

MEMPHIS AREA TRANSIT AUTHORITY

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

MINUTES OF 3/27/18 ITEM I

Gary J. Rosenfeld
Chief Executive Officer
Board of Commissioners

Sean Healy, Chairman

Andre Gibson, Vice Chairman

Commissioners

Kristen Bland
Roquita Coleman-Williams
Martin Lipinski
Janice Holder

Tommy Pacello
John C. Vergos
Shelia Williams

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

- | | | |
|------|--|----------------|
| I. | Call to Order | Andre Gibson |
| II. | Board Roll Call | Linda Eskridge |
| III. | Approval of February 27, 2018 Board Meeting Minutes | Andre Gibson |
| IV. | Presentation <ul style="list-style-type: none">• Mark Aesch, TransPro Consulting | |
| V. | CEO Report <ul style="list-style-type: none">• Gary J. Rosenfeld | Andre Gibson |
| VI. | Consent Agenda Items <ul style="list-style-type: none">a. Resolution to Authorize the Purchase of Discounted Passes for AGAPE's Transportation Pilot Proposal – Res. No. 18-09b. Resolution to Authorize Free Bus Fares During the MLK 50th Commemoration Day – Res. No. 18-10c. Resolution to Accept the Transfer of 18 Transit Buses from the Antelope Valley Transit Authority – Res. No. 18-11 | Andre Gibson |
| VII. | Finance Agenda Items <ul style="list-style-type: none">a. Resolution to Award a Contract to Freeland Automotive to Purchase Three SUV Service Vehicles – Res. No. 18-12 | Andre Gibson |
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- VIII. **Service and Development Agenda Items** Andre Gibson
- a. Resolution to Approve April 2018 Service Changes
-Res. No. 18-13
 - b. Resolution to Approve Service Funded by Shelby
County Government to Shelby Farms – Res. No. 18-14
- IX. **Financial Report** Bernhard Rudolph
- X. **Speaker Acknowledgement** Lawson Albritton
- XI. **Old/New Business** Andre Gibson
- Net Promoter Scores
- XII. **Adjournment** Andre Gibson

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CALL TO ORDER: A regular meeting of the MATA Board of Commissioners was called to order by Chairman Sean Healy at 3:30 p.m. on Tuesday February 27, 2018 at 1370 Levee Road Board Room.

BOARD ROLL CALL:

Present: Chairman Sean Healy; Vice Chairman Andre Gibson
Commissioners: Martin Lipinski; Shelia Williams; Kristen Bland; John Vergos

Absent: Roquita Coleman-Williams; Tommy Pacello

Quorum: Yes

Staff: Lawson Albritton, Senior Administrative Officer; Anthony Amos, Compliance Manager; Thaddeus Davenport, Safety/Security Manager; Thomas Davidson, Asst. Director of Operations; Linda Eskridge, Board Secretary; Barbara Everett, Bus Operator; Rebecca Hauser, Scheduling Manager; Monica Ellington, Director of Operations; Nicole Lacey, Chief Communications Officer; John Lancaster, Director of Planning & Scheduling; Maury Miles, Director of Grants/Procurement; Gil Noble, Chief Financial Officer; Alvin Pearson, Chief Operations Officer; Gary Rosenfeld, Chief Executive Officer; Bernhard Rudolph, Chief Financial Officer; Jonathan Scott, Bus Operator; Tonya Shelton, Bus Operator; Tommy Wallace, Sr. Manager of IT; Barbara Williams, Bus Operator; Fred Williams, ATU Local 713; Michael Wilson, ATU Local 713

Guests: Cynthia Bailey, MBRU; Nicole Bowen, PCA MATAplus; Justin Davis, MBRU; Allison Donald, MCIL; Leonard Ewing, MBRU; Sammie Hunter, MBRU; Charles Johnson, MBRU; James Johnson, Small Planet Works; David Jordan; Agape Child & Family Services; Johnnie Mosley, Citizens for Better Services; Wayne Risher, Commercial Appeal; Betty Robinson, MBRU; Alvan Sanchez, Memphis MPO; Jordan Smith, Memphis MPO; Stanley Smith, MBRU; James Stokes, Bass River Advisors; Nick Warren, Memphis MPO

Ms. Eskridge, Board Secretary, welcomed all guests and staff to the February 27, 2018 Board of Commissioners Meeting. Ms. Eskridge encouraged everyone to visit the MATA website for updates on Board Meeting changes. Mr. Albritton, Speaker Facilitators asked anyone that wish to speak to turn in a speaker card, and they will be called on the appropriate time on the Agenda. He reminded the speakers that the MATA Board is a policy-making Board. Department Issues or grievances will be referred to the department in question. All speaker will have three minutes to speak.

Chairman Healy called for approval of the January 25, 2018 Regular Board Meeting Minutes. Mr. Lipinski moved for approval of the Board Minutes and Ms. Williams seconded the motion. The January 25, 2018 minutes were unanimously approved.

