



MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road
Memphis, TN 38108

www.matatransit.com

Gary J. Rosenfeld
Chief Executive Officer

Board of Commissioners
Martin Lipinski, Chair

Kristen Bland	Janice Holder
Shelia Williams	Robert Clark
Michael Fulton	Michelle McKissack
Edward Stephens, III	

Board of Commissioners

AGENDA

Tuesday December 8, 2020

3:30 p.m.

- | | | |
|------|-----------------------------------------------------------|-----------------|
| I. | Call to Order | Martin Lipinski |
| | a. Recognition of any Special Guests | |
| II. | Board Roll Call | Linda Eskridge |
| III. | Approval of Minutes | |
| | a. October 27, 2020 Regular Board Meeting | Commissioners |
| IV. | CEO Report | Gary Rosenfeld |
| V. | Consent Agenda Item(s) | |
| | a. Resolution to Adopt MATA Holiday and Fare Schedule: | Gary Rosenfeld |
| | - Resolution 20-46 | |
| | - Resolution 20-46 Information Memo | |
| | - Resolution 20-46 Schedule A | |

Note: Due to the Declarations of Emergency by the President of the United States, the Governor of Tennessee and the Mayor of Memphis as a result of the COVID-19 pandemic, the Memphis Area Transit Authority Board meetings will be conducted by electronic means of communication for the duration of the emergency. You can get streaming information at www.matatransit.com.



Consent Agenda Item(s) cont'd.

- b. Resolution to Approve FY2021 Section 5307 Capital Projects and State Operating Assistance: Gary Rosenfeld
 - [Resolution No. 20-47](#)
 - [Resolution 20-47 Information Memo](#)
 - [Resolution 20-47 Schedule A](#)
- c. Resolution to Approve FY21 Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program Funds: Gary Rosenfeld
 - [Resolution No. 20-48](#)
 - [Resolution 20-48 Schedule A](#)
- d. Resolution to Approve FY21 Section 5337 State of Good Repairs Capital Projects: Gary Rosenfeld
 - [Resolution No. 20-49](#)
 - [Resolution No. 20-49 Schedule A](#)
- e. Resolution to Approve FY21 Section 5339 Bus and Bus Facilities Capital Projects: Gary Rosenfeld
 - [Resolution No. 20-50](#)
 - [Resolution No. 20-50 Schedule A](#)
- VI. Service and Development
 - a. Resolution to Adopt Title VI Program Update: Gary Rosenfeld
 - [Resolution No. 20-51](#)
 - [Information Memo](#)
 -
- VII. Finance Item(s)
 - a. Review Financial results from the Month of October 2020 Bernhard Rudolph
- VIII. Speaker(s) Acknowledgements Lawson Albritton
- IX. Old/New Business
 - a. Resolution to Honor Tommy Pacello Martin Lipinski
 - [Resolution 20-52](#)
- X. Adjournment Martin Lipinski



MINUTES OF THE OCTOBER 27, 2020 BOARD MEETING

CALL TO ORDER: A virtual meeting of the MATA Board of Commissioners was called to order by Chairman Martin Lipinski at 3:30 p.m. on Tuesday, October 27, 2020.

BOARD ROLL CALL:

Present: Martin Lipinski, Michael Fulton, Shelia Williams; Edward Stephens; Michelle McKissack

Absent: Kristen Bland; Tommy Pacello; Janice Holder; Robert Clark

Quorum: Yes

Staff: Lawson Albritton, Senior Administrative Officer; Linda Eskridge, Board Secretary/Executive Assistant, Nicole Lacey, Chief Communications Officer; John Lancaster, Director of Planning & Scheduling; Gary Rosenfeld, Chief Executive Officer; Bernhard Rudolph, Chief Financial Officer; Susan Schubert, Chief Human Resource Officer

Minutes of the September 22, 2020 Board of Commissioner Meeting were moved by Mr. Clark and seconded by Mr. Fulton. The minutes were unanimously approved.

Mr. Rosenfeld read the justification for MATA holding the Board meeting remotely.

CEO Report

Mr. Rosenfeld began his report by encouraging those that have not downloaded their G0901 mobile payment application to do so by visiting your perspective APP store. We have gotten close to a 1,000 downloads and the numbers of tickets being used is on a steady incline. We are trying to promote it as much as we can and we are excited about the progress we are making with the mobile app. Ridership for the month of September grew a bit, it would be great if ridership would be like this without the pandemic. Each month for the past three we have seen an increase ridership by a few percentage points. The bulk of this increase came from the Fixed Route side but we are down about 50% from last year this time and we will see what happens in October. We restarted service on Routes 6, 31, and 38 mid-month during September. Ridership seems to be very light on these lines, although we have done a tremendous amount of outreach on these services as well as from our stakeholders as well. We reached out to our news media, Next Door, the MATA website and there were some targeting work done with WREG-Channel 3. Demand response ridership went up about 5% and that tracks with the fixed route at being about ½ the ridership that we would see at this time of year. The trolleys continues to grow as well. Good news is that later this week we will have, if we past the last light test tonight, for the first time in quite a while, we will have full run of Main Street with our trolley system without a diversion in the middle or a transfer of buses. Within the next couple of weeks we will have the new trolley station at Central Station opened for business. On-time performance is doing extremely well over the last few weeks. Heading into October we are showing a 74.6 on a goal of 72 that gives us a cause to rethink our goal in the coming months. In October we are already over 80%, a great accomplishment for our fixed route team. Also our Paratransit team contributes to that as well as the rail are doing a great job in trying to overcome the obstacles that they have been operating



