



MINUTES
REGIONAL TRANSPORTATION AUTHORITY
JANUARY 21, 2015

- I. **CALL TO ORDER:** The regular meeting of the Regional Transportation Authority Board of Directors was held in the meeting room at Music City Central, 400 Charlotte Avenue, Nashville, TN on December 10, 2014. A quorum was established and the meeting was called to order at 10:02 a.m. by Acting Chair RTA Secretary Rutherford County Governor's Appointee Paula Mansfield.

- II. **APPROVAL OF MINUTES:** Secretary Mansfield entertained a motion to approve the minutes of the December 10, 2014 meeting. Proper motion was made and seconded. The vote of approval was unanimous and the minutes were adopted as presented.

- III. **PUBLIC COMMENTS:** Margo Chambers of Nashville stated that the planning proposal for the Hamilton Springs Station and the City of Lebanon and the developer Jack Bell may not be in compliance with Chapter 53 of Title 49 of the United States Code because the City of Lebanon is not a designated recipient, but they applied for the \$1.6 million grant and then are going to transfer that over to the RTA. Continuing, Ms. Chambers stated that there have been no forms filled out by the City of Lebanon or whoever did apply for this grant that they are following any kind of master agreement especially under section 3 which outlines the code of contract rules. It also directs the grant applicators to fill out required lobbying disclosure forms to ensure transparency to the public and to be in compliance with all ethical obligations under federal statutes. In summary, she is concerned about how the money is being spent here, especially if we are going to move forward and make this a role model plan of action.

- IV. **MARKETING REPORT:** Committee Chair Kelly Dannenfesler reported that last year was the first year we offered the New Year's Eve service on the Music City Star and we limited the number of tickets to 400. This year, due to demand, we increased the number of tickets to 650 and all tickets were sold out prior to the event.

The new Dickson Express bus service began January 5 and she thanked the Dickson County officials, RTA Board members, and Stephen Bland for greeting customers so early in the morning on the coldest day of the year thus far. We are averaging about 20 riders and the marketing staff is planning other activities to increase this ridership. The Fareless Friday free ride promotion on the day after Thanksgiving was a success. All three of the Rutherford County routes and the Music City Star shuttle saw a combined 97% increase over the previous year. The Music City Star reported almost 1,000 passenger trips that day. As part of the promotion, the

marketing team worked with Mayor Craighead on the reverse commute to highlight holiday activities and shopping specials in Lebanon.

- V. **OPERATIONS REPORT:** Committee Member Gerald Herman reported that the total area ridership for FY2015 is up 2.6% over FY2014. Additionally, the committee members discussed a recent article about increased ridership nationwide even though the fuel prices are lower than they have been in a while. It seems that the younger generations want to use transit in urban areas in traveling from their work place to home. This is good for public transit.
- VI. **FINANCE & AUDIT REPORT:** Committee Chair Rutherford County Mayor Burgess reported the Finance Committee received a monthly financial report and both our revenues and expenses are favorable. At the committee's recommendation, he then presented the following item to the Board.
- a. **Hamilton Springs Train Station and Transit Oriented Development(A-15-001):** At the June 2011 RTA Board meeting, the Board was asked if they would agree to stopping the train at the Hamilton Springs location when this development was completed and the Board agreed. We did not have any financial commitment in that regard as far as the building of a structure. That would be the developer's responsibility.

In 2013, the City of Lebanon did submit a project to the MPO for grant funding for the train station to assist the developer with the construction costs. There was a \$2 million federal grant award with \$1.6 million in federal funding and \$400,000 in local match for the design and construction of the train station. The MPO assigned the grant to the RTA as the designated recipient for the region for a project related to the Music City Star commuter rail operation.

Jack Bell, the developer with Horned Springs Group (HSG), then approached RTA again to assist in the project utilizing the \$2 million grant award. He offered to enter into a memorandum of understanding (MOU) where RTA would design and manage the construction of the train station and parking lot with input from the developer. In exchange, HSG would agree to donate the land needed for the project to the RTA and contribute the \$400,000 local grant match required for the federal grant and cover any cost for the project that exceeded the \$2 million grant.

Based on the explanation above and the fact that staff is getting the proper FTA approvals for this, the Finance Committee recommends that the Board give the Chief Executive Officer authority to enter into a memorandum of understanding with Jack Bell of the Horned Springs Group for the design and construction of a train station and parking lot in the Hamilton Springs development. The MOU would allow RTA to spend up to \$1.6 million in federal grant funding for the project with HSG contributing the remaining \$400,000 local grant match and donating the necessary land to the RTA for the project. HSG would also be responsible for any costs for the project that exceed the \$2 million grant.

Proper motion was made. A question was asked where we were on the project at this point. Lebanon Mayor Craighead updated the Board as to the current status of the project. It was further clarified that the RTA, apart from the \$1.6

million dollar grant, is not obligated to take anything out of its capital budget. There was no further discussion and the vote of approval was unanimous.

- VII. CEO'S REPORT:** CEO Steve Bland reported that clearly the experimental service to Dickson was successful in gearing up the level of interest seen today in the start of that service. We look forward through marketing efforts and word of mouth to seeing that service build as we have seen in our other areas.

We are advancing the North West corridor planning project with Parsons Brinkerhoff as the lead consultant. They are right now conducting a lot of data collection and getting a lot of travel model data from both the Nashville MPO and the Clarksville MPO and putting that together. We are also in the process of reviewing the public outreach plan which will be a key element of that particular study. We expect the first rounds of public engagement in that corridor to begin in late March or early April. We will keep the Board updated on that.

We reported in earlier months the need to switch our park and ride location in the City of La Vergne. We were successful in getting another site. Effective February 2, the park-and-ride location will move to Veterans Memorial Park. This is an interim solution. As new facilities are developed there, we will be looking for a longer term solution.

The Goldsboro North Park-and-Ride construction in Gallatin is under way and that facility should be wrapped up by the end of the spring.

- VIII. CHAIR'S REPORT:** There was no chair report.

- IX. OTHER BUSINESS:** Acting Chair Paula Mansfield welcomed Gallatin Mayor Paige Brown and Westmoreland Mayor Jerry Kirkman.

Ms. Mansfield continued by reporting that the Executive Committee met previous to the December meeting and presented this slate of officers for 2015:

- Chair – City of Clarksville Mayor Kim Mc Millan
- Vice-Chair – Wilson County Mayor Randall Hutto
- Secretary – Rutherford Governor Appointee Paula Mansfield

Ms. Mansfield asked for any nominations from the floor. There were none. The motion from the Executive Committee was seconded. There was no discussion and the motion carried.

- X. ADJOURNMENT:** The meeting was adjourned at 10:17 p.m.

Respectfully,

Paula Mansfield

Governor's Appointee
RTA Secretary