and Gray Line operated RTA routes (87, 88, 89, 91, 92, 94, 95)  |
| Music City Star              | Total passenger boardings on Music City Star Train Service  |
| <b>Safety</b>                |   |
| RTA Bus Accidents            | A motor vehicle collision, either preventable or non-preventable, in which the Operator did not do everything reasonable to avoid a collision, committed an error or failed to react to the errors of others. A motor vehicle collision in which the Operator committed no driving error and reacted reasonably to the errors of others. (Gray Line & MTA operated RTA metrics combined)  |
| Music City Star Accidents    | Accident – an unexpected, unforeseen, or unintended event that causes injury, loss, or damage. These events can include any event arising from the operation of the railroad which results in the death of any person; or an injury to any person that requires medical treatment, except suicides or attempted suicides; any collision between railroad on-track equipment and an automobile, bus, truck, motorcycle, occupied bicycle, pedestrian or trespasser at any location on the railroad; any collision, derailment, fire, explosion, failure of equipment or infrastructure, act of nature, or other event involving damage to the railroad’s on-track equipment, signals, track, track structures, and/or roadbed. |
| <b>Service Quality</b>       |   |
| RTA Bus Missed Trips         | The total number of Bus revenue trips not completed or departing more than 30 minutes late -vs- scheduled. (Gray Line & MTA operated RTA metrics combined)  |
| Music City Star Missed Trips | A train that is disabled in transit or cancelled prior to embarking. A missed trip is reported as an annulment and is when the train is cancelled and doesn’t complete the run or make it to its final destination.   |

# RTA Operations Dashboard Glossary

| Metric                                  | Definitons   |
|---|--|
| <b>On-Time Performance</b>              |  |
| RTA Bus OTP                             | <p>MTA operated RTA routes - OTP is the Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late obtained from AVL data.</p> <p>Grayline operated routes - OTP is the Percentage of total scheduled fixed MCC route arrivals and departures occurring no later than 5 minutes 59 seconds late obtained by manual observations by Operations personnel. (Gray Line &amp; MTA operated RTA metrics combined based on a weighted average of total trips)</p> |
| Music City Star OTP                     | <p>A train is considered on time when the train arrives at the final destination less than 6 minutes from the scheduled time. If a train is held up for 6 minutes or longer it is considered delayed and not on time. Intermediate station times are not included.</p>   |
| <b>Customer Care</b>                    |  |
| <b>Passengers Carried Per Complaint</b> |  |
| RTA Bus                                 | <p>Total RTA Bus passengers divided by total RTA Bus customer complaints. (Gray Line &amp; MTA operated RTA metrics combined)</p>  |
| Music City Star                         | <p>Total MCS passengers divided by total MCS customer complaints.</p>  |

| REGIONAL TRANSPORTATION AUTHORITY                          |   |                   |              |              |            |             |
|--|---|-------------------|--------------|--------------|------------|-------------|
| ROUTE PERFORMANCE INDICATOR REPORT                         |   |                   |              |              |            |             |
|  |   | For the Month of: |              |              | July-18    |             |
|  |   |                   | Ridership    |              | Average    |             |
|  |   |                   | Change       | Revenue      | Passengers |             |
| Rte.   |   | Monthly           | vs Last      | Hours Of     | Per        | Per         |
| No.  | Route Name                              | Ridership         | Year         | Service      | Trip       | Hour        |
| <b>CORRIDOR SERVICE COMPARISONS - COMMUTER BUS SERVICE</b> |   |                   |              |              |            |             |
|  | North Corridor (Routes 87 & 92)         | 3,292             | -2.8%        | 257          | 16         | 12.8        |
|  | Northwest Corridor (Routes 89 & 94)     | 7,537             | 10.2%        | 320          | 26         | 23.6        |
|  | South Corridor (Routes 91 & 95)         | 2,976             | -18.7%       | 261          | 14         | 11.4        |
|  | Southeast Corridor (Routes 84, 86 & 96) | 7,014             | -3.4%        | 955          | 12         | 7.3         |
| <b>EXPRESS BUS ROUTE SERVICE</b>                           |   |                   |              |              |            |             |
| 84   | Murfreesboro Express                    | 2,894             | -2.1%        | 195          | 23         | 14.9        |
| 86   | Smyrna - LaVergne Express               | 1,811             | 10.7%        | 149          | 14         | 12.1        |
| 87   | Gallatin Express                        | 1,581             | -8.8%        | 131          | 15         | 12.0        |
| 88   | Dickson Express                         | 1,539             | -13.7%       | 88           | 18         | 17.6        |
| 89   | Springfield - Joelton Express           | 1,330             | 3.7%         | 123          | 16         | 10.9        |
| 91   | Franklin Express                        | 1,606             | -20.9%       | 146          | 13         | 11.0        |
| 92   | Hendersonville Express                  | 1,711             | 3.4%         | 126          | 16         | 13.6        |
| 94   | Clarksville Express                     | 6,207             | 11.7%        | 197          | 30         | 31.5        |
| 95   | Spring Hill Express                     | 1,370             | -16.0%       | 115          | 16         | 11.9        |
| 96   | Murfreesboro - Relax and Ride           | 2,309             | -13.5%       | 611          | 6          | 3.8         |
|  | <b>Express Bus Route Totals</b>         | <b>22,358</b>     | <b>-2.5%</b> | <b>1,880</b> | <b>16</b>  | <b>11.9</b> |
| <b>OTHER ROUTES</b>  |   |                   |              |              |            |             |
| 93   | Music City Star West End Shuttle        | 5,610             | -9.8%        | 121          | 33         | 46.3        |
|  | <b>RTA Bus Route Monthly Totals</b>     | <b>27,968</b>     | <b>-4.1%</b> | <b>2,001</b> | <b>18</b>  | <b>14.0</b> |
| <b>COMMUTER RAIL SERVICE</b>                               |   |                   |              |              |            |             |
| 90   | Music City Star Commuter Rail           | 23,916            | 5.8%         | 195          | 92         | 122.7       |
|  | <b>RTA Commuter Rail and Bus Totals</b> | <b>51,884</b>     | <b>0.3%</b>  | <b>2,196</b> | <b>28</b>  | <b>24</b>   |

