

MEMPHIS AREA TRANSIT AUTHORITY

1370 Levee Road  
Memphis, TN 38108  
Telephone: 901-722-7100 www.matatransit.com

Gary J. Rosenfeld  
Chief Executive Officer

**Board of Commissioners**

Sean Healy, Chairman

Andre Gibson, Vice Chairman

**Commissioners**

Kristen Bland  
Roquita Coleman-Williams  
Martin Lipinski

Tommy Pacello  
John C. Vergos  
Shelia Williams

**AGENDA  
for the  
Regular Meeting of the MATA Board of Commissioners  
Tuesday, February 27, 2018  
3:30p.m.**

- I. **Call to Order** Sean Healy
- II. **Board Roll Call** Linda Eskridge
- III. **Approval of January 25, 2018 Board Meeting Minutes** Sean Healy
- IV. **CEO Report** Sean Healy  
Gary J. Rosenfeld
- V. **Consent Agenda Items** Sean Healy
  - a. Resolution to Authorize Free Trolley Fares During Restoration of Rail Trolley Service on the Main Street Line – Res. No. 18-04
  - b. Resolution to Approve Disposal of 10 Vans Leased to Metro Advantage Cab Under the New Freedom – Res. No. 18-05
  - c. Resolution to Approve Disposal of Surplus Vehicles – Res. No. 18-06
- VI. **Finance Agenda Items** Sean Healy
  - a. Resolution Authorizing Signature on Memphis Area Transit Authority General Ledger Account – Res. No. 18-07

**MEMPHIS AREA TRANSIT AUTHORITY**  
Telephone: 901-722-7100 www.matatransit.com

---

- b. Resolution to Rescind Res. No. 18-03 and Approve a Revised Contract Modification to SNC-Lavalin Rail and Transit, Inc. – Res. No. 18-08 Sean Healy
  
- VII. **Service and Development Agenda Items** Sean Healy
  - Report from S/D Committee
  
- VIII. **Financial Report** Gil Noble
  
- IX. **Speaker Acknowledgement** Lawson Albritton
  
- X. **Old/New Business** Sean Healy
  - Janice Holder – New Board Member
  
- XI. **Adjournment** Sean Healy

MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-04

RESOLUTION TO AUTHORIZE FREE TROLLEY FARES DURING RESTORATION OF  
RAIL TROLLEY SERVICE ON THE MAIN STREET LINE

**WHEREAS, The Memphis Area Transit Authority's Main Street Trolley™ was established and began operation on April 29, 1993; and**

**WHEREAS, MATA suspended trolley operations on June 11, 2014; and**

**WHEREAS, MATA plans to reintroduce trolley service on the Main Street Line during the month of April 2018; and**

**WHEREAS, The Main Street Trolley™ is a well-known attraction in downtown Memphis and has previously transported as many as 1.5 million riders annually; and**

**WHEREAS, The Federal Transit Administration Title VI regulations permit promotional fare reductions of periods less than six months and do not require a fare equity analysis; and**

**WHEREAS, In celebration of the restoration of trolley operations on the Main Street Line, MATA's Staff recommends that free service be provided for the first two weeks of operation; and**

**WHEREAS, MATA invites everyone to ride the trolley when operations begin.**

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a temporary fare reduction is approved which offers free fares for all Main Street rail trolley passengers for the first two weeks after trolley operations begin.**

\*\*\*\*\*

Res. No. 18-04

Motion Made By: John Vergos: Seconded By: Kristen Bland

YEA: Sean Healy; Andre Gibson; Kristen Bland; Martin Lipinski; John Vergos; Shelia Williams

NAY: None

Approved: February 27, 2018

Absent at Time: Roquita Williams

MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-05

RESOLUTION TO APPROVE DISPOSAL OF 10 VANS LEASED TO METRO ADVANTAGE CAB UNDER THE NEW FREEDOM PROGRAM

WHEREAS, The Memphis Area Transit Authority (MATA) Board of Commissioners authorized the purchase of 10 wheelchair-accessible vans under the Section 5317 New Freedom program for Metro Advantage Cab to use in their taxi service under Resolution 12-05; and

WHEREAS, The 10 vans were received in April, 2012 and leased to Metro Advantage Cab in accordance with FTA requirements; and

WHEREAS, The 10 vans have met their useful service life and are eligible for replacement; and

WHEREAS, The MATA Board authorized MATA to purchase 10 replacement vans for Metro Advantage Cab under Resolution No. 18-02; and

WHEREAS, It is in the best interest of MATA to dispose of the 10 vans as shown on Exhibit A (with mileages at January 31, 2018) in accordance with the disposal procedures in MATA's Procurement Manual once the replacement vans arrive and are leased to Metro Advantage Cab.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the Purchasing Department is hereby authorized to dispose of the aforementioned vans listed in Exhibit A in accordance with disposal procedures in MATA's Procurement Manual once the replacement vans arrive and are leased to Metro Advantage Cab.

BE IT FURTHER RESOLVED, That if the aforementioned method of disposing of the vehicles is unsuccessful, they may be donated to a public non-profit organization or disposed of accordingly.