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MINUTES OF 3/27/18 ITEM III

CEO Report

Gary Rosenfeld

- Congratulations to Commissioner Gibson who was featured in an article in the Passenger Transport. Mr. Gibson serves on the Executive Committee of APTA, as well as on the Board of Directors.
- Mr. Rosenfeld introduced the new MATA employee that started with the organization within the last two weeks to include: Mr. Bernhard Rudolph, CFO; Mr. Randy Works, Financial Analyst; Mr. Thaddeus Davenport, Safety & Security Manager; Ms. Monica Ellington, Director of Transportation; Mr. Thomas Davidson, Asst. Director of Transportation; Ms. Rebecca Hauser, Manager of Scheduling.
- Trolley Updates: Testing and operator training is in process. Final operator training in Tampa, FL will be completed this week. Operator training will continue through March 9, 2018 from 6:00a.m. to 6:00p.m. MATA had an excellent Safety Security Readiness Review, (SSRR) on February 6-7, 2018 managed by Frank Hauser and Victor Wiley and conducted by the FTA. The draft report is due by the end of the week, however; during the Exit interview it was reported that there were no findings. MATA changed its principal consultant and SNC Lavalin has named Reginald Mason as our Launch Manager, replacing Tim Borchers. The OP54 is the next big review by FTA and will be done on March 20-21 in Memphis. Gary Kellogg will be leading the group from FTA Region IV.
- MATA has nine new Gillig buses that we hope to have in service within the next few days. The plan is to leave the buses white so that when we come up with a new color scheme or Logo scheme it won't incur a lot of cost to change the color.
- Service to West Memphis will cease on March 31, 2018 due to a funding issues with West Memphis. Majority of the money was JARC funded and has run out.
- OTP: Congratulation to 12 bus operators that had 90% or better; three trolley operators that were better than 90%; and 11 MATAplus operators that were better than 95% for the month of January 2018.
- Total ridership for the month of Jan. 2018 was down slightly over January 2017. Mr. Rosenfeld stated that based the APTA General Manager's Conference this needs to be reviewed as to what time of the day that the ridership is falling off to determine if it is following the trend of other transit agencies. Mr. Rosenfeld shared other updates on what was reported at the conference regarding the drop off trend of other transit agencies.
- OTP for the month of January 2018 were 74 for fixed route; 82 for trolley and 91 for MATAplus. There were improvements in the Passenger complaints per 100,000 Boarding and Mr. Rosenfeld showed how the calculation was done. Miles between Road Calls went up, which is good; and preventable accidents per 100,000 miles also had substantial numbers. Congratulations to MATA's operators for a safe month in January.
- Mr. Rosenfeld gave an update on his upcoming meetings through the month of March.

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Consent Agenda Items

- 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

No commissioner requested to remove any items from the Consent Agenda. Mr. Vergos moved for approval of Resolution Nos. 18-04; 18-05; and 18-06 and Ms. Bland seconded. The Consent Agenda items were unanimously approved.

XIII. Finance Agenda Items

- a. Resolution Authorizing Signature on Memphis Area Transit Authority General Ledger Account – Res. No. 18-07

Mr. Rosenfeld stated that this resolution would authorize Mr. Bernhard Rudolph to be signatory to MATA bank accounts. Mr. Gibson moved the resolution to the floor for discussion and Mr. Vergos seconded the motion. There were no questions, and Resolution No. 18-07 was unanimously approved.

- 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

Mr. Rosenfeld stated there were errors in the amounts listed in the chart of Res. No. 18-03 and staff felt it would be best to rescind Res. No. 18-03 and bring the resolution back to the Board with the corrected amounts for approval. Mr. Rosenfeld stated that this Resolution No. 18-08 corrects the amounts that were listed in the chart in the body of the Resolution No. 18-03. Mr. Vergos move that the resolution be put on the floor for discussion. Mr. Gibson seconded the motion. Mr. Rosenfeld updated the Board on how MATA arrived at the amounts included in Res. No. 18-08. He also stated there will be a balancing at the end of the contract of both in-scope and out-scope work to ensure that everything is balancing. Mr. Gibson asked if the Board could get a high-level view of what was spent from the time the trolley system shut down until the day that MATA is preparing to relaunch. Mr. Rosenfeld stated that this can be done, but will need some time to prepare it, and would put it on the list for a future time.

Service and Development Items

Mr. Rosenfeld updated the Board on the February 21, 2018 Service and Development Committee Meeting.

- Free fares on the trolley for the first two weeks of its relaunch as an opportunity to welcome the community back to the trolley system.

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MINUTES OF 3/27/18 ITEM III

- There was discussion on the opportunity to adjust the fares for MATApplus certified users if they choose to use the fixed route system as compared to the curb-to-curb service. This is to encourage the use of the fixed route system by MATApplus customers that are conditional on the door-to-door service. This would allow them to be more independent as well as free up seats that we can back-fill with more MATApplus customers. This is only currently in the discussion mode.
- MATA would like to propose free fares for the 50th Anniversary of MLK Commemoration Day as there will be large functions going on before the event that will affect services. There will be street closures for construction of stages and events. Free fares would be MATA's way of thanking the passengers for their patience during service interruption. A resolution will be presented at the March Board Meeting.
- MATA received a proposal from AGAPE, who MATA have been working with for many weeks. AGAPE has established a network of services available to low-income families on work and family counseling. AGAPE is proposing a partnership with MATA on how we can provide bus passes for 20 families for an 18-month period. The passes would be used to get to work, school, or any extracurricular activities to enhance the quality of life while they are going through this process. There will be reporting requirements from AGAPE on how many passes are being used and requirements from MATA to tell them how often the passes are being used. AGAPE is working in the areas of Whitehaven, Frayser, and Hickory Hill. Chairman Healy asked if MATA is ready to do an ad hoc resolution or if this is just for discussion. Mr. Rosenfeld stated that we would happy to entertain an ad hoc resolution. *Mr. Lipinski, Chairman of the Service and Development Committee, moved for an Agreement between MATA and AGAPE to provide bus passes for up to 20 families for a period of 18 months and a reduced fare package for six months following, as the families transition to self-sufficiency. Shelia Williams seconded the motion and the resolution was unanimously approved as Res. No. 18-09.*

FINANCIAL REPORT

Gil Noble, CFO

January 2018

Mr. Healy thanked Mr. Noble for delaying his retirement to help with the transition period.

