



REGIONAL TRANSPORTATION AUTHORITY
Of Middle Tennessee

EXECUTIVE COMMITTEE MEETING

Wednesday, February 21, 2024 | 9:30 a.m.

**TN State Library & Archives
1001 Rep. John Lewis Way N.
Nashville, TN 37219**

-
1. **Call to Order**
 2. **Approval of the November 15, 2023 meeting minutes**
 3. **Public Comments**
 4. **Audit Committee Report – Mayor Ken Moore, Chair**
 - FY2023 Annual Audit Report – Ed Oliphant, CFO R-A-24-001 Pg. 5
 5. **Finance Committee Report – Mayor Ken Moore, Chair**
 - Monthly Financial Report Compared to Budget – Ed Oliphant, CFO R-D-24-001 Pg. 8
 6. **Operations Committee Report – Mayor Rick Bell, Chair**
 - RTA Monthly Operating Statistics – Andy Burke, COO R-D-24-002 Pg. 11
 - WeGo Star Future Direction Study Update – Felix Castrodad, Director of Planning & Grants R-D-24-003 Pg. 19
 - Task Order with Jones Long Lasalle (JLL) for Donelson Station Joint Development – Felix Castrodad, Director of Planning & Grants R-A-24-002 Pg. 20
 - Safety Plan Amendments – Nick Oldham, CSSO R-A-24-003 Pg. 21
 7. **Election of 2024 RTA Officers – Vince Malone, COSA** R-A-24-004 Pg. 22
 8. **CEO’s Report – Stephen G. Bland, CEO**
 9. **Chair’s Report – Mayor Randall Hutto, Chair**
 10. **Other Business**
 11. **Adjournment**



MINUTES
EXECUTIVE COMMITTEE MEETING
REGIONAL TRANSPORTATION AUTHORITY

November 15, 2023

- I. **Call to Order:** The regular meeting of the Regional Transportation Authority of Middle Tennessee (RTA) Executive Committee was held at the TN State Library & Archives located at 1001 Rep. John Lewis Way N., Nashville, TN 37219, on Wednesday, November 15, 2023. A quorum of the RTA Executive Committee was established, and the meeting was called to order at 9:35 a.m. by Mayor Randall Hutto.

Executive Committee Members in Attendance:

Mayor Randall Hutto – Wilson County, Chair
Mayor Rick Bell – City of Lebanon
Ed Cole – Davidson County (Gov. Appt.)
Mayor Billy Vogle – Robertson County
Ken Davis – Wilson County (Gov. Appt.)
Kelly Dannenfelser – Williamson County (Gov. Appt.)

Others Present:

Bill McCord – City of Gallatin (Alt.)
Mayor Jamie Clary – City of Hendersonville
Mayor Wes Golden – Montgomery County
Lee Harrell – Montgomery County (Alt.)
Matthew White – City of Mt. Juliet (Alt.)
Jim Kerr – City of Murfreesboro (Alt.)
Mayor Mike Callis – City of Portland
Gerald Herman – City of White House (Alt.)
Mayor Joe Carr – Rutherford County
Ed Elam – Rutherford County (Alt.)

- II. **Approval of Minutes:**
Mayor Rick Bell motioned to approve the October 18, 2023, meeting minutes; Ken Davis seconded the motion, and the Executive Committee unanimously approved it.
- III. **Public Comments:** The following members of the public gave remarks:
- Jessica Dauphin
- IV. **Audit Committee Report:** There were no items for the Audit committee this month.
- V. **Finance Committee Report:** Chief Financial Officer Ed Oliphant presented the following for discussion:
- a. **Monthly Financial Report Compared to Budget (R-D-23-023):** Chief Financial Officer Ed Oliphant presented the Monthly Financials for the month of September 2023, compared to the budget and a balance sheet as of September 2023 with the Executive Committee and was available for questions, and there were no questions or further discussions.
- VI. **Operations Committee Report:** Committee Chair Mayor Rick Bell presented the following items for discussion and action:

a. **Monthly Operating Statistics (R-D-23-024)**: COO Andy Burke reviewed the RTA Monthly Dashboard Report through the month of September 2023 with the Executive Committee and was available for questions, and there were no questions or further discussions.

b. **Annual Track Maintenance Program (R-A-23-017)**: Chief Operating Officer Andy Burke presented the following:

RTA staff requested the Operations Committee recommend the Board of Directors provide the Chief Executive Officer authority to release capital funding to support this year's track maintenance and rehabilitation needs, as defined within the Tri-party agreement between RTA, NERA, and NERC. The proposed capital project is to be managed with a total amount not to exceed \$1,202,750.00. RTA will fund its portion of \$1,082,475.00(90%) from Federal, State, and local sources. RJ Corman will fund the remaining \$120,275.00 (10%) as agreed to in the Tri-Party Agreement.

There was a general discussion.

Ed Cole motioned to approve the Annual Track Maintenance Program; Mayor Rick Bell seconded the motion, and the Executive Committee unanimously approved it.

c. **Connect Downtown Plan Update (R-D-23-025)**: Director of Planning & Grants Felix Castrodad and NDOT's Transportation Planning Director and Connect Downtown Project Manager Marty Sewell provided a presentation on the status of the study and facilitated discussion during the committee meeting.

Connect Downtown is a comprehensive effort to improve overall mobility in and through Downtown Nashville's core. The project is a joint effort led by the Nashville Department of Transportation and Multimodal Infrastructure (NDOT) in partnership with WeGo Public Transit, the Tennessee Department of Transportation (TDOT), and the Nashville Downtown Partnership.

The study will identify and examine options for improving traffic management, transit access, curbside and parking management, and bicycle and pedestrian safety while supporting the anticipated growth in employment, residential and commercial development, and Nashville's primacy as a tourism destination. The Transit operations study is the primary area of emphasis, recognizing the need to improve transit reliability for the local and regional bus network to make transit more competitive. Downtown traffic is one of the most significant challenges in local and regional transit service reliability, creating frequent service delays and disruptions. Reliable connectivity in and through Downtown is critical for transit to provide fast and consistent access to more places around Nashville and the region.

Regarding regional connectivity, an efficient and reliable approach to transit flow through the downtown core will be crucial to building ridership on the regional system. In addition to improving overall system reliability with respect to performance metrics like on-time performance, an effective transit prioritization strategy through the downtown core will make public transportation a more competitive choice for regional travelers. It will support efforts to connect regional travelers to multiple destinations around and immediately surrounding the downtown core.