\*\*\*\*\*

Res. No. 18-05

Motion Made By: John Vergos: Seconded By: Kristen Bland

YEA: Sean Healy; Andre Gibson; Kristen Bland; Martin Lipinski; John Vergos; Shelia Williams

NAY: None

Approved: February 27, 2018

Absent at Time: Roquita Williams

---

**EXHIBIT A**

**VANS TO BE DISPOSED**

**Van 201 – 2012 Dodge Caravan – Mileage 191,195**  
**Van 202 – 2012 Dodge Caravan – Mileage 198,478**  
**Van 206 – 2012 Dodge Caravan – Mileage 196,267**  
**Van 208 – 2012 Dodge Caravan – Mileage 253,861**  
**Van 212 – 2012 Dodge Caravan – Mileage 196,795**  
**Van 221 – 2012 Dodge Caravan – Mileage 196,818**  
**Van 223 – 2012 Dodge Caravan – Mileage 239,537**  
**Van 228 – 2012 Dodge Caravan – Mileage 180,031**  
**Van 312 – 2012 Dodge Caravan – Mileage 183,660**  
**Van 316 – 2012 Dodge Caravan – Mileage 165,194**

**Note: All vehicles have a \$0.00 book value.**

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 18-06**

**RESOLUTION TO APPROVE DISPOSAL OF SURPLUS VEHICLES**

**WHEREAS, In accordance with the Federal Transit Administration's 20% spare ratio policy, grantees' active fixed-route bus fleets cannot exceed 20% of the number of buses used in the peak period; and**

**WHEREAS, The peak period requirement for the Memphis Area Transit Authority (MATA) is 102 fixed-route buses effective August 6, 2017 which allows MATA to have 122 buses in the active fixed-route fleet; and**

**WHEREAS, MATA received nine new Gillig buses in January, 2018 and will be placing them in revenue service in March, 2018 which will require MATA to remove two buses that have met their useful service life from the active fleet; and**

**WHEREAS, MATA has two 2002 40' Novabus buses that have met their useful service life as shown on Exhibit A and are fully depreciated; and**

**WHEREAS, It is in the best interest of MATA to dispose of said vehicles which have met their useful service life in accordance with the disposal procedures in MATA's Procurement Manual; and**

**WHEREAS, If MATA is unsuccessful in disposing of said vehicles in the manner stated above, then they may be donated to a public non-profit organization or disposed of accordingly.**

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That the Purchasing Department is hereby authorized to dispose of the aforementioned vehicles listed in Exhibit A in accordance with disposal procedures in MATA's Procurement Manual.**

**BE IT FURTHER RESOLVED, That if the aforementioned method of disposing of the vehicles is unsuccessful, they may be donated to a public non-profit organization or disposed of accordingly.**

\*\*\*\*\*

Res. No. 18-06

Motion Made By: John Vergos: Seconded By: Kristen Bland

YEA: Sean Healy; Andre Gibson; Kristen Bland; Martin Lipinski; John Vergos; Shelia Williams

NAY: None

Approved: February 27, 2018

Absent at Time: Roquita Williams

**EXHIBIT A**

**VEHICLES TO BE DISPOSED**

**Bus 891 – 2000 40' NovaBus – Mileage 687,941**  
**Bus 897 – 2002 40' NovaBus – Mileage 651,058**

**Note: Both vehicles have a \$0.00 Book Value**

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS  
RESOLUTION NO. 18-07**

**RESOLUTION AUTHORIZING SIGNATURES  
ON  
MEMPHIS AREA TRANSIT AUTHORITY  
BANK ACCOUNTS**

**WHEREAS, Memphis Area Transit Authority (MATA) requires various bank accounts for handling financial matters having the prior approval of its Board.**

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS that the following banks be approved:**

**First Tennessee Bank  
Regions Bank  
Tri-State Bank  
SunTrust Bank**

**BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS that the following persons are authorized as signatories on such accounts, and are assigned to the accounts identified on Attachment A:**

**Gary Rosenfeld  
Alvin H. Pearson  
Bernhard Rudolph  
Curlee Alexander**

**BE IT FURTHER RESOLVED THAT Linda Eskridge, designated as Board Secretary, be authorized to execute necessary signature cards to the approved banks, as identified on Attachment A.**

\*\*\*\*\*

Res. No. 18-07

Motion Made By: Andre Gibson: Seconded By: John Vergos

YEA: Sean Healy; Andre Gibson; Kristen Bland; Martin Lipinski; John Vergos; Shelia Williams

NAY: None

Approved: February 27, 2018

Absent at Time: Roquita Williams



MEMPHIS AREA TRANSIT AUTHORITY  
Telephone: 901-722-7100 www.matatransit.com

**Attachment A**

**Memphis Area Transit Authority  
Bank Accounts, Authorized Signers**

February 27, 2018

Recent Balance	Account Name	Status	Online Access	Authorized Signers
----------------	--------------	--------	---------------	--------------------

