



**CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY
& THE CHATTANOOGA PARKING AUTHORITY**

BOARD MEETING AGENDA

August 27, 2026, 10:00 AM ET

1. **Call to Order**
2. **Quorum Call**
3. **Moment of Silence & Pledge of Allegiance**
4. **Public Comment**
5. **Recognitions:** Linda Bullard
6. **Presentation:**
 - A. Bus Stop Guidelines: Doug Carlson / Kevin Tilbury (Kimley-Horn)
7. **Consent Agenda**
 - A. Adoption of Minutes (June 18, 2026): Brandon Meredith [PAGE 2](#)
 - B. Adoption of Minutes (August 6, 2026): Brandon Meredith [PAGE 10](#)
 - C. Statistical Report: Daniel Dufour [PAGE 13](#)
8. **Action Items:**
 - A. Preliminary June 2026 Financial Report: Melanie Jones [PAGE 17](#)
 - B. Procurement Report: Annie Powell [PAGE 20](#)
 - C. Bus Stop Guidelines: Doug Carlson [PAGE 24](#)
 - D. Bus Bench Contract: Doug Carlson [PAGE 27](#)
9. **New Business**
10. **Old Business**
11. **Adjournment**

NEXT MEETING: October 15, 2026, 10:00 AM ET

TO: CARTA Board of Directors
FROM: Brandon Meredith | Director of Communications
DATE: August 27, 2026
SUBJECT: June 18, 2026, Approval of Board Meeting Minutes
TYPE: Action Item

1. PURPOSE

The purpose of this memorandum is to request Board approval of the minutes from the June 18, 2026 meeting of the CARTA Board of Directors.

2. BACKGROUND

The minutes from the June 18, 2026 meeting of the CARTA Board of Directors were compiled and circulated to Board members on June 15, 2026 for review. Approval of the minutes will confirm their accuracy and establish them as the official record of the meeting pursuant to Article V, Section 7 of CARTA's By-Laws.

3. ANALYSIS

Board meeting minutes serve as the official record of actions taken by the CARTA Board of Directors. The minutes document motions, votes, and discussions that occurred during the meeting and are maintained in accordance with CARTA's governance and recordkeeping practices. Board members have been provided an opportunity to review the minutes in advance of the meeting and may propose amendments prior to final approval.

4. FINANCIAL IMPACT

There is no financial impact associated with this item.

5. PROCUREMENT OVERVIEW

This item does not involve procurement activity.

6. WHY IT MATTERS

Approval of this item will confirm the accuracy of the official record of the June 18, 2026 CARTA Board of Directors meeting and ensure compliance with CARTA's By-Laws governing the documentation and approval of Board proceedings.

7. BOARD ACTION

Board Action Requested:

Approval of the June 18, 2026, CARTA Board of Directors meeting minutes as presented, subject to any amendments approved by the Board

ATTACHMENTS

June 18, 2026, Meeting Minutes

MINUTES OF THE BOARD OF DIRECTORS MEETING OF
THE CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY
AND
THE CHATTANOOGA PARKING AUTHORITY
June 18, 2026

The regular meeting of the Board of Directors of the Chattanooga Area Regional Transportation Authority (“CARTA”) and the Chattanooga Parking Authority was held Thursday, June 18, 2026, starting at 10:00 a.m., at the Board Building, 1617B Wilcox Blvd., Chattanooga, TN 37406. The meeting was held in accordance with Section 4, Paragraphs 1 and 2 of the ordinances creating the Authority and pursuant to the notice posted on the CARTA website on August 01, 2025, and in the Chattanooga Times Free Press on June 07, 2026. The following Board members were in attendance and constituted a quorum: Johan de Nysschen, Charita Allen, Treasurer; Arcie D. Reeves, Secretary; Stephen Culp, Corey Evatt, Daniela Peterson, Bill Nye, and LeAndrea Sanderfur. The following people were also in attendance: Charles Frazier, Chief Executive Officer; Melanie Jones, Chief Financial Officer; Scott Wilson, Chief of Staff; Rachael Ruiz, Legal Counsel, Miller & Martin; and various media and guests. Mr. de Nysschen called the meeting to order and declared a quorum present.

Mr. de Nysschen opened the meeting with a moment of silent reflection followed by the Pledge of Allegiance. Mr. de Nysschen next opened the meeting for public comments or questions. There were none.

Mr. de Nysschen called on Ms. Bullard to present the June 2026 Ambassador Award. Ms. Bullard recognized Rosa Jammeh, CARTA Fixed Route driver. Ms. Jammeh was recognized for her professionalism when she assisted an elderly passenger who had accidentally passed a location where

he needed to conduct very important business. Ms. Jammeh reviewed the paperwork he was carrying and ensured he was able to arrive at the correct location. The passenger later shared his experience on social media. He expressed gratitude for her willingness to help him when he needed it the most. Ms. Jammeh's actions that day represented the heart of public service, seeing someone in need, choosing compassion, and making a difference in their day.

Mr. de Nysschen called on Mr. Frazier to provide a CEO update. Mr. Frazier introduced Nicole Gaines as CARTA's new Director of Human Resources advising that Ms. Gaines has thirty-five (35) years of experience across multiple sectors, including government, nonprofit, corporate, and higher education.

Mr. Frazier reported that the Incline Railway team had completed brush fire training in partnership with the Chattanooga Fire Department. In addition, a tree trimming and brush clearing company has been scheduled to complete quarterly brush maintenance and access to the area has been granted by the National Park Service. The Connect the Corridor open house will take place on June 24, 2026, at the Chris Ramsey Senior Community Center. Lastly, Mr. Frazier reported that CARTA has been awarded a one hundred thousand dollar (\$100,000.00) grant from the Lynnhurst Foundation for the Open Sky at 3rd project. This project will feature local artists, highlight CARTA's first hour free parking initiative, increase ridership on the downtown shuttle network, and provide local community engagement opportunities.

Under "Consent Agenda" Mr. de Nysschen stated that all members had received a copy of the June 18, 2026, Board packet containing the May 21, 2026, board meeting minutes and the statistical report for review. Mr. de Nysschen asked if there were any questions, corrections, or comments on any items listed under consent agenda. There being none, a motion was made by Mr. Nye and

seconded by Ms. Allen, followed by a vote to approve. The motion to approve the consent agenda items was unanimously approved.

Under “Action Items” Mr. de Nysschen requested the Final FY2027 Capital and Operating Budgets be presented to the board. Mr. Frazier advised that the FY2027 capital budget was customer-focused and included customer-focused investments that will improve reliability, accessibility, comfort, and the overall rider experience. The investments are in vehicle replacements, bus stop improvements, real-time information systems, shelter and passenger amenities and parking facilities upgrades.

Mr. Frazier further advised that the FY2027 operating budget is focused on balancing cost pressures with strategic investments, new resources, and financial discipline to deliver reliable service and future value. Cost pressures included fuel costs, health insurance, pension contributions and Incline legal costs. Financial sustainability and investments included parking rate adjustments, CARTA GO fare adjustments, technology and process improvements, new information technology positions and building CARTA’s first operating reserve fund.