under. Congratulations to our operations team for getting us to the 74.6 in September and next month we will be able to celebrate the same great news for OTP as well. Demand Response continues 97.5 well above the 95% goal. Again, gives us cause to re-examine the goals. Trolley overcoming again the downtown construction area and numerous closures due to some utility work going on Main Street caused us to miss the mark a little, but will be coming back strong in October. Mileage on the motor bus side we constantly monitor and it is right where it should be. It is tracking nicely, which means we are not running too much mileage in the form of additional dead head and we are covering our service. Mileage on MATApplus we saw a couple of points increase in the ridership, which translates to about 7,000 more miles for the month. Customer Comments as you can expect as we go in towards the service improvements scheduled for November, customer comments goes up. We showed about 44.8 comments per 100,000 boarding, which is a pretty good rating from the aspect of per 100,000 Boardings. The total comments for the month of September is 87 on fixed route, 87 on motor bus, 18 on Mataplus, and five on the trolley. We do monitor these things and 24 of them is for being passed up due to Covid related, and 95% where the buses exceeded their capacity on the basis of social distancing, 13 planning and scheduling inquiries; 11 rude operators of which many times it is because an operator gives a negative or no answer to an inquiry or a request. We do go back and review the tapes and if we find that the comments are true, we do take the appropriate actions. MATApplus indicators are tracking nicely month to month in terms of the number of calls, call waiting time, and call duration all seem to be tracking accordingly to the volume we are receiving. MATApplus dispatch calls include call wait time and call abandonment wait. The Assessment Center is working toward a program to reopening. We had hoped open during the month of October but the recent increases in Covid cases and the outlook for the next few weeks we really shouldn't be opening up offices or programs that are not absolutely essential. We are working toward issuing temporary certifications to anyone submitting an application and when the Covid situation calms down a bit, then we will give consideration to reopening again. We hit our goal of 8,000 miles between road call on average. We questioned the numbers in July, but found that they were accurate. Our maintenance team has done a great job at recovering and we are back above the 8,000 goal, and if we run this way for a couple of months, we will give some consideration to reviewing that goal and setting a new one. Accident data the number of accidents we were involved in September went down year over year and went down from the previous month. In August we had 19 accidents that we were involved in, and in September we had 12 accidents only two of them were preventable and the other 10 non-preventable. These statistics are certainly welcomed numbers and show that our system is in fact safe. Mr. Rosenfeld welcomed Mr. Ron Nickle, MATA's new Chief of Safety and Security to the team. Mr. Nickle comes to us with a wealth of experience including the MBTA Massachusetts; MARTA in Washington, DC; Utah Transit Authority, lots of big agency experience and consulting experience on the safety aspect. Ron is actively involved in re-imaging what safety might look like for MATA in the future and how we can take definitive steps to go a long way to prevent some safety issues from becoming a problem. The teams look forward to having a long relationship with him. MATA will be offering free rides on Election Day November 3rd. This was a request from our stakeholders, the Memphis City Council. It is very important that everybody vote. Also note in social media we have a lot of advertising going on regarding the November 8th service changes. Maps and timetables are available at matatransit.com, so we encourage people to please visit the site for more information. There are a lot of future meetings coming up and Mr. Rosenfeld shared these meetings with Board. Mr. Lipinski called for any questions or comments from the Board. *Mr. Fulton stated good report. He also stated that it would be good for the Board and public to know what the price tag is to offer free fares on Election day.* Mr. Rosenfeld stated currently right now, given our Covid restrictions, it is between \$9,500 to \$10,000 range. On a normal day, with pre-pandemic, we would have been somewhere in the \$35,000 to \$40,000 range. Mr. Rosenfeld stated that he would be happy to entertain a motion, on behalf of the Board, to bring this up at our January Board meeting where we set dates for free fares for the year. That way we can look at what's on tap for 2021 and make that known early on.



That way we plan for it, we can market it, and we can advertise that to our stakeholders. *Mr. Fulton stated that we are two years away from another election so it may be something that subcommittee can look at and go from there. Mr. Lipinski stated that we are looking forward to taking the motion to the Board in January.* This ended the CEO's Report.

Procurement Agenda Item(s)

- a) Resolution to Award a Contract to Freeland Automotive to Purchase Six SUV Service Vehicles
Res. No. [20-41](#)

Discussion: Mr. Rosenfeld stated at MATA we have a fleet for what we call non-revenue vehicles, vehicles that are used to support transporting our customers. We have a lot of vehicles that are assigned to field supervision activities and they rack up a lot of miles pretty quickly. They are on a regular replacement cycle and it ranges anywhere from four to six years, depending on the mileage and the vehicle itself and it is time to replace six vans that we have been using. We made a conscious decision a couple of years ago to go to an SUV-type vehicle. It ensures that our supervisors are able to traverse through our community regardless of the weather conditions that they might encounter and to ensure their safety as well as the safety of anyone they might transport in support of what they are doing. We regularly purchase vehicles like this from the state contract. The State of Tennessee does a great job of putting together procurement agreements in a wide range of areas and then allow us to purchase from those agreements in full compliance of all of our rules and regulation and their rules and regulations, which makes for a much cleaner process for us. So in this case the SUV's are available via the state contract from Freeland Automotive at a unit price of \$27,700.00 and we are looking to purchase six vehicles and we are requesting approval of this resolution. Mr. Fulton moved that the Resolution be move. Mr. Stephens seconded the motion. Mr. Lipinski called for discussion. *Mr. Fulton as what is done with our old or excess fleet.* Mr. Rosenfeld stated they are declared surplus property and then they are put out to bid or for sale. We have a number of different methods that we dispose of assets with. We get a fair number of requests from groups throughout the city and the region. Mr. Rosenfeld stated that his recommendation is that is we are getting rid of the vehicles for a reason and we don't want to cause those type of problems to small organizations. The six that are coming out of service, we put them through the process of disposal, and if there are no takers, we will scrap them. **The Resolution Passed.**

- b) Resolution to Award a Contract to Complete Coach Works for Driver Protection Barriers
Installation –Res. No. [20-42](#)

Discussion: Mr. Rosenfeld stated that with the purchase of these devices we need to have a crew to come in and install them. Complete Coach Works is a California-based company that specializes in bus conversions and bus refurbishment. They do everything from converting a Diesel powered bus into an Electric bus, exterior modifications and interior modifications, anything you think you might want to do with a bus. They have done work for MATA in the past by re-manufacturing about a dozen buses about two years ago. They was a bidder on this project and we recommend an award of this contract for \$80,460.00 to Complete Coach for the installation of these protection barriers. Mr. Stephens moved that the resolution be approved after discussion. Ms. Williams seconded the motion. **The Resolution Passed.**

- c) Resolution to Award a Contract to Gillig, LLC for the purchase of Driver Protection Barriers
Res. No. [20-43](#)



