



## Memphis Area Transit Authority

*MATA'S MISSION:* To provide a reliable, safe, accessible, clean and customer-friendly Public Transportation System that meets the needs of the community.

### Board of Commissioners

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Chairman – Sean Healy

Vice Chairman – Marion McClendon

Commissioners

Karl Birkholz

M. P. Carter

Charles “Chooch” Pickard

John C. Vergos

Andre Gibson

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Board of Commissioners Meeting  
Wednesday, August 7, 2013  
3:30 pm

- |      |  |                |
|------|--|----------------|
| I.   | CALL TO ORDER  | Sean Healy     |
| II.  | BOARD ROLL CALL  | Linda Eskridge |
| III. | APPROVAL of June 24, 2013 Minutes  | Sean Healy     |
| IV.  | BUSINESS & REPORTS   | Sean Healy     |
| A.   | <u>FINANCE COMMITTEE</u>   |                |
|      | 1. Resolution Authorizing Insurance Coverage - Res. No. 13-26                                | William Hudson |
|      | 2. Resolution to Approve Operating Budget for Fiscal Year 2014 - Res. No. 13-27              | William Hudson |
|      | 3. Resolution to Approve Major Capital Projects Budget for Fiscal Year 2014 - Res. No. 13-28 | William Hudson |

**B. SERVICE AND DEVELOPMENT**

**1. Resolution to Approve Service Changes  
- Res. No. 13-29**

**William Hudson**

**V. FINANCIAL REPORT**

**Gilbert Noble**

**VI. MARKETING REPORT**

**Alison Burton**

**VII. GENERAL MANAGER'S REPORT**

**William Hudson**

**VIII. SPEAKERS**

*(See sign-in cards for speakers)*

**IX. OLD/NEW BUSINESS**

**Sean Healy**

**MINUTES OF BOARD MEETING**  
**MEMPHIS AREA TRANSIT AUTHORITY**  
**June 24, 2013**

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A regular meeting of the MATA Board of Commissioners was held at 3:30 p.m. on Monday June 24, 2013 at 1370 Levee Road in the MATA Board Room.

**BOARD PRESENT:** Chairman, Sean Healy; Vice Chairman, Marion McClendon  
Commissioners: Karl Birkholz; Charles Pickard; Andre Gibson

**STAFF:** Lawson Albritton; Frances Boyland; Alison Burton; Darryl Covington;  
Lavelle Fitch; Don Forsee; Tom Fox; William Hudson; John Lancaster;  
Glen Lockhart; Shelia Maclin; Maury Miles; Gilbert Noble; Marcus North

**OTHERS:** Betty Anderson, Travel Trainer; Kenneth Bonds, Citizens; Amy Doss,  
Memphis MPO; Bill Druss, The Daily News; Maria Fuhrmann, City of  
Memphis; Lyndia Harris, City of Memphis; Aury Kangelos, TDOT;  
Johnnie Mosley, Citizens for Better Services; Betty Robinson, MBRU;  
Henry Wilson, Retiree

Chairman Healy called the meeting to order and called for Board roll call. The Board Secretary, Linda Eskridge called the roll. Five Board Members were present, and two Board Members, M. P. Carter and John Vergos were absent. There was a quorum for the meeting. Chairman Healy called for approval of the May 20, 2013 Board Minutes. Mr. Birkholz made a motion for approval. Mr. McClendon seconded the motion and the May Board minutes were unanimously approved.

**BUSINESS & REPORTS**

**A. FINANCE COMMITTEE**

**1. Resolution to Award a Contract to A & B Construction Co., Inc. for Installation of Bus Shelters - Res. No. 13-21**

**Discussion:** Dr. Fox presented this resolution to the Board. This is the service that the Board approved MATA to purchase a few months ago. We went out for bid, and received four bids. The lowest responsive and responsible bid was from A & B Construction Company, a certified DBE. Our estimated cost is based on 100 shelters installed over 5 years, pouring a new concrete pad, and installing a shelter and bench, which would probably be on the high side of what we will probably actually do. We are asking the Board to authorize \$160,000, but will do it on a case by case basis. This is the company that installed the shelters at Fed Express on Democrat Road, so we knew of their experience in that area. **Mr. Pickard moved that Resolution No. 13-21 be approved. Mr. McClendon seconded the motion and after discussion, the resolution was unanimously approved.**

**2. Resolution to Approve Task Order No. 1 to On-Call Engineering Service Contract No. 12-16 to Smith Seckman Reid, Inc. (SSR) for Provision of Professional Engineering Services for Testing and Analysis of Elastomeric Grout - Res. No. 13-22**

**Discussion:** Dr. Fox presented this resolution to the MATA Board. This is the first task order on the on-call engineering contract that was awarded in March. The service is for testing and specification on the grout material on the Main Street and Riverfront trolley lines as it deteriorate over time. They will test the area that needs replacing. SSR is the prime, and most of the work is being done by Parsons Brinckerhoff. DBE percentage is about 10% on this task order. **Mr. Birkholz moved that Resolution No. 13-22 be approved. Mr. Pickard seconded the motion and the resolution was unanimously approved.**

