



APPROVED 6/22/21

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
Shelia Williams – Vice-Chair

Kristen Bland
Michael Fulton
Edward Stephens, III
Janice Holder

Robert Clark
Michelle McKissack
Anton Mack

Board of Commissioners
Regular Meeting
AGENDA
Tuesday June 22, 2021
3:30 p.m.

- | | | |
|------|--|-----------------|
| I. | Call to Order | Martin Lipinski |
| | a. Recognition of Special Guests | Martin Lipinski |
| II. | Board Roll Call | Linda Eskridge |
| III. | Approval of Minutes | Commissioners |
| | a. May 25, 2021, Regular Board Meeting | |
| IV. | CEO Report | Gary Rosenfeld |

Note: Due to the Declarations of Emergency by the President of the United States, the Governor of Tennessee, and the Mayor of the City of Memphis because of the COVID--19 pandemic, the Memphis Area Transit Authority Board meetings will be conducted by electronic means of communications for the Duration of the emergency. You can obtain streaming information at www.matatransit.com



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- V. Regular Agenda
 - a. Resolution for the Restoration of Adopted Fare Policy
- [Resolution No. 21-22](#)
Gary Rosenfeld
 - b. Resolution to Adopt MATA Safety Plan (PTASP) 2020-22
Safety Performance Outcomes, Goals, Targets and Benchmarks
- [Resolution No. 21-23](#)
- [Information Memo](#)
Gary Rosenfeld
- VI. Financial Items(s)
Gary Rosenfeld
 - a. Resolution to Approve Capital Budget for Fiscal Year 2022
- [Resolution No. 21-24](#)
- [Information Memo](#)
Gary Rosenfeld
 - b. Resolution to Approve Operating Budget for Fiscal Year 2022
- [Resolution No. 21-25](#)
- [Information](#)
Gary Rosenfeld
 - c. Presentation of the Financial Report
Bernhard Rudolph
- VII. Acknowledgement of Speaker's Comments
Lawson Albritton
- VIII. Old/New Business
Martin Lipinski
 - a. Discussion and direction on Meeting Minutes format
Gary Rosenfeld
- IX. Executive Session
Gary Rosenfeld
 - a. Personnel
- X. Adjournment
Martin Lipinski

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MINUTES OF THE MAY 25, 2021, BOARD MEETING

CALL TO ORDER: The Board of Commissioners in-person Meeting was called to order by Chairman Martin Lipinski at 3:30 p.m. on Tuesday, May 25, 2021.

BOARD ROLL CALL:

Present: Martin Lipinski; Michael Fulton; Robert Clark; Michelle McKissack;
Janice Holder; Anton Mack; Shelia Williams

Absent: Edward Stephens; Kristen Bland

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; Ron Nickle, Chief Safety and Security Officer; Gary Rosenfeld, Chief Executive Officer; Bernhard Rudolph, Chief Financial Officer; Susan Schubert, Chief Human Resource Officer

Mr. Rosenfeld read the justification for MATA holding the Board meeting via electronic means.

There were no special guests present.

Minutes of the April 27, 2021, Board of Commissioners Meeting were moved for approval by Mr. Fulton and seconded by Ms. McKissack. The minutes were unanimously approved.

CEO Report – Gary Rosenfeld

Mr. Rosenfeld express his pleasure to bring the CEO Report to the Board and even more of a pleasure to be with the Board in person. As we monitor new restrictions, we will work to have everyone back with us as soon as possible.

Key Performance Indicators

- Total system ridership was up over 86,800 passengers, at 45%.
- Fixed Route saw an increase of over 61,800 riders– 35%; Paratransit saw a 53% increase, and Trolley saw an impressive 150% increase, almost fully recovered the pre-pandemic levels.
- OTP continues to struggle at 64.5%, however; we are making headway on the improvement side in training new operators. Our new CAD/AVL System, which will roll out later this year, will also aid us to zero in on issues in real time rather than chasing after a late bus the next day.
- Paratransit OTP remain strong at 98.2%.
- Trolley attained a respectable 85.3% OTP but fell short of its 90% goal.
- Mileage is rebounding as you can see the service levels increased as well.