Discussion: Mr. Rosenfeld stated several months ago our drivers' union approached the company with concerns about the level of safety for bus operators in an attempt to protect drivers from a potential assault. We went through a process with them and tested out a couple different barrier types and queried the employee at large to assure that they really wanted them, and it appears they do want them. However there is no specific data out there that says they have the desire and effect to reducing the number of assaults, but now given COVID, it is an opportunity to create a little more of a cocoon for the bus operators to be protected from the people that are boarding and taking care of their fare payments and interacting with the drivers by having shields between the driver and the public. We had two bidders and one was declared non-responsive it did not meet the minimum standards established in the specifications. Mr. Rosenfeld requested approval of this resolution. We are pretty confident they will be able to be installed in all of our Gilligs and the contract value is \$537,560.96. Ms. Williams moved that the resolution be put on the floor for discussion and Ms. McKissack seconded the motion. *Mr. Stephens asked for an accurate insight into what the barriers will actually look like.* Mr. Rosenfeld stated it is an actual door that encloses the driver in the area, and the driver to operate with the door opened or closed. MATA will probably come up with a policy statement for the operator once they are installed. It is a plexie- glass shield attached to a fairly heavy gauged metal door. It is intended to prevent an assault on an operator, but we will find much greater use by having the plexie glass there to protect as a sneeze guard from passengers boarding the bus as a potential Covid issue. It does provide a fair amount of secured area for the operator, but it does put them in a driver's compartment rather than being opened to the public in general.

The Resolution Passes.

- d) Resolution to Award a Contract to Dean and Associates for Legislative Advocacy
Res. No. [20-44](#)

Discussion: Mr. Rosenfeld stated that during the Board Retreat earlier this year and one of the topics that we discussed about was the need to increase our legislative advocacy activity, having a greater presence at both the state and federal level as well as at the local level. We went out for quotes for these services, and we had participation from three local companies. It was my pleasure to recommend that we engage in a contract with Dean and Associate for one year in an amount not to exceed \$75,000, which would be considerably less than if we took it in-house. Mr. Fulton moved that the resolution be approved after discussion. Mr. Stephens second the motion. *Ms. McKissack asked for some background on Dean and Associates. There was also a concern with the big difference in the pricing of Dean and Associates compared to the other two groups and how they can allow their pricing to be so much less.* Mr. Lipinski stated that he has worked with Mr. Dean at the Chamber on several different transportation projects over the years. Mr. Rosenfeld stated in terms of a matrix of services offered, all of the proposers were in the same area. They all had experience in writing legislation. Mr. Dean does have a transportation background in passenger transportation where he was an operator in the past, which was viewed as a benefit. We do have a slight advantage in Memphis at the Federal level. Congressman Cohen is part of the T&I Committee and has always been a strong advocacy on MATA's behalf. Mr. Dean also has extensive experience in the local area, as Mr. Lipinski mentioned that he worked with him in the Chamber. Ms. McKissack thanked Mr. Rosenfeld for the great information. *Mr. Fulton commented on dittos what Dr. Lipinski said regarding Mr. Dean's work at the Chambers. MATA's organization have always made the social good environmental case, Mr. Dean will help with the business case for transit for his time with the Chamber. He is well respected locally on the state and federally, as a young capitol hill staffer, Mr. Fulton stated that he reached out to Mr. Dean on many cases on some transportation issues in*



*Memphis, before Mr. Fulton moved to Memphis. Mr. Fulton stated that additionally he is a DBE so that is also high on the list. Mr. Fulton stated that he thinks that is a good decision and commends MATA on the decision. **The Resolution Passed.***

- e) Resolution to Authorize a Contract with Enterprise Rent- A- Car – **This Resolution was pulled from the agenda, due to last minute updates and format.**

Service and Development Item(s)

- a) Revised Resolution awarded to purchase and transport a used Siemens U-2 Light Rail Vehicle for Testing: Res. No. [20-40](#)

Discussion: Mr. Rosenfeld stated that at the last Board Meeting, commissioners approved a contract for the purchase and transportation of Siemens U-2 Light Rail vehicle. It is an exciting opportunity to MATA especially along the Madison Street Line. As we got ready to go forward with the contract, in doing our due diligence, we had to make some changes and break this out into several different contracts. In full disclosure we wanted to bring forward the first piece of this and change it from a contract being awarded to Ozark Mountain Rail Car to Virgin Car and Associates at a price of \$60,000 and they will also include the transport of the vehicle for an additional \$8,600. We are excited to have this happen and to get the car to Utah where the wheels can be aligned our track and then get it to Memphis to begin the testing and potentially look at a modern street car in service in Memphis along the Madison Street Line. Ms. McKissack moved that the resolution be put on the floor for discussion. Mr. Stephens seconded the motion. *Mr. Lipinski asked where this vehicle coming from and where was it in service last.* Mr. Rosenfeld stated San Diego, CA. It is one of the original cars in San Diego. **The Resolution Passed.**

- b) Resolution to Approve New Mobility Pilot Program to provide additional transit service in Downtown Memphis and the New Chicago neighborhood. Res. No. [20-45](#)

Discussion: Mr. Rosenfeld stated that the Transit Vision calls for several demonstration or alternative transportation projects throughout our community. We have had a lot of discussion in the past about these on demand transit service that is scheduled to go into service next year in the southwest parts of our community. Recently we were approached by DMC to participate with them in a project in the downtown area aligning transportation services so they could move people to where parking is available to where there jobs might be in the downtown area. When we met with them we asked for some minor changes to it so that we could include an on demand service for the New Chicago area as part of this demonstration zone. The New Chicago area, which is currently serviced by line 31 is not generating ridership as it needs to be in order to continue to be a viable route, so it is one of those communities that could benefit from an alternative form of transportation. Rather than us cutting back on service and constantly reducing the level of service we will be able to increase the level of service in the New Chicago area. The fee would be the same as riding a bus. We would request you approve this resolution for contract between the downtown Mission and MATA at a price not to exceed \$504,000. MATA's parts would be 80% of the operating cost or \$504,000. This is all federal monies and the DMC is providing all the local match monies. Ms. Williams moved that the resolution be put on the floor for discussion. Mr. Fulton seconded the motion. *Mr. Lipinski asked the timeframe for the Pilot Program.* Mr. Rosenfeld stated this would get started at the first of the year and the program goes on for a year to begin with. Mr. Fulton asked would it continually need federal funds if it goes well the first year and it goes to another two or three years? Mr. Rosenfeld stated that if it enjoys that level of success it would continue to be eligible and we will would be certainly be monitoring it the same way we would do the On Demand



service in southwest we will do the same here. The DMC is good at tracking these types of things through their Transportation management group and their focus on mobility within the downtown corridor. We will be able to establish some goals and objectives once we get started and then set those as criteria for future funding. *Mr. Fulton was glad to hear that MATA was working with the Transportation Management Group as a lot of their work is similar to what MATA does. Mr. Fulton asked is there any way we can have them come and present to us what they are doing for downtown and businesses.* Mr. Rosenfeld stated that he would welcome the opportunity to ask them if they would do that and set a time for them in the future. *Mr. Lipinski asked with the new mobility center, it will require some new construction of the trolley stop and asked has he been in any discussion with them.* Mr. Rosenfeld stated that is a discussion for another time. Mr. Rosenfeld stated that he would offer that when we have more information he would certainly share it with him. **The Resolution Passed.**