**B. SERVICE AND DEVELOPMENT**

**1. Resolution Authorizing the Disposal of Surplus/Obsolete Parts and Equipment - Res. No. 13-23**

**Discussion:** Mr. Hudson presented this resolution to the Board. The obsolete parts that are listed in Exhibit A are no longer useful to the authority. Staff is asking Board to approve disposal of these obsolete parts. Mr. Hudson stated MATA also has an inventory of old computers that are no longer useful to MATA and would like to include the obsolete computers as an amendment to Resolution No. 13-23. The computers will be included as Exhibit B. If MATA is unsuccessful in disposing of the obsolete parts or computers, they may be sold as scrap or discarded. Personnel employed by Mid-South Transportation Management, Inc. or First Transit, Inc. are not permitted to bid on any of the items sold by MATA. Mr. Pickard asked that we would make the Vance Avenue Collaborative Group that leased the MATA Bus, what is now the "Green Machine", aware of these parts in the event they can use some of them. Or any of the people that have purchased obsolete buses from MATA. MATA cannot donate the parts, but would have to sell them. Mr. Hudson stated that staff will contact them to assure they know when these parts will go on the market. **Mr. Birkholz moved that Resolution No. 13-23 be approved. Mr. Pickard seconded the motion and after discussion, the resolution was unanimously approved.**

**2. Resolution to Approve FY13 Section 5309 Bus and Bus Facilities Capital Projects -Res. No. 13-24**

**Discussion:** Mr. Hudson presented this resolution to the Board. The total amount of funds is \$2,712,662 including 20% non-federal matching funds that would be provided by the City of Memphis. The project that the funds will be used for is Main Street that has a transit connection. The Board is asked to give MATA the approval to receive this grant or to submit a grant application. Afterwards, MATA will maintain it and do the work to the satisfaction of the Federal Transit Administration. **Mr. Pickard moved that Resolution No. 13-24 be approved. Mr. McClendon seconded the motion and after discussion, the resolution was unanimously approved.**

**3. Resolution Extending the Term of the Appointment of William Hudson, Jr. and President/General Manager -Res. No. 13-25**

**Discussion:** Mr. Healy presented this resolution to the MATA Board. This resolution is to extend Mr. Hudson's appointment for an additional six months, as his present contract is due to expire the end of June, 2013. Considering all that is going on, Mr. Healy feels this is the right approach. There will be no increase in salary, or no other real changes. **Mr. McClendon moved that Resolution No. 13-25 be approved. Mr. Birkholz seconded the motion and after discussion, the resolution was unanimously approved.**

## **FINANCIAL REPORT**

**Mr. Gil Noble**

**11 months of the fiscal year**

Mr. Noble reported that expenses are running below budget by about \$1.1MM for the 11 months. They were about \$1.2MM the previous month, so MATA is slightly over budget for the month. The primary factor is that the pension contributions have been significantly lower than when budgeted due to the legislative relief. Our healthcare costs are about \$600,000 over budget, which is about 20% over budget and over the preceding year; primarily on employees as opposed to retirees.

Mr. Noble reported that Revenues are about right on budget, they are slightly ahead because of some early drawdown of grant revenues. The picture has not changed hardly over the past few months.

In addition to the revenue, we have received, during the course of the year, another \$11.5MM in Capital grants, for Capital Expenditures. Primarily on the buses that were purchased during the year, and other capital improvements that were done on the trolley lines, and other MATA properties.

There has been no change since last month on the magnitude of the deficit that we face for FY2014. We are still finalizing cost reductions that we need to make of \$5.4MM in order to have a budget that we can cash flow. A lot is still tied up in waiting for the final City of Memphis conclusion on MATA's grant. We still believe we will be cut by \$2.3 to \$2.5MM dollars, which are all of the preventive maintenance funds that were in the Capital Budget. In addition to that we have reduced federal and state funds that were budgeted for FY2014. Hopefully this week the city resolves the budget, and MATA will be able to finalize its budget for FY2014.

Mr. Pickard asked that when the draft of the budget is sent to the Board, that it be sent to the MBRU as well. He appreciates their input, and would like to have them review it before the meeting. Mr. Hudson stated that he would make it available to the MBRU.

## **MARKETING REPORT**

**Alison Burton**

### **JUNE MARKETING REPORT - 2013**

**Ozone Alert Days** – Ozone Days kicked off in May. Our first Ozone days were May 25, and June 15. Both days were Saturdays, and ridership was exceptional. We receive phone calls daily with customers calling to confirm when there will be another Ozone Day. The days are forecasted one day in advance by Michael Goldstein, Air Pollution Meteorologist, of the Shelby County Health Department. This is the 5<sup>th</sup> year of reduced fares on Ozone Days, and they continue to be very popular with customers.