Mr. Noble reported on the January financials. MATA is seven months into our fiscal year. Our revenues are largely on budget, just \$200M below budget and our P&L Expenses for the seven months are above budget by \$1.3MM, primarily due to expenditures related to the trolley and the Central Station project which exceeded budget. Passenger count was down and every month from the previous year similarly our fares are down most months, so we still suffer from decline in passenger fares. Our Cash status is very thin and again we are \$1.7MM unfavorable to last year. Looking forward there is \$1.3MM in Rail funding that we have reason to believe we are not going to receive based upon us not running the Steel-Wheeled Trolleys last year and that we had

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MINUTES OF 3/27/18 ITEM III

budgeted the last part of the year, so that is going to be a \$1.3MM negative hit on this fiscal year, which was already a deficit year to begin with. MATA reached out to the City of Memphis again about providing Bridge Funding. The Federal appropriations as we approach March has not been made so that means that our abilities to draw down Federal funds for operations is weeks away. So that we don't run out of money, we did reach out to the City Finance Department, who took it to City Council and they did approve our Bridge Funding and we are looking to execute on that in the month of March. The fact that we have \$1.3MM less in Revenues, if they allow us to pay it in the next fiscal year, from a cash perspective that probably won't manifest itself until the next fiscal year. But it does suggest that we are going to be in an even more precarious situation in January 2019 than we were coming into January 2018. **This ended the Financial Report.** Chairman Healy called for questions. *Mr. Vergos stated that at some point we are going to have to make up this deficit. Is there anything on the horizon that we can look for to make up this funding.* Mr. Rosenfeld stated that in all honesty at the Federal level we don't see it, but at the State level the success of the Improve Act will provide us some relief. As we move forward to a potential ballot initiative in the community as we look at the transit vision for the future, it looks more like a year 2020 question as opposed to anything sooner. The best thing that we can do is provide high-quality service to our customer-base, and they, in turn, speak to their elected officials, we get it on the ballot and push everyone in the right direction of a dedicated source of funding. Again, Chairman Healy asked what the Board could do to help move this along. Mr. Rosenfeld stated that a letter to Congressman Cohen and State Senators would be very helpful.

SPEAKERS

- **Nicole Bowen, MATAplus Rider** – Ms. Bowen had some unresolved MATAplus issues that was brought before the Board about five months ago. She stated that since Mr. Amos came aboard, a meeting has taken place and she was basically told by the customer service manager, who is now over Reservations, that the number of trips that are taken by her and her mother are excessive. However, according to the Riders Guide there are no limitations on the number of trips that can be taken per day. There are still issues with calling and not being able to get through. You must call three days ahead to get a ride, the voicemail is either full or sometimes the reservationists do not call back, but according to the customer service manager, she stated that they do not have to check the voicemail or call back because most of the calls are complaints. Ms. Bowen stated If that be the case, how is it possible to get an adequate amount of complaints for MATAplus if the reservationist does not have to return the call. Ms. Bowen stated that she is being placed on speaker or conference call without her permission. MATAplus vehicles are still being used by trolley and fixed route, and at times riders are being denied trips because of lack of vehicles. She stated that MATAplus is being mismanaged and it is not getting any better. Ms. Bowen stated she is at the point now where since it is no resolution, it is retaliation, and it is no longer business, but retaliation.
- **Allison Donald, MCIL** – Ms. Donald stated that she is not only speaking on behalf of herself, but also those MATAplus riders that she encounters every day. There are issues with the MATAplus phone system and she does not understand how MATA have the software for the telephones to work efficiently but do not have efficient trained staff

to communicate effectively over the phone or use the software effectively, so the calls can be routed to the appropriate person. She stated that on today (2/27/18) her ride was late outside of the 30-minute window and she understand that it is a shared ride. But to get her to the meeting on time, they passed destinations of other people that had been on the bus long before she had. Ms. Donald did thank Mr. Amos and Ms. Horton for improving the informational material that MATAplus riders will be using, but that is not enough. If the service still "sucks" how are they supposed to be included as MATA riders. Ms. Donald stated that today's meeting has only reflected on the quality and service of fixed route service. As a MATAplus rider on a day-to-day basis you never know what you are going to receive. She stated that if she was working anywhere else she would probably be fired by now.