Discussion Item: Re: Social Distancing Guidelines for Transit Systems

Mr. Rosenfeld stated this is information only. When we got started with COVID, we had to take so pretty drastic action pretty quickly for the safety of our passengers and employees. Now our discussions revolving around effective social distancing and social distancing around our service, we don't have to make decisions quite as quickly especially if we are looking to make changes on some of the standards we have recently adopted. Recently the CDC has made some changes to social distancing guidelines. In the past, if you were exposed to someone for 15 minutes in close contact within the six feet, you should be quarantine and tested. Now if you have 15 minutes within a 24-hour period the guidelines say that we should have people tested. We are beginning see a lot more stress on our system with respect to social distancing and establishing a capacity constraint of 10-12 passengers per bus. Mr. Rosenfeld wanted to offer to the Board for consideration making some changes to that and reducing the social distance from six feet to three feet with the requirement that all passengers wear a mask, which is currently our policy and that there will no eating or drinking or talking on the bus so that we can reduce the potential for droplets, maintain the six foot requirement for the bus operator because they have already been in the environment all day long as opposed to someone for a bit of time; we would like to consider an upgrade to our mask performance from a surgical mask to an N95 mask. And as we add the driver barriers on the 6ft. fixed route side we would create a stronger cocoon for the bus operators so they are safe. At the same time we would increase the capacity from the current 10 to 30 passenger per bus so that we could further serve the community with respect to required and essential workers being able to get to work, people in the community being able to get to medical appoints, pick up the credentials they need, and have some recreation that is available today. Mr. Rosenfeld welcomed the discussion from the Board in getting the input of where they feel we should be and how we can potentially better serve our community while taking the necessary steps to ensure their safety. Mr. Rosenfeld mentioned the 20 cases, as of today, none of those cases traced back to the workplace as they all traced back to outside of the workplace. There have been no cases reported from the health department saying that a passenger has contracted COVID above our bus, so we are pretty confident our buses are safe. We are missing the opportunities to better serve our customers by taking all of those precautions into account and making a reasonable decision to increase our capacity. *Mr. Lipinski asked what this would mean to the seating capacity on the bus.* Mr. Rosenfeld stated that it would be one person in a two-person seat, and a limited number of standees if the level of service warranted its. *Ms. McKissack asked has there been any comments from passengers about having to wait for another bus due to the bus having reached its capacity by the time it gets to their stop.* Mr. Rosenfeld stated yes that is what happens, people are being passed up because of capacity not



because operators are just passing them. Mr. Rosenfeld state that he is seeing through APTA a strong desire on the part of transit systems to increase the capacity because the demand is there and we are out of buses and drivers to continue to add fill-in services and operate all of these buses. *Ms. McKissack stated that in light of the how they have learned so much more now than when this started she applauds him for being so aggressive in shutting down bus lines at the beginning, which she truly believe that bus operator's lives were saved back in the spring. Ms. McKissack stated that she feels we can safely increase the ridership at this time, and she supports Mr. Rosenfeld in this effort. Mr. Rosenfeld thanked Ms. McKissack for her support. Mr. Lipinski asked Mr. Rosenfeld would he let the Board know when this policy is implemented. Mr. Rosenfeld will certainly do so.*

Finance Committee Item(s)
August 2020 & September 2020

Mr. Rudolph is presenting the report for both August and September, but will be focusing on September since he is speaking on a year-to-date basis. In the first quarter through September we are ahead of budget on revenue by about \$300,000. We are favorable to budget on expenses as well. Our labor costs are much lower than budgeted, due to changes that was budgeted did not materialize and the hazard pay expired in August. Material and supplies are also below budget. Passenger fares are still unfavorable to budget. I was coming in knowing it was going to be much reduced, but it was reduced even more that what was thought. We are through September are \$148,000 unfavorable to budget year-to-day overall on the passenger fares. Fixed Route was under budget by \$130,000, MATAplus \$8,000 under budget and Trolley \$10,000 under budget. On a Cash basis we are looking very good. Actual cash we had was \$16.6MM. He fully drew down the city funding so we are starting strong, as he wanted to make sure we had enough cash last through the federal grant system closing down in the month of October for their fiscal year-end, and we do have enough to carry us through that. Overall we are looking good for the first quarter. Mr. Rosenfeld stated that we are doing okay because of our Care Act relief that came through earlier this year. If Care Act two doesn't happen, next year it is going to be rather troublesome. So we just need to keep our eye on that ball and when we have an opportunity to remind our elected leadership or elected representatives of the need to get this going every opportunity we should take to remind them. Mr. Rosenfeld stated that he has been in touch with Congressman Cohen's office and intend to reach out to the rest of our Tennessee delegation, as well as our senate representative on this as we go forward. All indications are that the city will be able to replace its investment on transportation next year, but again, we are going into a difficult time as we are waiting cases increase as we see a peak that exceeds that of what we have seen in the past. We are managing from a very conservative aspect as far as spending, but we are also looking towards the next round of stimulus funding and we need to see that as quickly as possible. This ended the Financial Report.



Public Comments:

To: MATA Board of Commissioners
From: Marcellus Gunn gunnmarc@yahoo.com
Cc: Michael Wilson
Date: October 26, 2020
Subject: Hazard pay and Safety Shields

Good afternoon Mata Board and staff members. My name is Marcellus Gunn and I'm the Vice President of ATU Local 713, MATA's transit union. I bring to you concerns with the uprising of the COVID-19 virus and the fact the MATA is not offering any hazard pay to the operators, mechanics, or laborers. We the union have made several attempts at asking for some type of hazard pay incentive but management only wants to, as the old quote goes, horse-trade. The fact that management wants to try in negotiation the safety of its employees is ludicrous and downright heartless.