**Trolley Ridership Growth**- According to the ridership information provided by the trolley division, trolley ridership set an all-time record for the month of May with 184,365 unlinked trips, surpassing last year's record of 182,956. Through May of FY 2013 we have had 1,313,634 unlinked trips, which is only short of last year's record of 1,382,951 by 69,317. Based on last year's June ridership we should surpass the old record by about 60,000 trips and end with a total FY2013 record ridership of about 1,430,000. Based on this assumption for June ridership, we should experience trolley ridership growth of about 3 to 5% for FY2013.

**Trolley Unplugged** – This has been amazing the first full month of operation. We are excited that funding has been restored to the Memphis Music Commission who recruits all of the performers for Trolley Unplugged. We receive emails and phone calls about the series and look forward to expanding it to Monday – Saturday, currently artists ride on Tuesday and Saturday evenings.

**Books on Buses** - will launch in the latter part of July. Ms. Burton took this opportunity to recognize and introduce MATA's three summer interns working through the City of Memphis Internship program.

**U-Pass Launch** - We are currently having talks with Southwest Community College and LeMoyne-Owen College. Ms. Burton asked the Board if they have contacts with either of these institutions, please let her or Tom know. Marketing have sent out many letters as we are trying to get this initiated in Memphis. They are waiting to hear back from Christian Brothers and the University of Memphis. Ms. Burton stated that she would welcome any help from the Board that might have some contacts with any of these institutions. Mr. Healy asked for copies of the letter that was sent, as well as Maria Fuhrmann, with the City also volunteered her help as well. Mr. Hudson asked that some of these things that we are trying to move forward on be made available to the Memphis City Council as well as the mayor.

### **Short Range Transit Plan Milestones:**

The final draft of the Short Range Transit Plan for MATA was published in June 2012. Designed around a five-year implementation schedule, each June presents a chance to focus on our accomplishments:

- Media Outreach (release and pitch) on year one SRTP accomplishments along with upcoming service changes.

Mr. Healy asked if we have a progress report on completion of recommendations. Ms. Burton stated that this is something that she is working on putting together as a News Release. This will help get the word out to the public on some of the great things that MATA is doing.

### **O MATA Loves Madison: (new Project)**

Revisit and design a campaign specifically around engaging with all businesses and schools along the Madison Trolley Route. This is a month long celebration of Madison.

- Special promotions with Madison Merchants
- Madison Map
- Madison stop art and local signage (reminds of original art event to launch)
- Charity event tied to blood drive, perhaps tied to UT vs. Memphis students
- Visible School music event

Ms. Burton also reported that our North-End Terminal customer service continues to do well in collecting revenue from the passes. MATA experienced another over 10% increase at the NET, which is our main location. She invited the Board to come down and visit MATA's call center at any time.

Chooch stated that he ran into the gentleman that runs the Train and Trolley Museum and thought it would be nice to have a presentation from them. He stated that he had some really great and interesting ideas about the trolley and how to promote it. Ms. Burton stated that she would give them her marketing time for this presentation.

## GENERAL MANAGER'S REPORT

### William Hudson

Mr. Hudson stated that the city administration hosted the Tennessee Municipal League Conference this past weekend and it turned out very nice. There were a lot of accolades for the conference as well as for MATA who provided the shuttle buses for this conference. Mr. Hudson commended Lawson Albritton and his staff, who stayed down to make sure that everything went well during the conference.

### Performance Measures:

Mr. Hudson reported that despite all of the reduction in services for fixed route, MATAplus, and trolley, last fiscal year MATA had about 9.1MM riders, this year we had 9.5MM riders, which means that people are still trying to ride the bus. That represents a 3.9% increase in ridership to the fiscal year with one more month to go. We expect to beat the last fiscal year. Mr. Hudson stated that he is very pleased with the numbers, and is working to show the public that MATA is not as bad as some may think. We are doing some things to try to take care of the core riders that depend on the system. Mr. Hudson they looked very carefully at the core routes, and even though we will have to reduce, it will be looked at in a responsible way and cut first those services that are not productive. Once we find out the final analysis from the Memphis City Council we will know what direction we need to go in.

Mr. Hudson also stated that another thing they are working on is BRT, and will be forthcoming with information about this in the very near future. At present, we are not ready because there is not enough information available to report. Mr. Hudson stated the two corridors that staff chose is the Poplar and Elvis Presley Corridors that would bring in dividends. We are looking to make every improvement that we can with public transit.

Chooch asked about the University of the Memphis and the route that is going to affect them. He stated, in reference to the U-pass, that is a lot of potential choice riders, as well as future choice riders that needs to be considered.

**Short Range Transit Plan** - We are implementing the plan. Some small changes were made to it and we hope to go back and review all of the changes according to the plan. This would show what direction we are headed and how much progress we actually made. Mr. Hudson stated that we will be back to the Board on this in the very near future.