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- If you fix the problem people will stop complaining as you can see from the comments per 100,000 Boardings. In April, we saw the rate drop 44% for March and we improved last year by 38%.
- In raw numbers, Fixed Route saw a drop of 39 comments with 48% compared to last month and 10 comments less than last year a 19% drop.
- MATAplus saw a drop of 50% comments, while Trolley saw a drop of 1%.
- The top comments still include pass-ups but last month we reported 18 pass ups compared to 12 this month. Rude operator showed great improvements as we had 18 such comment in last month, but this month we showed five.
- MATAplus Reservationist calls skyrocketed in April by over 50%. Call center did a great job absorbing the increase and lowered the wait time. The call duration went up slightly, but in respectable range.
- Our MATAplus dispatch office also saw an increase of about 15% and kept the call wait time steady. The dispatch office also saw a drop in abandoned calls.
- In June, we will re-open the Assessment Center and we will be reporting actual activity.
- April saw a decrease in the number of miles between road calls and saw an increase in the number of calls for air conditioning. About 40% of our fleet does not have driver control air-conditioning. The top three road call issues for the month of April were: 1) Low cooling; 2) stop engine warnings; and 3) low avoidance. This is exacerbated by our longer days that our buses are out and about. Last November we had some major service changes that kept the buses out in the field all day. We thank Ted Harris and Avery Mull, Director of Maintenance are working on the solutions to these problems, so we hope to see a rebound.
- We continue to see an impressive growth number in the Go901 accounts. In the first four months of 2021 we have seen an increase of 76%. MATA is very proud of the trend line. There has been good usage in the mobile app as well. With over \$1,300 worth of sales during the week.
- MATA participated in APTA's Virtual Fly-in, the lobby congress on the reauthorization of Fast Act as well as Infrastructure bill. Mr. Rosenfeld met personally with a representative from Senator Blackburn's office, and he also had a conversation with Senator Hagerty. Based on Senator Hagerty's personal experience in Japan, he truly does understand transit. Both offices seem to lack the ability to connect transit to community development and are skeptical of returns. MATA will continue to work with them for future support.
- Our next Board meeting will be June 22nd and hopefully we will be able to invite the public in at that point.
- Mr. Rosenfeld also met with Congressman Cohen's representative and his office is fully supportive of our efforts to the point of earmarks for our fleets.
- The partnership between the DMC and MATA in the form of the Groove on-demand service is growing nicely. Via the mobile app covers the downtown area and the New Chicago area. The service operates Monday – Friday from 7:00am-8:00pm and the introductory fare is \$1.25. DMC matched the procurement services and the services operated by Via. Via is also a technology company providing services to agencies and recently purchased Remix, of which Remix is a stellar planning program which MATA used the first four years or so and we were one of their first customers.
- The data we were able to generate through the Via Technology is a map of the pickups through February 10-April 20th. The bulk of the pickups so far occurred in the downtown area, and we will be presenting more slides like this in the future that shows not just pickups but also drop-offs.
- There is plenty of change relative to the CDC guidelines and Shelby County Health Department guidelines, which allowed us to increase capacity, but we need to remember that wearing mask on



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transit buses or transit facility is covered under TSA mandate requiring wearing mask. This guideline is expected to expire in mid-September but personally expect to see it lifted before that, but right now it is still in place.

- Mr. Rosenfeld congratulated those that received an extra day off. This is an incentive where employees submit proof of their vaccination and the name goes into a drawing to win a day off. They can also receive a \$25.00 gift card after showing proof of both vaccines.
- There are no shortage of meetings and events. The APTA conference has been postponed for September and moved to November and will be held in Orlando, FL.
- The next Board Meeting will be June 22. Gary called for any questions on the CEO report.

Mr. Clark asked about the delays on the Fixed Route and if any of that is related to the limitations on ridership and riders having to explain to them that are trying to get on and cannot. Mr. Rosenfeld stated that is certainly part of it. He stated also that we have a technology issue, and we can run the data through, and it will come out with one number today, tomorrow it will come out a different number, which makes it very difficult to try to zero in on the issue. Mr. Rosenfeld also thinks that there are several times that is wasted when operators must stop and explain there are no seats available; however, on April 16th we increased the capacity and would anticipate by July we will have no capacity constraints on our buses. Mr. Rosenfeld stated that he was on a call with a special committee with APTA to review the driver shortage on a real time basis. Mr. Fulton asked what are the big APTA asks for congress for transit and what can we, as Board Members, do to nudge congress to follow those kinds of requests. Mr. Rosenfeld stated that APTA is asking us to recognize where we are today, with respect to funding, as compared to where the current ask says the funding should be. Given that transit is a favorite program of both parties, this could work. However, the Biden plan or what has been offered by congress so far, is way better than what is being offered as an alternative. Part of the discussion we are having with congress is they have looked at all the recovery money that we have put out there for transportation over the next few months, they are assuming that we were whole to begin with and that is not the case. The relief money equates to about 80% of our operating budget.