The operators, maintenance employees, and the laborers are all essential workers and don't have the benefit or luxury to work from home like 85% of the administrative departments are now doing. The employees who are covered under the CBA are doing everything asked of them and then some only to have management, and so many words say that you are expendable. This is a potentially deadly virus that the employees may unknowingly take back to their families.

Mr. Rosenfeld big on numbers so here are some alarming numbers to consider. Tennessee ranks 16th in the country for highest coronavirus cases, according to health experts.

On Sunday, the state reported a total of 247,587 COVID-19 cases, including 3,131 deaths. Tennessee is considered a "red zone" for cases, meaning the state has more than 100 cases per 100,000 people. Nearly nine percent of the state's population have tested positive for the virus. Due to the ongoing threat of the coronavirus on the city, state and nation Mayor Jim Strickland has extended the state of emergency another week.

As of today nine employees have tested positive for COVID-19 and numerous have had to quarantine due to possible exposure including the entire MATAplus dispatching department in July. We have long before the COVID-19 outbreak petition for safety shields for the operators and the passengers. There was a 6 month trial in 2019 and a survey in which the vast majority of operators were in favor all the safety shield. During the last two MATA board meetings the approval for the bid for the shields were on the agenda but were both tabled. Now more than ever the shields are necessary not only to protect the operator from any violent attacks but it also gives another layer of protection in the fight against COVID.

The union would like CEO Gary Rosenfeld to please reinstate hazard pay as well as getting the safety shields in place.

Lastly we would like someone from the Mata board to please ask Mr. Gary Rosenfeld today what is the hold up or the resistance in giving the members a two dollar incentive as did before. Thank you for your time.

Marcellus Gunn, Vice President- ATU - Local 713 - (901) 438-0344



Public Comments:

Date: October 27, 2020

From: Dorothy Conner

To: MATA Board of Commissioners

Concerned citizens have repeatedly voiced the need for more transportation in the South Parkway/Kansas area. This area was serviced by the former 31 Crosstown/Kansas bus route.

The absence of this service has negatively impacted the neighborhood as residents must walk excessive distances for available public transportation in unfavorable weather conditions or inclement weather (i.e., extreme cold/heat, rain, snow). As all other residents, this community need transportation regularly to and from: work, shop for groceries, medical appointments, (before and after the lockdown) school and church.

Before the route cuts in 2013 these following routes ridership was comparable to the 50 poplar buses; the 31 Crosstown (Kansas and Firestone), 43 Elvis Presley, and the 10 Watkins were the most supported inner city connecting routes on a daily basis.

After the route cuts residents in this area generated a petition with 1700 signatures to restore this service. Even though the riders supported it, and fares justified the service Mr. Ron Garrison and the MATA Board did not restore the service. Since that time the bus riders have continually sought more public transportation for this community.

Riders appreciate all services, yet a partial restoration or half of this route only to the North Memphis/New Chicago area is inadequate to meet the needs of community. If the ridership is down, it's because of insufficient services.

In another attempt to secure services, I would like to meet with MATA to discuss how public transportation can be restored and to discuss plans for a future meeting with the citizens in this area.



Public Comments:

To: MATA Board of Commissioners

From: Johnnie Mosley, Chairman, Citizens For Better Service

Date: October 26, 2020

Subject: A Concern for Consideration

Good Evening, MATA Board of Commissioners. I write these comments on behalf of passengers who have talked to me about their frustrations with the current riding policy of MATA. While I can appreciate MATA being cautioned amid Covid-19, I want the board to know that there are those who are fed up with MATA enforcing the ten passengers per bus policy. I see the frustrations in their eyes. I hear the frustrations in their voices as they apologize to me for using profanity in my presence to describe their feelings about MATA. While I will never encourage anyone to use profanity to describe anyone or anything, I will be the first to urge the members of the board to put yourself in their shoes. I, respectfully, ask that you stand at a crowded bus stop on a day when you must get to an important destination. I ask you to feel what it like to be told by a bus driver that you will have to wait another hour for the next bus.

You will have to wait because there are ten riders already on the bus and you will be number eleven. If this ever happen to you, you will be just as frustrated as regular bus riders who are wondering why they must experience this ordeal. You will find yourself in a position where you are going to be late to your destination and praying that the person you must meet will understand your predicament. As a result of the ten passengers per bus policy, somebody is losing their job. Somebody is missing a doctor's appointment. Somebody is missing a job interview. Somebody is fearing for his or her life because they must wait another hour for another bus on the dark and dangerous streets of Memphis. I am convinced that after eight months of hearing the frustrations of bus riders on this issue, the time has come for MATA to review the current bus riding policy and allow each bus to carry a higher number. I propose that MATA increase the number from ten to eighteen. I believe that this number will continue to allow MATA to strike a balance in maintaining social distancing and improve the customer service with passengers.

I believe that If MATA increase the number, it will decrease the stress of riders who need to get to their destinations as well as the stress of bus drivers who are tired of leaving passengers in the streets. If you do not believe that bus riders and bus drivers are under stress, go to the William Hudson Terminal on tomorrow and witness how bus riders are gated in on the sidewalks of the bus terminal and see how bus riders are running over each other to secure a seat on the bus. Go to the crowded bus stops and look into the eyes of the drivers who are tired of being the bad guys for leaving the 11th bus rider who may be a senior citizen or a mother with children.

I look forward to the day when things will get back to normal. But in the meantime, I know, in times like these, we must never lose sight of what the late Senator Robert Kennedy stated years ago: Each time a man stands up for an ideal, or acts to improve the lot of others, or strikes out against injustice, he sends forth a tiny ripple of hope." I ask the board to send a "tiny ripple of hope" to the frustrated bus riders. Thank you for listening to my comments.



Old/New Business

Board Meeting Schedule

Mr. Rosenfeld stated with the holiday schedule coming up it can be a little difficult within the next two months to get people together. Our ideal was to potentially have a Board Meeting on December 8th and cancel the previously scheduled November and December meeting, which would give us our ten meetings that are required by our charter for the year. However, we have to double check a couple of things because we need to have a few things come before the Board that have to be done before the end of the year. Mr. Rosenfeld addressed the Chairman and stated that what he would like to do is have the December 8th day be established subject to potential change to ensure that we are able to get our work done and meet the obligations of our stakeholders. *Dr. Lipinski asked if we need to move it up to November, would we then have a December meeting.* Mr. Rosenfeld stated that actually we would probably need to move it back a week, we just need to make sure the work is done before we bring it to the Board for adoption.

