

**CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY
AND
THE CHATTANOOGA PARKING AUTHORITY
BOARD MEETING AGENDA**

March 16, 2023

CALL TO ORDER-Allen McCallie-Board Attorney

INVOCATION-Patricia McKoy-Treasurer

QUORUM CALL

ADOPTION OF MINUTES-January & February

OPERATING REPORTS:

Financial Report: Sonja Sparks

Statistical Report: Lisa Maragnano/Philip Pugliese

Staffing and Recruiting Updates: Jeff Smith

Back to Board Orientation

CARTA
Variance Report
For the Eight Months Ending Tuesday, February 28, 2023

	<u>MONTHLY ACTUAL</u>	<u>MONTHLY BUDGET</u>	<u>VARIANCE</u>	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>
TRANSIT						
Revenues	\$1,365,444	\$1,369,192	(\$3,748)	\$10,887,065	\$10,938,537	(\$51,472)
Expenses	<u>1,272,627</u>	<u>1,457,446</u>	<u>(184,819)</u>	<u>10,508,570</u>	<u>11,364,205</u>	<u>(855,635)</u>
NET	92,817	(88,254)	181,071	378,495	(425,668)	804,163
SHUTTLE						
Revenues	\$219,482	\$226,960	(\$7,478)	\$1,744,359	\$1,815,679	(\$71,320)
Expenses	<u>166,702</u>	<u>220,528</u>	<u>(53,826)</u>	<u>1,467,030</u>	<u>1,738,238</u>	<u>(271,208)</u>
NET	52,779	6,432	46,348	277,329	77,441	199,888
INCLINE						
Revenues	\$168,433	\$189,932	(\$21,499)	\$2,423,496	\$2,349,452	\$74,044
Expenses	<u>147,379</u>	<u>198,439</u>	<u>(51,060)</u>	<u>1,633,543</u>	<u>1,564,421</u>	<u>69,123</u>
NET	21,054	(8,507)	29,561	789,953	785,032	4,921
CARE-A-VAN						
Revenues	\$80,687	\$82,918	(\$2,232)	\$673,042	\$663,347	\$9,696
Expenses	<u>229,671</u>	<u>239,116</u>	<u>(9,446)</u>	<u>1,937,171</u>	<u>1,877,246</u>	<u>59,926</u>
NET	(148,984)	(156,198)	7,214	(1,264,129)	(1,213,899)	(50,230)
PARKING						
Revenues	\$291,462	\$287,560	\$3,902	\$2,356,162	\$2,300,481	\$55,680
Expenses	<u>183,055</u>	<u>175,908</u>	<u>7,147</u>	<u>1,440,834</u>	<u>1,403,886</u>	<u>36,948</u>
NET	108,406	111,652	(3,246)	915,328	896,595	18,732
CARTA - Total						
Revenues	\$2,125,507	\$2,156,562	(\$31,055)	\$18,084,124	\$18,067,497	\$16,628
Expenses	<u>1,999,434</u>	<u>2,291,437</u>	<u>(292,003)</u>	<u>16,987,149</u>	<u>17,947,996</u>	<u>(960,847)</u>
NET	126,073	(134,875)	260,948	1,096,976	119,500	977,475

FEBRUARY 2023 PARKING REPORT

	<u>Meters</u>	<u>Shuttle</u>	<u>Lots</u>	<u>Garages</u>
Revenues	\$ 153,264.00	\$ -	\$ 58,642.00	\$ 118,719.00
Enforcement	\$ 85,606.00	\$ -	\$ -	\$ -
Donations	\$ -	\$ 1,071.00	\$ -	\$ -
Advertising	\$ -	\$ -	\$ -	\$ -
Rental	\$ -	\$ 800.00	\$ -	\$ 4,430.00
Fed/State Grants	\$ -	\$ 94,462.00	\$ -	\$ -
Total Revenue	\$ 238,870.00	\$ 96,333.00	\$ 58,642.00	\$ 123,149.00
Onstreet Enforcement Expenses	\$ 172,037.00	\$ -	\$ -	\$ -
Shuttle Expenses	\$ -	\$ 119,915.00	\$ -	\$ -
Lot Expense	\$ -	\$ -	\$ 11,884.00	\$ -
Garage Expense	\$ -	\$ -	\$ -	\$ 46,787.00
Total Expense	\$ 172,037.00	\$ 119,915.00	\$ 11,884.00	\$ 46,787.00
Net Revenue	\$ 66,833.00	\$ (23,582.00)	\$ 46,758.00	\$ 76,362.00
Net Meters & Shuttle	\$ 43,251.00			
Total Parking	\$ 166,371.00			