**Operations Issues** – There are a few items from the operations standpoint that we are working on: Cell phone usage, Use of seatbelts, texting while driving, and on-time performance. We are very much aware of where MATA needs to go as far as safety.

The Amalgamated Transit Union is hosted a conference here in the city, and Mr. Hudson wanted the Board to know that they have requested some passes, which the Board has already given him the authority to approve some passes, this was just FYI to the MATA Board.

Chairman Healy stated that he feels we have a relatively good story to tell in comparison to the funding cuts, versus route cuts, versus ridership. We all need talking points around these items. It is important to get the untold story out, and talking points to the MATA Board would be a good way to help get the story out.

**SPEAKERS:** No speakers

#### **OLD/NEW BUSINESS**

Chairman Healy, in the absence of Ms. Carter, recognized the visitors that were present by name, and thanked them for their attendance.

Next Board Meeting on July 22, 2013, there will be three Board Members attending the Transit Board Seminar. If all other members are present, we will still have a quorum. If anything changes, we will notify the public via notice and website.

Mr. McClendon moved that the meeting be adjourned, and Mr. Birkholz seconded the motion. The meeting was adjourned.

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**Sean Healy**  
**Chairman of the MATA Board**

*NOTE: A taped recording of the MATA Board of Commissioners Meetings is always available in the event of clarity on a particular item.*

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 13-26**

**RESOLUTION AUTHORIZING INSURANCE COVERAGE**

**WHEREAS, The Memphis Area Transit Authority (MATA) maintains a risk management program that includes various lines of insurance coverage; and**

**WHEREAS, Insurance provides primary coverage for property, revenue vehicles, service vehicles, terrorism, directors and officers liability, and crime and fiduciary liability, and excess coverage for General Liability and Workers Compensation; and**

**WHEREAS, Third Party Administration (TPA) is provided for Workers Compensation claims; and**

**WHEREAS, The expiration date for the current coverage is August 1, 2013; and**

**WHEREAS, Under contract, MATA's insurance broker, Arthur J. Gallagher Risk Management Service, Inc. solicited requests for coverage for the period August 1, 2013 to August 1, 2014; and**

**WHEREAS, The carriers listed on the attached schedule quoted the most competitive premiums; and**

**WHEREAS, Staff considers these premiums to be reasonable given the current facts and circumstances.**

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That insurance coverages and Third party administration for Workers Compensation claims be approved as shown for the period of August 1, 2013 to August 1, 2014 for a total cost of \$541,967.**

**BE IT FURTHER RESOLVED That Staff is authorized to add and delete rolling stock at the appropriate time at rates consistent with those approved by this resolution.**

**BE IT FURTHER RESOLVED That the President/General Manager, Chairman and Vice-Chairman are authorized to execute the necessary documents.**

**\* \* \* \* \***

**Motion Made By: Karl Birkholz      SECONDED: Marion McClendon**

**YEA: Karl Birkholz; Andre Gibson; Sean Healy; Charles Pickard; Marion McClendon;  
John Vergos; Mattie Carter**

**NAY: None**

**Approved: August 7, 2013**

**Absent at Time:**

**MEMPHIS AREA TRANSIT AUTHORITY**

**INSURANCE COVERAGES FOR PERIOD OF AUGUST 1, 2013 - AUGUST 1, 2014**

<u>Coverage</u>	<u>Company/Carrier</u>	<u>Annual Premium</u>
Property: (including Risk Control Assessment)	Affiliated FM Insurance FM Global Group	\$ 98,000
Specified Perils – Revenue Vehicle Fleet:	RSUI Indemnity/ Allegheny Insurance	107,918
Physical Damage – Service Vehicle Fleet:	Scottsdale Insurance/ Nationwide Group	9,828
Directors & Officers and Employment Practices Liability:	National Union Fire of PA/ American International Group	17,749
Crime and Fiduciary:	Federal Insurance/Chubb	6,239
Terrorism Stand Alone:	Lloyd’s Syndicate/Beazley	23,480
Excess General Liability:	The Insurance Co. of the State of Pennsylvania/ American International Group	159,559
Excess Worker’s Compensation:	Safety National Casualty/ Safety National Group	94,515
Hazard Insurance	Federal Insurance/ Chubb	<u>1,729</u>
<b>SUBTOTAL INSURANCE PREMIUMS:</b>		<b>\$519,017</b>
Third Party Administrator Fee For Workers Compensation Claims:	PMA Companies	<u>22,950</u>
<b>TOTAL INSURANCE COSTS:</b>		<b>\$541,967</b>



**TO:** MATA Board of Commissioners  
**FROM:** William Hudson, Jr., President/General Manager  
**SUBJECT:** Insurance Coverage Effective August 1, 2013  
**DATE:** July 31, 2013

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MATA carries private insurance in the following categories of coverage:

- Property
- Specified Perils Physical Damage – Revenue Vehicle Fleet
- Physical Damage – Service Vehicle Fleet
- Directors & Officers and Employment Practices Liability
- Crime & Fiduciary
- Terrorism
- Excess General Liability
- Excess Workers' Compensation
- Felonious Assault

MATA is self insured for General Liability up to \$2,000,000 and for Workers Compensation up to \$500,000. The Excess policies are invoked for claims exceeding these retention amounts. The other coverage deductibles vary but are generally in the range of \$10,000-\$75,000.