Mr. Lipinski call for a motion to adjourn the Regular Board Meeting and go into Executive Session with the Board of Commissioners. Mr. Fulton moved that the Regular Board Meeting be adjourned. Mr. Stephens seconded. The Regular Board Meeting was adjourned.

Mr. Martin Lipinski, Chairman



**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 20-46

RESOLUTION TO ADOPT MATA HOLIDAY AND FARE SCHEDULE

WHEREAS, MATA must adjust its holiday service levels to meet changing ridership demands and balance its budget on an annual basis; and

WHEREAS, Each calendar year holiday calendar dates and scheduled special events may change due to various scheduling needs; and

WHEREAS, MATA intends to provide as much public notice in advance for its customers, employers, and the general public to schedule future transit trips based on the upcoming holiday calendar; and

WHEREAS, The MATA Board of Commissioners have the authority to determine public transportation service levels and to establish fares; and

WHEREAS, Adoption of the Holiday Service and Fare Schedule will supersede any prior notices or publications for all modes including the return of Trolley service on Thanksgiving and Christmas

NOW THEREFORE BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, that the MATA Holiday and Fare Schedule be adopted for calendar year 2021 and the month of January in 2022.

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TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: Resolution to Adopt MATA Holiday and Fare Schedule
DATE: December 8, 2020

Due to annual changes in the calendar, changing ridership demand, and the need to balance its budget, MATA must adjust the level of transit service and fare policy on holidays throughout the year. In order to provide customers and the general public with as much advance notice as possible, MATA intends to publish the upcoming Holiday and Fare Schedule on an annual basis.

Since the MATA Board of Commissioners have the authority to determine service levels and to establish fares, MATA Staff is recommending that the MATA Board of Commissioners adopt the MATA Holiday and Fare Schedule for calendar year 2021 and the month of January in 2022.

Adoption of the Holiday Service and Fare Schedule will supersede any prior notices or publications for all modes.

Please let me know if you have questions.

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MATA Holiday Service and Fare Schedule

2021 Dates	Holiday	Service Level	Fares
Friday, January 1	New Year's Day	Sunday	Regular
Monday, January 18	MLK Day	Saturday	Regular
Monday, February 15	President's Day	Weekday	Regular
Friday, April 2	Good Friday	Weekday	Regular
TBD, April	APTA Get on Board Day	Weekday	Free
Monday, May 31	Memorial Day	Sunday	Regular
Monday, July 5	Independence Day	Sunday	Regular
Monday, September 6	Labor Day	Sunday	Regular
Monday, October 11	Columbus Day	Weekday	Regular
Thursday, November 11	Veterans Day	Weekday	Free for Veterans
Thursday, November 25	Thanksgiving Day	Sunday	Regular
Friday, November 26	Day after Thanksgiving	Saturday	Regular
Friday, December 24	Christmas Day	Sunday	Regular
Friday, December, 31	New Year's Day	Sunday	Regular
2022 Dates	Holiday	Service Level	Fares
Saturday, January 1	New Year's Day	Saturday	Regular
Monday, January 17	MLK Day	Saturday	Regular

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 20-47

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL ASSISTANCE AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5307 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital and operating assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget. MATA has received authority from the City of Memphis to apply for Urbanized Area Formula Program assistance.
2. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5307 FORMULA FUNDS
AND STATE OPERATING ASSISTANCE
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2021

Line Number	Project	Federal Share	State Share	Local Share	Total
1	Bus Facility Improvements	1,080,000	135,000	135,000	\$ 1,350,000
2	Computer Hardware & Software	160,000	20,000	20,000	\$ 200,000
3	Service Vehicles	240,000	30,000	30,000	\$ 300,000
4	ADA Paratransit Service	1,200,000	150,000	150,000	\$ 1,500,000
5	Preventative Maintenance	9,400,000	1,175,000	1,175,000	\$ 11,750,000
6	Rail Vehicles	2,000,000	250,000	250,000	\$ 2,500,000
	TOTAL CAPITAL	14,080,000	1,760,000	1,760,000	\$ 17,600,000
7	State Operating Assistance		6,570,300		\$ 6,570,300

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TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: Descriptions for Capital Projects on Grant Resolutions

DATE: December 8, 2020

MATA applies for grants annually as funds are appropriated/allocated by FTA, TDOT and the City of Memphis. FTA requires MATA to obtain Board approval prior to submitting the grant applications. Due to FTA appropriating funds under various sections of the Federal Transit Act, MATA has to have multiple grant resolutions.

FTA Section 5307 Formula Funds

Section 5307 Formula funds are apportioned to grantees on a formula based upon data as reported in the National Transit Database. The variables in the formula include measure such as passengers, passenger miles, revenue miles, population, and population density. The Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

MATA has the ability to allocate Section 5307 Formula funds to FTA-eligible projects. MATA proposes the following projects using Section 5307 funds for FY21:

1. Bus Facility Improvements – This includes any projects associated with repairs or rehabilitation of MATA bus facilities. Typical projects include roof repair or replacement, HVAC or other equipment repair or replacement, security systems, repairing, repaving and restriping parking lots, painting, plumbing and electrical repairs, etc.
2. Computer Hardware and Software – This includes any hardware and software for MATA’s IT system. Typical projects include computers, monitors, printers, servers, copiers, etc. and miscellaneous software.
3. Service Vehicles - MATA plans to use these funds for the purchase of new service vehicles. Some of these may replace existing service vehicles that have met their useful service life.
4. ADA Paratransit Service – FTA allows grantees to use 10% of their apportionment for operating costs associated with the provision of ADA paratransit service. MATA includes the use of these capital funds to cover operating costs associated with MATAPlus.
5. Preventive Maintenance – FTA allows grantees to use their apportionments for eligible preventive maintenance costs. MATA charges costs such as maintenance-related labor costs, fringe benefits, services, materials and supplies, utilities, etc. to preventive maintenance. Fuel and insurance costs are ineligible for this category.
6. Rail Vehicles – MATA plans to rebuild the San Diego trolley MATA acquired from Virginkar and two trolleys acquired from the Charlotte Area Transit Authority.