**FIRST TENNESSEE BANK**

\$3,078.53	MATA – Operating	Active	Yes	Rosenfeld, Rudolph
pass-through	MATA – Clearing, Payables disbursements	Active	Yes	Rosenfeld, Rudolph
\$4,178.87	MATA – Savings interest-bearing	Active	Yes	Rosenfeld, Rudolph
\$13,272	MTM - Payroll disbursements	Active	Yes	Rosenfeld, Rudolph
\$16,079	MTM – Workman's Comp 3rd party-PMA Mgmt	Active	Yes	Rosenfeld, Rudolph
\$122,437	MATA - Radio Tower proceeds	Active	No	Rosenfeld, Rudolph
\$12,489	MATA Escrow: P&E Development	Active	No	Rosenfeld, Rudolph
\$1	MATA Escrow: RiverCity Railroad	Active	No	Rosenfeld, Rudolph
\$9,187	MATA Escrow: Prewett Enterprise	Active	No	Rosenfeld, Rudolph
\$7,042	MATA Escrow: Nickson General Contractors	Active	No	Rosenfeld, Rudolph
\$170,897	MATA - Ozone [from Valero for fare reduction]	Active	No	Rosenfeld, Rudolph, Pearson

**REGIONS BANK**

\$389,111	MTM – Operating, employee-related	Active	Yes	Rosenfeld, Rudolph
\$1,500,317	MTM - Employee/Retiree health benefits	Active	Yes	Rosenfeld, Rudolph
pass-through	Citibank - funds drafted to pay health providers	Active	Yes	Rosenfeld, Rudolph
\$1,945	MTM – Employee Spending	Active	Yes	Rosenfeld, Rudolph
\$1,075	MATA - State (TN) receipts	Active	Yes	Rosenfeld, Rudolph
\$1,183	MATA – General Liability, claims account	Active	Yes	Rosenfeld, Rudolph; Alexander [up to \$3,500]
\$0	MTM - DCP Deposits	Active	Yes	Rosenfeld, Rudolph
\$98,372	MTM - Proceeds Fund	Active	No	Rosenfeld, Pearson

**TRI-STATE BANK**

\$1,416,722	MATA - c/o Retirees' Drug Subsidy refund	Active	No	Rosenfeld, Rudolph
pass-through	MTM - Payroll Tax Deposit/Clearing	Active	No	Rosenfeld, Rudolph

**SUNTRUST BANK**

\$588,060	Workers' Compensation, state-Tenn requirement	Active	No	Rosenfeld, Rudolph
-----------	---	--------	----	--------------------

MEMPHIS AREA TRANSIT AUTHORITY  
 BOARD OF COMMISSIONERS  
 RESOLUTION 18-08

**RESOLUTION TO RESCIND RESOLUTION NO. 18-03 AND AUTHORIZE A REVISED THIRD CHANGE ORDER TO SNC-LAVALIN, RAIL & TRANSIT, INC.**

WHEREAS, The Memphis Area Transit Authority (MATA) Board of Commissioners awarded a contract under Resolution No. 16-15 to SNC-Lavalin Rail & Transit, Inc. for \$764,479.04 to provide MATA with necessary rail safety expertise in order to obtain safety and operational certification of the MATA Heritage Trolley system; and

WHEREAS, MATA was able to negotiate the amount down to \$755,543; and

WHEREAS, The MATA Board previously authorized two change orders (on July 31, 2017 for \$257,906 and on November 7, 2017 for \$232,005) for additional work necessary to restart the trolley system increasing the contract total to \$1,245,454; and

WHEREAS, MATA has identified additional work that was not included in the original scope of work and recommends that the Board authorize a third change order; and

WHEREAS, SNC-Lavalin has provided a detailed cost estimate and breakdown of work completed and anticipated; and

WHEREAS, MATA Staff has evaluated the cost estimate and agrees with the amount of in-scope and out-of-scope work as of January, 2018; and

WHEREAS, Resolution No. 18-03 authorizing this third change order was approved by the Board on January 25, 2018 and contained an incorrect amount which results in the resolution needing to be rescinded; and

WHEREAS, MATA Staff recommends approval of the third change order with SNC-Lavalin Rail & Transit Inc. for an additional amount of \$400,000 increasing the total contract amount to \$1,645,454 as shown below:

Original Contract Amount	755,543		6/28/2016
Change Order 1	257,906	1,013,449	7/31/2017
Change Order 2	232,005	1,245,454	11/7/2017
Change Order 3	400,000	1,645,454	2/27/2018

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That Resolution No. 18-03 is rescinded.

MEMPHIS AREA TRANSIT AUTHORITY  
Telephone: 901-722-7100 www.matatransit.com

---

**BE IT FURTHER RESOLVED** That a third change order totaling \$400,000 to SNC-Lavalin's contract amount is authorized increasing the contract to \$1,645,454.

**BE IT FURTHER RESOLVED** that the Contracting Officer is authorized to execute the change order.

\*\*\*\*\*

Res. No. 18-08

Motion Made By: Andre Gibson: Seconded By: John Vergos

YEA: Sean Healy; Andre Gibson; Kristen Bland; Martin Lipinski; John Vergos; Shelia Williams

NAY: None

Approved: February 27, 2018

Absent at Time: Roquita Williams