NOTE: Meters and Shuttle are combined because expenses of both are recognized as parking expenses by city code.

meter expense = republic expense, rent expense, salaries, meetings, travel, bank and c.c. fees, taxes, property insurance, etc.

garage fees = management fees plus security fees plus insurance

Incline lot revenue and expenses are reported in Incline which will create a difference

Chattanooga Area Regional Transportation Authority
Statistical Report
For the Period Ending February 28, 2023

	<u>This Month</u>	<u>Month YR Ago</u>	<u>YTD</u>	<u>Prior YTD</u>
<u>TRANSIT</u>				
Ridership	71,500	67,261	621,416	632,640
Weekday Average - with Mocs	3,050	2,859	3,111	3,137
Weekday Average - without Mocs	2,915	2,672	2,951	3,002
Saturday Average	1,850	1,883	1,946	2,073
Sunday Average	775	637	741	724
Miles	138,129	126,685	1,129,859	1,079,554
Passengers/Mile	0.52	0.53	0.55	0.59
Accidents	1	0	10	11
Operating Cost/Rider	10.80	11.69	10.24	9.55
<u>SHUTTLE</u>				
Ridership	14,480	13,077	142,729	120,535
Weekday Average	545	493	616	502
Saturday Average	584	544	715	703
Sunday Average	310	260	357	313
Miles	11,438	11,779	100,804	107,289
Passengers/Mile	1.27	1.11	1.42	1.12
Accidents	0	0	1	4
Operating Cost/Rider	2.86	4.00	3.16	3.34
<u>INCLINE</u>				
Ridership	22,510	18,831	307,570	286,450
Net Revenue/Passenger	0.94	(1.45)	2.57	2.32
Days Down	0	0	0	0
<u>CARE-A-VAN</u>				
Ridership	3,948	3,898	32,493	33,684
Miles	45,649	45,144	366,954	366,866
Turndowns	0	0	0	23
Accidents	0	1	4	4
Operating Cost/Rider	44.45	45.03	44.90	41.26
Passengers/Hour	1.25	1.24	1.27	1.39
<u>TOTAL CARTA</u>				
Ridership	112,438	103,067	1,104,208	1,073,309