Mr. Frazier called on Ms. Powell to present the final FY2027 capital budget. Ms. Powell advised that the FY2027 capital budget consisted of thirty million nine hundred two thousand five hundred twelve dollars (\$30,902,512.00) of funded capital projects and nineteen million six hundred eighty-five thousand three hundred one dollars (\$19,685,301.00) in unfunded capital projects. The top ten (10) items included fixed route, CARE-A-VAN and CARTA GO vehicle replacements, shuttle vehicle expansion, fare technology replacement, transit-oriented development planning project, preliminary engineering for a mobility and innovation center, driver barriers, an event triggered camera system, the board building HVAC replacement, and mobility hubs design work.

Mr. de Nysschen asked if there were any questions regarding the FY2027 capital budget. There being none, a motion was made by Mr. Culp and seconded by Mr. Evatt followed by a vote to approve. The motion was unanimously approved.

Mr. de Nysschen called on Ms. Jones to present the FY2027 operating budget. Ms. Jones advised that the proposed budget was thirty-four million eighty thousand eight hundred dollars (\$34,080,800.00). Funding sources included federal, state, and local operating assistance, passenger revenue, parking revenue, and additional operational income sources.

Sixty-seven percent (67%) of total operating expenses in the operating budget were related to employees and employee-focused activities. Those items included three (3) new information technology positions, a not-to-exceed three percent (3%) raise effective January 2027, a one percent (1%) pension contribution increase, and a nine and one-fifth percent (9.2%) health insurance increase.

Total revenue from federal, state, and local grants was nineteen million three hundred seventy-four thousand eight hundred fifty-two dollars (\$19,374,852.00). Net parking revenue was five million two hundred seventy-five thousand three hundred fifteen dollars (\$5,275,315.00) with a two dollar (\$2.00) per hour rate for all on-street parking zones. Total CARTA GO revenue was one hundred forty-eight thousand three hundred sixty-three dollars (\$148,363.00) with a three dollar (\$3.00) one-way fare. CARTA GO will roll out bulk ride passes that include fixed route free fare and special fare ID at a fifty percent (50%) discount. Total Incline Railway revenue was five million five thousand four hundred ninety-eight dollars (\$5,005,498.00). Convenience fees will be added for ticket purchases paid for with credit cards, which are currently covered by CARTA.

Mr. de Nysschen asked if there were any questions regarding the FY2027 Capital and Operating budget approval requests. There being none, a motion was made by Mr. Nye and seconded by Ms. Allen followed by a vote to approve. The motion was approved, Ms. Sanderfur abstained.

Mr. de Nysschen called on Ms. Jones to present the May 2026 Financial Report. Ms. Jones reported that CARTA received anticipated trailing grant funding for transit operations in May that helped support the positive overall performance in transit operations. CARTA posted an operating profit of one hundred four thousand dollars (\$104,000.00) and a year-to-date loss of one hundred forty-two thousand dollars (\$142,000.00). This was an improvement in the year-to-date performance from May in the amount of two hundred forty-six thousand dollars (\$246,000.00). The primary areas that impacted results were the strong performance of the Incline and positive fixed route performance. Ms. Jones expects a break-even performance for FY2026.

Mr. de Nysschen asked if there were any comments or questions regarding the May 2026 financial report. There being none, a motion was made by Ms. Allen and seconded by Mr. Evatt followed by a vote to approve. The motion was unanimously approved.

Mr. de Nysschen called on Ms. Powell to present the procurement report. Ms. Powell advised that staff recommended that the Board approve the monthly procurement report. New procurements of over fifty thousand dollars (\$50,000.00) included an agreement with Walden Security services for a five (5) year not to exceed four hundred ninety-five thousand dollars (\$495,000.00) for armed and unarmed security services, and to enter into an agreement to purchase for up to six (6) Ford Transit 350 vehicles not to exceed seven hundred twenty thousand dollars (\$720,000.00) for temporary use on the shuttle route until funding for electric shuttles is secured. Once electric shuttles are purchased, the vehicles will be transitioned to CARTA's on-demand fleet.

Sole source procurements included a one year one hundred ninety-five thousand six hundred twenty-eight-dollar (\$195,628.00) agreement with Clever Devices for hardware maintenance on all onboard intelligent transportation systems equipment and software maintenance for seven (7) software products that assist in real-time management of the fixed route and shuttle bus fleets. Also

included were professional services to deploy and administer database updates for schedule changes up to three (3) times per year.

Emergency procurements were for the provision of up to five (5) temporary employees through Personnel Staffing and Reinert Group for the Incline Railway during the summer months due to longer service hours. The Personnel Staffing agreement was for a not-to-exceed amount of fifteen thousand five hundred dollars (\$15,500.00) and the Reinert Group agreement was for a not-to-exceed amount of eighty-thousand dollars (\$80,000.00).

Mr. de Nysschen asked if there were any questions regarding the procurement report. There being none, a motion was made by Ms. Reeves and seconded by Ms. Peterson followed by a vote to approve. The motion was unanimously approved.

Mr. de Nysschen asked if there were any other business items that need to be addressed. There being none, a motion was made to adjourn to executive session.

CARTA BOARD OF DIRECTORS ATTENDANCE

Nov-25		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	YES
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	YES
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	YES
LeAndrea Sanderfur	Director	NO

Dec-25		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	NO
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	YES
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	NO
LeAndrea Sanderfur	Director	YES

Jan-26		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	YES
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	NO
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	NO
LeAndrea Sanderfur	Director	YES

FEBRUARY NO MEETING

Mar-26		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	YES
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	YES
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	YES
LeAndrea Sanderfur	Director	YES

APRIL NO MEETING

May-26		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	NO
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	NO
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	YES
LeAndrea Sanderfur	Director	YES

Jun-26		Present
Johan de Nysschen	Chairman	YES
Evann Freeman	Vice Chair	NO
Charita Allen	Treasurer	YES
Arcie D. Reeves	Secretary	YES
Stephen Culp	Director	YES
Corey Evatt	Director	YES
Bill Nye	Director	YES
Daniela Peterson	Director	YES
LeAndrea Sanderfur	Director	YES

JULY NO MEETING

Aug-26		Present
Johan de Nysschen	Chairman	
Evann Freeman	Vice Chair	
Charita Allen	Treasurer	
Arcie D. Reeves	Secretary	
Stephen Culp	Director	
Corey Evatt	Director	
Bill Nye	Director	
Daniela Peterson	Director	
LeAndrea Sanderfur	Director	

SEPTEMBER NO MEETING

Oct-26		Present
Johan de Nysschen	Chairman	
Evann Freeman	Vice Chair	
Charita Allen	Treasurer	
Arcie D. Reeves	Secretary	
Stephen Culp	Director	
Corey Evatt	Director	
Bill Nye	Director	

NOVEMBER NO MEETING

Dec-26		Present
Johan de Nysschen	Chairman	
Evann Freeman	Vice Chair	
Charita Allen	Treasurer	
Arcie D. Reeves	Secretary	
Stephen Culp	Director	
Corey Evatt	Director	
Bill Nye	Director	
Daniela Peterson	Director	
LeAndrea Sanderfur	Director	

TO: CARTA Board of Directors
FROM: Brandon Meredith | Director of Communications
DATE: August 27, 2026
SUBJECT: August 6, Approval of Executive Committee Meeting Minutes
TYPE: Action Item

1. PURPOSE

The purpose of this memorandum is to request Board approval of the minutes from the August 6, 2026 meeting of the CARTA Executive Committee.