State Operating Assistance

TDOT allocates funds to transit systems in the state based upon a formula basis. TDOT requires grantees to provide a match equal to the state share. MATA counts the operating assistance received from the City of Memphis as this match.

FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Funds

These funds are provided on a formula basis by FTA to urbanized areas to 1) serve the special needs of transit-dependent populations beyond traditional public transportation service where public transportation is insufficient, inappropriate, or unavailable; 2) funds projects that exceed the requirements of the Americans with Disabilities Act; 3) funds projects that improve access to fixed-route service and decrease reliance on complementary paratransit service; and 4) funds projects that are alternatives to public transportation. The funds can be used for operating projects or capital projects. MATA plans to use the FY21 funds for capital projects and project administration.

MATA has been designated the recipient of the Tennessee portion of formula funds appropriated to the Memphis Urbanized Area. MATA may solicit proposals from interested parties for these funds for capital projects; however, this is not required. Once the projects have been selected for award, Staff will request the MATA Board's approval. Federal funds cover 80% of the capital costs, and the remaining share is split between TDOT (10%) and the proposer (10%). If the funds are used for MATA's capital purposes, the City of Memphis will fund the local share. Federal funds cover 100% of project administration.

FTA Section 5337 Formula State of Good Repair Funds

These funds are provided on a formula basis for fixed-guideway systems that are at least seven years old. All three lines of MATA's trolley system are seven years old, so these funds are available for eligible capital projects for MATA's entire trolley system. MATA plans to use these funds for eligible preventive maintenance costs as described under Section 5307 above as well as Rail Facility Improvements. Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

FTA Section 5339 Formula Bus and Bus Facilities Funds

These funds are provided on a formula basis by FTA for bus and bus facilities projects. MATA plans to use these funds for the purchase of revenue vehicles and various bus facility improvements. Some of the revenue vehicles will replace revenue vehicles that have met their useful service life. Federal funds cover 80% of the costs, and the remaining share is split between TDOT (10%) and the City of Memphis (10%).

Let me know if you have questions.

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 20-48

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR FEDERAL ASSISTANCE AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5310 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS
WITH DISABILITIES PROGRAM FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2021

Line Number	Project	Federal Share	State Share	Local Share	Total
1	Capital Projects	800,000	100,000	100,000	\$ 1,000,000
2	Project Administration	25,000			\$ 25,000
	Total	825,000	100,000	100,000	\$ 1,025,000

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 20-49

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR
FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY 49 U.S.C.
CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE
FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION**

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5337 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5337 STATE OF GOOD REPAIR FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2021

Line Number	Project	Federal Share	State Share	Local Share	Total
1	Preventative Maintenance - Rail Systems	1,160,000	145,000	145,000	\$ 1,450,000
2	Rail Facility Improvements	200,000	25,000	25,000	\$ 250,000
	Total	1,360,000	170,000	170,000	\$ 1,700,000

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 20-50

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION
WITH THE FEDERAL TRANSIT ADMINISTRATION, AN ADMINISTRATION OF THE UNITED STATES
DEPARTMENT OF TRANSPORTATION, FOR
FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY 49 U.S.C.
CHAPTER 53, TITLE 23 UNITED STATES CODE AND OTHER FEDERAL STATUTES ADMINISTERED BY THE
FEDERAL TRANSIT ADMINISTRATION AND THE TENNESSEE DEPARTMENT OF TRANSPORTATION**

WHEREAS, The Federal Transit Administrator has been delegated authority to award Federal financial assistance for transportation projects under the Section 5339 program; and

WHEREAS, The grant for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs in the program; and

WHEREAS, The Memphis Area Transit Authority (MATA) has or will provide all annual certifications and assurances to the Federal Transit Administration required for the projects.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS:

1. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman of MATA is authorized to execute and file an application for federal assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes authorizing a project administered by the Federal Transit Administration to aid in the financing of capital assistance projects, and with the Tennessee Department of Transportation in accordance with the program of projects and budget.
2. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute and file with its applications, the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant.
3. That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute grant agreements on behalf of MATA.

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MEMPHIS AREA TRANSIT AUTHORITY
49 U.S.C. § 5339 BUS AND BUS FACILITIES FUNDS
PROGRAM OF PROJECTS AND BUDGET
FISCAL YEAR 2021

Line Number	Project	Federal Share	State Share	Local Share	Total
1	Up to 3 Revenue Vehicles and spare components	1,080,000	135,000	135,000	\$ 1,350,000
2	Bus Facility Improvements	2,400,000	300,000	300,000	\$ 3,000,000
	Total	3,480,000	435,000	435,000	\$ 4,350,000

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION 20-51

RESOLUTION TO ADOPT TITLE VI PROGRAM UPDATE

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination by recipients of Federal financial assistance on the basis of race, color, and national origin; and

WHEREAS, Changes to the Title VI Requirements and Guidelines for Federal Transit Administration (FTA) Recipients (FTA Circular 4702.1B) were published on October 1, 2012, and these changes require Board adoption of the Title VI Program Update by fixed route providers of public transportation; and

WHEREAS, MATA’S existing Title VI Program will expire on January 31, 2021; and

WHEREAS, Staff has developed an updated Title VI Program that meets FTA requirements and guidelines; and

WHEREAS, Comments were accepted from members of the public on service change policies and system-wide service standards prior to Board adoption; and

WHEREAS, the MATA Board of Commissioners adopted Service Standards and Policies on October 22, 2014, Major Service Change Policies on March 25, 2013, and Minor Service Change Policies on March 26, 2019; and

WHEREAS, Staff recommends approval of the Title VI Program Update.

NOW BE IT FURTHER RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY That the Title VI Program Update is approved as presented.

BE IT FURTHER RESOLVED That the Board has reviewed, is aware of, and approves the Service Monitoring Report set forth in Appendix H of the Title VI Program Update.