- **Barbara Everett, Bus Operator** – Ms. Everett wanted to talk about the loss of the buses. She stated that we have lost quite a few bus mechanics as well as buses. In the past if they had five minutes to go out on the lot and do a run, there were buses available to do it. Now they don't have buses, nor do they have mechanics due to the new director of maintenance, of which she called his name. Mr. Rosenfeld, CEO suggested that Ms. Everett not get into calling individual names, but to bring her concerns to him or Mr. Pearson. Mr. Rosenfeld also stated that this is a policy-making Board of the agency and not an employee grievance period. Mr. Rosenfeld suggested that Ms. Everett schedules a meeting with him or Mr. Pearson to discuss her concerns. She stated that she would schedule an appointment with Mr. Rosenfeld.
- **Tonya Shelton, Bus Operator – Bus Issues** - Ms. Shelton would like to know about the new buses that MATA will be receiving. She asked if they are four-point tie-down for wheelchairs only or have they been adjusted to accommodate the three-wheeled electric scooter. She also stated that the question keeps coming up on the value of these buses. According to the information in the Board package it states zero value, so does that mean the buses were given away or sold. Ms. Shelton stated that regarding ridership, we want more passengers to ride the bus, but if that bus is not being at a specific place at a specific time we are not going to get the ridership. Most people need to be at work at 6:00a.m. but we cannot get them to work. MATA is not serving the industries, but take care of locations like IKEA and Goodlett Farms where nobody is riding. The buses need to be in the poverty area where people are trying to get to work. There are those that work the night shift and gets off at 10:00p.m. but will stop riding because they don't have a way to get home at night because we cut the service off in the industrial area at 6:00 or 7:00p.m. so why rely on a bus, when it cannot accommodate your work hours. Ms. Shelton talked about safety. Who wants to ride a bus when you feel threatened and intimidated and feel like you can't get any help from anyone. Based on an incident that a citizen spoke about at the January Board Meeting, where she was robbed when getting off the bus. The number one reason for any operator to call the Radio room and have them send the police out, not just for the benefit of the operators but for the passengers as well. So, if passengers don't feel safe, it will automatically take away from the ridership.

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MINUTES OF 3/27/18 ITEM III

- **Jonathan Scott, Bus Operator** – Mr. Scott stated that he has been driving for 20 years and what the other operators that spoke were saying is that operators have no control over the buses. MATA is nothing like it use to be. This used to be a respectful job and our shoes were even shinnied back then. Besides no control over the buses, a lot of the problem is communication between management, drivers and even passengers. The safety issues are we need to get back to control of the buses. Some people just feel like the buses are theirs and some get on the buses irate and angry and its gone so far as to a passenger got on the bus and shot someone. Then that same passenger will get right on another bus and the driver reports it. This is where we have a breakdown in communications. Mr. Scott stated that he would like to see stronger communication between the dispatchers, road supervisors, drivers and then it will flow down to the passenger. I expect it to get worst when it gets hot. The issue is safety.

OLD/NEW BUSINESS

Chairman Healy took the opportunity to welcome the new people to MATA on behalf of the MATA Board of Commissioners. Mr. Rosenfeld stated that a new Board Member, Ms. Janice Holder, will join the Board after she is sworn in by the Mayor Wharton.

Mr. Rosenfeld stated that the Core Design Meeting with the Jarrett Walker team will be back in Memphis and he will be working with the Planning group and Memphis 3.0 team on the core design for the infrastructure of our route network. There will be daily debriefs both Thursday 3/1/18 and Friday 3/2/18 at 4:00p.m. Any Board Members interested in attending the debrief is more than welcome.

The next Board Meeting is Tuesday March 27, 2018 at 3:30p.m. in the Board Room at 1370 Levee Road.

Mr. Sean Healy

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 18-09

**RESOLUTION TO AUTHORIZE PURCHASE OF DISCOUNTED PASSES FOR
AGAPE'S TRANSPORTATION PILOT PROPOSAL**

WHEREAS, Agape is a nationally accredited faith-based agency who serves local families and youth in under-resourced communities and has worked with the Memphis Area Transit Authority (MATA) to develop a Transportation Pilot Proposal to help reduce transportation barriers to these families; and

WHEREAS, The Transportation Pilot Proposal was presented to the (MATA) Service and Development Subcommittee; and

WHEREAS, The MATA Service and Development Subcommittee recommended to the MATA Board of Commissioners that MATA should enter into an agreement with Agape for execution of the Transportation Pilot Program and the provision of subsidized passes not to exceed \$36,000.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That MATA enters into an agreement with Agape for the Transportation Pilot Program to provide subsidized passes not to exceed \$36,000 to approximately 20 families for up to one year.

Motion: Made By: Mr. Lipinski SECONDED: Ms. Williams

**YEA: Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski;
Tommy Pacello; Janice Holder**

NAY: None

Approved: March 27, 2018

Absent: John Vergos; Sean Healy; Roquita Coleman-Williams

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 18-10

**RESOLUTION TO AUTHORIZE FREE BUS FARES DURING THE
MLK 50 COMMEMORATION**

WHEREAS, The Memphis Area Transit Authority (MATA) operates public transit service within the City of Memphis; and

WHEREAS, The City of Memphis, the National Civil Rights Museum, and other academic, community and faith-based organizations will commemorate the 50th anniversary of the Reverend Dr. Martin Luther King Jr's assassination; and

WHEREAS, The City and MATA want to commemorate these events in a way that embraces Dr. King's legacy of inclusion and community participation; and

WHEREAS, MATA plans to increase participation by providing free transportation to everyone during April 2, 3, and 4, 2018; and

WHEREAS, The City of Memphis and MATA expect street closures and other disruptions to public transportation service due to activities associated with the commemoration; and

WHEREAS, The preparation and participation in these special events may increase congestion in downtown Memphis and cause delay or inconvenience to the traveling public, MATA will offer free fares during April 2, 3, and 4, 2018 to reduce street congestion and promote the use of public transportation; and

WHEREAS, 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 commemoration of MLK50 events, MATA invites everyone to ride for free on April 2, 3, and 4, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That free fares are will be provided to MATA customers riding on all modes of public transportation – fixed-route bus, MATApplus (paratransit), and trolley buses – on April 2, 3, and 4, 2018.