During the past several months, the Connect Downton team has drafted recommendations based on detailed research, technical analysis, and public and stakeholder outreach feedback. The draft recommendations encompass a variety of modes and solutions with a substantial transit emphasis and include a phased approach for implementation over the next ten years. The next outreach phase to present the Draft Action Plan will launch on November 13, including public open houses, key briefings, and stakeholder meetings, and a Final Plan that will be completed after the final outreach phase.

There was a general discussion.

VII. Approval of the 2024 Committee & Board Meeting Schedule (R-A-23-018): Chief of Staff and Administration Vince Malone presented the following for action:

Under Article 2, Section 3 of the by-laws of the Regional Transportation Authority of Middle Tennessee (“RTA”), the RTA shall meet at least quarterly at a time and place to be established by the Chair/President of the Board. RTA and may meet more frequently as needed. Additionally, under Article 4, Section 5 of the by-laws, the Executive Committee shall meet monthly except for those months in which the Board shall meet. In order to effectively satisfy the established meeting requirements, a schedule of proposed 2024 meeting dates for both the RTA Board and Executive Committee is herein attached.

Staff recommended that the proposed meeting dates be adopted and approved by the Board.

Ed Cole motioned to approve the Approval of the 2024 Committee & Board Meeting Schedule; Mayor Rick Bell seconded the motion, and the Executive Committee unanimously approved it.

VIII. CEO's Report: CEO Bland provided the following report:

1. The Sunset Hearing before the Commerce, Labor, Transportation and Agriculture Joint Subcommittee of the Government Operations Committee was held on Thursday, October 19, 2023. CEO Bland thanked Mayor Brown for her participation in this hearing. She absolutely crushed both the opening statement, and her answers to questions from our Legislators. Approximately 15 Senators and Representatives attended the hearing, and most had questions – all of them quite good. The committee voted unanimously to recommend that the General Assembly extend the RTA for an 8-year period.
2. Unfortunately, Nashville SC’s season ended with an early playoff exit. As discussed in previous meetings, WeGo operated pilot service to 4 of the games. Results were mixed, but a good first step to learn from. Operations worked very well, and ridership results were mixed, with a high of 30 passengers for one game, and a low of 3. Weekend games performed better than weeknight games. For next season, WeGo will need to examine pricing strategy, promotion, and ways to expand partnership with the team, but it is a market worth reaching for.
3. With respect to more established service, the Titans only played one home game since your last meeting, but we carried about 450 passengers, for a total of 892 trips. WeGo has also become engaged in the initial conversations with the Titans and various City Agencies about next season, when construction on the new stadium will constrict parking there.
4. CEO Bland thanked Mayor McFarland and Jim Kerr of the City of Murfreesboro; and Russ Brashear of Murfreesboro Transit for including the RTA in the wonderful groundbreaking ceremony for the city’s new transit center. WeGo continues to pursue a park-and-ride lot on the adjacent property, and with completion of the Federal Environmental process and the appraisal process, has entered negotiations with the owner of the property for acquisition.
5. Felix Castrodad and Marty Sewell provided a great overview of NDOT’s Connect Downtown Mobility Plan recommendations, including an overview of how crucial these recommendations are to the future success of regional transit. WeGo will continue to work with the project partners to advance these initiatives.
6. WeGo has received draft presentation materials from the consultant on the Star Future Vision Study and this information will be shared with the Board at an upcoming meeting.
7. It is time to update the RTA’s long-range strategic service plan. This plan was last updated in 2016 jointly with the MTA. We would, once again, like to approach this as a joint project between RTA and MTA since many of the service and project initiatives are interrelated.

- IX. Chair's Report:** Mayor Randall Hutto thanked everyone for attending and wished everyone a Happy Thanksgiving.
- X. Other Business:** There was no further business to come before this Board.
- XI. Adjournment:** With no further business, Mayor Billy Vogle motioned to adjourn the meeting; Mayor Rick Bell seconded the motion, and the meeting was adjourned at 10:00 a.m.

Respectfully submitted:

Ed Cole, RTA Secretary & Davidson County
Governor Appointee

Regional Transportation Authority

of Middle Tennessee

Board Action Item

| | | | |
|--------------|----------------------------|---------------|-----------|
| Item Number: | R-A-24-001 | Meeting Date: | 2/21/2024 |
| Item Title: | FY2023 Annual Audit Report | | |

BACKGROUND:

The Comprehensive Annual Financial Report for the fiscal year ended June 30, 2023, and was completed and distributed with the external auditors presenting their required communication to the Audit Committee at its December 5, 2023 committee meeting. WeGo is pleased to report that the RTA once again received a “clean” opinion on the report from the auditors and had no new audit findings.

The financials presented with this action item represent the monthly audited numbers in the regular format the Board receives.

The audit was also properly submitted to the Federal Audit Clearinghouse on November 27, 2023, before the required deadline of November 30, 2023.

RECOMMENDATION:

The Audit Committee recommends that the Board approve accepting the Comprehensive Annual Financial Report for RTA for the fiscal year ending June 30, 2023.

APPROVED:

Board Secretary

2/21/2024

Date

Regional Transportation Authority
Statement of Operations Compared to Budget
For the Period Ending June 30, 2023