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TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, CEO

DATE: December 8, 2020

SUBJECT: Approval of Title VI Program Update

Requirements and Purpose

MATA staff is requesting the MATA Board of Commissioners to approve the 2020 Title VI Program Update. MATA's Title VI Program must be updated every three years to meet the requirements of the Federal Transit Administration (FTA) Title VI Circular 4702.1B. The current Title VI Program Update, adopted in November 2017, will expire on January 31, 2021. Specific components requiring Board approval include results from the monitoring of MATA's system-wide service standards and policies that were adopted October 22, 2014 as well as the following items below and as included in the program update:

- Title VI Notice to the Public
- Title VI Complaint Procedures
- Title VI Complaint Form
- List of Transit-Related Title VI Investigations, Complaints, and Lawsuits
- Public Participation Plan
- Language Assistance Plan
- Table of Non-Elected Committees and Councils
- Subrecipient Monitoring
- Title VI Equity Analyses (Storage, Maintenance, and Operations Facilities, Service, and/or Fare)
- MATA Board Resolution Approving Title VI Program
- Service Standards
- Service Policies
- Demographic and Service Profile Maps/Charts
- Demographic Ridership & Travel Patterns (collected by onboard passenger surveys)
- Service Monitoring (including Board Approval)
- Description of Public Engagement Process
- Results of service and/or fare equity analysis conducted since the last Title VI Program submission

In order to demonstrate that MATA is complying with Title VI requirements, FTA requires MATA to prepare and submit a Title VI Program Update every three years. The FTA requirements in Circular 4702.1B, effective October 1, 2012, have not changed since MATA's last Title VI Program submittal in



2017. The Circular outlines several regulatory requirements such as the establishment of system-wide service standards and policies, some of which MATA addressed for the first time in the last Title VI Program Update. The new 2020 Title VI Program update must be approved by MATA's Board of Commissioners prior to submission to FTA.

Under the requirements established in the 2012 FTA Title VI Circular, agencies must:

- Submit a Board-approved formal Public Participation Plan/Program
- Provide the racial composition of non-elected committees and councils
- Provide a description of how the agency monitors its sub-recipients (not applicable to MATA since MATA does not have any subrecipients)
- Conduct Title VI equity analysis for construction of new facilities
- Obtain Board approval of Title VI Program prior to submission to FTA

Other requirements established in the revised Title VI Circular include:

- Collecting and reporting ridership demographic data
- Evaluating major service changes and fare changes using Title VI definitions that have been vetted with the public and approved by the Board of Commissioners
- Major service-change policy, disparate impact policy, and disproportionate burden policy.
- Board approval of Title VI equity analysis of major service changes and fare adjustments
- Setting policy for Title VI system-wide service standards and service policies for each fixed route mode
 - Defining service standards for vehicle load, vehicle headway, on-time performance, and service availability
 - Developing service policies for transit amenities and vehicle assignment
- Monitoring transit service
 - Securing Board approval of monitoring results

Summary of Title VI Program Update

MATA's current Title VI Program Update includes the required information as outlined in the checklist above. MATA publicizes its Title VI notices as required. MATA has received no Title VI complaints, investigations, or lawsuits in the past three years. The Public Participation and Language Assistance Plan have been updated and continue to meet FTA requirements. MATA's Board and its committee's composition and racial breakdown have been documented. Since MATA does not pass through any federal funding to subrecipients, it is not responsible for monitoring any subrecipients. There were no construction projects within the past three years that met the reporting requirements. Through some assistance from TDOT, MATA completed the required passenger surveys and created the required demographic mapping of minority and low-income populations. MATA's Board of Commissioners has adopted the required Major Service Change Policy, Disparate Impact Policy, and Disproportionate Burden Policy, and applied these policies to service changes that met the required thresholds.



No disparate impacts or disproportionate burdens have been identified in any of the required equity analyses.

Summary of Title VI Service Monitoring Report

MATA has evaluated its fixed-route services against the required and Board-adopted system-wide service standards and policies. Only two of the six adopted standards were not fully met. The two standards that were not fully met were the headway standards and route on-time performance. 35 out of 46 routes (76%) met the adopted headway standards. There was no pattern of discrimination. Failure to meet the desired headway standards was primarily due to current operating funding levels and low ridership demand on some routes. Future headway standards may need to be adjusted due to changes implemented with the new Transit Vision. 40 routes of 46 total routes (87%) met the on-time performance standards. 33 of 35 minority routes (94%) met on-time performance standards, and 7 of 11 non-minority routes (64%) met the on-time performance standards. All other service standards including vehicle loading, Service Availability, Vehicle Assignment, and Transit Amenity Distribution were met. No pattern of discrimination, and no potential disparate impacts to minority populations or disproportionate burdens to low-income populations were identified. Due to the adoption of the new Transit Vision in 2019, MATA is developing new service standards that will be adopted by the MATA Board sometime in early 2021. These revised standards will be utilized to evaluate future service changes.

The 2020 Title VI Program Update and Monitoring Report represents MATA's efforts to document its compliance with FTA Circular 4702.1B.

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Attached is a Presentation for your review.



Title VI Monitoring Report Presentation_1



**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO 20-52

RESOLUTION IN MEMORY OF MATA BOARD COMMISSIONER TOMMY PACELLO

WHEREAS, Tommy Pacello notably served as a leader in public transportation as a Board Commissioner at Memphis Area Transit Authority (MATA) appointed by Memphis Mayor Jim Strickland in August 2016; and

WHEREAS, Pacello's experience as an innovative city planner and developer provided MATA with the benefit of his expertise as the organization worked to implement the Transit Vision; and

WHEREAS, Pacello once served as a member of Memphis Mayor Jim Strickland's Innovation Delivery Team charged with developing strategies to address some of Memphis' most pressing challenging issues and

WHEREAS, Pacello served as President of the Memphis Medical District Collaborative (MMDC) who led its programs to strengthen the neighborhoods in the Medical District by making it more livable and vibrant including focusing on establishing transportation and mobility focused initiatives; and

WHEREAS, Pacello was the driving force behind establishing the Groove Shuttle service, a partnership between MMDC and MATA piloting a commuter shuttle between Harbor Town and the Memphis Medical District that began in September 2019; and

WHEREAS, Pacello continued championing a myriad of transit initiatives including supporting a future Downtown/North Memphis alternative transit project to improve a variety of mobility options; and

WHEREAS, Pacello received recognition for his outstanding leadership in championing walkable urbanism; and his work in providing leadership in the responsible use of land and sustaining thriving urban communities; and

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS that the Contributions and Memory of Tommy Pacello be recognized and that the Chief Executive Officer is authorized to extend condolences to the Pacello family on behalf of the Memphis Area Transit Authority and its Board of Commissioners.

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