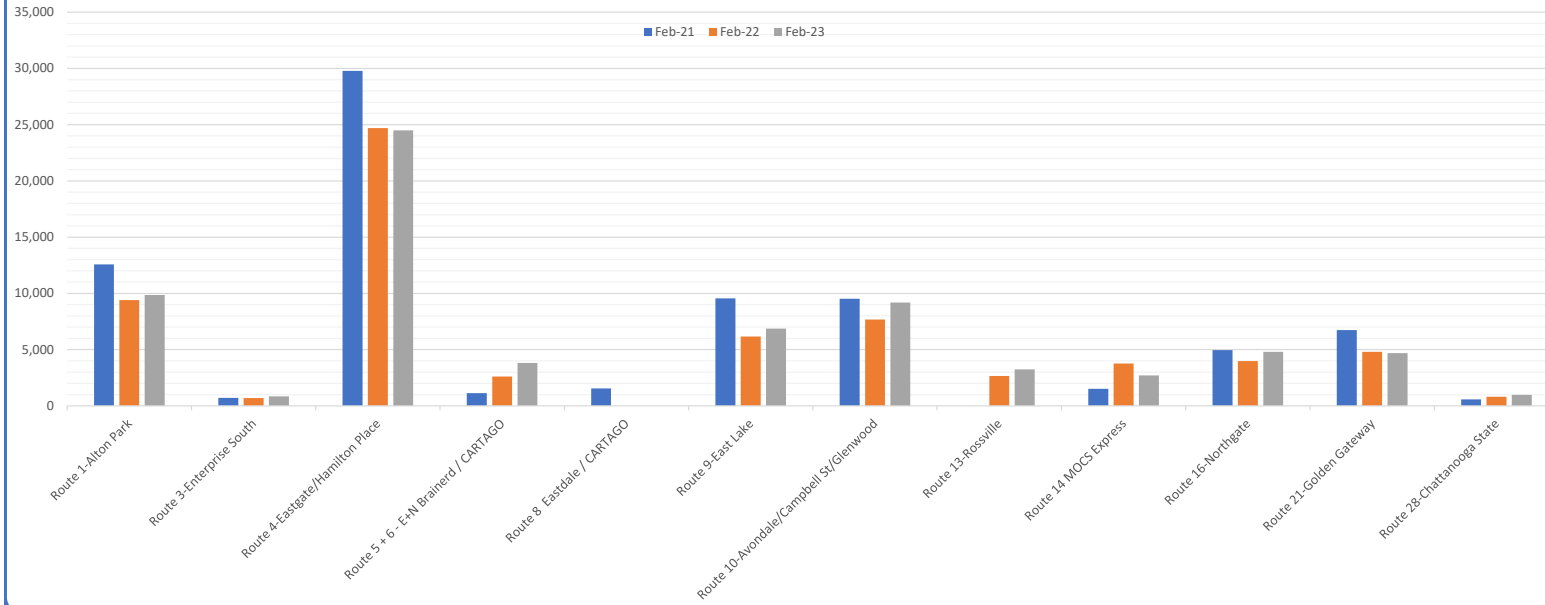
*** Notes to the Statistical Report:**

North Shore Shuttle	2,310	2,071	18,173	12,686
MOCS Express	2,702	3,733	27,204	23,333
Bicycles Carried	1,207	1,100	11,358	12,982
Wheelchairs Carried	880	700	9,390	7,597
St.Elmo/Incline	1,467	1,211	11,294	5,717

Days of Operation Transit, Shuttle, Care-a-Van, Incline

Number of Weekdays	20	20
Number of Saturdays	4	4
Number of Sundays	4	4
	<u>28</u>	<u>28</u>

Year to Year comparison of ridership by route February 2021/February 2022/February 2023

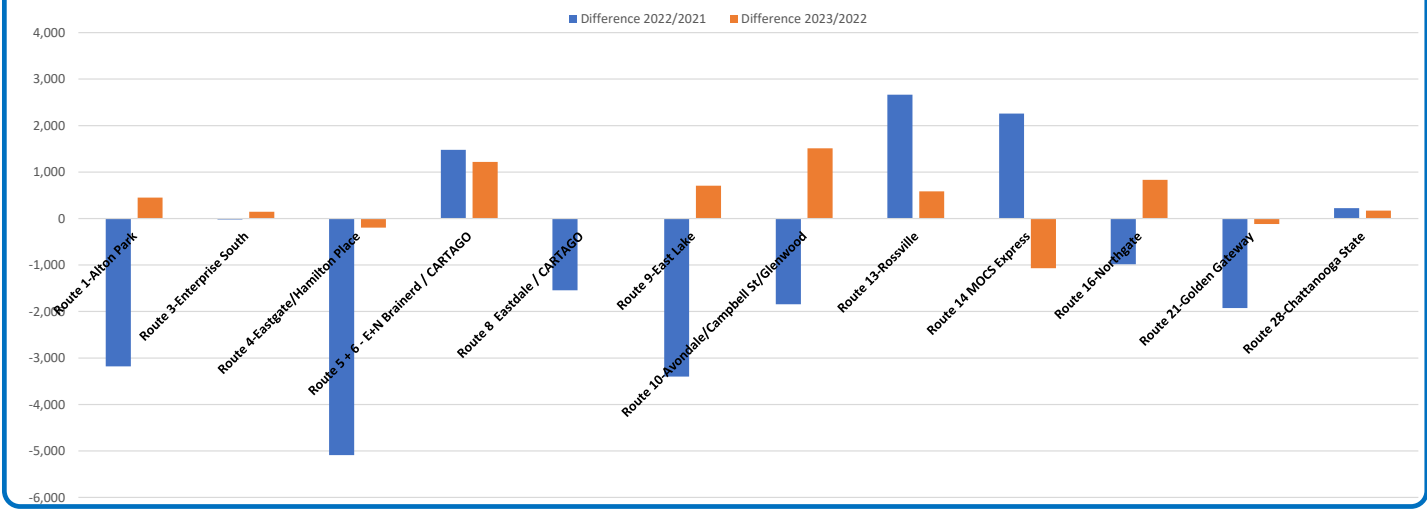


	Feb-21	Feb-22	Feb-23
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Route 1-Alton Park	12,580	9,401	9,853
Route 3-Enterprise South	718	699	845
Route 4-Eastgate/Hamilton Place	29,785	24,694	24,501
Route 5 + 6 - E+N Brainerd / CARTAGO	1,126	2,603	3,821
Route 8 Eastdale / CARTAGO	1,543	0	0
Route 9-East Lake	9,559	6,160	6,866
Route 10-Avondale/Campbell St/Glenwood	9,522	7,678	9,188
Route 13-Rossville	0	2,665	3,248
Route 14 MOCS Express	1,512	3,771	2,702
Route 16-Northgate	4,965	3,982	4,814
Route 21-Golden Gateway	6,730	4,804	4,687
Route 28-Chattanooga State	579	804	975