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MINUTES OF 3/27/18 ITEM VIb

Res. No. 18-10

Motion: **Made By: Mr. Lipinski** **SECONDED: Ms. Williams**

YEA: **Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski;
Tommy Pacello; Janice Holder**

NAY: **None**

Approved: **March 27, 2018**

Absent: **John Vergos; Sean Healy; Roquita Coleman-Williams**

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 18-11

**RESOLUTION TO ACCEPT THE TRANSFER OF 18 TRANSIT BUSES FROM THE
ANTELOPE VALLEY TRANSIT AUTHORITY**

WHEREAS, The Antelope Valley Transit Authority (AVTA) desires to permanently transfer 18 buses detailed in Exhibit A that have not reached their useful service life to the Memphis Area Transit Authority (MATA) (see attached); and

WHEREAS, The Executive Director/CEO is authorized to execute and file all applications and/or agreements on behalf of the AVTA with the U.S. Department of Transportation to transfer rolling stock that has not reached its useful service life; and

WHEREAS, The Executive Director/CEO is authorized to execute all transfer agreements on behalf of AVTA with the U.S. Department of Transportation to aid in the Grantee to Grantee transfer; and

WHEREAS, AVTA Executive Director/CEO is hereby authorized to execute the Grantee to Grantee transfer pertaining to the transfer of rolling stock outlined by CFR 49 and FTA Circular 5010.1E to MATA; and

WHEREAS, Resolution No. 2018-003 was passed, approved and adopted by the AVTA Board on January 23, 2018 authorizing this transfer. (see attached)

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That MATA agrees to accept the 18 buses from AVTA that have not met their useful service life and are no longer required by AVTA subject to FTA approval.

BE IT FURTHER RESOLVED, That the Chief Executive Officer, Chief Administrative Officer, the Chairman and Vice-Chairman of the MATA Board are authorized to execute any necessary documents for this transfer.

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Res. No. 18-11

Motion: **Made By: Mr. Lipinski** **SECONDED: Ms. Williams**

YEA: **Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski;**
Tommy Pacello; Janice Holder

NAY: **None**

Approved: **March 27, 2018**

Absent: **John Vergos; Sean Healy; Roquita Coleman-Williams**

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MINUTES OF 3/27/18 ITEM VII

RESOLUTION NO. 2018-003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY FOR SIGNATURE AUTHORIZING THE TRANSFER OF EIGHTEEN (18) LOCAL TRANSIT BUSES TO MEMPHIS AREA TRANSIT AUTHORITY (MATA)

WHEREAS, the Antelope Valley Transit Authority (AVTA) desires to permanently transfer eighteen (18) buses (detailed in Exhibit A) that have not reached their useful life benchmark but are no longer required, to Memphis Area Transit Authority.

NOW THEREFORE, BE IT RESOLVED BY THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA):

1. That the Executive Director/CEO is authorized to execute and file all applications and/or agreements on behalf of the AVTA with the U.S. Department of Transportation to transfer rolling stock that has not reached its useful life benchmark.
2. That the Executive Director/CEO is authorized to execute all transfer agreements on behalf of AVTA with the U.S. Department of Transportation to aid in the Grantee to Grantee transfer.
3. Len Engel, AVTA Executive Director/CEO, is hereby authorized to execute the Grantee to Grantee transfer pertaining to the transfer of rolling stock outlined by CFR 49 5010.1E to Memphis Area Transit Authority.

PASSED, APPROVED, AND ADOPTED this 23rd day of January 2018, by the following vote:

AYES: 6

NAYS: 0

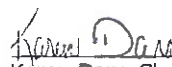
ABSTAIN: 0

ABSENT: 0


Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:


Karen Darr, Clerk of the Board


Allison E. Burns, General Counsel

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MINUTES OF 3/27/18 ITEM VIC

Resolution No. 2018-003, Transferring Eighteen Local Buses to MATA
Page 2

Exhibit A

Bus #	Year	MFG	Mileage	Vehicle ID Number	Dep. Value as of 10/2017	Match %	Dep. Match Value
4355	2012	GILLIG	347,581	15GGD3019C1181376	\$375,427.38	0.0%	\$0.00
4356	2012	GILLIG	337,361	15GGD3012C1181378	379,797.17	0.0%	\$0.00
4357	2012	GILLIG	307,212	15GGD3014C1181379	379,797.17	0.0%	\$0.00
4358	2012	GILLIG	303,601	15GGD3010C1181380	404,538.17	0.0%	\$0.00
4359	2012	GILLIG	344,167	15GGD3012C1181381	379,797.17	0.0%	\$0.00
4360	2012	GILLIG	347585	15GGD3014C1181382	384,166.94	0.0%	\$0.00
4361	2012	GILLIG	319188	15GGD3016C1181383	384,166.94	0.0%	\$0.00
4362	2012	GILLIG	343474	15GGD301XC1181385	384,166.94	0.0%	\$0.00
4363	2012	GILLIG	303708	15GGD3018C1181384	384,166.94	0.0%	\$0.00
4364	2012	GILLIG	321609	15GGD3011C1181386	384,166.94	0.0%	\$0.00
4365	2012	GILLIG	332495	15GGD3013C1181387	384,166.94	0.0%	\$0.00
4366	2012	GILLIG	318450	15GGD3015C1181388	384,166.94	20.0%	\$76,833.27
4367	2012	GILLIG	340166	15GGD3017C1181389	384,166.94	20.0%	\$76,833.27
4368	2012	GILLIG	245057	15GGD3013C1181390	384,166.94	20.0%	\$76,833.27
4369	2012	GILLIG	329597	15GGD3010C1181377	384,166.94	36.6%	\$140,526.07
4372	2015	GILLIG	131164	15GGD2715F1185610	372,586.70	0.0%	\$0.00
4373	2015	GILLIG	175552	15GGD2717F1185611	372,586.70	0.0%	\$0.00
4374	2015	GILLIG	124885	15GGD2719F1185612	372,586.70	0.0%	\$0.00
		Current Value			\$6,878,786.56		\$371,025.88

MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-12

**RESOLUTION TO AWARD A CONTRACT TO FREELAND AUTOMOTIVE TO PURCHASE
THREE SUV SERVICE VEHICLES**

WHEREAS, The Memphis Area Transit Authority (MATA) is a public agency responsible for providing public transportation services within the City of Memphis and surrounding communities; and

WHEREAS, MATA has a fleet of service vehicles which periodically need to be replaced when they have met their useful service life; and

WHEREAS, MATA needs to purchase three service vehicles to replace three service vehicles that have met their useful service life; and

WHEREAS, MATA will purchase these three service vehicles from the state contract; and

WHEREAS, MATA has capital funds available for this procurement; and

WHEREAS, Staff recommends that a contract be awarded to Freeland Automotive to purchase three SUV service vehicles at a unit price of \$27,200.67 for a total cost of \$81,602.01.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS That a contract be awarded to Freeland Automotive to purchase three SUV service vehicles at a unit price of \$27,200.67 for a total cost of \$81,602.01.

BE IT FURTHER RESOLVED That the Chief Executive Officer, Chief Administrative Officer, Chairman or Vice-Chairman is authorized to execute the necessary documents.

Motion: Made By: Mr. Lipinski SECONDED: Ms. Williams

YEA: Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy
Pacello; Janice Holder

NAY: None

Approved: March 27, 2018

Absent: John Vergos; Sean Healy; Roquita Coleman-Williams



TO: MATA Board of Commissioners
FROM: Gary Rosenfeld, Chief Executive Officer
SUBJECT: PURCHASE THREE SUV SERVICE VEHICLES
DATE: March 27, 2017

The Memphis Area Transit Authority (MATA) has a service vehicle fleet and periodically needs to replace the vehicles as they reach their useful service life. MATA currently needed to replace three service vehicles with three new SUVs.

MATA checked the state contract to see if these SUVs were included in their list of approved vehicles. They were, and MATA proposes to purchase three 2018 Chevrolet Traverse SUVs.

MATA has capital funds available for this procurement.

There was a no DBE goal assigned to this procurement since these vehicles are purchased off the state contract.

MATA recommends a contract be awarded to Freeland Automotive for the purchase of three SUV service vehicles at a unit price of \$27,200.67 for a total cost of \$81,602.01.

Let me know if you have questions.

MEMPHIS AREA TRANSIT AUTHORITY
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MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS

RESOLUTION NO. 18-13

RESOLUTION TO APPROVE APRIL 2018 SERVICE CHANGES

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

WHEREAS, The proposed set of service changes was made available for public comment by posting notices in the Daily News, Tri-State Defender, and the La Prensa Latina, and posted on MATA's website and at transit centers; and

WHEREAS, Public meetings were held on Tuesday, March 6, 2018 at Bickford Community Center, 233 Henry Ave., Wednesday, March 7, 2018 at Airways Transit Center, 3033 Airways Blvd., and Thursday, March 8, 2018 at West Memphis City Hall, 205 S. Redding to provide riders and citizens an opportunity to submit comments in addition to the normal public comment period; and

WHEREAS, Comments from riders and citizens in the community have been considered; and

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

Modifications to Existing Routes:

4 Walker – Weekdays: discontinue 6:45 p.m. outbound trip and 5:40 a.m. inbound trip from Castalia.

7 Air Park – Saturdays: discontinue 9:54 a.m., 10:54 a.m. and 11:54 a.m. eastbound trips from American Way Transit Center and 10:25 a.m., 11:25 a.m., and 12:25 p.m. westbound trips from Kirby and Shelby. Add new 5:54 a.m. and 4:54 p.m. trip departing eastbound from American Way Transit Center and returning westbound.

9 Highland – Weekdays: adjust schedule times to improve northbound connection with Route 8 Chelsea.

11 Frayser Raleigh – Weekdays: discontinue 9:32 p.m. inbound trip from Frayser Plaza and 10:15 p.m. outbound trip from Hudson Transit Center.

17 McLemore – Discontinue Sunday service.

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19 Vollintine – Weekdays: adjust schedule times to improve on-time performance and to improve connection with the southbound Route 42 Crosstown.

26 Hickory Hill – Weekdays: discontinue 10:55 p.m. eastbound trip from American Way Transit Center and 11:20 p.m. westbound trip from Kirby and Shelby.

30 Brooks – Weekdays: discontinue 9:48 a.m., 11:18 a.m., 12:48 p.m., 5:18 p.m., and 6:48 p.m. eastbound trips from Peebles at Old Horn Lake, and 10:30 a.m., 12:00 p.m., 1:30 p.m., 6:00 p.m., and 7:30 p.m. westbound trips from American Way Transit Center.