MATA hired Arthur J. Gallagher Risk Management Services Inc. (AJG) to develop our insurance program on an annual basis. AJG's services include securing the most competitive quotes for the various insurance coverages and advising MATA on insurance-related issues. AJG is recommending the carriers and premiums shown on the accompanying resolution for the year beginning on August 1, 2013.

The comparison of premiums for the new year as compared to the expiring year are shown below.

<i>Coverage</i>	<i>Premium 2012-2013</i>	<i>Premium 2013-2014</i>	<i>Percent Change</i>
<b>Property</b>	<b>\$98,850</b>	<b>\$98,000</b>	<b>-0.9%</b>
<b>Specified Perils Physical Damage Revenue Vehicle Fleet</b>	<b>\$116,348</b>	<b>\$107,918</b>	<b>-7.2%</b>

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<b>Physical Damage – Service Vehicle Fleet</b>	<b>\$9,805</b>	<b>\$9,828</b>	<b>+0.2%</b>
<b>Directors &amp; Officers and Employment Practices Liability</b>	<b>\$17,748</b>	<b>\$17,749</b>	<b>0.00%</b>
<b>Crime &amp; Fiduciary</b>	<b>\$5,400</b>	<b>\$6,239</b>	<b>+15.5%</b>
<b>Terrorism</b>	<b>\$26,250</b>	<b>\$23,480</b>	<b>-10.6%</b>
<b>Excess General Liability</b>	<b>\$151,961</b>	<b>\$159,559</b>	<b>+5.0%</b>
<b>Excess Workers’ Compensation</b>	<b>\$89,746</b>	<b>\$94,515</b>	<b>+5.3%</b>
<b>Felonious Assault</b>	<b>\$1,800</b>	<b>\$1,729</b>	<b>-3.9%</b>
<b>Third Party Administrator for Workers Compensation</b>	<b>\$22,950</b>	<b>\$22,950</b>	<b>0.00%</b>
<b>TOTAL</b>	<b>\$543,913</b>	<b>\$541,967</b>	<b>-0.4%</b>

Compared to the expiring policies, there is a slight decrease in total premium. Changes in premiums for individual policies generally range between about -11% and +16%. Premiums are determined largely by exposure (measured by value of assets or operating costs) and per unit rates established by the insurance companies. Per unit rates are affected by our experience as well as the experience across the country. MATA’s changes in exposures ranged from -26% to +4%; rate changes ranged from -4% to +21%. We increased the deductible on one policy and decreased the coverage limit on another to reduce costs.

In addition to the insurance program, AJG also arranges for the Third Party Administrator for Workers Compensation claims. AJG is recommending continuing with PMA Companies.

Staff recommends approval of the proposed insurance program.

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION 13-27**

**RESOLUTION TO APPROVE OPERATING BUDGET FOR FISCAL YEAR 2014**

**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) 2014 totals \$ 59,008,701 – consisting of the following departments:**

- Fixed Route Operations
- MATAPlus Operations
- Trolley Operations
- Maintenance – Fixed Route
- Maintenance - MATAPlus
- Maintenance – Trolley
- Scheduling
- Risk Management
- Marketing & Customer Service
- 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 2014 Operating Budget is approved at a level of \$ 59,008,701.**

**BE IT FURTHER RESOLVED That the President/General Manager is authorized to execute contracts and file grant applications with federal, state and city agencies for the funds to fulfill the operating budget.**

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*This resolution was deferred because of changes to state funding. The Finance department needed more time to review. It will be presented and discussed at the next Board Meeting on August 26, 2013.*