Totals: 78,619 67,261 71,500

Year to Year comparison of ridership by route
Difference February 2022/February 2021- February 2023/February 2022



	Difference 2022/2021	Difference 2023/2022
Route 1-Alton Park	-3,179	452
Route 3-Enterprise South	-19	146
Route 4-Eastgate/Hamilton Place	-5,091	-193
Route 5 + 6 - E+N Brainerd / CARTAGO	1,477	1,218
Route 8 Eastdale / CARTAGO	-1,543	0
Route 9-East Lake	-3,399	706
Route 10-Avondale/Campbell St/Glenwood	-1,844	1,510
Route 13-Rossville	2,665	583
Route 14 MOCS Express	2,259	-1,069
Route 16-Northgate	-983	832
Route 21-Golden Gateway	-1,926	-117
Route 28-Chattanooga State	225	171

-11358 4,239

MINUTES OF THE BOARD OF DIRECTORS MEETING OF
THE CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY

AND

THE CHATTANOOGA PARKING AUTHORITY

January 19, 2023

The regular meeting of the Board of Directors of the Chattanooga Area Regional Transportation Authority (CARTA) and the Chattanooga Parking Authority was held Thursday, January 19, 2023, at 10:00 a.m., at the CARTA Board Building, 1617 Wilcox Blvd. Chattanooga, TN 37406 and was held in accordance with Section 4, Paragraphs 1 and 2 of the ordinances creating the Authority and pursuant to the notice advertised in the Chattanooga Times Free Press on January 1, 2023. The following Board members were in attendance and constituted a quorum: John Bilderback, Chairman; Charlene Simmons, Secretary; Patricia McKoy, Treasurer; Bill Allen, LeAndrea Sanderfur, John Lively, Jenny Park and Bakari Welles. The following persons were also in attendance: Lisa Maragnano, Executive Director; Jeff Smith, Chief Operating Officer; Sonja Sparks, Chief Financial Officer; Savannah Ward, Community Outreach Coordinator; Allen McCallie, Legal Counsel, Miller & Martin; Rachael Ruiz, Legal Counsel, Miller & Martin; Starla Reidel, Payroll & A/R Administrator; and various media and guests. Chairman John Bilderback called the meeting to order and declared a quorum present. Mr. Bilderback then called on Ms. McKoy to give the invocation.

Mr. Bilderback stated that all members had been sent a copy of the December 15, 2022, Board meeting minutes and asked if there were any additions or corrections. There being none, a motion was made by Mr. Allen, seconded by Mr. Lively, followed by a vote to approve the minutes. The motion was unanimously approved.

Mr. Bilderback next called on Ms. Sparks to present the Financial Reports for December 2022. Ms. Sparks noted that Transit revenues were under budget \$26,971 from shortfalls in advertising of \$7,000 and governmental revenue of \$19,783, and expenses were over budget by \$60,948 due to a wage and benefit variance of \$49,541. Ms. Sparks noted that the month of December contained three (3) pay periods, while the budget spreads wages and benefits equally throughout the year, thus creating occasional imbalances. There was also an over-budget variance in maintenance of \$10,357 and storm water fees in the amount of \$25,696, which was paid in December, but which is budgeted in increments throughout the year. An under-budget variance for diesel fuel of \$27,138 also occurred in December. This resulted in a monthly variance in net income of negative \$87,920. Shuttle revenue was under budget \$9,980 due to shortfalls in parking garage revenue at North and South in the amount of \$4,573, donations in the amount of \$1,882, and advertising revenue. The Shuttle expense variance of \$1,238 was due to an under-budget expense in wages and benefits of \$8,152; maintenance of \$4,454; and \$3,488 in management fees, with an offsetting over-budget variance for storm water fees in the amount of \$16,663. Management fees are the operating expenses paid to PCI for their parking management services. Regarding Shuttle operations, the net income variance for the month was negative \$11,218. Incline revenues were under budget \$19,429 due mainly to a decrease in concession revenue of \$9,583, and parking revenue shortfall in the amount of \$8,150. Incline expenses were over budget \$8,227 due to a variance in wages of \$11,645 and storm water fees of \$5,258, with an offsetting under-budget variance in professional fees of \$8,318. The Incline net income variance for the month is negative \$27,656. Care-A-Van revenue was under budget \$27,267 due to lower Federal ADA revenue caused by the timing of the prior month's billing. Care-A-Van expenses were over budget \$52,680 due to an increase in wages and benefits of \$59,459, with an offsetting under