31 Firestone – Weekdays: discontinue 8:05 a.m., 9:05 a.m., 1:05 p.m., 2:05 p.m., 3:05 p.m., and 6:05 p.m. southbound trips from Marble and Thomas, and 8:40 a.m., 9:40 a.m., 1:40 p.m., 2:40 p.m., 3:40 p.m., and 6:40 p.m. northbound trips from Jefferson and Montgomery.

34 Walnut Grove – Weekdays: discontinue 6:03 a.m. and 8:03 a.m. inbound trips from Humphreys and 7:00 a.m. outbound trip from Hudson Transit Center. Discontinue 3:00 p.m. and 5:30 p.m. outbound trips and 4:03 p.m. inbound trip and replace with adjusted schedule times on Route 340 Walnut Grove Express.

35 South Parkway – Weekdays: discontinue 5:34 p.m. eastbound trip from Belz and Third.

36 Hacks Cross – Weekdays, Saturdays and Sundays: adjust schedule times to improve on-time performance.

38 Boxtown Westwood – Weekdays: discontinue 5:40 a.m. and 7:06 a.m. outbound trips from Boxtown and Sewanee, and 6:23 a.m. inbound trip from Parkrose and Doubletree.

39 S. Third – Weekdays: Discontinue 6:43 a.m., 8:28 a.m., and 2:58 p.m. inbound trips from Parkrose and Ford, 4:36 p.m., 6:25 p.m. inbound trips from Holmes at Neely, and 7:30 a.m., 3:45 p.m., and 5:25 p.m. outbound trip from Hudson Transit Center. Adjust schedule times to improve on-time performance.

40 Wolfchase – Weekdays: discontinue 6:55 a.m. and 11:15 p.m. outbound trip from Hudson Transit Center.

42 Crosstown – Weekdays: Adjust schedule times to improve on-time performance. Saturdays: reduce frequency after 8:00 p.m. from every 45 minutes to every 60 minutes.

44 Goodlett Ikea Way – Reduce frequency from every 60 minutes to every 120 minutes.

45 Appling Farms – Reduce frequency from every 60 minutes to every 120 minutes.

47 Shelby Farms Park – Saturdays: service will resume with new routing: Hudson Transit Center > A.W. Willis > N Parkway > N Bellevue > Overton Park > N Watkins > N

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Parkway > N Hollywood > Sam Cooper > Tillman > Johnson > N Holmes > Summer > N Highland > Sam Cooper > Sycamore View > State > Mullens Station > Farm > Great View Drive North > N Pine Lake > Great View Drive North > Walnut Grove > N Germantown > Moore > Belz View > Timber Creek.

52 Jackson – Weekdays: discontinue 3:33 p.m. and 5:03 p.m. inbound trips from Methodist Hospital North and 4:15 p.m. and 5:45 p.m. outbound trips from Hudson Transit Center.

53 Summer – Weekdays: discontinue 5:36 a.m. inbound trip from Summer and White Station and 6:45 p.m. and 11:15 p.m. outbound trips from Hudson Transit Center.

56 Lamar – Weekdays, Saturdays, and Sundays: adjust schedule times to improve on-time performance.

57 Park – Saturdays: discontinue 9:15 p.m. eastbound trip from Hudson Transit Center.

64 Airport Shuttle – Weekdays, Saturdays and Sundays: adjust schedule times to improve on-time performance.

77 West Memphis – Discontinue all service effective Saturday March 31, 2018.

98 West Memphis Express – Discontinue all service effective Saturday March 31, 2018.

99 Nonconnah – Weekdays: Increase frequency from every 60 minutes to every 30 minutes.

100 Main Street Trolley – Return rail trolley service to the Main Street Line. Service frequency will begin with 20-minute headways and will operate on a daily basis during the same span of service seven days of the week as currently operated by trolley bus service.

280 Airways Transit Center Express – Change route name to "28L Airways Transit Center Limited Stop," and charge regular fare instead of express fare. Weekdays: Adjust schedule times to improve on-time performance. Adjust routing on first two outbound trips to start at Watkins at Levee Rd: Watkins > Vollintine > Breedlove > Jackson > Thomas > A.W. Willis > Hudson Transit Center, and then continue regular outbound routing.

340 Walnut Grove Express – Change route name to "34L Walnut Grove Limited Stop," and charge regular fare instead of express fare. Weekdays: Adjust morning and afternoon trips to cover discontinued Route 34 Walnut Grove trips.

400 Wolfchase Express – Change route name to "40L Wolfchase Limited Stop," and charge regular fare instead of express fare. Weekdays: discontinue 5:50 a.m. inbound trip.

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WHEREAS, The recommended changes are consistent with the goals and recommendations of the Transit Plan adopted by the MATA Board of Commissioners on March 24, 2014; and

WHEREAS, The City of West Memphis submitted a termination letter to the Memphis Area Transit Authority on February 7, 2018, requesting that service to West Memphis, AR be terminated effective March 31, 2018 due to lack of funding; and

WHEREAS, MATA is in the final stages of testing and seeking approval from the Federal Transit Administration with concurrence from the Tennessee Department of Transportation, who is responsible for System Safety Oversight, to return rail trolley service along the Main Street Line; and

WHEREAS, Pending approval by Federal and State regulatory agencies, MATA will resume rail trolley operations on the Main Street Line; and

WHEREAS, The proposed changes have been reviewed according to MATA's Title VI policies, adopted on March 25, 2013, and a service equity analysis was performed to determine whether the new service would have adverse effects, potential disparate impacts, or disproportionate burdens to minority or low-income populations; and

WHEREAS, It has been determined that there will be no adverse effects, potential disparate impacts, or disproportionate burdens to minority or low-income populations associated with these proposed service changes; and

WHEREAS, Staff recommends that Routes 78 and 98 serving West Memphis be terminated effective March 31, 2018, and all other said changes implemented effective on April 29, 2018.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS, That Routes 78 and 98 serving West Memphis are approved to be terminated effective March 31, 2018.