The last round of relief we are supposed to receive is \$14MM. What the Board can do is come together for a Letter of Support for the Legislation, send it off to the Bus Caucus Congress of about 60. We will be happy to put that together with the Board's signature. *Mr. Lipinski stated regarding the Groove shuttle, seems in the past we had a lot of concerns and complaints from the people in New Chicago that they are not getting service. From the maps, even though we are offering service, there are no takers. Mr. Rosenfeld stated that he did look at that and there were about 14 Boardings in the New Chicago area, and Mr. Rosenfeld stated that we will have some discussion with the folks regarding this. This ended the CEO Report.*

Procurement Item(s)

- a) Resolution to Authorize the Purchase of Diesel Fuel
-Res. No. 21-17

Discussion Mr. Rosenfeld stated it is that time of the year again to go to the streets again to get pricing for fuel. The way we procure fuel is we check pricing daily and make a judgement on whether we are getting the



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best price. Some background information in 2018 we paid \$1.97 per gallon for diesel; in 2019 we paid \$2.02 per gallon; 2020 \$1.69 per gallon. We see that there is substantial volatility in the pricing, and our methods has been tested and deemed to be good in terms of spotting where it should be. Six vendors submitted the required certificates and stated their willingness to participate in the pricing. As we go through the process, we will identify what we consider to be the best price and lock it in. We are seeking Board's approval to start that process, which could potentially end up in a contract, which would be brought to this Board for approval. Ms. Holder moved that Resolution be put on the floor for discuss. Mr. Clark seconded the motion. **The Resolution Passes.**

b) Resolution to Authorize the Purchase of Unleaded Gasoline
-Res. No. 21-18

Discussion: Mr. Rosenfeld stated that this is the same process and same discussion, only now for gasoline. Background on gasoline, we paid \$2.22 per gallon in 2018; \$1.62 per gallon in 2019; and \$1.47 per gallon in 2020. Mr. Rosenfeld stated that based on conversation with management at Valero, pricing is at \$2.00 per gallon so we expect it to be slightly higher. Over the next few months depending on what happens within the economy and within the weather, hopefully hurricane season will be kind to refineries, and we will not have to face any price fights. Ms. Williams moved that the resolution be put on the floor for discussion and Mr. Clark seconded the motion. **The Resolution Passes.**

c) Resolution to Approve Change Order #1 to Contact #16-08 to SSR, Inc. for On-Call General Engineering and Program Management Services –Res. No. 21-19

Discussion: Mr. Rosenfeld stated the purpose of this resolution is to cover additional cost for on-going engineering design inspection work associated with our Madison Avenue Rail Line refurbishment and the Trolley maintenance facility. The additional work totals about \$110,000, which exceeds the 10% of the original contract amount and is over the \$50,000 threshold for approval without the Board Commissioners being involved. We are asking today for a contract increase in the amount of \$110,000. Mr. Mack moved that the resolution be moved to the floor for discussion. Ms. Holder seconded the motion. This is engineering phases and project management. There is no increase in material yet. As we look to projects coming up, we will need to be doing some modifications to our trolley maintenance facility, and are not looking forward to those numbers, but it is what it is. **The Resolution Passes.**

d) Resolution to Award a Contract to Delta Foremost Chemical Corp. for the Purchase of a Three-year Supply of Fleet Shampoo with Two-year option – Res. No. 21-20

Discussion: As far as the comprehensive cleaning program, we like to wash our buses daily. We use a bus shampoo in our automated bus washing systems, and this is a contract to provide those chemicals for us. This is a three-year contract with a two-year option, and it is recommended that Delta Foremost Chemical Corp. be selected. *Ms. Williams moved that the resolution be put on the floor for discussion. Ms. McKissack seconded the motion.* Questions: Ms. McKissack stated that about a year ago she recalls seeing the plain white buses floating around town, of course they look clean, but they were very plain. Mr. Rosenfeld stated in the coming weeks and months, the Board will be asked to review a bid to award a contract for a company, which will manage the external advertising. We will also potentially investigate new ideas for the new image for MATA. The buses will need stripes, a Logo, and we need to review the logo, and that will be coming to the Board as well. **The Resolution Passes.**



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Financial Agenda Item(s)

- a) Resolution to Award a Contract for Transit Management Services to RATP Dev. USA, Inc. and to Terminate Service Contract No. 16-08 with First Transit, Inc. – Res. No. 21-21