budget variance of \$5,285 in fuel. The net income over budget variance is \$79,947 for the month. Parking expense over budget variance of \$113,037 was due to an increase in wages and benefits of \$8,895 and an increase in parking meter expenses of \$98,852. December is the first month with PCI as the new management company, and overlapping expenses occurred from Republic's final week as manager. Also, initial start-up expenses were accelerated during this first month, such as medical insurance requiring the advance payment of two months premiums, and also software vendor set up costs. The net income variance for parking is negative \$134,889. Overall, for the month CARTA experienced a net negative variance of \$341,629 across all combined operations.

From the breakout detail of the Parking Reports, Ms. Sparks noted that the combined parking meter and enforcement collections reflected a net negative revenue of \$55,631. Net meters and net shuttle revenues together reflected a net negative of \$111,443, and total net parking revenue for the month (including surface lot and garage revenues and expenses) reflected a negative net revenue of \$15,958. The unusual negative variance lately is due to the changeover this month from Republic to PCI, with some overlapping expenditures.

Mr. Bilderback next called on Ms. Maragnano to present the Statistical Report. On a year-to-year comparison for December, Transit ridership was up 0.6%; Shuttle ridership was up 6.8%; Incline ridership was up 2.2%; and Care-A-Van ridership was down 7.2%, with zero (0) turndowns. North Shore Shuttle ridership was down 13.4%; the number of bicycles carried was down 14.3%; and the number of wheelchairs carried was up 5.1%. Regarding Preventable Accidents for the month, Transit had four (4), Care-A-Van had one (1), and Shuttle had zero (0).

Mr. Bilderback asked if there were any additional comments or questions regarding the Financial and Statistical Report. There being none, a motion was made by Ms. Park,

seconded by Ms. McKoy, and followed by a vote to accept the Financial and Statistical Report as information. The motion was unanimously approved.

Mr. Bilderback next called on Mr. Smith to give a staffing update. Mr. Smith reported that since the last board meeting CARTA has hired three (3) full-time fixed-route driver and lost one (1) full-time fixed-route drivers. Mr. Smith reminded the board that CARTA has fifty-seven (57) runs that operate daily on fixed routes; to staff these runs. CARTA currently has eighty-five (85) full-time fixed route drivers, and one (1) part-time driver. CARTA currently has fourteen (14) full-time drivers out on leave and five (5) drivers in training.

Under “Needs Action,” Mr. Bilderback reported that the Board is being advised by counsel to offer Ms. Lisa Maragnano a contractual agreement for early retirement. Mr. McCallie gave a general recommendation to offer Ms. Maragnano early retirement, which would become effective no later than the end of this fiscal year, June 30, 2023, and to also continue Ms. Maragnano on in a consulting role for a minimum of one (1) year term after her retirement. Mr. McCallie advised the board that the reasoning for this recommendation is a convergence of multiple factors, including the pending board transition by the City; the need to retain Ms. Maragnano’s skillset and knowledge to assist CARTA during the period of transition; and Ms. Maragnano’s health. The City is also actively engaging in its own for public transportation studies, and VIA has accepted a contract with the city for a study of the potential for on-demand services, which could become problematic for CARTA.

Ms. Maragnano then spoke of her perspective on these recommendations, indicating that she concurs that this arrangement seems to be the best path forward for navigating through the coming changes. Ms. Maragnano stated that she has really enjoyed her time with CARTA and the Board and has every desire and intention to help CARTA in every way she can.

Mr. McCallie then summarized the recommendation that CARTA offer to Ms. Maragnano early retirement beginning no later than the end of the fiscal year, June 30, 2023; that she remain on the payroll with her current salary and benefits for one year after retirement as an active employee/consultant; and that she remain available to CARTA leadership throughout this period to assist the transition. A motion was then made by Mr. Lively, seconded by Ms. Simmons, and followed by a vote to accept this recommendation. The motion was unanimously approved.