BE IT FURTHER RESOLVED, That MATA will resume rail trolley operations on the Main Street Line pending approval by regulatory agencies.

BE IT FURTHER RESOLVED, That all other said service changes are approved and will be effective April 29, 2018.

Res. No. 18-13

Motion: **Made By: Tommy Pacello** **SECONDED: Ms. Williams**

YEA: **Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder**

NAY: **None**

Approved: **March 27, 2018**

Absent: **John Vergos; Sean Healy; Roquita Coleman-Williams**

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



TO: MATA Board of Commissioners

FROM: Gary Rosenfeld, Chief Executive Officer

SUBJECT: Summary of Proposed Service Changes and Public Outreach for
Proposed April 2018 Service Improvements

DATE: March 27, 2018

The proposed service changes in the accompanying resolution are designed to make adjustments to routes and schedules on certain bus routes to go into effect on April 29, 2018. Schedule and routing changes are consistent with recommendations from the adopted transit plan.

The primary objectives of the proposed service improvements are:

- Implement the adopted transit plan
- Provide adequate service with available funding
- Improve cost efficiency and productivity of the system
- Improve on-time performance
- Increase ridership
- Respond to public input

MATA conducted a wide range of public outreach to gather input about the proposed service changes. Outreach was offered by:

- Three public meetings (Bickford Community Center, 233 Henry Ave., 3/6/18, Airways Transit Center, 3033 Airways Blvd., 3/7/18, and West Memphis City Hall, 205 S. Redding, 3/8/2018); the transcript for the public meeting held in West Memphis is available for review
- Advertisements in the Daily News, Tri-State Defender, and La Prensa Latina
- Printed materials at all transit centers
- Public Notice and informational materials on MATA's website
- Facebook and Twitter posts
- Multiple earned news media mentions

MATA received 6 public comments via:

- E-mails (5)
- U.S. Mail (1)

All comments were reviewed and considered. A summary of the comments was as follows:

General Comments:

- How often does MATA survey riders?
- MATA should do more to reach out to readers who are not computer literate.
- Would like productivity numbers to be made publicly available, as well as justification for service changes, so that riders can see how decisions are made about service changes.

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- MATA should consider a ride-sharing service using smaller vehicles to save money
- Instead of cutting and discontinuing service, MATA should strive to balance its budget by streamlining administration costs.
- Concerned about the number of buses which run with no or very few passengers on board.
- Route 21 Mt. Moriah – Adjust timing to better align with Route 57 Park, for transfers.
- Route 52 Jackson – There is no need for a bus stop at Jackson Ave. and Sheridan St., due to additional surrounding bus stops.

Related to Proposed Changes:

- Early morning and late-night trips which have few riders should be eliminated – supports the changes.
- Route 34 Walnut Grove – Eliminating the 5:30pm outbound trip, if not somehow replaced, is not convenient for people working until 5pm.

As a result of the above comments, staff is recommending the following revisions to the service change proposal that was originally published:

No changes will be made to Saturday service on Route 38 Boxtown Westwood.

No changes will be made to the 11:06 p.m. and 11:27 p.m. weekday trips on Route 42 Crosstown.

**MEMPHIS AREA TRANSIT AUTHORITY
BOARD OF COMMISSIONERS**

RESOLUTION NO. 18-14

**RESOLUTION TO APPROVE SERVICE FUNDED BY SHELBY COUNTY GOVERNMENT TO
SHELBY FARMS PARK**

WHEREAS, the Memphis Area Transit Authority (MATA) operates transit service within the City of Memphis and Shelby County; and

WHEREAS, Shelby County Government has agreed to provide \$75,000 in operational funding for bus service connecting downtown Memphis to Shelby Farms Park; and

WHEREAS, MATA must have the approval of the Mayor and City Council of the City of Memphis to enter into any service and operation agreements with any other governmental jurisdiction for transportation services and MATA's authority to enter into contracts for grants and other funding assistance is limited to grants and funding assistance made available by federal or state agencies; and

WHEREAS, a local bus route will be established to operate within the City of Memphis connecting existing bus routes at the William Hudson Transit Center with Shelby Farms Park at a fare consistent with other local bus service;

WHEREAS, this service will not adversely impact the existing service and operation of MATA; and

WHEREAS, MATA has requested approval from the appropriate governing agencies to operate this service and will not implement service until approval is obtained; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY, that MATA may begin the operation of service to Shelby Farms Park on Saturdays with an effective start date of May 5, 2018.

BE IT FURTHER RESOLVED, that MATA be authorized to enter into a contract with Shelby County Government and that the Chief Executive Officer, Chief Administrative Officer, the Chairman and Vice-Chairmen of the MATA Board are authorized to execute the necessary documents.

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

Res. No. 18-14

Motion: **Made By: Tommy Pacello SECONDED: Ms. Williams**

YEA: **Andre Gibson; John Vergos; Shelia Williams; Martin Lipinski; Tommy Pacello; Janice Holder**

NAY: **None**

Approved: **March 27, 2018**

Absent: **John Vergos; Sean Healy; Roquita Coleman-Williams**