AUDITED

| | Actual Month | Budget Month | Month End Variance | F / U | Prior Year Y-T-D | Actual Y-T-D | Budget Y-T-D | Y-T-D Variance | F / U | Budget |
|------------------------------------|--------------------|--------------------|-----------------------|----------|---------------------|----------------------|---------------------|----------------------|----------|---------------------|
| Revenue from Operations: | | | | | | | | | | |
| Regional Bus Revenues | \$21,439 | \$14,837 | \$6,602 | F | \$159,609 | \$249,449 | \$185,757 | \$63,692 | F | \$185,757 |
| Commuter Train Revenues | 34,865 | 20,520 | 14,345 | F | 204,780 | 222,392 | 200,155 | 22,237 | F | 200,155 |
| Special Events | 1,462 | 16,690 | (15,228) | U | 89,534 | 83,792 | 74,250 | 9,542 | F | 74,250 |
| Advertising | 0 | 980 | (980) | U | 0 | 0 | 9,900 | (9,900) | U | 9,900 |
| Other Non-Trans Revenue | 3,899 | 8,220 | (4,321) | U | 282,607 | 317,446 | 267,872 | 49,574 | F | 267,872 |
| Total Operating Revenue | 61,665 | 61,247 | 418 | F | 736,530 | 873,079 | 737,934 | 135,145 | F | 737,934 |
| Federal/State/Local Income: | | | | | | | | | | |
| Local Assistance | 165,666 | 0 | 165,666 | F | 1,561,751 | 196,948 | 196,948 | 0 | F | 196,948 |
| Regional Assistance | 0 | 30,000 | (30,000) | U | 563,217 | 560,828 | 560,828 | 0 | F | 560,828 |
| State Assistance | 0 | 0 | 0 | F | 642,300 | 667,154 | 642,300 | 24,854 | F | 642,300 |
| Federal Assistance - CMAQ | 0 | 126,930 | (126,930) | U | 1,366,326 | 1,464,051 | 1,465,446 | (1,395) | U | 1,465,446 |
| Federal Assistance - CARES Act | 829,498 | 365,000 | 464,498 | F | 1,527,122 | 3,633,475 | 4,529,221 | (895,746) | U | 4,529,221 |
| Total Assistance Income | 995,164 | 521,930 | 473,234 | F | 5,660,716 | 6,522,456 | 7,394,743 | (872,287) | U | 7,394,743 |
| Capital Revenue: | | | | | | | | | | |
| Capital Operating Reimbursement | 252,789 | 201,783 | 51,006 | F | 1,018,616 | 2,555,917 | 2,329,757 | 226,160 | F | 2,329,757 |
| American Rescue Plan Operating | 0 | 0 | 0 | F | 1,000,000 | 0 | 0 | 0 | F | 0 |
| Total Capital Income | 252,789 | 201,783 | 51,006 | F | 2,018,616 | 2,555,917 | 2,329,757 | 226,160 | F | 2,329,757 |
| Total Revenue | \$1,309,618 | \$784,960 | \$524,658 | F | \$8,415,862 | \$9,951,452 | \$10,462,434 | (\$510,982) | U | \$10,462,434 |
| Expenses from Operations: | | | | | | | | | | |
| Management Contract - MTA | \$71,746 | \$71,746 | \$0 | F | \$844,056 | \$860,940 | \$860,940 | \$0 | F | \$860,940 |
| Services | 714,165 | 703,170 | (10,995) | U | 6,465,179 | 7,727,430 | 8,142,114 | 414,684 | F | 8,142,114 |
| Fuel | 59,017 | 62,230 | 3,213 | F | 381,169 | 711,257 | 731,790 | 20,533 | F | 731,790 |
| Materials and Supplies | 0 | 1,115 | 1,115 | F | 20,130 | 12,126 | 22,975 | 10,849 | F | 22,975 |
| Utilities | 13,055 | 16,237 | 3,182 | F | 171,606 | 178,540 | 187,345 | 8,805 | F | 187,345 |
| Casualty and Liability | 34,325 | 40,275 | 5,950 | F | 423,146 | 418,704 | 487,170 | 68,466 | F | 487,170 |
| Other | 147 | 1,680 | 1,533 | F | (7,460) | 13,523 | 30,100 | 16,577 | F | 30,100 |
| Total Operating Expenses | 892,455 | 896,453 | 3,998 | F | 8,297,826 | 9,922,520 | 10,462,434 | 539,914 | F | 10,462,434 |
| Surplus / (Deficit) | \$417,163 | (\$111,493) | \$528,656 | F | \$118,036 | \$28,932 | \$0 | \$28,932 | F | \$0 |
| Capital Grant Revenue | 118,956 | | 118,956 | F | 7,955,832 | 626,507 | | 626,507 | F | 0 |
| Gain / (Loss) on Sale | 0 | | 0 | F | 4,137 | 424 | | 424 | F | 0 |
| Vanpool Replacement Revenue Fund | 0 | | 0 | F | 307 | 0 | | 0 | F | 0 |
| Depreciation | (348,833) | | (348,833) | U | (3,693,178) | (4,203,523) | | (4,203,523) | U | 0 |
| Surplus / (Deficit) | \$187,286 | (\$111,493) | \$298,779 | F | \$4,385,134 | (\$3,547,660) | \$0 | (\$3,547,660) | U | \$0 |

Regional Transportation Authority

Comparative Balance Sheets

| | Month Ended June 30, 2023 | Month Ended June 30, 2022 |
|--|------------------------------|------------------------------|
| | (audited) | (audited) |
| CURRENT ASSETS | | |
| Cash and cash equivalents | \$904,389 | \$1,412,126 |
| Receivables from federal, state and local government | 860,853 | 1,113,541 |
| Accounts receivable | 114,686 | 164,648 |
| Materials and supplies | 364,480 | 299,173 |
| Prepaid expense and other | 23,994 | 26,244 |
| Total Current Assets | 2,268,402 | 3,015,732 |
| PROPERTY AND EQUIPMENT | | |
| Land | 3,382,052 | 3,382,052 |
| Building, shelter and benches | 19,407,307 | 19,407,307 |
| Guideway Improvements | 8,586,547 | 8,586,547 |
| Revenue equipment and parts | 30,991,482 | 31,593,228 |
| Office equipment | 556,150 | 556,150 |
| Work-in-Progress | 601,495 | 0 |
| | 63,525,033 | 63,525,284 |
| Less: Accumulated Depreciation | (23,395,084) | (19,818,319) |
| Total Property and equipment, net | 40,129,949 | 43,706,965 |
| OTHER ASSETS | | |
| Cash and investments restricted | 7,944,646 | 5,602,485 |
| TOTAL ASSETS | \$50,342,997 | \$52,325,182 |
| LIABILITIES AND NET ASSETS | | |
| CURRENT LIABILITIES | | |
| Accounts payable | \$713,987 | \$1,495,115 |
| Accrued expenses | 25,996 | 25,300 |
| Deferred Revenue | 5,433,831 | 3,146,385 |
| Note Payable | 0 | 0 |
| Total Current Liabilities | 6,173,814 | 4,666,800 |
| NET ASSETS | | |
| Invested in capital assets | 40,129,949 | 43,706,965 |
| Restricted - Self Insurance Reserve | 1,000,000 | 1,000,000 |
| Restricted - Administrative Reserve | 1,000,000 | 1,000,000 |
| Restricted - Reserve for van pool replacement | 529,473 | 456,100 |
| Restricted - Regional Bus Reserve | 3,780,765 | 3,011,977 |
| Restricted - Regional Train Reserve | 1,634,408 | 134,408 |
| Unrestricted | (357,752) | (6,022,910) |
| Current Year Surplus / (deficit) | (3,547,660) | 4,371,842 |
| Total Net Assets | 44,169,183 | 47,658,382 |
| TOTAL LIABILITIES AND NET ASSETS | \$50,342,997 | \$52,325,182 |