Mr. McCallie then recommended that the Board also vote on appointing Mr. Jeff Smith to the Executive Director at the time Ms. Maragnano retires until the position is filled. A motion was made by Mr. Lively, seconded by Ms. Simmons, and followed by a vote to accept. The motion was unanimously approved.

Mr. Bilderback next called on Ms. Maragnano to give an update on the CARTAGO/VIA program that went live on August 22, 2022. Since last month's board meeting, CARTA has continued to work with VIA, and they have made a lot of improvements. There have been a total of 1,000 trips, with an increase of 34 % from when the program started; customer service rating is at 4.8 out of 5; average ride is 4.7 miles; and average trip time is about 13 minutes. The CARTA team continues to work with the customers and operators to make the process as easy as possible for them.

Mr. Bilderback next called on Ms. Maragnano to give an update on Red Bank services. CARTA is averaging around 45 trips per month. CARTA is looking to advertise to the Red Bank community with brochures and education sessions that will help encourage the elderly and disabled to use the services.

Mr. Bilderback next called on Ms. Maragnano to talk about the TDOT & the Governor's proposed Transportation Plan, and video was played to give a summary of the

plan highlights. In the video, it was noted that Tennessee is experiencing job growth and increase in population, creating significant challenges for the state in the coming years. Those challenges are summed up into the three buckets of congestion, delivery, and workforce. There are two different possible solutions that are being considered to help with new roadways to serve the increasing growth in Tennessee, including a growing reliance on the use of tollways to serve the most densely populated cities in the state. Ms. Maragnano stated that there will be a meeting held Monday, January 23, 2023, to further discuss these projects.

Under “New Business” Ms. Maragnano stated that there will be a Compensation Committee Meeting on February 16, 2023, at 9:15 a.m.

Ms. Maragnano next reminded everyone about CARTA’s 50th Anniversary and Awards Banquet on January 29, 2023, at the Westin from 4:00 p.m. to 6:00 p.m.

There being no further business, a motion was made to adjourn, and the meeting was adjourned.

MINUTES OF THE BOARD OF DIRECTORS MEETING OF
THE CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY

AND

THE CHATTANOOGA PARKING AUTHORITY

February 16, 2023

The regular meeting of the Board of Directors of the Chattanooga Area Regional Transportation Authority (CARTA) and the Chattanooga Parking Authority was held Thursday, February 16, 2023, at 10:00 a.m., at the CARTA Board Building, 1617 Wilcox Blvd. Chattanooga, TN 37406 and was held in accordance with Section 4, Paragraphs 1 and 2 of the ordinances creating the Authority and pursuant to the notice advertised in the Chattanooga Times Free Press on February 5, 2023. The following Board members were in attendance and constituted a quorum: Johan de Nysschen, Patricia McKoy, Treasurer; LeAndrea Sanderfur, Jenny Park, Stephen Culp, Corey Evatt, Charita Allen, Evann Freeman, Bill Nye and Arcie Reeves. The following persons were also in attendance: Lisa Maragnano, Executive Director; Jeff Smith, Chief Operating Officer; Sonja Sparks, Chief Financial Officer; Philip Pugliese, Transportation System Planner; Savannah Ward, Community Outreach Coordinator; Allen McCallie, Legal Counsel, Miller & Martin; Rachael Ruiz, Legal Counsel, Miller & Martin; Starla Reidel, Payroll & A/R Administrator; and various media and guests.

In view of the simultaneous ending of the terms of Board service for seven (7) prior Board members and with the attendance at their first meeting by seven of the eight new City appointees (with new member Daniella Peterson unable to attend), Mr. McCallie as General Counsel called the meeting to order and declared a quorum present, and called upon Ms. McKoy to give the invocation.

Mr. McCallie then asked the newest board members to briefly introduce themselves, including Johan de Nysschen, Stephen Culp, Corey Evatt, Charita Allen, Evann Freeman, Bill Nye and Arcie Reeves, as well as reappointed members LeAndrea Sanderfur and continuing members Jenny Parks and Patricia McKoy. Each of the new appointees then took the CARTA Oath of Office and were sworn in, and then each gave a brief personal biography.