# REGIONAL TRANSPORTATION AUTHORITY

OF MIDDLE TENNESSEE

## EXECUTIVE COMMITTEE ACTION ITEM

Item Number: EXC-A-18-003

Meeting Date: 09/19/18

Item Title: RESOLUTION FOR FY2019 ANNUAL GRANT APPLICATIONS

---

### BACKGROUND

The Regional Transportation Authority of Middle Tennessee (RTA) has the authority to receive federal, state, and local financial assistance for transportation projects.

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

Federal Transit Administration (FTA), Federal Highway Administration, and State funding sources are as follows:

#### 5307 Urbanized Area Formula Funds

When the apportionment is made available, RTA is eligible to use 5307 Urbanized Area Formula Funds, along with the 10% State and 10% Local match.

#### 5337 State of Good Repair Formula Funds

RTA is eligible to use State of Good Repair Funds. State of Good Repair Formula funds are for the maintenance, rehabilitation, and replacement of existing fixed guideway systems to maintain a state of good repair. The FY2018 apportionment for the Nashville Urbanized Area combined with the State and Local match is \$3,876,609 (80% Federal/10% State/10% Local).

#### Surface Transportation Program (STP) Funds

RTA is eligible to receive STP funds in the amount of \$625,000 (80% Federal/20% State-Local) to assist with offsetting the cost of contracting for of the commuter rail services.

#### Congestion Mitigation Air Quality (CMAQ) Funds

RTA was recently awarded CMAQ funds in the amount of \$10,608,620 (80% Federal/10% State/10% Local) to cover three years of funding for commuter bus services for which CMAQ funding was made available, obligated or expended in FY2012.

#### State Operating Assistance

RTA is eligible for State operating assistance for FY2019 in the amount of \$603,300.

#### IMPROVE Act Assistance

RTA can request up to \$3 million in assistance (requires a 25% match) for capital projects that support public transportation services.

**STAFF RECOMMENDATION**

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

We request the Executive Committee recommend the Board:

- Adopt the attached resolution;
- Authorize the applications for 5307, 5337, CMAQ, and STP funding and State/Local match;
- Authorize the submittal of the application for State Operating Assistance funding; and,
- Authorize the submittal of applications and execution of contracts for any other federal, state, or local grant funding that may become available during FY2019 for the benefit of RTA.



*Approved:*

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*September 19, 2018*  
*Date*

RESOLUTION NO. 19-01

**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 of Middle Tennessee is filing applications for funds with the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities; and,

**WHEREAS**, the Federal Transit Administration is authorized to make grants for mass transportation projects under the Urban Mass Transportation Act of 1964, as amended; and,

**WHEREAS**, it is required by the United States Department Transportation that in conjunction with the filing of these applications that the applicant agree to comply with all Federal legislation, regulations, and guidance pertaining to the requested financial assistance; and,

**WHEREAS**, that since 1995, the Federal Transit Administration has consolidated Annual Certifications and Assurances and requires applicants to annually submit to compliance with said Certifications and Assurances;

**NOW, THEREFORE, BE IT RESOLVED BY THE REGIONAL TRANSPORTATION  
AUTHORITY OF MIDDLE TENNESSEE**

**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 of Middle Tennessee with the Federal Transit Administration, the Tennessee Department of Transportation, and other

grant contracting entities to aid in the financial assistance of capital projects and operations.

**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, the Tennessee Department of Transportation, and other grant contracting entities effectuating the purposes of these grants.

**SECTION 3:** That the Chief Executive Officer of the Regional Transportation Authority is authorized to furnish such additional information as the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities 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 of Middle Tennessee with the Federal Transit Administration, the Tennessee Department of Transportation, and other grant contracting entities to aid in funding of Regional Transportation Authority projects.

**ATTEST:**

\_\_\_\_\_  
Todd Presnell  
Legal Counsel

\_\_\_\_\_  
Stephen G. Bland  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date