Discussion – Mr. Rosenfeld stated that Bruce Smith, MATA’s general counsel is present to help with this presentation. We had a contract with First Transit who owns a fully subsidiary known as Midsouth Transportation Management (MTM) and employs all the employees of MATA. MTM provides the services through a contract with First Transit to MATA where we assume all the roles offered in the best interest of MATA. We have no allegiance whatsoever with First Group as everything is within MTM. That contract has gone out to bid, as it was required as it was coming to an end, and it appears that we will have a new parent company to provide oversight of MTM. Bruce Smith, general counsel, is here to explain the process to the Board. The reason Bruce Smith is involved is to eliminate any potential conflict of interest by having MTM employees involved in the review of bids. Last time this was done in 2016, we had three bidders, this year we only had one bidder. Mr. Smith is present, and he has the history and will make a brief presentation and take questions. Mr. Smith stated that we recommend that the Board award a contract to RATP Dev. USA, Inc. for a term of two years with three one-year options exercisable solely by MATA at its discretion. *Mr. Fulton moved the resolution to the floor for discussion. Mr. Clark seconded the motion.* Mr. Rosenfeld stated that Mr. Smith did a great job of making it sound simple. Mr. Rosenfeld had comments on this resolution. Mr. Rosenfeld stated that as CEO of MTM we will be bringing together a group of people to look at the structure for the future. *Mr. Clark asked what the company provides for us.* Mr. Rosenfeld stated they provide us the mechanism through their existence to allow us to operate in the environment that was in best interest of the city and MATA 40 years ago. *Ms. McKissack was curious as to why MATA only received one bid as opposed to what we received in previous years.* Mr. Rosenfeld stated that if you go back through the industry, the full transportation transit industry goes through some 20-year cycles and then everyone starts to consolidate. They are deploying their resources to growth areas like India and Africa as he has been told. It is an international game of finance. MATA just got stuck at the wrong time in this 20 years cycle. But as we go forward, we need to be able to have the ability to keep going and try to figure out what the structure needs to look like. We will look at that and will invite some of our local business industry leaders to help us and reach out to some elected representatives who support public transportation, and knowledge about government structure, and there will be more information coming out over the next few weeks where the Board will also be asked to be involved. *Mr. Lipinski asked what is the person that is coming from RATP relationship to Mr. Rosenfeld and what will be his assignment.* Mr. Smith stated that person’s assignment is determined by Mr. Rosenfeld and that person is paid by RATP Dev. and will fit in where we need them. Mr. Rosenfeld stated that he is excited to have him come on Board as he has some good experience. Mr. Rosenfeld stated that we have had some good people to come on Board from First Group. **The Resolution Passes.**

Financial Report Bernhard Rudolph, CFO

Mr. Rudolph stated we are covering the results through April. For those 10 months, we had Revenue of \$55.2MM, which puts us about \$4.2MM favorable to budget on the Revenue side. We are also favorable on the Expense side. We had Expenses YTD of \$60MM vs. a budget of \$62.8, so all in, we are about \$7MM ahead of budget. The Revenue side is a timing difference, we are ahead of budget but not as much as it looks. Passenger Fares have improved YTD, but we are still behind budget. July 2020 thru April 2021 we are \$593,000 unfavorable. Fixed route is \$538,000 unfavorable; MATAPlus is \$40,000 unfavorable; and Trolley is \$15,000



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unfavorable to budget. On a Cash basis, we are looking good at \$11.75MM at the end of the month and is enough to carry us through the end of the Fiscal year, at which time we can start drawing down again on city funds. Mr. Rosenfeld added that our ERP system deployment is coming soon. He estimates that we will be able to slice two weeks off the approval process and we are excited about that. Mr. Rudolph has been the point person on that system working with our vendors to bring it all together and we certainly appreciate his efforts, as well as everybody's efforts as all has had to go through training.



Acknowledgement of Speaker's Comments

To: MATA Board of Commissioners

From: Johnnie Mosley, Founding Chairman, Citizens for Better Service

Date: May 25, 2021

Subject: Comments for Board of MATA Board of Commissioners May 25, 2021

Good evening, MATA Board of Commissioners! On May 22, 2021, I attended the on-demand service meeting at the Abundant Grace Fellowship Church in Whitehaven. Citizens For Better Service is no stranger to the great work of Abundant Grace Fellowship Church.

Five years ago, Citizens for Better Service honored Pastor Dewayne Hunt of Abundant Grace Fellowship Church as the Pastor of the Year at our 23rd Annual Dr. Martin Luther King, Jr. Commemorative Awards Program.

Although I appreciate the effort by MATA to continue to educate the community about the on-demand transit service, I would not go as far to say that the meeting this past Saturday was a mandate to incorporate the on-demand transit service in the area. I conclude that the jury is still deliberating on this matter.

I will continue to listen and learn from the MATA administration. I urge the MATA administration to continue to hear and listen to bus riders who continue to cry out for more frequencies in their bus routes.