Mr. McCallie then recommended that if the members were prepared to do so, the Board should vote on electing a Chairman, Vice Chairman, and Secretary (with Ms. McKoy already presently serving as Treasurer). Mr. Culp then nominated Mr. Nysschen as Chairman. Mr. McCallie asked if there were any additional comments or questions; Ms. Park asked Mr. Nysschen why he was interested in the position as Chairman of the Board of Directors. Mr. Nysschen stated that with his past leadership roles and experience in the transportation industry and particularly with Volkswagen, he feels he can make a big contribution to the growth and direction of CARTA's future, especially as workforce needs and autonomous transportation options begin to converge. Mr. Freeman affirmed Mr. Culp's motion, seconded by Ms. Allen, to elect Mr. Johan de Nysschen as Chairman. The motion was approved, with Ms. Parks abstaining.

Next Mr. Corey Evatt made a motion to nominate Mr. Evann Freeman as Vice Chairman, seconded by Ms. Arcie Reeves. Ms. McKoy then nominated Ms. Parks as Vice Chairman. Mr. McCallie noted that a motion to elect Mr. Freeman was already on the floor, and the Board could choose to move ahead to vote on the first motion and then consider the further motion from Ms. McKoy. Alternatively, Ms. Parks and Ms. McKoy then requested time to have an opportunity to talk about the board leadership more holistically, after a better chance for all members to become acquainted with one another. After further discussion, Mr. McCallie suggested that if Mr. Evatt and Ms. McKoy would agree to withdraw their respective motions

to elect a Vice Chairman, the board could defer the votes for Vice Chairman and Secretary until after the board orientation session at the next board meeting on Thursday, March 16, 2023. Mr. Evatt and Ms. McKoy then both withdrew their nominations for Vice Chairman.

Mr. McCallie then asked if the Board members were prepared to vote on Ms. McKoy remaining as the Treasurer of the Board. A motion was made by Ms. Parks, seconded by Ms. Reeves, and followed by a vote to accept Ms. McKoy's continuing service as the Treasurer. The motion was unanimously approved.

Mr. McCallie then turned the meeting over to Mr. Nysschen as the new Chairman, and Mr. Nysschen asked Mr. McCallie to continue to assist with the presentation of the remaining business items scheduled for discussion. Mr. McCallie then called on Ms. Sparks to present the Financial Reports for January 2023. Ms. Sparks noted that Transit revenues were under budget by \$589 in advertising revenue, but expenses were under by \$92,777 due to a favorable wage and benefit variance of \$57,002. This large wage variance arises because CARTA prepares its budget based on the desired full staffing, but due to the ongoing vacancies, wage expense remains under budget. Maintenance expenses were under budget by \$20,237 and software maintenance was under budget by \$22,149 due to the timing of annual purchases, resulting in a monthly favorable variance in Transit net income of \$92,188.

Shuttle revenue was under budget \$22,759 due to decreases in parking garage revenue at the North and South garages; Shuttle expenses were under budget \$59,309, due to the same type of variance in wages and benefits of \$31,576, as well as \$23,237 in professional services for parking management and \$5,512 in maintenance expenses. The net income over-budget variance for the month was \$36,550.

Incline revenues were under budget \$463 due to a slight decrease in advertising revenue. Incline expenses were under budget by \$20,393 due to a variance in wages of \$2,335

and professional services of \$18,038. The net income favorable variance for the month was \$19,930.

Care-A-Van revenue was under budget \$1,729 due to a slight decrease in advertising revenue and passenger revenue. Although ridership was up, we budgeted \$1,021 more than the actual revenue for the month. Expenses were over-budget \$8,124 due to a variance in wages and benefits of \$24,340, with offsetting variances in professional services of \$5,969 for a reduction in cleaning expenses from the move out of the Ray Evans Transit Center building, and maintenance and materials of \$7,000. The net income negative variance was \$9,853 for the month.

Parking Revenue was under budget by \$9,120 due to a decrease in revenue from enforcement (payment of tickets) and from parking lot collections of \$19,976, and this was offset by over-budget meter revenue of \$10,225. Parking expense was under budget by \$28,640 due to decreases in meter management expenses in the amount of \$27,854. January was only the second month with PCI serving as CARTA's new parking management company, and CARTA reduced expenses to offset some of the startup expense from the prior month, such as employee health insurance that required two months initially. The transition of the ticket lookup system also created reduced expenses during the month of January, which will be recognized in subsequent months. The net variance for parking was negative \$19,520 as compared to the January budget.