| | Current | > 30 days | > 60 Days | > 90 days | Total |
|---------------------|-----------|-----------|-----------|-----------|-----------|
| Accounts Receivable | \$114,686 | \$0 | \$0 | \$0 | \$114,686 |
| | 100.0% | 0.0% | 0.0% | 0.0% | 100.0% |
| Accounts Payable | \$690,754 | \$22,500 | \$0 | \$733 | \$713,987 |
| | 96.7% | 3.2% | 0.0% | 0.1% | 100.0% |

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

| | | | |
|--------------|---|---------------|-----------|
| Item Number: | R-D-24-001 | Meeting Date: | 2/21/2024 |
| Item Title: | Monthly Financial Report Compared to Budget | | |

BACKGROUND:

Attached is a statement of operations through the month of December 2023 compared to the budget and a balance sheet as of December 31, 2023.

We continue to see improvement in bus and train fares compared to budget and last year, albeit not where we would like to see it as fare revenues continue to track at approximately 30% to 35% of pre-pandemic levels. Other Non-Transportation Revenue is also trending favorable as compared to budget. This is a result of a recent move in October 2023 to open a new interest-bearing account now being offered by Fifth Third Bank that is 100% liquid which will allow our current reserves for regional bus and train, administrative and supplemental insurance reserve to earn interest. We expect this trend to continue for the foreseeable future with interest earned being utilized to fund RTA operating expenses. Interest earned from the middle of October through December was approximately \$50,900. There are no anomalies on the expenses to highlight for the month. Fuel and Casualty and Liability Insurance expenses will continue to trend favorably compared to budget as mentioned in previous months.

As of December 31, 2023, RTA owed Nashville MTA approximately \$230,500 for services provided to and from Rutherford County as well as management fees and shared costs to MTA for the back-office operating expenses related to the new fare collection system due. RTA also had accounts receivable from Nashville MTA of approximately \$35,600 for fares collected as well as WeGo Ride revenue sharing due.

CURRENT STATUS:

Chief Financial Officer Ed Oliphant will be available to answer any questions regarding the statements at the committee meeting.

APPROVED:



Chief Financial Officer

2/21/2024

Date

Regional Transportation Authority
Statement of Operations Compared to Budget
For the Period Ending December 31, 2023
UNAUDITED

| | Actual Month | Budget Month | Month End Variance | F / U | Prior Year Y-T-D | Actual Y-T-D | Budget Y-T-D | Y-T-D Variance | F / U | Budget |
|------------------------------------|--------------------|--------------------|-----------------------|----------|----------------------|--------------------|--------------------|--------------------|----------|---------------------|
| Revenue from Operations: | | | | | | | | | | |
| Regional Bus Revenues | \$18,688 | \$13,370 | \$5,318 | F | \$123,099 | \$138,409 | \$84,210 | \$54,199 | F | \$169,079 |
| Commuter Train Revenues | 20,963 | 17,974 | 2,989 | F | 118,254 | 173,318 | 113,274 | 60,044 | F | 227,449 |
| Special Events | 22,831 | 20,550 | 2,281 | F | 57,953 | 62,747 | 48,230 | 14,517 | F | 78,500 |
| Other Non-Trans Revenue | 29,481 | 6,390 | 23,091 | F | 258,433 | 316,273 | 248,097 | 68,176 | F | 314,467 |
| Total Operating Revenue | 91,963 | 58,284 | 33,679 | F | 557,739 | 690,747 | 493,811 | 196,936 | F | 789,495 |
| Federal/State/Local Income: | | | | | | | | | | |
| Local Assistance | 145,334 | 204,000 | (58,666) | U | 0 | 710,597 | 637,795 | 72,802 | F | 1,606,795 |
| Regional Assistance | 56,019 | 99,290 | (43,271) | U | 416,132 | 689,384 | 667,000 | 22,384 | F | 806,588 |
| State Assistance | 663,400 | 660,200 | 3,200 | F | 660,200 | 663,400 | 660,200 | 3,200 | F | 660,200 |
| Federal Assistance - CMAQ | 0 | 146,500 | (146,500) | U | 1,249,758 | 1,040,012 | 922,940 | 117,072 | F | 1,853,182 |
| Federal Assistance - CARES Act | 289,874 | 201,520 | 88,354 | F | 1,490,350 | 969,214 | 1,213,370 | (244,156) | U | 2,430,515 |
| Total Assistance Income | 1,154,627 | 1,311,510 | (156,883) | U | 3,816,440 | 4,072,607 | 4,101,305 | (28,698) | U | 7,357,280 |
| Capital Revenue: | | | | | | | | | | |
| Capital Operating Reimbursement | 205,059 | 186,620 | 18,439 | F | 1,154,422 | 1,281,032 | 1,175,690 | 105,342 | F | 2,360,745 |
| Total Capital Income | 205,059 | 186,620 | 18,439 | F | 1,154,422 | 1,281,032 | 1,175,690 | 105,342 | F | 2,360,745 |
| Total Revenue | \$1,451,649 | \$1,556,414 | (\$104,765) | U | \$5,528,601 | \$6,044,386 | \$5,770,806 | \$273,580 | F | \$10,507,520 |
| Expenses from Operations: | | | | | | | | | | |
| Management Contract - MTA | \$71,746 | \$71,746 | \$0 | F | \$430,464 | \$430,464 | \$430,464 | \$0 | F | \$860,940 |
| Services | 663,882 | 673,157 | 9,275 | F | 3,779,250 | 3,974,528 | 4,108,615 | 134,087 | F | 8,224,590 |
| Fuel | 58,393 | 55,880 | (2,513) | U | 367,744 | 308,034 | 352,022 | 43,988 | F | 699,900 |
| Materials and Supplies | 417 | 1,170 | 753 | F | 5,423 | 4,970 | 11,063 | 6,093 | F | 22,975 |
| Utilities | 15,990 | 14,952 | (1,038) | U | 87,983 | 85,502 | 94,067 | 8,565 | F | 188,925 |
| Casualty and Liability | 34,195 | 38,205 | 4,010 | F | 211,981 | 209,392 | 239,585 | 30,193 | F | 480,890 |
| Other | 41 | 1,533 | 1,492 | F | 12,926 | 18,708 | 20,152 | 1,444 | F | 29,300 |
| Total Operating Expenses | 844,664 | 856,643 | 11,979 | F | 4,895,771 | 5,031,598 | 5,255,968 | 224,370 | F | 10,507,520 |
| Surplus / (Deficit) | \$606,985 | \$699,771 | (\$92,786) | U | \$632,830 | \$1,012,788 | \$514,838 | \$497,950 | F | \$0 |
| Capital Grant Revenue | 107,711 | | 107,711 | F | 317,567 | 607,210 | | 607,210 | F | 0 |
| Gain / (Loss) on Sale | 0 | | 0 | F | 0 | 0 | | 0 | F | 0 |
| Vanpool Replacement Revenue Fund | 0 | | 0 | F | 0 | 0 | | 0 | F | 0 |
| Depreciation | (345,142) | | (345,142) | U | (2,123,229) | (2,074,422) | | (2,074,422) | U | 0 |
| Surplus / (Deficit) | \$369,554 | \$699,771 | (\$330,217) | U | (\$1,172,832) | (\$454,424) | \$514,838 | (\$969,262) | U | \$0 |