## Fiscal Year 2014

	<b>FY2013</b>	<b>FY2014</b>
	Preliminary	Proposed Operating Budget
<b>Revenues:</b>		
<u>Operating Revenue</u>		
Passenger Fares	10,422,812	10,278,877
Special Service Fares	48,964	48,964
Charter Revenue	3,286	3,365
Auxilliary Revenue	560,721	523,393
Non-Transp. Revenue	517,162	414,133
Operating Revenue	11,552,944	11,268,732
<u>Subsidy Revenue</u>		
City of Memphis	22,006,408	20,226,840
State of Tennessee	8,284,716	7,893,136
Federal Government	13,367,186	12,376,233
Subsidy Revenue	43,658,310	40,496,209
<b>Revenues</b>	55,211,254	51,764,941
<b>Operating Expenses:</b>		
<u>Salaries &amp; Wages</u>		
Operators	12,985,366	11,707,489
Other Salaries	7,813,255	7,605,228
Salaries & Wages	20,798,621	19,312,717
Employee Leave	2,850,254	2,650,958
Other Fringes, incl Pension	6,447,266	9,101,489
HealthCare, incl OPEB	12,643,504	12,647,559
Fringes - Total	21,941,024	24,400,006
Services	3,901,345	3,808,655
<u>Materials &amp; Supplies</u>		
Fuel, Lubricants, Tires	7,115,314	6,261,346
Materials & Supplies	3,299,629	2,622,970
Materials & Supplies	10,414,944	8,884,316
Utilities/Telephone	1,403,241	1,163,137
Insurance	916,352	1,200,006
Misc & Taxes	244,178	233,817
Lease/Rentals	6,078	6,048
<b>Operating Expenses</b>	59,625,783	<b>59,008,701</b>
<b>Operating Gain/(Loss)</b>	<b>( 4,414,529 )</b>	<b>( 7,243,760 )</b>
Before Depreciation		
Depreciation	14,135,699	15,100,000
Profit (Loss) after Deprn	<b>( 18,550,229 )</b>	<b>( 22,343,760 )</b>

Departmental Expense Budgets \$\$ Thousands	FY2013		FY2014		FY2014 Variance	
	Prelim	Proposed Budget	\$\$	%	Favorable (Unfavorable)	
MATA - All Departments	\$ 59,625.8	<b>\$ 59,008.7</b>	617.1	1.0 %		
Fixed Route Operations	23,045.9	22,237.7	808.2	3.5 %		
MATAPlus Operations	5,750.6	5,973.3	( 222.7 )	- 3.9 %		
Trolley Operations	2,578.5	2,235.7	342.8	13.3 %		
Maintenance - Fixed Route	9,298.6	9,365.2	( 66.6 )	- 0.7 %		
Maintenance - MATAPlus	600.9	231.9	369.1	61.4 %		
Maintenance - Trolley	2,156.0	2,244.0	( 88.0 )	- 4.1 %		
Scheduling	365.4	336.8	28.6	7.8 %		
Risk Management	1,567.1	1,868.7	( 301.6 )	- 19.2 %		
Marketing & Cust Service	1,610.5	1,572.3	38.2	2.4 %		
Human Resources	8,486.7	8,822.2	( 335.6 )	- 4.0 %		
Purchasing	442.0	463.6	( 21.6 )	- 4.9 %		
Planning	406.7	271.8	134.9	33.2 %		
Executive	2,084.9	2,122.8	( 37.9 )	- 1.8 %		
Information Technology	341.6	348.8	( 7.2 )	- 2.1 %		
Finance	556.7	647.2	( 90.5 )	- 16.3 %		
Coinroom	209.9	266.8	( 56.9 )	- 27.1 %		

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION 13-28**

**RESOLUTION TO APPROVE MAJOR CAPITAL PROJECTS BUDGET FOR FISCAL  
YEAR 2014**

**WHEREAS, MATA has rolling stock, buildings, equipment, facilities, and systems that are in need of capital improvements from time to time in order for MATA to continue to provide clean, efficient and convenient public transportation services; and**

**WHEREAS, these capital improvements are financed by federal, state and city funds; and**

**WHEREAS, MATA's capital budget consists of major projects and minor projects; and**

**WHEREAS, there are three major projects in Fiscal Year 2014, including Fixed Route Buses, Rail Facility Improvements, and Bus Facility Improvements, totaling \$18,125,000; and**

**WHEREAS, minor projects have been identified by department heads totaling \$320,000 for FY 2014; and**

**WHEREAS, additional projects may be executed using funds from previous years; and**

**WHEREAS, Preventive Maintenance will be funded with capital grants and is shown in the FY 2014 Operating Budget.**

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY That the Fiscal Year 2014 Capital Budget is approved at a level of \$18,440,400.**

**BE IT FURTHER RESOLVED That the President/General Manager is authorized to execute contracts and file grant applications for the funds to fulfill the capital program.**

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**Motion Made By: John Vergos            SECONDED: Andre Gibson**

**YEA: Karl Birkholz; Andre Gibson; Sean Healy; Charles Pickard; Marion McClendon;  
John Vergos; Mattie Carter**

**NAY: None**

**Approved: August 7, 2013**

**Absent at Time: None**



**TO:** MATA Board of Commissioners  
**FROM:** William Hudson, Jr., President/General Manager  
**SUBJECT:** Fiscal Year 2014 Capital Budget  
**DATE:** July 31, 2013

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MATA's Capital Budget is organized around (1) major projects, generally defined as those that are programmed in the City of Memphis Capital Improvement Program (CIP), and (2) minor projects that are not listed in the CIP. Major projects and minor projects are typically funded with federal grants (80%) and matching funds from State (10%) and Local (10%). Funds can generally be carried over if not used in the year in which they are made available.