Overall, for the month CARTA experienced a net positive variance of \$158,335.

Discussion occurred next regarding the reasons underlying the move of the Care-A-Van department out of the Ray Evans Transit Center on 11th Street to CARTA's facilities at 1617 Wilcox Blvd., thus at least temporarily ending CARTA's usage of that building. Ms. Maragnano explained the concerns with increasing issues with staff safety and security, as

that area has become the largest gathering place for Chattanooga's homeless community because of nearby social services. Mr. McCallie also reviewed the history of the purchase of that building from SETHRA, as well as the potential for other uses and the possible transfer or sale of the building to another interested entity.

In response to questions about CARTA's electric vehicle (EV) charging stations and solar charging panels, Ms. Maragnano and Mr. Pugliese explained the history and the current status of the charging stations. The initial installation of the chargers was for a Car Share pilot project initiated and funded by TVA through CARTA as an outgrowth of a TVA settlement of a clean air enforcement action. The charging locations at Southern Adventist University, the Chattanooga Airport, and CARTA's Wilcox facility are solar powered, or at least solar-supplemented, but the revenue generated is normal, and primarily helps cover the maintenance costs of the chargers. CARTA is in the process of working with EPB to have it take over those charging stations.

From the breakout detail of the Parking Reports, Ms. Sparks noted that the combined parking meter and enforcement collections reflected a net positive revenue of \$94,649. Net meters and net shuttle revenues together reflected a net positive of \$56,992, and total net parking revenue for the month (including surface lot and garage revenues and expenses) reflected a positive net revenue of \$175,014.

Mr. McCallie next called on Ms. Maragnano to present the Statistical Report. On a year-to-year comparison for January, Transit ridership was up 11.4%; Shuttle ridership was up 34.6%; Incline ridership was up 53.3%; and Care-A-Van ridership was up 9.1%, with zero (0) turndowns. North Shore Shuttle ridership was up 18.6%; the number of bicycles carried was down 4.3%; and the number of wheelchairs carried was up 19.5%. Regarding Preventable Accidents for the month, Transit, Care-A-Van, and Shuttle had zero (0).

Mr. McCallie asked if there were any additional comments or questions regarding the Financial and Statistical Report. There being none, a motion was made by Mr. Nysschen, seconded by Ms. Parks, followed by a vote to accept the Financial and Statistical Report as information. The motion was unanimously approved.

Mr. McCallie next called on Mr. Smith to give a staffing update. Mr. Smith reported that in calendar year 2022, for hiring fixed-route drivers CARTA had reached out to one hundred thirty-seven (137) candidates; interviewed seventy (70) applicants; and hired twenty-six (26) drivers from this group, yet the driver shortage continues. Since the last board meeting CARTA has operated sixty-four (64) runs daily on fixed routes; to staff these runs CARTA currently has eighty-one (81) full-time fixed- route drivers, and one (1) part-time driver. CARTA currently has six (6) full-time drivers out on leave and four (4) drivers in training. CARTA has lost one (1) full-time fixed route driver this month. Mr. Smith pointed out the ongoing high level of attrition with these new drivers, many of whom opt for jobs which are not as demanding. Mr. Smith also pointed out that under CARTA's "job assignment" hierarchy, the most-demanding and/or least desirable assignments often fall to those who are the lowest in seniority, which adds to the difficulty in retaining new hires. Mr. Smith confirmed that driver retention amongst long-standing employees is excellent; the difficult task has been to find, train, and keep new drivers.

Under "New Business", Ms. Maragnano gave all the new board members a packet to complete and return to her, including reviewing and signing the Code of Ethics and Nepotism policy; personal information sheet; and W-9 form. She also reminded the board that a full morning of Board orientation is scheduled to start on March 16, 2023, at 9:00 a.m.

Mr. Nysschen asked the board members if there are any further items for discussion. Mr. Nye asked Ms. Maragnano for an update how many of the ten (10) new buses CARTA

received at the beginning of the year are now on the road. Ms. Maragnano stated that all new buses must go through several steps and inspections before they are allowed to be placed into service. Mr. Ronnie Hendrix, Director of Maintenance and Facilities, stated that most of the new buses still are having equipment installed. The fareboxes are on backorder and CARTA is working with GFI on getting the new fareboxes. A new bus cannot be rolled out until a farebox is installed, but the new fareboxes have not been delivered.

There being no further business, a motion was made to adjourn, and the meeting was adjourned.