Regional Transportation Authority

Comparative Balance Sheets

| | Month Ended December 31, 2023 | Month Ended June 30, 2023 |
|--|--|--------------------------------------|
| | (unaudited) | (audited) |
| CURRENT ASSETS | | |
| Cash and cash equivalents | \$2,205,375 | \$904,389 |
| Receivables from federal, state and local government | 378,406 | 860,853 |
| Accounts receivable | 101,376 | 114,686 |
| Materials and supplies | 363,668 | 364,480 |
| Prepaid expense and other | 197,172 | 23,994 |
| Total Current Assets | 3,245,997 | 2,268,402 |
| PROPERTY AND EQUIPMENT | | |
| Land | 3,382,052 | 3,382,052 |
| Building, shelter and benches | 19,407,307 | 19,407,307 |
| Guideway Improvements | 8,586,547 | 8,586,547 |
| Revenue equipment and parts | 31,036,986 | 30,991,482 |
| Office equipment | 556,150 | 556,150 |
| Work-in-Progress | 1,228,747 | 601,495 |
| | 64,197,789 | 63,525,033 |
| Less: Accumulated Depreciation | (25,469,505) | (23,395,084) |
| Total Property and equipment, net | 38,728,284 | 40,129,949 |
| OTHER ASSETS | | |
| Cash and investments restricted | 8,540,702 | 7,944,646 |
| TOTAL ASSETS | \$50,514,983 | \$50,342,997 |
| LIABILITIES AND NET ASSETS | | |
| CURRENT LIABILITIES | | |
| Accounts payable | \$756,935 | \$713,987 |
| Accrued expenses | 13,398 | 25,996 |
| Deferred Revenue | 6,030,037 | 5,433,831 |
| Note Payable | 0 | 0 |
| Total Current Liabilities | 6,800,370 | 6,173,814 |
| NET ASSETS | | |
| Invested in capital assets | 38,728,284 | 40,129,949 |
| Restricted - Self Insurance Reserve | 1,000,000 | 1,000,000 |
| Restricted - Administrative Reserve | 1,000,000 | 1,000,000 |
| Restricted - Reserve for van pool replacement | 529,473 | 529,473 |
| Restricted - Regional Bus Reserve | 4,376,821 | 3,780,765 |
| Restricted - Regional Train Reserve | 1,634,408 | 1,634,408 |
| Unrestricted | (3,099,949) | (357,752) |
| Current Year Surplus / (deficit) | (454,424) | (3,547,660) |
| Total Net Assets | 43,714,613 | 44,169,183 |
| TOTAL LIABILITIES AND NET ASSETS | \$50,514,983 | \$50,342,997 |

| | Current | > 30 days | > 60 Days | > 90 days | Total |
|---------------------|---------------------|-----------------|-------------|-------------|---------------------|
| Accounts Receivable | \$101,376 100.0% | \$0 0.0% | \$0 0.0% | \$0 0.0% | \$101,376 100.0% |
| Accounts Payable | \$755,185 99.8% | \$1,750 0.2% | \$0 0.0% | \$0 0.0% | \$756,935 100.0% |

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

| | | | |
|--------------|------------------------------|---------------|-----------|
| Item Number: | R-D-24-002 | Meeting Date: | 2/21/2024 |
| Item Title: | Monthly Operating Statistics | | |

BACKGROUND:

Attached are monthly operating statistics for December 2023.

December saw a healthy increase in year-over-year ridership increases across RTA services, with overall numbers approaching 40% of pre-pandemic ridership. Service delivery metrics were very strong, with no accidents and very few missed trips. On-time performance is holding steady in the mid-80s.

CURRENT STATUS:

Staff are available to address committee members' questions regarding the attached report. Please direct any inquiries to Monica Howse.

APPROVED:

Chief Operating Officer

2/21/2024

Date

RTA Monthly Dashboard Report *

| Metric | December 2023 | December 2022 | Pct. Change |
|---|---------------|---------------|-------------|
| Ridership | | | |
| Total RTA Bus Passengers | 10,550 | 8,156 | 29.4% |
| WeGo Star Passengers | 6,490 | 6,448 | 0.7% |
| Total RTA Passengers | 17,040 | 14,604 | 16.7% |
| Percentage of Pre-Pandemic Ridership | 39.8% | 34.1% | 5.7% |
| Safety | | | |
| RTA Bus Total Accidents | 0 | 0 | N/A |
| WeGo Star Total Accidents | 0 | 0 | N/A |
| RTA Bus Total Miles btwn Accidents | N/A | N/A | N/A |
| WGS Total Miles btwn Accidents | N/A | N/A | N/A |
| Service Quality | | | |
| RTA Bus Total Trip Completion % | 99.87% | 96.19% | 3.68% |
| WeGo Star Total Trip Completion % | 100.00% | 100.00% | 0.00% |
| RTA Bus Total Miles btwn Service Interruption | 22,859.6 | 789.4 | 2796.0% |
| WGS Total Miles btwn Service Interruption | N/A | N/A | N/A |
| On-Time Performance ^ | | | |
| RTA Bus | 84.5% | 85.8% | -1.3% |
| WeGo Star | 99.2% | 96.8% | 2.3% |
| Customer Care | | | |
| RTA Bus Total Passengers per Complaint | 2,130 | 4,868 | -56.2% |
| WeGo Star Passengers per Complaint | 3,245 | N/A | N/A |

* RTA Dashboard submitted for discussion and for Committee and Board review.