### Major Projects

The City of Memphis approved three projects for funding in the City's Capital Improvement Program in Fiscal Year 2014, as follows:

Project	Federal	State	City	Total
Fixed Route Buses/Bus Replacement	\$11,500,000	\$1,150,000	\$1,975,000	\$14,625,000
Rail Facility Improvements	\$2,400,000	\$300,000	\$300,000	\$3,000,000
Bus Facility Improvements	\$400,000	\$50,000	\$50,000	\$500,000
<b>TOTAL</b>	<b>\$14,300,000</b>	<b>\$1,500,000</b>	<b>\$2,325,000</b>	<b>\$18,125,000</b>

The Preventive Maintenance funds are also included in MATA's Operating Budget.

### Minor Projects

With regard to minor projects, new projects have been identified for FY 2014 by the various department heads. Total costs are summarized below by major functional area.

Functional Area	Federal	State	City (1)	Total
Maintenance (Bus & Trolley)	Note 2	Note 2	Note 2	Note 2
Operations (Bus, MATAplus & Trolley)	\$18,400	\$2,300	\$2,300	\$23,000
Administration	\$237,600	\$29,700	\$29,700	\$297,000
<b>TOTAL</b>	<b>\$256,000</b>	<b>\$32,000</b>	<b>\$32,000</b>	<b>\$320,000</b>

**(1) City matching funds for Minor Projects are provided through the City's Operating Funding.**

**(2) Bus and Trolley Maintenance each have multiple projects that are funded as Major Projects in the City CIP (Bus Facility Improvements, and Rail Facility Improvements and include City matching fund, respectively, so are not included here. These Major Projects include line items for City matching funds.**

**In summary, the total FY 2014 capital budget is as follows:**

<b>Project Type</b>	<b>Federal</b>	<b>State</b>	<b>City</b>	<b>Total</b>
<b>Major Projects</b>	<b>\$14,300,000</b>	<b>\$1,500,000</b>	<b>\$2,325,000</b>	<b>\$18,125,000</b>
<b>Minor Projects</b>	<b>\$256,000</b>	<b>\$29,700</b>	<b>\$29,700</b>	<b>\$315,400</b>
<b>TOTAL</b>	<b>\$14,556,000</b>	<b>\$1,529,700</b>	<b>\$2,354,700</b>	<b>\$18,440,400</b>

**MATA has existing federal grant funds and matching funds from previous years that can also be used to implement certain major projects over the next twelve months.**

**Staff recommends approval of MATA's capital budget for FY 2014 at a level of \$18,440,400.**

**MEMPHIS AREA TRANSIT AUTHORITY  
BOARD OF COMMISSIONERS**

**RESOLUTION NO. 13-29**

**RESOLUTION TO APPROVE SERVICE CHANGES**

**WHEREAS, MATA makes service changes periodically in order to increase efficiency and effectiveness of service and to align service levels with available funding; and**

**WHEREAS, Due to a gap in the Fiscal Year 2014 operating budget, it is necessary to reduce service levels; and**

**WHEREAS, The proposed set of service changes was made available for public comment by posting notices in the Daily News and Tri-State Defender, and having printed materials available at MATA terminals, on the affected bus routes, and on MATA's website; and**

**WHEREAS, Two public hearings were held; and**

**WHEREAS, Comments from riders and citizens in the community have been considered and the City Council restored a portion of MATA's funding resulting in changes to the original published proposal; and**

**WHEREAS, Staff recommends that the changes summarized below be approved for fixed route bus service.**

**#2-Airport** – Modified Weekday, Saturday and Sunday schedules and route. Route name changed to Madison.

**#4-Walker** - Modified Weekday, Saturday, and Sunday schedules.

**#5-Central** – The loop at the eastern end of the route will operate so that outbound service on Central will turn right on Zach Curlin, right on Walker and right on Patterson before turning left on Central to go inbound.

**#6-Northaven** – Eliminate Saturday service. No alternate service is available.

**#7-Air Park** – Modified schedule will eliminate the eastbound 2:25p trip and the westbound 3:13p trip.

**#10-Watkins** – Eliminate route. See Route 42 Crosstown for replacement service.

**#11-Thomas** – Modified weekday schedule. Add one 6:00a trip inbound.

**#12-Florida** – Frequency of Weekday service changes from 60 minutes to 120 minutes.

**#13-Lauderdale** – Modified route, Weekday and Saturday and schedules.

**#-19 Vollintine** - Modified route.

**#-20 Bellevue** – Modified Weekday and Saturday route and schedules. Weekday frequencies will be approximately 30-40 minutes during peak and approximately 75 minutes during non-peak. Terminate route at Airways Transit Center except for selected trips which will continue to downtown. Saturday frequencies will be 60 minutes. Route name changed to **Winchester**.

**#31-Crosstown** – Eliminate route. See Route 42 Crosstown and Route 57 Park for replacement service.

**#35 South Parkway** - Modified weekday route.

**#39-South Third** – Modified weekday and Saturday route and schedules. Combine the Western Park and Ford routes into a single route. Eliminate the Meadowbrook and Ivan loops on the 39 Hodge branch.