As the meeting came to a conclusion this past Saturday, Mr. Rosenfeld and I publicly shared a rare joke in recognition to our birthday being on the same day, May 24th. While I joked that I was younger and smarter than Mr. Rosenfeld, Mr. Rosenfeld joked that he was better looking.

As we continue to have our respectful differences on various issues, including on the issue of who is better looking, I believe it was good for both of us to share a lighthearted moment. With all differences and jokes aside, I hope that Mr. Rosenfeld enjoyed his birthday as much as I enjoyed mine.

I agree with the late Scottish theologian William Barclay who once said, "There are two great days in a person's life—the day we are born and the day we discover why."

In the meantime, I look forward to future conversations and meetings on this matter as well as other public transportation matters.

Thank you for listening to these comments. Please enjoy the rest of your day.



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Old Business/New Business

Mr. Fulton asked Mr. Rosenfeld and Mr. Lipinski if they had identified a date for a Board Retreat. Mr. Rosenfeld stated at this time, they do not have a locked-in date, but hopes to have that to the Board by August. We also need to identify a facility.

Mr. Lipinski stated that they had their Choosing Transportation Conference, and it was focused on diversity and inclusion. The Keynote speaker was Toks Omishakin, who use to be with TDOT but is now the Director of Caltrans, and he gave a very good talk. Also on the agenda was a person from APTA who talked about all the workforce needs and what needs to be done in the transit industry. In the afternoon they continued to do the work that they do with East High School, which is now recognized as a statewide STIM Institution. One of the planned activities is a virtual tour of the Trolley Barn in the fall. Mr. Rosenfeld stated by then, hopefully they will be able to do an in-person tour.

Adjournment

Mr. Lipinski called for a motion for adjournment. Mr. Fulton moved that the Board Meeting be adjourned, and Ms. Williams seconded the motion. The meeting was adjourned.

Martin Lipinski, Chairman



**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 21-22

RESOLUTION FOR THE RESTORATION OF ADOPTED FARE POLICY

WHEREAS, On March 24, 2020, The Memphis City Council by adoption of Resolution #24 modified the Fiscal Year 2020 Operating Budget in response to the Declaration of State of Emergency and the Financial Impact of the Coronavirus Disease 2019 (COVID-19) to provide funding for free or reduced fee/fare mobility options to assist in the accommodation of Memphis citizens' accessibility to transportation for doctor visits, food distributions, or extraordinary travel necessary adaptations; and

WHEREAS, By Executive Order from the Mayor of the City of Memphis, no more than 10 passengers can board a transit vehicle until expiration of the Executive Order: and

Whereas, MATA eliminated fares on all modes of public transportation, effective March 25, 2020 through April 30, 2020 in response to the COVID-19 emergency; and

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

WHEREAS, The Federal Transit Administration Title VI regulations permit promotional or temporary fare reductions of periods less than six months and the FTA exempts all temporary fare changes enacted because of an emergency from the fare equity analysis requirement; and

WHEREAS, On April 28, 2020, the MATA Board of Commissioners extended the temporary free fare policy beyond April 30, 2020 on an as needed basis, with an expiration provision to coincide with local requirements permitting groups of 25 or larger to assemble or 25 or more passengers to be allowed to board a transit vehicle.

WHEREAS, On January 26, 2021, the MATA Board of Commissioners granted MATA's CEO temporary authority to restore fare collection at a reduced rate and timing to coincide with increasing service back to pre-COVID-19 levels over the next six months, as determined by MATA's CEO in consultation with local officials and coordination with the MATA Board of Commissioners, through June 30, 2021.

WHEREAS, MATA in cooperation with the Downtown Memphis Commission (DMC) and Memphis Medical District Collaborative (MMDC) established a Transportation Management Authority (TMA) to manage and operate a new on-demand transit service in downtown Memphis that began service on February 10, 2021.

WHEREAS, On January 26, 2021, the MATA Board of Commissioners granted MATA's CEO temporary authority to negotiate an equitable fare structure with the other members that will be commensurate with MATA's current fares under the existing temporary fare policy until a permanent fare structure can be established and a temporary fare of \$1.25 per ride was established.



WHEREAS, the Declaration of State of Emergency and Mayor’s Executive Order has expired and local health requirements now permit unlimited restrictions for the number of persons to assemble or board a transit vehicle.

WHEREAS, MATA Staff recommends that the MATA Board of Commissioners grant permission to restore all current fares to prior adopted policy as before the COVID-19 pandemic.

NOW THEREFORE BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, that all MATA fares be restored to their original amounts as before the COVID-19 pandemic effective on July 1, 2021.

BE IT FURTHER RESOLVED, that MATA’s CEO be granted the authority to negotiate a permanent fare structure commensurate with MATA’s existing fares for the new downtown Groove On-demand service.