2. BACKGROUND

The minutes from the August 6, 2026 meeting of the CARTA Executive Committee were compiled and circulated to Board members on July 31, 2026 for review. Approval of the minutes will confirm their accuracy and establish them as the official record of the meeting pursuant to Article V, Section 7 of CARTA's By-Laws.

3. ANALYSIS

Board Executive Committee meeting minutes serve as the official record of actions taken by the CARTA Executive Committee. The minutes document motions, votes, and discussions that occurred during the meeting and are maintained in accordance with CARTA's governance and recordkeeping practices. Executive Committee members have been provided an opportunity to review the minutes in advance of the meeting and may propose amendments prior to final approval.

4. FINANCIAL IMPACT

There is no financial impact associated with this item.

5. PROCUREMENT OVERVIEW

This item does not involve procurement activity.

6. WHY IT MATTERS

Approval of this item will confirm the accuracy of the official record of the August 6, 2026 CARTA Executive Committee meeting and ensure compliance with CARTA's By-Laws governing the documentation and approval of Board proceedings.

7. BOARD ACTION

Board Action Requested:

Approval of the August 6, 2026, CARTA Executive Committee meeting minutes as presented, subject to any amendments approved by the Board.

ATTACHMENTS

August 6, 2026, Meeting Minutes

MINUTES OF THE BOARD OF DIRECTORS CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY

August 27, 2026

Directors Present: Director Culp, Director Evatt, Treasurer Allen, Secretary Reeves, Vice Chair Freeman, Director Nye

Directors Absent: Director Peterson, Director Sanderfur

Also Present (Non-Voting): Chairman de Nysschen appeared via video conference. Consistent with CARTA's policy that remote participation does not permit voting, Chairman de Nysschen was not eligible to vote on matters before the Board.

A quorum of the Board being present, the meeting proceeded to consider the following item.

AGENDA ITEM 8 — INTERLOCAL AGREEMENT WITH THE TOWN OF LOOKOUT MOUNTAIN

The Board convened in executive session to consider Agenda Item 8, presented by Charles D. Frazier, Chief Executive Officer, regarding approval of an Interlocal Agreement between CARTA and the Town of Lookout Mountain, Tennessee, establishing a long-term framework for public safety funding and confirming future operating conditions for the Incline Railway.

Mr. Frazier summarized the background of the item, noting that the Town had considered an ordinance imposing a per-passenger fee, reporting requirements, operating hour restrictions, and daily ridership limitations on the Incline. Rather than pursue litigation, CARTA and the Town negotiated a collaborative agreement establishing an initial six-year term, with automatic six-year renewals absent termination by either party.

Mr. Frazier reviewed the key provisions of the proposed Interlocal Agreement, including:

- Establishment of a tiered Public Safety Fee based on annual Incline ridership, to support the Town's fire, police, emergency medical, dispatch, and related public safety services;
- The Town's agreement not to proceed with the proposed ordinance or impose additional inconsistent operational restrictions during the term of the Agreement;
- Confirmation of current Incline operating hours and a maximum daily ridership cap of 2,000 passengers;
- Continued payment by CARTA of the existing Privilege Tax authorized under Tennessee law;

- CARTA's commitment to provide twelve resident passes for checkout, maintain physical ticket sales at the Upper Station on par with the Lower Station, and enhance visitor messaging regarding the surrounding residential neighborhood;
- A collaborative framework for evaluating future commercial uses of the Upper Station; and
- A mutual commitment to cooperate on future grant opportunities and infrastructure improvements.

Following discussion, Director Culp made a motion to approve the Interlocal Agreement between CARTA and the Town of Lookout Mountain, Tennessee, Regarding Public Safety and Future Operations of the Incline Railway, and to authorize the CEO to execute the Agreement on behalf of CARTA. The motion was seconded by Vice Chair Freeman.

Vote: The motion passed unanimously among the eligible voting directors present: Director Culp, Director Evatt, Treasurer Allen, Secretary Reeves, Vice Chair Freeman, and Director Nye.

The Board thereupon returned to open session, and this action was reported as required by law.

TO: CARTA Board of Directors
FROM: Daniel Dufour, CIO
DATE: August 20, 2026
SUBJECT: Statistical Report
TYPE: Information on Statistical Report

1. PURPOSE

This memo is being presented to inform the board of important trends in ridership and performance data as it pertains to CARTA.

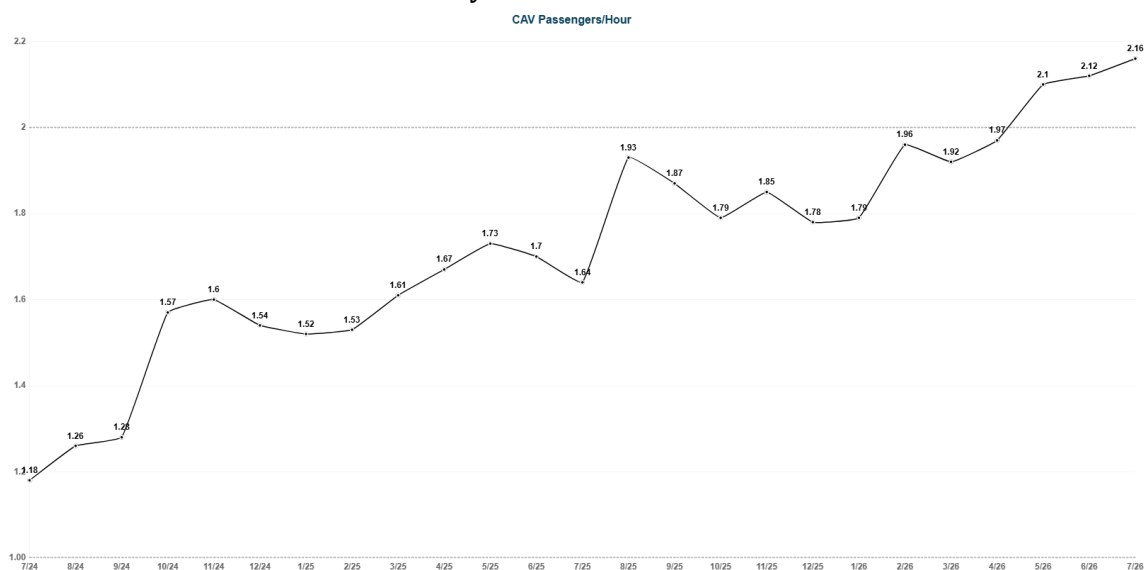
2. BACKGROUND

In preparation for every board of directors meeting, CARTA compiles data across its range of services on ridership and costs for the previous month.