**#42-Crosstown** - \*NEW ROUTE\* to operate between Smith Ridge and Suncrest to Airway and Holmes. Service will operate seven days a week. Average weekday frequencies will be 20 minutes during peak (6:00a-9:00a and 3:00p-6:00p) and 40 minutes during non-peak; Saturday frequency will be 25 minutes; and Sunday frequency will be 75 minutes. Weekday hours 5:00a-11:00p, Saturday hours 5:45a-8:30p and Sunday hours 7:15a-5:30p.

**#43-Elvis Presley** – Eliminate route. See Route 42 Crosstown for replacement service.

**#53-Summer** – Modified Weekday, Saturday and Sunday routing and schedule, Frequencies on Weekdays: 20-23 minutes during peak; 35-60 minutes during non-peak; Saturday: 45-75 minutes; and Sunday: 120 minutes.

**#57-Park** – Modified Weekday, Saturday and Sunday routing and schedule. This route will encompass the south loop of the old Route 31 Crosstown. Frequencies on Weekdays: 20-23 minutes during peak; 20-60 minutes during non-peak; Saturday: 30-75 minutes; and Sunday: 60 minutes.

**#58-Fox Meadows Express** – Eliminate route. See nearby Routes 36 and 57 for alternate service.

**#69-Winchester** - Modified Saturday schedule. Frequencies change from 60-minute headways to 120-minute headways Saturday only.

**#82-Germantown** – Eliminate the northbound 9:23a trip and the southbound 5:55p trip.

**#46-WHITEHAVEN FLYER** - \*NEW ROUTE\* **WEEKDAY PEAK PERIOD LIMITED STOP ROUTE OPERATING BETWEEN WHITEHAVEN AND DOWNTOWN MEMPHIS IN THE AM PEAK AND PM PEAK.**

**WHEREAS, Staff recommends that the changes summarized below be approved for rail trolley service.**

**Main Street Line** – New Service Hours –Service will begin at 7:00a Monday - Friday. Service will no longer be provided after 10:30p Monday – Thursday; after 11:30p Friday – Saturday. Additional trolley service may be added for special events.

**Riverfront Line** - New Service Hours –Service will no longer be provided after 9:30p Monday – Saturday. Additional trolley service may be added for special events.

**Madison Avenue Line** - New Service Hours –Service will begin at 7:00a Monday – Friday. Service will no longer be provided after 6:30p Monday – Saturday. No Sunday Service. Additional trolley service may be added for special events.



**WHEREAS, There will be no changes to MATAPlus service.**

**WHEREAS, A Title VI Service Equity Analysis has been performed in accordance with MATA's adopted Title VI policy and FTA regulations and it has been determined that there will be no potential disparate impacts associated with these service changes; and**

**WHEREAS, Staff recommends said changes be effective on September 22, 2013.**

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That the service changes are approved to be effective September 22, 2013 or as soon thereafter as possible.**

**\* \* \* \* \***

**Motion Made By: John Vergos                      SECONDED: Marion McClendon**

**YEA: Karl Birkholz; Andre Gibson; Sean Healy; Charles Pickard; Marion McClendon;  
John Vergos; Mattie Carter**

**NAY: None**

**Approved: August 7, 2013**

**Absent at Time:**



**TO:** MATA Board of Commissioners  
**FROM:** William Hudson, Jr., President/General Manager  
**SUBJECT:** Summary of Public Comment Process for Service Changes  
**DATE:** July 31, 2013

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**MATA conducted extensive public outreach to gather input about the proposed service changes. Outreach was offered by:**

- 2 public hearings
- Advertisements in the Daily News and Tri-State Defender
- Notice on MATA's website
- Printed materials available at all transit centers
- Printed materials available on buses and on-board announcements

**MATA received comments via:**

- Oral comments at public meetings (included in transcripts)
- Written comments at public meetings
- E-mails
- Letters received by the Mayor's Office and forwarded to MATA
- Telephone calls
- Letters to MATA

**All comments were reviewed and considered. As a result, staff is recommending the following revisions to the service change proposal that was originally published:**

1. In order to be responsive to the many comments received regarding direct service to the VA Hospital and Memphis Towers from Midtown, the #2 route would remain as it exists today in the Medical Center area. The #36-Hacks Cross route would also remain as it is today.
2. A new weekday peak period limited stop route would be implemented to provide direct service between Whitehaven and downtown Memphis. Six round trips per day are proposed.

**In addition, on August 6, 2013 the City Council approved additional funding to maintain certain services on selected routes. These routes include:**

- **#6-Northaven**
- **#15-President's Island**
- **#20-Bellevue**
- **#39-South Third**
- **#42-Crosstown (new route)**
- **#53-Summer**
- **Main Street Trolley Line**
- **Madison Avenue Trolley Line**

**Staff recommends approval of these service changes.**

**Please let me know if you have questions or would like to discuss.**