* * * * *

Res. No. 21-22

Motion: **Made By:** Michael Fulton **Seconded:** Edward Stephens

YEA: Martin Lipinski; Janice Holder; Robert Clark (**virtual-no vote**); Anton Mack;
 Kristen Bland (**virtual-no vote**)

NAY: Michael Fulton, Edward Stephens

Approved: April 27, 2021

Absent: Shelia Williams; Michelle McKissack

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS
RESOLUTION NO. 21-23**

**RESOLUTION TO ADOPT MATA SAFETY PLAN (PTASP)
2021 SAFETY PERFORMANCE OUTCOMES and 2022, GOALS, TARGETS & BENCHMARKS**

WHEREAS, MATA Board of Commissioners adopted MATA’s Safety Plan (Public Transportation Safety Plan - PTASP) May 28, 2020, to develop, implement, and constantly improve its safety program using a Safety management Systems (SMS) approach to achieve the highest levels of safety performance for all modes of transportation; and

WHEREAS, 49 CFR Part 673, The Federal Transit Administration (FTA) Final Rule, which became effective on July 19, 2019, requires States and certain operators of public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53 to develop Public Transportation Agency Safety Plans (PTASP) and establish safety performance measurements, goals, targets, and benchmarks; and

WHEREAS, MATA Office of Safety, Security, and Risk Management reviewed, calculated, and tabled 2020 safety performance outcomes to include, fatalities, injuries, safety events, and major mechanical failures: and

WHEREAS, MATA Office of Safety, Security, and Risk Management has reviewed MATA’s 2020 safety performance outcomes to determine and establish safety performance measurements, goals, targets, and benchmarks to continually improve MATA’s safety performance for all its transportation modes: and

WHEREAS, The Federal Transit Administration (FTA) requires recipients of FTA funds to provide and document safety performance fatalities, injuries, safety events, and major mechanical failures to improve safety strategically, systematically, and continuously to the highest level of achievable; and

WHEREAS, MATA is federally required to provide safety measurements and performance fatalities, injuries, safety events, and major mechanical failures targets to the Memphis Areas Metropolitan Planning Organization; and

WHEREAS, MATA has developed a 2020-22 Safety Performance Outcomes, Goals, Targets, and Benchmarks Table, and has established 2020-22 Safety Performance Targets to reduce fatalities, injuries, safety events, & major mechanical failures by 50% over a 2-year duration: and

WHEREAS, MATA’s 2020-22 Safety Performance Outcomes, Goals, Targets, and Benchmarks Table will be added to MATA’s Safety Plan (PTASP) as Addendum A, it is being submitted to the MATA Board of Commissioners for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the MATA’s 2020-22 Safety Performance Outcomes, Goals, Targets, and Benchmarks Table is adopted.

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Res. No. 21-23

Motion: **Made By:** Michael Fulton **Seconded:** Anton Mack

YEA: Martin Lipinski; Janice Holder; Robert Clark (**virtual-no vote**); Anton Mack;
 Kristen Bland (**virtual-no vote**); Michael Fulton; Edward Stephens

NAY: None

Approved: April 27, 2021

Absent: Shelia Williams; Michelle McKissack



ADDENDUM A:

MATA Office of Safety, Security, & Risk Management

Directed & approved by: Ronald W. Nickle, MATA Chief Safety & Security Officer

Approved by: Gary Rosenfeld, MATA Chief Executive Officer – Accountable Executive

2020 Safety Performance Outcomes								
MB (Fixed route) 2020 Motor Bus Vehicle Revenue Miles (MB-VRM) 2020 MB-VRM = 5,754,934 miles			DR (MATA Plus) 2020 Demand Response Vehicle Revenue Miles (DR-VRM) 2020 DR-VRM = 1,723,825 miles			TR (Trolley) 2020 Trolley Vehicle Revenue Miles (T-VRM) 2020 T-VRM = 79,811 miles		
	2020 Outcomes Number of Fatalities	2020 Outcomes Rate of Fatalities per 100K VRM	2020 Outcomes Number of Injuries	2020 Outcomes Rate of Injuries Per 100K VRM	2020 Outcomes Number of Safety Events	2020 Outcomes Rate of Safety Events Per 100 VRM	2020 Outcomes Total of Major Mechanical Failures	2020 Outcomes Miles between Major Mechanical Failures
MB	2	0.035	23	0.4	14	0.24	1519	3,789
DR	0	0	4	0.23	0	0	185	9,318
TR	0	0	0	0	4	5.01	49	1,629
2021-22 Safety Performance Goals, Targets & Benchmarks*								
	2021-22 Targets Number of Fatalities	2021-22 Targets Rate of Fatalities per 100K VRM	2021-22 Targets Number of Injuries	2021-22 Targets Rate of Injuries Per 100K VRM	2021-22 Targets Number of Safety Events	2021-22 Targets Rate of Safety Events Per 100 VRM	2021-22 Targets Total of Major Mechanical Failures	2021-22 Targets Miles between Major Mechanical Failures
MB	1	0.017	12	0.21	7	0.12	759	7,582
DR	0	0	2	0.12	0	0	93	18,536
SR	0	0	0	0	2	2.51	25	3,192