3. ANALYSIS

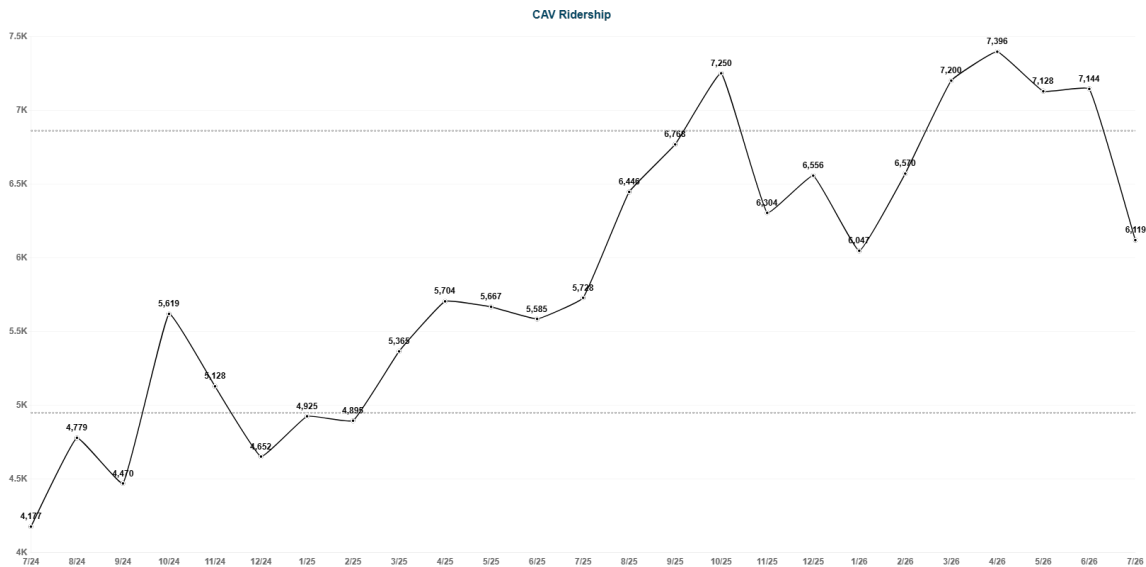
Reviewing the data, there are three main statistical takeaways for July 2026: (1) Care-a-Van (CAV) achieved its highest passengers per hour for the fourth month in a row, increasing by 46% over the last two years, (2) Incline ridership continues increasing year-over-year since re-opening in July 2025, (3) overall system-wide ridership increased by 11% year-over-year.

With record-breaking ridership, CAV continues to focus on balancing service quality and managing overtime. CAV served 2.16 passengers per hour in July 2026, which is an 83% increase over the last two years.

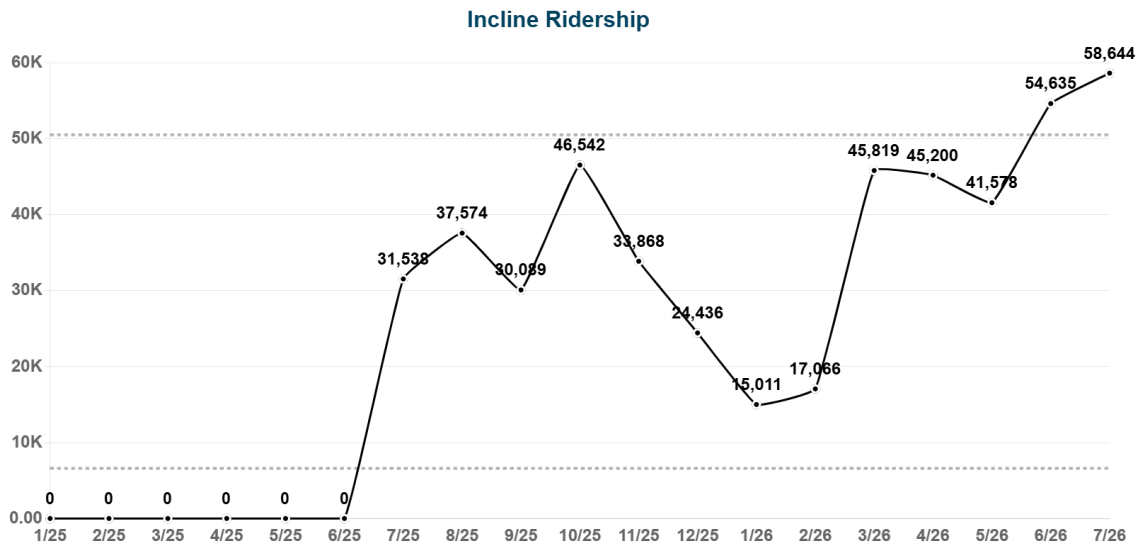


CAV passengers per hour is calculated by dividing the number of passengers by revenue hours. CAV served 6,119 passengers in July 2026, which is the highest

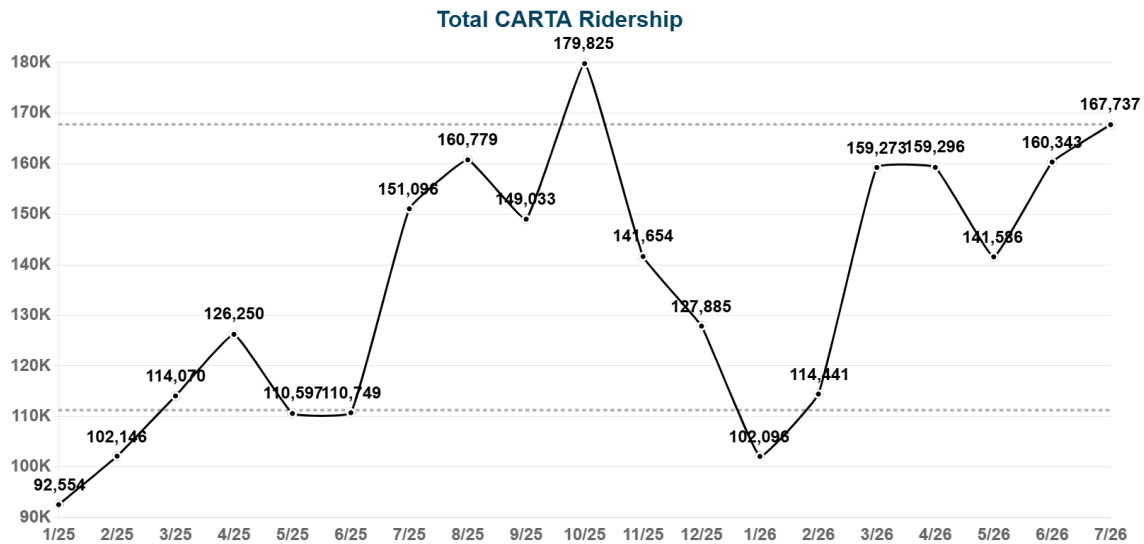
number of passengers served in the month of July in CAV history. This is also a 46% increase over the last two years.



Incline ridership continues its upward trend in ridership. Incline ridership increased by 27,106 from 31,538 in July 2025 to 58,644 in July 2026, representing an 85% year-over-year increase.



CARTA system-wide ridership increased by 16,641 from 151,096 in July 2025 to 167,737 in July 2026, representing an 11% year-over-year increase.



4. FINANCIAL IMPACT

There is no financial impact associated with this item.

5. PROCUREMENT OVERVIEW

This item does not involve procurement activity.

6. WHY IT MATTERS

Improvement in the service quality of Care-a-Van (CAV) trips led to increased demand for CAV trips. CARTA has implemented several pragmatic steps to maintain service quality and balance this increased demand with capacity. Starting August 23, 2026, CAV driver shifts will move to 5 8-hour days from 4 10-hour days, which ensures a smoother transition between shifts and better coverage throughout the day. CARTA hired an additional CAV driver and is in the process of hiring more.