^ On Time Performance reporting began September 2017.

N/A - metric cannot be calculated due to not being divisible by "0"

RTA Monthly Dashboard Report *

| Metric | FY2024 December | FY2023 December | Pct. Change |
|---|--------------------|--------------------|-------------|
| Ridership | | | |
| Total RTA Bus Passengers | 70,068 | 60,918 | 13.1% |
| WeGo Star Passengers | 47,667 | 45,537 | 4.5% |
| Total RTA Passengers | 117,735 | 106,455 | 9.6% |
| Percentage of Pre-Pandemic Ridership | 37.5% | 33.9% | 3.6% |
| Safety | | | |
| RTA Bus Total Accidents | 1 | 0 | N/A |
| WeGo Star Total Accidents | 1 | 1 | 0.0% |
| RTA Bus Total Miles btwn Accidents | 286,974 | N/A | N/A |
| WGS Total Miles btwn Accidents | 39,865 | 40,181 | -0.8% |
| Service Quality | | | |
| RTA Bus Total Trip Completion % | 99.47% | 98.92% | 0.55% |
| WeGo Star Total Trip Completion % | 100.00% | 100.00% | 0.00% |
| RTA Bus Total Miles btwn Service Interruption | 5,651.6 | 2,786.0 | 102.9% |
| WGS Total Miles btwn Service Interruption | N/A | N/A | N/A |
| On-Time Performance ^ | | | |
| RTA Bus | 82.6% | 85.4% | -2.8% |
| WeGo Star | 98.5% | 97.4% | 1.1% |
| Customer Care | | | |
| RTA Bus Total Passengers per Complaint | 1,416 | 641 | 120.9% |
| WeGo Star Passengers per Complaint | 2,383 | 6,505 | -63.4% |

* RTA Dashboard submitted for discussion and for Committee and Board review.

^ On Time Performance reporting began September 2017.

N/A - metric cannot be calculated due to not being divisible by "0"

RTA Operations Dashboard Glossary

| Metric | Definitions |
|--------------------------------------|---|
| Ridership | |
| Total Passengers | |
| 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) |
| WeGo Star | Total passenger boardings on WeGo Star Rail Service |
| Safety | |
| 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) |
| WeGo 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. |
| Service Quality | |
| 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) |
| WeGo 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 Bus Trip Completion Percentage | Percentage of one-way fixed route revenue trips completed versus scheduled. |
| WeGo Star Trip Completion Percentage | Percentage of one-way rail trips completed versus scheduled. |

RTA Operations Dashboard Glossary

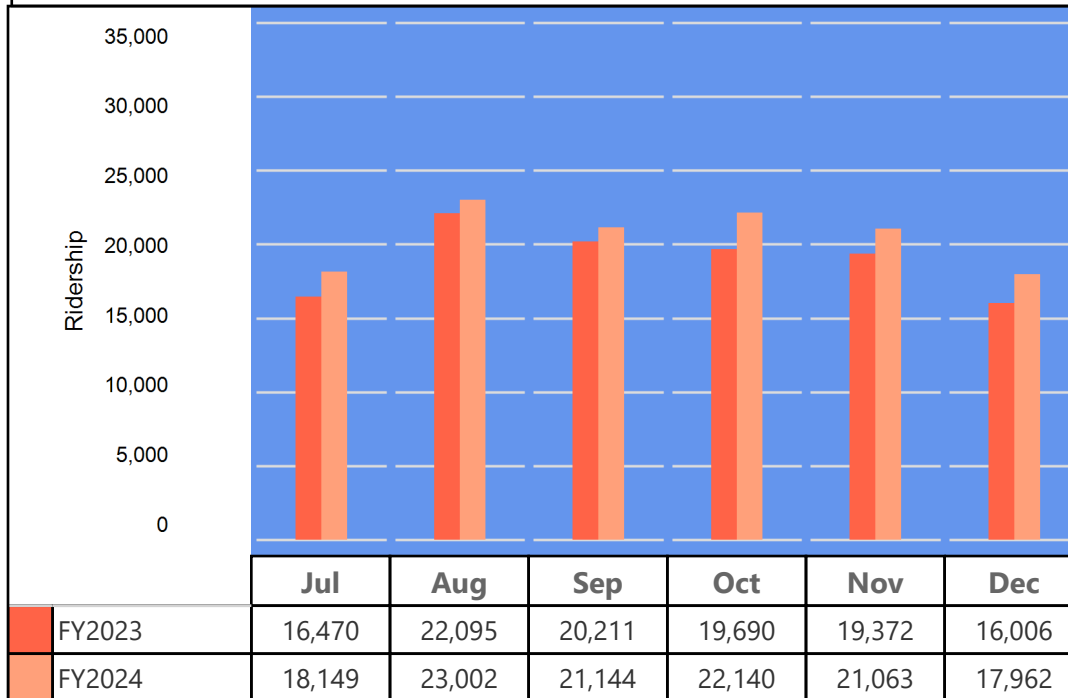
| Metric | Definitions |
|---|---|
| | |
| | |
| On-Time Performance | |
| RTA Bus OTP | MTA operated RTA routes - OTP is the Percentage of total scheduled fixed route timepoint departures occurring between 59 seconds early and 5 minutes 59 seconds late obtained from AVL data. Gray Line operated routes - OTP is the Percentage of total scheduled fixed WeGo Central route arrivals and departures occurring no later than 5 minutes 59 seconds late obtained from data provided by Gray Line personnel. (Gray Line & MTA operated RTA metrics combined based on a weighted average of total trips) |
| WeGo Star OTP | 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. |
| | |
| Customer Care | |
| Passengers Carried Per Complaint | |
| RTA Bus | Total RTA Bus passengers divided by total RTA Bus customer complaints. (Gray Line & MTA operated RTA metrics combined) |
| WeGo Star | Total WeGo Star passengers divided by total WeGo Star customer complaints. |