*2020-22 Safety Performance Goals, Targets & Benchmarks: Goal 50% reduction # of Fatalities, Injuries, Safety Events, & Major Mechanical Failures over 24 months 2021-2022.

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**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION 21-24

RESOLUTION TO APPROVE CAPITAL BUDGET FOR FISCAL YEAR 2022

WHEREAS, MATA has rolling stock, buildings, equipment, facilities, and systems that need replacement, refurbishment, or improvements from time to time for MATA to continue to provide a reliable, safe, accessible, clean, and customer-focused public transportation system; and

WHEREAS, Capital projects are typically funded by federal/FTA grants, along with state/TDOT, and City of Memphis matching funds; and

WHEREAS, Preventative maintenance and ADA paratransit service will be funded with capital grants and are included in the Fiscal 2022 Operating Budget; and

WHEREAS, Fiscal Year 2022 and prior year grant funds and matching funds are expected to be adequate to fund the Capital Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the Fiscal Year 2022 Capital Budget is approved at a level of \$25,136,322.

BE IT FURTHER RESOLVED, That the Chief Executive Officer or their designee is authorized to execute contracts and file grant applications for the funds to fulfill the capital program.

BE IT FURTHER RESOLVED, That Staff is authorized to manage line items as appropriate and make reports to the MATA Board at appropriate times.

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Res. No. 21-24

Motion: **Made By:** Michael Fulton **Seconded:** Edward Stephens

YEA: Martin Lipinski; Janice Holder; Robert Clark (**virtual-no vote**); Anton Mack;
 Kristen Bland (**virtual-no vote**)

NAY: Michael Fulton, Edward Stephens

Approved: April 27, 2021

Absent: Shelia Williams; Michelle McKissack

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To: MATA Board of Commissioners

From: Gary Rosenfeld, Chief Executive Officer

RE: Fiscal Year 2022 Capital Budget (Resolution 21-24)

Date: June 22, 2021

MATA’s Capital Budget for Fiscal Year 2022 includes major projects valued at over \$50,000 (which will require individual Board Action at the time of the project) and various smaller projects of lesser value. Procurement of all approved projects will conform to the MATA Procurement Manual. The total Capital Budget for FY 2022 is \$25,136,322.

A breakdown of the funds by mode of service and equipment type is as follows:

Memphis Area Transit Authority

FY2022 Capital Budget
Requests by Sub-Category

As of June 22, 2021

	Admin	Executive	Facilities	Safety & Security	Finance	Fixed Route	MATA Plus	Trolley	Total
Computer	1,144,153	0	0	0	140,000	0	0	21,000	1,305,153
Equipment	0	0	505,000	165,000	150,000	3,587,169	0	15,000	4,422,169
Facility	0	0	2,935,000	0	0	2,000,000	0	195,000	5,130,000
Fare	0	0	0	0	0	3,089,000	0	0	3,089,000
Office	10,000	0	0	0	20,000	50,000	5,000	40,000	125,000
Parts	0	0	0	0	0	0	0	0	0
Track	0	0	0	0	0	0	0	1,305,000	1,305,000
Utility	0	0	0	0	0	0	0	0	0
Vehicle	0	0	90,000	28,000	0	2,993,000	850,000	5,799,000	9,760,000
Total	1,154,153	0	3,530,000	193,000	310,000	11,719,169	855,000	7,375,000	25,136,322



**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION 21-25

RESOLUTION TO APPROVE OPERATING BUDGET FOR FISCAL YEAR 2022

WHEREAS, MATA operates Fixed Route Bus, MATAPlus and Rail Trolley service within its service area; and

WHEREAS, the cost of Salaries and Wages, Materials and Supplies, Utilities/Telephone, Insurance, and other miscellaneous items comprise the Operating Expenses; and

WHEREAS, MATA’s Operating Budget Fiscal Year (FY) 2022 totals \$78,470,049 – consisting of the following departments:

- Fixed Route Operations
- MATAPlus Operations
- Trolley Operations
- Maintenance – Fixed Route
- Maintenance – MATAPlus
- Maintenance Trolley
- Maintenance – Building & Grounds
- Safety & Security
- Scheduling
- Risk Management
- Customer Experience
- Human Resources
- Purchasing
- Planning
- Executive
- Finance
- Coin Room Operations
- Information Technology

WHEREAS revenues from Operations, City of Memphis, State of Tennessee, and Federal government comprise the total Revenues for Operations; and

WHEREAS, the City of Memphis has approved an Operating Budget that includes its share of funds for this budget; and

WHEREAS, the Federal Transit Administration and Tennessee Department of Transportation will issue grants and/or contracts for their share of funds for this budget.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY That the Fiscal Year 2022 Operating Budget is approved at a level of \$78,470,049.

BE IT FURTHER RESOLVED That the Chief Executive Officer is authorized to execute contracts and file grant applications with federal, state and city agencies for the funds to fulfill the operating budget.



Res. No. 21-25

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YEA: Martin Lipinski; Janice Holder; Robert Clark (**virtual-no vote**); Anton Mack;
Kristen Bland (**virtual-no vote**)

NAY: Michael Fulton, Edward Stephens

Approved: April 27, 2021

Absent: Shelia Williams; Michelle McKissack



Fiscal 2022 Budget

FY2022 Budget (\$\$ Thousands)	FY21 Budget	% Rev	FY21 Forecast	% Rev	FY22 Budget	% Rev
Revenues:						
Total Revenue	68,356.9	100.0%	64,475.2	100.0%	71,770.5	100.0%
Operating Expenses:						
Salaries & Wages						
Operators	15,741.8	23.0%	13,724.5	21.3%	13,983.6	19.5%
Union Maintenance Wages	4,532.1	6.6%	3,218.8	5.0%	4,703.8	6.6%
Other Salaries	9,328.9	13.6%	8,311.6	12.9%	9,304.8	13.0%
Salaries & Wages	<u>29,602.7</u>	<u>43.3%</u>	<u>25,254.9</u>	<u>39.2%</u>	<u>27,992.2</u>	<u>39.0%</u>
Fringe Benefits	25,743.2	37.7%	26,485.8	41.1%	26,941.6	37.5%
Services (Excluding Grant-Funded Items)	7,557.0	11.1%	7,873.2	12.2%	10,403.8	14.5%
Materials & Supplies						
Fuel	3,174.8	4.6%	2,478.1	3.8%	2,969.0	4.1%
Tires	277.2	0.4%	249.9	0.4%	270.0	0.4%
Lubricants	93.0	0.1%	84.1	0.1%	88.2	0.1%
Antifreeze	57.3	0.1%	42.3	0.1%	39.0	0.1%
Other Materials & Supplies (Excl)	3,656.3	5.3%	4,028.1	6.2%	3,915.3	5.5%
Total Materials & Supplies	<u>7,258.6</u>	<u>10.6%</u>	<u>6,882.5</u>	<u>10.7%</u>	<u>7,281.5</u>	<u>10.1%</u>
Utilities/Telephone	1,445.3	2.1%	1,373.7	2.1%	1,648.7	2.3%
Insurance	1,649.0	2.4%	1,150.5	1.8%	1,690.8	2.4%
Misc & Taxes	795.3	1.2%	255.9	0.4%	466.7	0.7%
Lease/Rentals	4.9	0.0%	99.6	0.2%	544.9	0.8%
COVID-19	1,000.0	1.5%	1,743.5	2.7%	1,500.0	2.1%
Total Operating Expenses	<u>75,056.0</u>	<u>109.8%</u>	<u>71,119.6</u>	<u>110.3%</u>	<u>78,470.0</u>	<u>109.3%</u>
Operating Profit	<u>-6,699.1</u>	<u>-9.8%</u>	<u>-6,644.4</u>	<u>-10.3%</u>	<u>-6,699.5</u>	<u>-9.3%</u>
Depreciation	13,725.0	20.1%	12,086.1	18.7%	12,342.0	17.2%
Profit (Loss)	<u>-20,424.1</u>	<u>-29.9%</u>	<u>-18,730.5</u>	<u>-29.1%</u>	<u>-19,041.5</u>	<u>-26.5%</u>
Add-back Non-Cash items:						
Depreciation	13,725.0	20.1%	12,086.1	18.7%	12,342.0	17.2%
OPEB - Retiree Benefit Accrual	6,700.0	9.8%	6,700.0	10.4%	6,700.0	9.3%
Net Impact-excluding Depreciation & OPEB	<u>0.9</u>	<u>0.0%</u>	<u>55.6</u>	<u>0.1%</u>	<u>0.5</u>	<u>0.0%</u>