7. BOARD ACTION

Informational Item – No Board Action Required

ATTACHMENTS

7C.1 - Statistical Report Ridership.xlsx

7C.2 - Statistical Report Ridership.pdf

Statistic	1 Standard Deviation below Mean	1 Standard Deviation above Mean	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26
TRANSIT																											
Transit Ridership	72319.00	88809.00	83082.00	86162.00	82641.00	92096.00	79775.00	70349.00	70317.00	76260.00	82365.00	87605.00	80886.00	80556.00	85174.00	91108.00	89587.00	100,537	83,116	76,959	65,964	73,068	81,020	81,316	72,769	76,915	76,973
Transit Weekday Average - with Mocs	2947.00	3522.00	3242.00	3293.00	3535.00	3479.00	3311.00	2833.00	2817.00	3272.00	3265.00	3490.00	3056.00	3232.00	3353.00	3561.00	3694.00	3,773	3,565	2,987	2,601	3,157	3,171	3,225	2,978	3,006	2,968
Transit Weekday Average - without Mocs	2863.00	3364.00	3242.00	3164.00	3186.00	3205.00	3087.00	2789.00	2645.00	3051.00	3100.00	3331.00	3056.00	3232.00	3353.00	3517.00	3422.00	3,570	3,348	2,970	2,476	2,978	3,051	3,105	2,877	3,006	2,968
Transit Saturday Average	1840.00	2258.00	2124.00	2154.00	1990.00	2220.00	2079.00	1818.00	1495.00	2012.00	2053.00	2201.00	2145.00	2121.00	2090.00	2374.00	2179.00	2,483	2,271	2,033	1,616	1,957	1,922	2,015	1,949	1,990	1,944
Transit Sunday Average	662.00	840.00	816.00	737.00	795.00	799.00	789.00	717.00	588.00	691.00	708.00	676.00	733.00	842.00	762.00	892.00	827.00	958	805	777	757	524	712	768	688	704	719
Transit Miles	149400.00	166845.00	155741.00	163497.00	151310.00	167126.00	152652.00	148063.00	158654.00	147874.00	158427.00	159747.00	167157.00	157835.00	165811.00	165835.00	163624.00	176,291	152,602	N/A	N/A	N/A	163,190	N/A	N/A	143,801	143,209
Transit Passengers/Mile	0.00	1.00	0.53	0.53	0.55	0.55	0.52	0.48	0.44	0.52	0.52	0.55	0.48	0.51	0.51	0.55	0.55	0.57	0.54	N/A	N/A	N/A	0.5 N/A	N/A	N/A	0.53	0.54
Transit Accidents	0.00	4.00	2.00	1.00	5.00	2.00	2.00	1.00	1.00	0.00	2.00	1.00	3.00	5.00	1.00	4.00	3.00	6	0	2	0	1	1	2	3	1	1
Transit Operating Cost/Rider	10.00	12.00	11.35	9.56	9.97	9.23	10.31	12.40	12.41	11.34	10.50	9.52	10.18	N/A	10.96	11.54	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

SHUTTLE																											
Shuttle Ridership	19601.00	28375.00	30157.00	28599.00	26164.00	29313.00	25438.00	21914.00	17312.00	20991.00	26340.00	32941.00	24044.00	24608.00	28656.00	25,651	22,589	25,496	18,366	19,934	15,074	17,737	25,234	25,384	20,111	21,649	26,001
Shuttle Weekday Average	686.00	968.00	1014.00	971.00	906.00	956.00	917.00	775.00	607.00	797.00	912.00	1194.00	806.00	872.00	952.00	830	743	816	647	687	570	708	865	889	671	728	852
Shuttle Saturday Average	735.00	1100.00	1083.00	1080.00	953.00	1215.00	975.00	876.00	651.00	857.00	896.00	1198.00	832.00	851.00	1149.00	1,093	967	1,070	689	796	472	642	965	1,030	781	903	924
Shuttle Sunday Average	404.00	609.00	627.00	461.00	667.00	615.00	558.00	427.00	338.00	408.00	540.00	472.00	537.00	578.00	538.00	594	596	612	525	409	329	336	469	427	424	504	680
Shuttle Miles	15632.00	17885.00	18309.00	18073.00	16750.00	17834.00	16163.00	17123.00	16668.00	16186.00	17622.00	17780.00	15680.00	14107.00	14787.00	17,674	17,928	16,592	16,579	N/A	N/A	N/A	15,732	N/A	N/A	16,157	17,425
Shuttle Passengers/Mile	1.00	2.00	1.65	1.58	1.56	1.64	1.57	1.28	1.04	1.30	1.49	1.85	1.53	1.74	1.94	1.45	1.26	1.54	1.11	N/A	N/A	N/A	1.6	N/A	N/A	1.34	1.49
Shuttle Accidents	0.00	1.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	2.00	0.00	0	0	0	0	0	1	0	0	1	0	0
Shuttle Operating Cost/Rider*	3.00	4.00	3.43	2.41	2.63	2.48	2.85	3.36	4.25	3.44	2.74	2.52	3.30	N/A	3.06	3.64	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

INCLINE																											
Incline Ridership	6613.00	50506.00	72605.00	43569.00	32221.00	54736.00	26615.00	2252.00	0.00	0.00	0.00	0.00	0.00	0.00	31538.00	37,574	30,089	46,542	33,868	24,436	15,011	17,066	45,819	45,200	41,578	54,635	58,644
Incline Net Revenue/Passenger	-3.00	10.00	1.98	4.77	6.45	4.66	12.89	-9.21	N/A	N/A	N/A	N/A	N/A	N/A	0.00	5.85	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Incline Days Down	-2.00	23.00	0.00	0.00	2.00	0.00	13.00	25.00	31.00	28.00	31.00	30.00	31.00	30.00	13.00	0	4	4	5	5	8	3	0	0	0	0	0

CARE-A-VAN																											
CAV Ridership	4949.00	6861.00	4177.00	4779.00	4470.00	5619.00	5128.00	4652.00	4925.00	4895.00	5365.00	5704.00	5667.00	5585.00	5728.00	6,446	6,768	7,250	6,304	6,556	6,047	6,570	7,200	7,396	7,128	7,144	6,119
CAV Miles	47520.00	59441.00	49002.00	53103.00	49206.00	54830.00	68729.00	62535.00	65407.00	52360.00	45292.00	47324.00	47736.00	47495.00	49074.00	51,541	55,437	59,245	52,349	53,165	49,967	51,923	56,754	58,858	55,369	54559	45,753
CAV Turndowns	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0	0
CAV Accidents	0.00	1.00	0.00	1.00	1.00	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00	1.00	1.00	0	1	0	0	0	0	2	0	0	0	0	0
CAV Operating Cost/Rider*	43.00	54.00	59.84	47.67	50.96	42.24	46.28	55.09	52.04	50.38	45.96	42.07	42.00	**	48.07	48.59	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
CAV Passengers/Hour	1.00	2.00	1.18	1.26	1.28	1.57	1.60	1.54	1.52	1.53	1.61	1.67	1.73	1.70	1.64	1.93	1.87	1.79	1.85	1.78	1.79	1.96	1.92	1.97	2.10	2.12	2.16

TOTAL CARTA																											
Total CARTA Ridership	111278.00	167756.00	190021.00	163109.00	145496.00	181764.00	136956.00	99167.00	92554.00	102146.00	114070.00	126250.00	110597.00	110749.00	151096.00	160779.00	149033.00	179,825	141,654	127,885	102,096	114,441	159,273	159,296	141,586	160,343	167,737