REGIONAL TRANSPORTATION AUTHORITY
FISCAL YEAR AND MONTH TO MONTH RIDERSHIP COMPARISON - FY2024 - vs - FY2023

| | Month to Month Comparison | | | Fiscal Year Comparison | | |
|--------------------------------|---------------------------|---------------|-------------------|------------------------|----------------|-------------------|
| | Dec 22 | Dec 23 | Percentage Change | FY2023 | FY2024 | Percentage Change |
| WeGo Star | 6,448 | 6,490 | 0.7% | 52,890 | 54,693 | 3.4% |
| Express Bus & Shuttle Services | 8,156 | 10,550 | 29.4% | 70,807 | 80,559 | 13.8% |
| RTA VanStar Vanpool Service | 1,402 | 922 | -34.2% | 9,344 | 5,725 | -38.7% |
| Total RTA Ridership | 16,006 | 17,962 | 12.2% | 133,041 | 140,977 | 6.0% |

**RTA FY2024 -vs- FY2023
Month to Month Ridership Comparison**



Prepared By: WeGo Service Quality Department
02/05/24



NASHVILLE AND REGIONAL TRANSPORTATION AUTHORITY
 FISCAL YEAR AND MONTH TO MONTH RIDERSHIP COMPARISON - FY 2024 - vs - FY 2023

| | Month to Month Comparison | | | Fiscal Year | | |
|--|---------------------------|---------|--------|-------------|-----------|--------|
| | Dec 22 | Dec 23 | Change | FY 2023 | FY 2024 | Change |
| MTA Local Bus Service | 571,537 | 657,945 | 15.1% | 3,797,106 | 4,175,636 | 10.0% |
| MTA Local Paratransit Service | 27,623 | 29,743 | 7.7% | 176,926 | 191,620 | 8.3% |
| RTA Regional Bus Service | 8,156 | 10,550 | 29.4% | 60,918 | 70,068 | 15.0% |
| RTA VanStar Vanpool Service | 1,402 | 922 | -34.2% | 7,756 | 5,725 | -26.2% |
| RTA Regional Rail Service | 6,448 | 6,490 | 0.7% | 45,537 | 47,667 | 4.7% |
| * RTA Special Events Rail Service | 2,196 | 2,940 | 33.9% | 7,602 | 7,867 | 3.5% |
| Subtotal RTA Rail Service | 8,644 | 9,430 | 9.1% | 53,139 | 55,534 | 4.5% |
| Subtotal MTA & RTA Bus & Rail Service | 617,362 | 708,590 | 14.8% | 4,095,845 | 4,498,583 | 9.8% |
| Williamson County VanStar Vanpool Service | 6,102 | 5,224 | -14.4% | 41,405 | 38,847 | -6.2% |
| Murfreesboro ROVER Local Bus Service | 8,473 | 7,695 | -9.2% | 55,228 | 51,378 | -7.0% |
| Franklin Transit Local Bus Service | 9,975 | 10,173 | 2.0% | 43,545 | 47,382 | 8.8% |
| Clarksville Transit Local Bus Service | 38,999 | 39,485 | 1.2% | 261,300 | 265,082 | 1.4% |
| Total Area Ridership | 680,911 | 771,167 | 13.3% | 4,497,323 | 4,901,272 | 9.0% |



REGIONAL TRANSPORTATION AUTHORITY

ROUTE PERFORMANCE INDICATOR REPORT

For the Month of: December 23

| Rte. No. | Route Name | Monthly Ridership | Ridership Change vs Last Year | Revenue Hours Of Service | Average Passengers | |
|--|--|-------------------|-------------------------------|--------------------------|--------------------|------------|
| | | | | | Per Trip | Per Hour |
| CORRIDOR SERVICE COMPARISONS - COMMUTER BUS SERVICE | | | | | | |
| | North Corridor (Route 87) | 1,360 | -2.4% | 187 | 9 | 7.3 |
| | Northwest Corridor (Routes 89 & 94) | 2,072 | 22.7% | 327 | 7 | 6.3 |
| | South Corridor (Route 95) | 890 | 49.6% | 226 | 6 | 3.9 |
| | Southeast Corridor (Route 84 & 86) | 2,724 | 32.2% | 854 | 5 | 3.2 |
| EXPRESS BUS ROUTE SERVICE | | | | | | |
| 84 | Murfreesboro Express | 1,956 | 17.5% | 694 | 4 | 2.8 |
| 86 | Smyrna - LaVergne | 768 | 93.9% | 161 | 5 | 4.8 |
| 87 | Gallatin - Hendersonville | 1,360 | -2.4% | 187 | 9 | 7.3 |
| 88 | Dickson | 450 | 17.5% | 94 | 6 | 4.8 |
| 89 | Springfield - Joelton | 424 | 48.8% | 111 | 5 | 3.8 |
| 94 | Clarksville | 1,648 | 17.4% | 216 | 8 | 7.6 |
| 95 | Spring Hill - Franklin | 890 | 49.6% | 226 | 6 | 3.9 |
| | Express Bus Route Totals | 7,496 | 22.5% | 1,689 | 6 | 4.4 |
| OTHER ROUTES | | | | | | |
| 64 | Star Downtown Shuttle | 1,047 | 378.1% | 49 | 7 | 21.2 |
| 93 | Star West End Shuttle | 2,007 | 10.5% | 79 | 17 | 25.3 |
| | RTA Bus Route Monthly Totals | 10,550 | 29.4% | 1,817 | 7 | 5.8 |
| COMMUTER RAIL SERVICE | | | | | | |
| 90 | WeGo Star Commuter Rail | 6,490 | 0.7% | 228 | 27 | 28.4 |
| | RTA Commuter Rail and Bus Total | 17,040 | 16.7% | 2,046 | 9 | 8.3 |

Regional Transportation Authority of Middle Tennessee

- Committee Discussion Item Exec. Committee Discussion Item Board Discussion Item
 Committee Action Item Exec. Committee Action Item

| | | | |
|--------------|---|---------------|-----------|
| Item Number: | R-D-24-003 | Meeting Date: | 2/21/2024 |
| Item Title: | WeGo Star Future Direction Study Update | | |

BACKGROUND:

The Star Future Direction Study kicked off in 2023 to evaluate the most effective use of the line to meet current needs while building a consensus on positioning the Star best to offer future enhanced service. The project will evaluate short, medium, and long-term investment options predicated on a “business case approach” considering funding availability and regional demand. The study’s final recommendations will provide flexible strategies that can be applied to regional bus services.