* Notes to the Statistical Report:

North Shore Shuttle	1998.00	2905.00	3537.00	3304.00	2998.00	2649.00	2635.00	2385.00	2116.00	2532.00	2703.00	2714.00	2428.00	2137.00	2820.00	2307.00	2741.00	2,509	1,964	2,237	1,694	1,613	2,342	2,183	1,864	2,248	2,623
MOCS Express	353.00	4782.00	0.00	2854.00	6991.00	6302.00	4495.00	917.00	3794.00	4424.00	3462.00	3486.00	0.00	0.00	0.00	934.00	5707.00	4,658	4,114	379	2,763	3,579	2,642	2,845	43	0	0
Bicycles Carried	1308.00	1753.00	1740.00	1636.00	1519.00	1740.00	1407.00	1275.00	1121.00	1418.00	1269.00	1321.00	1354.00	1472.00	1421.00	1500.00	1532.00	1,941	1,685	1,481	1,159	1,426	1,874	1,847	1,692	1,790	1,641
Wheelchairs Carried	856.00	1251.00	1078.00	1241.00	1089.00	1229.00	1087.00	887.00	862.00	898.00	973.00	1168.00	1146.00	1184.00	1536.00	1442.00	1156.00	1,316	983	925	771	936	949	942	859	838	835
St.Elmo/Incline	1882.00	3022.00	3062.00	2962.00	2407.00	2920.00	2051.00	1966.00	2089.00	2282.00	2451.00	2300.00	3110.00	3264.00	3575.00	2687.00	2331.00	2,442	2,276	2,331	1,334	1,733	1,644	1,970	1,843	2,787	3,385

TO: CARTA Board of Directors
FROM: Melanie Jones, CFO
DATE: August 27, 2026
SUBJECT: Preliminary June 2026 Financials
TYPE: **Overview of June 2026 Financial Report**

1. PURPOSE

The Preliminary June 2026 Financial Report has been prepared for review and approval by the Board.

2. BACKGROUND

Each month, CARTA prepares financial performance reporting for the prior month's operational financial performance. This performance is prepared for each operating division and reflects prior month's activity. It also reflects the comparison of performance against the budget on a monthly and year-to-date basis.

3. ANALYSIS

In total, revenues and expenses were closely matched in June, with positive contributions from the Incline, Parking, and Fixed Route for the month. In our year-to-date activities, we are comparably positioned to our prior year performance year-to-date, with the largest impacts from Care-A-Van and Fixed Route. The Incline initially re-opened later than expected, and, separately, a budget amendment (discussed below) has not yet been reflected, but will be included in our year-end reporting.

4. FINANCIAL IMPACT

The financial impact is reflected on a monthly and year-to-date basis.

Funding sources include Federal, State, and Local grants, both operating and capital, as well as passenger and parking revenues.

For the month of June 2026, CARTA is reflecting an expected break-even performance, with Preliminary June operating profit of \$75,028, and a preliminary year-to-date impact of (\$67,027). This report includes strong Incline and Parking performance. We are completing the close of our year-end and anticipate that additional entries may be needed as we complete account reconciliations but believe will continue to demonstrate the alignment of our revenues and expenses for the full year.

The previously approved 2026 budget amendment will be reflected in our final year-end reporting, removing prior CARES and Incline insurance proceeds (which recognized in FY2025). We have made best efforts to ensure we have clear

operational reporting for June and year-to-date to ensure transparency in our overall operation and the ability to monitor these operational activities. As we are preparing for our year-end audit, we are completing all year-end reconciliations and any necessary adjustments to ensure complete clarity in the final reporting results. We are aware that the June numbers are preliminary, pending our final year-end reporting and audit.

5. PROCUREMENT OVERVIEW

Consideration for all items involving contracts, expenditures, amendments, or cooperative purchasing will be addressed in compliance with the existing policies.

6. WHY IT MATTERS

Financial responsibility

7. BOARD ACTION

Board Action Requested:

Staff recommends that the Board approve CARTA's financial report for the month ended June 30, 2026, and the fiscal year-to-date period then ended.



Chattanooga Area Regional Transportation Authority
CARTA
CARTA Board Income Statement by Department
Jun 2026 (Preliminary)

Financial Row	Actual (Jun 2026)	Budget (Jun 2026)	Variance	Actual YTD (Jul 2025 - Jun 2026)	Budget YTD (Jul 2025 - Jun 2026)	Variance YTD
Transit						
Revenue	\$1,569,417.02	\$1,444,956.50	\$124,460.52	\$19,151,387.21	\$17,339,477.98	\$1,811,909.23
Expenses	\$1,625,722.44	\$1,801,129.22	\$175,406.78	\$20,331,330.22	\$21,613,550.66	\$1,282,220.44
Transit Operating Income / Loss	(\$56,305.42)	(\$356,172.72)	\$299,867.30	(\$1,179,943.01)	(\$4,274,072.68)	\$3,094,129.67
Shuttle & Garage						
Revenue	\$168,411.80	\$189,059.78	(\$20,647.98)	\$2,069,923.63	\$2,268,717.36	(\$198,793.73)
Expenses	\$212,784.94	\$262,199.18	\$49,414.24	\$2,214,844.72	\$3,146,389.40	\$931,544.68
Shuttle & Garage Operating Income / Loss	(\$44,373.14)	(\$73,139.40)	\$28,766.26	(\$144,921.09)	(\$877,672.04)	\$732,750.95
Incline						
Revenue	\$582,764.20	\$719,127.53	(\$136,363.33)	\$4,438,811.00	\$8,629,530.36	(\$4,190,719.36)
Expenses	\$216,961.34	\$245,283.08	\$28,321.74	\$2,921,594.17	\$2,943,396.96	\$21,802.79
Incline Operating Income / Loss	\$365,802.86	\$473,844.45	(\$108,041.59)	\$1,517,216.83	\$5,686,133.40	(\$4,168,916.57)
Care A Van						
Revenue	\$56,540.00	\$112,652.03	(\$56,112.03)	\$1,259,404.68	\$1,351,824.36	(\$92,419.68)
Expense	\$380,793.32	\$363,462.94	(\$17,330.38)	\$4,234,240.53	\$4,361,555.28	\$127,314.75
Care A Van Operating Income / Loss	(\$324,253.32)	(\$250,810.91)	(\$73,442.41)	(\$2,974,835.85)	(\$3,009,730.92)	\$34,895.07
On Street Parking						
Revenue	\$776,507.72	\$434,730.50	\$341,777.22	\$5,995,431.77	\$5,216,766.00	\$778,665.77
Expense	\$642,350.55	\$228,459.08	(\$413,891.47)	\$3,279,975.53	\$2,741,508.96	(\$538,466.57)
On Street Parking Operating Income / Loss	\$134,157.17	\$206,271.42	(\$72,114.25)	\$2,715,456.24	\$2,475,257.04	\$240,199.20
CARTA Total						
Total Revenue	\$3,153,640.74	\$2,900,526.34	\$253,114.40	\$32,914,958.29	\$34,806,316.06	(\$1,891,357.77)
Total Expenditures	\$3,078,612.59	\$2,900,533.50	(\$178,079.09)	\$32,981,985.17	\$34,806,401.26	\$1,824,416.09
Total Operating Income / Loss	\$75,028.15	(\$7.16)	\$75,035.31	(\$67,026.88)	(\$85.20)	(\$66,941.68)

TO: CARTA Board of Directors
FROM: Annie Powell, Director of Procurement and Grants
DATE: August 27, 2026
SUBJECT: Procurement Report – August 2026
TYPE: Action Item

1. PURPOSE

The purpose of this memorandum is to request Board approval for several procurement-related actions, including approval of new procurements exceeding \$50,000; approval to utilize the Request for Proposals (RFP) procurement method for certain services; and a report on sole source procurements.

2. BACKGROUND

On September 19, 2024, the CARTA Board of Directors formally adopted Resolution 606, which established guidelines governing the contracting authority of the Chief Executive Officer (CEO) and the Chief Financial Officer (CFO). This resolution established a contract execution threshold of up to \$50,000 for the CEO and CFO. Any contracts exceeding \$50,000 require approval of the CARTA Board of Directors.

Additionally, recent audits recommended that the Board of Directors approve the use of the Request for Proposals (RFP) process when evaluation criteria other than price are required to determine the most advantageous proposal. The audits also recommended that staff report any sole source or emergency procurements that occur between Board meetings.

In response, CARTA staff incorporated these elements into this Procurement Report template to ensure transparency and consistent reporting to the Board of Directors.

3. ANALYSIS

- A. Board Approval of New Procurements over \$50,000
 - 1. Vehicle Cleaning Services
 - Requesting approval to enter into an agreement for five years for vehicle cleaning services for a not to exceed amount of \$761,800
 - Recommended Provider: QualityPro Power Washing
 - Procurement Method: Invitation for Bids
 - 2. Janitorial Services
 - Requesting approval to enter into an agreement for five years for janitorial services for a not to exceed amount of \$340,000
 - Recommended Provider: Building Services, Inc.
 - Procurement Method: Invitation for Bids
 - 3. Incline 2027 Track work
 - Requesting approval to enter into an agreement for track work associated with the Incline Railway for winter of 2027 for \$793,000
 - Recommended Provider: Railworks Track Systems, LLC
 - Procurement Method: Invitation for Bids

4. Update to June Request for Approval for the Purchase of Ford Transit 350 Vehicles with Curbside
 - Updating to request approval for up to seven vehicles as one of the vehicles CARTA purchased last summer was damaged beyond repair in an accident. The Bus Center – Tennessee was the lowest price for this vehicle on the State of TN contract.
5. Purchase of up to 10 Chevrolet Cutaways
 - Requesting approval to enter into an agreement for up to 10 vehicles
 - Vendor, Model 1 Commercial Vehicles
 - Procurement Method: Georgia State Contract
 - Delivery Estimate: less than 30 days, will require on-site installation of on-board security camera systems and installation of radios
- B. Request for Proposals (RFP) procurement method for the following service: Staff request approval for the following procurement to utilize the Request for Proposals process. The current scope of work for these procurements requires evaluation criteria other than price be considered when awarding a contract for this service.
 1. Scheduling Software for ADA Paratransit and On Demand Trips
- C. Report on Sole Source Procurements
 1. Daycare Transportation Services
 - CARTA staff released an Invitation for Bids for this service in May with a due date of June 5, 2026. No bids were received at that time. Staff re-released the Invitation for Bids July 14, 2026, after learning of additional local third-party contractors who would be willing and able to provide the service. CARTA then received one bid from MPH Training and Consulting, LLC. Transportation services began August 5 due to the beginning of the school year.
 2. Fleet Management Software as a Service Maintenance Renewal
 - Software as a Service maintenance renewal for a one-year period for \$17,952
 - Vendor: Ron Turley Associates
 - RTA currently provides CARTA with fleet management software as a service. and the price is similar to previous years. This software is utilized for work order, preventive maintenance, purchasing, and inventory management and tracking. CARTA requires the purchase of this software renewal for another year for continuity of operations. CARTA is investigating other alternatives that are compatible with Oracle Netsuite for Government as integration of the purchasing and inventory components are essential for streamlining financial and purchasing transactions.
- D. Report on Emergency Procurements
N/A

4. FINANCIAL IMPACT

The financial impact of this action is listed below.

A1. Vehicle Cleaning Services

- Monthly cost for the cleaning of vehicles at Wilcox and Shuttle Park South is \$12,567. CARTA also has pricing for adding additional vehicles for cleaning during the five-year term. Staff is recommending a not to exceed amount of \$761,800 for the five years of the contract.

A2. Janitorial Services

- Monthly cost for the cleaning of facilities at Wilcox Boulevard and 12th Street is \$5,425 for the first year and increase by 3% in years 3 and 5. Staff is recommending a not to exceed amount of \$340,000 for the five years of the contract.

A3. Incline 2027 Work

- The lowest bid for the scope of work outlined for 2027 was \$793,000. This includes replacement of ties, rail, brake timber, and shims on one of the steepest portions of the Incline track.

A4. Update to June Request for Approval for the Purchase of Ford Transit 350 Vehicles with Curbside

- Using the Tennessee State Contract, the cost per vehicle is \$111,109 from The Bus Center - Tennessee, not including ancillary equipment (radio, cameras, bike rack, and destination sign)

A5. Purchase of up to 10 Chevrolet Cutaways

- CARTA will be utilizing Georgia's Statewide Contract for the purchase of these vehicles from Model 1 Commercial Vehicles. This is estimated not to exceed \$101,000 per vehicle, not including ancillary equipment that will be purchased separately.

C1. Daycare Transportation Services

- The hourly rate included in the bid received was \$69.75 per hour. CARTA's previous contract for these services was \$52 per hour. MPH Training & Consulting's hourly rate was less than other budgetary hourly rates CARTA had received in discussion with other contractors. CARTA's contract with MPH Training and Consulting shall not exceed \$100,000 for school year 2026-2027 without approval by the Board of Directors.

C2. Fleet Management Software as a Service Maintenance Renewal

- Software as a Service maintenance renewal for a one-year period for \$17,952

5. PROCUREMENT OVERVIEW

A1. Vehicle Cleaning Services

- On July 17, 2026, CARTA released a formal Invitation for Bids for Vehicle Cleaning Services. CARTA advertised its procurement in the Chattanooga Times-Free Press, included a link to the IFB on CARTA's website, and sent the IFB to eleven interested bidders. QualityPro Power Washing was the lowest responsible bidder.

A2. Janitorial Services

- On July 17, 2026, CARTA released a formal Invitation for Bids for Vehicle Cleaning Services. CARTA advertised its procurement in the Chattanooga Times-Free Press, included a link to the IFB on CARTA's website, and sent the IFB to eleven interested bidders. Building Services, Inc. was the lowest responsible bidder.

A3. Incline 2027 Trackwork

- On July 20, 2026, CARTA released a formal Invitation for Bids for ADA Functional Assessment services. CARTA advertised its procurement in the Chattanooga Times-Free Press, included a link to the IFB on CARTA's website, and sent the IFB to six interested bidders. Railworks Track Systems, LLC was the lowest responsible bidder.