The team has been working on the scenario planning task for the past few months. The team developed different scenarios for evaluation that account for passenger and freight service settings to understand the opportunities and challenges of each of those alternatives. Last month, RTA staff and Hatch consultants met with the RTA East Corridor Committee members to discuss findings from trends analysis and share details from the scenario evaluation.

CURRENT STATUS:

Hatch’s Project Manager, Dave Genova, will be present at the Executive Committee meeting to provide an update on the potential scenarios for consideration.

APPROVED:

Director of Planning & Grants

2/21/2024
Date

Regional Transportation Authority

of Middle Tennessee

Board Action Item

| | | | |
|--------------|---|---------------|-----------|
| Item Number: | R-A-24-002 | Meeting Date: | 2/21/2024 |
| Item Title: | Task Order with Jones Long Lasalle (JLL) for Donelson Station Joint Development | | |

BACKGROUND:

In October 2022, the Executive Committee of the Regional Transportation Authority authorized the CEO to enter into a period of exclusive negotiations with the H.G. Hill and Southeast Venture team for the joint development of the WeGo Star Donelson Station. Since then, RTA staff and the developer team have been in continued coordination to understand the needs of each party to help establish the terms for a formal joint development agreement and design plan for the overall site.

Because of the property's federal interest, all negotiations must be conducted under applicable Federal Transit Administration (FTA) guidelines for joint development projects. Staff asked Jones Long Lasalle (JLL) under the existing Real Property Acquisition Services contract to submit a proposal for assistance during the negotiation process. Under this proposal, JLL will assist RTA by analyzing the project in coordination with the adjacent landowner, H.G. Hill. JLL will assist RTA with defining programmatic and operational objectives, performing financial analysis of the envisioned development, advising on the risks and rewards of deal structure alternatives, assisting with the negotiation of ground lease and development contractual agreements, and assisting RTA with governmental compliance. JLL has experience working with similar transit joint development projects in other cities nationwide.

The cost of the proposal presented by JLL is \$268,000 for required elements and \$141,620 for additional services to be provided as needed, including \$60,000 for contingency. The overall total of the proposal is \$409,620 and is based on a 6-month negotiation period.

RECOMMENDATION:

Staff recommends that the RTA Executive Committee provide the CEO the authority to execute a Task Order with Jones Long Lasalle for assistance with the Donelson Station Joint Development negotiations for a total of \$409,620. This project is funded in the RTA Capital Plan under the WeGo Star Enhancement Program.

APPROVED:

Board Secretary

2/21/2024

Date

Regional Transportation Authority

of Middle Tennessee

Board Action Item

| | | | |
|--------------|------------------------|---------------|-----------|
| Item Number: | R-A-24-003 | Meeting Date: | 2/21/2024 |
| Item Title: | Safety Plan Amendments | | |

BACKGROUND:

Under the Federal Transit Administration's (FTA) Public Transportation Agency Safety Plan (PTASP) Final Rule, this agency is required to update its Agency Safety Plan that implements our Safety Management System yearly. The plan must include safety performance targets voluntarily shared with the Metropolitan Planning Organization (MPO) and the local Department of Transportation. This year's projected performance targets are:

| Safety Performance Targets as Reported to the National Transit Database (NTD) | | | | | | | |
|--|--------------------|-----------------------------------|------------------|---------------------------------|-----------------------|--------------------------------------|-------------------------------------|
| The targets listed below are based on reviews of RTA's safety performance data from the previous five years. | | | | | | | |
| Mode of Transit Service | Fatalities (total) | Fatalities (per 100 thousand VRM) | Injuries (total) | Injuries (per 100 thousand VRM) | Safety Events (total) | Safety Events (per 100 thousand VRM) | System Reliability (VRM / failures) |
| Commuter Bus – Contracted – Gray Line | 0 | 0 | 0 | 0 | 1 | .32 | 23,500 |
| Vanpool – Contracted – The TMA Group | 0 | 0 | 0 | 0 | 1 | .19 | N/A |

Grayline and management members who are part of the joint labor-management Safety Committee formulated and agreed upon these targets after viewing last year's data, normalizing the data, and making data-driven projections as to how the agency will perform against the previous year's actual performance.

The joint labor-management Safety Committee has approved this updated safety plan, including the updated Bipartisan Infrastructure Law requirements. The Agency Safety Plan sets a framework to support and complement the existing approach to public transportation safety, identifies deficiencies, and promotes improvements in transit safety performance. The plan sets a proactive approach to safety risk management that is outcome-focused and emphasizes an overall improved safety culture. Copies can be made available upon request. Once Board approval is given, the entire plan will be posted on the Agency website for public inspection.

RECOMMENDATION:

Staff requests the Board give the Chief Executive Officer the authority to execute the Agency Safety Plan to comply with FTA's Public Transportation Agency Safety Plan Final Rule and the updated Bipartisan Infrastructure Law requirements.

APPROVED:

2/21/20224

Board Secretary

Date

Regional Transportation Authority

of Middle Tennessee

Board Action Item

| | | | |
|--------------|-------------------------------|---------------|-----------|
| Item Number: | R-A-24-004 | Meeting Date: | 2/21/2024 |
| Item Title: | Election of 2024 RTA Officers | | |

BACKGROUND:

Pursuant to Article 3, Section 1(a), of the by-laws for the Regional Transportation Authority of Middle Tennessee (RTA), officers of the RTA shall be elected by the full RTA Board at its ***first regular meeting in each calendar year*** or by a majority vote of the Executive Committee, acting in the stead of the Board at its first regularly scheduled meeting in each calendar year, whichever meets first. Nominations may be made from the floor by any member of the Board and/or Executive Committee.

The officers of the RTA shall be the Chair, Vice-Chair, and Secretary and must include at least one appointed member and one elected official member. The following currently serve as 2023 officers:

- Chair – Randall Hutto, Wilson County Mayor
- Vice Chair – Paige Brown, Gallatin Mayor
- Secretary – Ed Cole, Davidson County Governor Appointee

RECOMMENDATION:

Staff requests that the Board place names in nomination to serve as the officers of the RTA through January 2025.

APPROVED:

2/21/2024

Board Secretary

Date