A4. Update to June Request for Approval for the Purchase of Ford Transit 350 Vehicles with Curbside

- On November 1, 2023, Tennessee General Services Administration awarded contracts to three vehicle manufacturers for a variety of vans and cutaway vehicles currently used in transit service across the state. Two manufacturers have contracts for the Ford Transit 350 Vehicles. CARTA is eligible to purchase from this contract, and it is active until 2028.

A5. Purchase of up to 10 Chevrolet Cutaways

- On July 1, 2023, the State of Georgia Department of Administrative Services State Purchasing Division awarded a contract to Model1 for the purchase of Chevrolet cutaway vehicles. CARTA is eligible to purchase from this contract, and it is active until 2027.

C1. Daycare Transportation Services

- On July 14, 2026, CARTA released a formal Invitation for Bids for Daycare Transportation Services. CARTA advertised its procurement in the Chattanooga Times-Free Press, included a link to the IFB on CARTA's website, and sent the IFB to two interested bidders.

6. WHY IT MATTERS

Approval of this item will ensure CARTA maintains compliance with its procurement policies, audit recommendations, and Board-established contracting authority thresholds. Approval also supports transparency in procurement activities and enables staff to move forward with procurement processes necessary to support operational needs of the Authority.

7. BOARD ACTION

Board Action Requested:

Approval of procurements authorizes the Chief Executive Officer or Chief Financial Officer to enter into contracts with recommended vendors.

ATTACHMENTS

None

TO: CARTA Board of Directors
FROM: Doug Carlson, Director of Planning & Quality
DATE: August 27, 2026
SUBJECT: Bus Stop Design Guidelines
TYPE: Action Item

1. PURPOSE

The purpose of this memo is to provide an overview of the Bus Stop Design Guidelines, and how they will be used to support Service Excellence. Adoption of these guidelines will provide staff with an overarching policy framework to follow for 1) addressing deficiencies in existing bus stops, and 2) installing new bus stop assets.

2. BACKGROUND

CARTA bus stops are transportation assets that support safe, accessible, efficient, and equitable mobility throughout the service area. Decisions regarding the placement, design, enhancement, relocation, or removal of bus stops shall balance operational efficiency, passenger accessibility, public safety, fiscal responsibility, and community needs. This vision aligns with CARTA's goals of:

- Fueling our city's economic engine
- Driving Chattanooga's progress
- Connecting communities, empowering lives
- Shaping the future of mobility

Bus stops are the first interaction passengers have with CARTA's system; it is essential that they are designed to maximize comfort, safety, and accessibility for passengers and operators.

3. ANALYSIS

CARTA's mission is "to provide a cost effective, efficient and safe multimodal transit system for the citizens, visitors and businesses of the City of Chattanooga, Hamilton County and the surrounding areas."

The CARTA Bus Stop Design Guidelines have been developed in partnership with Kimely-Horn to align with this mission and clearly and definitively document agency requirements and preferences for bus stop design. This document is intended to be a tool for CARTA, other public agencies, and developers to reference when creating or modifying fixed route and shuttle route bus stops.

The development process included review of peer agency guidelines, integrating results of the recent Ridership Survey, and feedback from the Rider Advisory Committee. Core design principles include:

- Passenger Comfort & Convenience
- Visibility & Safety
- Consistency & Branding
- Durability & Maintainability
- Context-Sensitive Design

Sections of document:



This project has also included a detailed inventory of all of CARTA's bus stops. Analysis of this data will inform the upcoming Bus Stop Improvement Project to enhance and consolidate stops and vastly improve the system's comfort, safety and efficiency. Additionally, we are currently meeting with potential bus stop furniture manufacturers to review shelter/amenity designs and will be bringing an update to the board in the fall.

4. FINANCIAL IMPACT

There is no financial impact associated with this item.

5. PROCUREMENT OVERVIEW

This item does not involve procurement activity.

6. WHY IT MATTERS

Adoption of the Bus Stop Design Guidelines will accomplish the following:

- Aligns with CARTA's 5-Year Transit Development Plan and 3-Year Strategic Action Plan
- Facilitates addressing the #1 feedback item from riders

- Ensures compliance and consistency moving forward, including collaboration with the city, RPA and other partners

7. BOARD ACTION

Staff recommends the board adopt the CARTA Bus Stop Design Guidelines as presented.

ATTACHMENTS

CARTA Bus Stop Design Guidelines – Final Draft

TO: CARTA Board of Directors
FROM: Doug Carlson, Director of Planning & Quality
DATE: August 27, 2026
SUBJECT: Bus Bench Contract with COA
TYPE: Action Item

1. PURPOSE

The purpose of this memo is to summarize the aspects and benefits of entering into a contract with Creative Outdoor Advertising of America, Inc. (COA) to install and maintain benches and other amenities at CARTA bus stops.

2. BACKGROUND

CARTA seeks to enhance rider comfort and the streetscape environment through the installation of additional bus benches and public seating amenities at transit stops throughout the service area. To achieve this without the use of public funds, CARTA issued a request for partnership with an experienced vendor capable of installing and maintaining high-quality amenities at no cost to the Authority.

COA, a Florida-based firm specializing in transit street furniture and outdoor advertising, submitted a proposal to install, maintain, and service public seating amenities while generating advertising revenue from approved sponsorship displays. COA will bear all costs associated with design, fabrication, installation, and ongoing maintenance. CARTA will receive an annual share of net advertising revenues, as well as free public service messaging space.

At the November 2025 board meeting, the board directed staff to acquire and install a sample bench and seek feedback. Additionally, the topic was presented at the subsequent Rider Advisory Committee meeting, where the attendees voiced their support for the program.

3. ANALYSIS

Approval of this item will allow CARTA to provide essential amenities for riders for the first time. Under the proposed agreement, COA will install 150 benches, including up to 14 pavilion units and up to 15 trash bins, across the CARTA system. All installations will comply with ADA accessibility standards and will be placed only in locations approved by CARTA's Chief Executive Officer and applicable local jurisdictions.

COA will be responsible for all construction, permitting, and maintenance costs associated with the program. Maintenance will include regular cleaning, graffiti removal, inspection, and repair of each bench at least monthly (with emergency

repairs completed within 24 hours of notice). COA will also manage waste collection (for the COA-installed bins only), while CARTA will cover tipping fees. Maintenance activity will be tracked through COA's online portal for transparency and performance monitoring.

CARTA's Advertising Policy (Revised September 2024) governs all ad content. Prohibited content includes political, adult, alcohol, or tobacco advertising. CARTA may require immediate removal of noncompliant ads at COA's expense. COA will provide 10% of unsold ad inventory each month for CARTA or municipal public service announcements at no charge

4. FINANCIAL IMPACT

\$3,500 or 5% of Net Ad Revenue annually

5. PROCUREMENT OVERVIEW

Revenue contracts are not included in Municipal Purchasing Law used by the State of TN to govern municipalities. CARTA has broad latitude in determining the extent and type of competition appropriate for a revenue contract. Since this contract is an open contract opportunity that others could engage with CARTA in the future, a competitive process is not required according to FTA guidance.

6. WHY IT MATTERS

As CARTA finalizes the Bus Stop Design Guidelines and kicks off the Bus Stop Improvement Plan, this program will jump start our improvements and accelerate positive impact for our riders.

7. BOARD ACTION

Staff recommends that the board authorize the Chief Executive Officer to negotiate and execute a 5-year revenue sharing contract with Creative Outdoor Advertising of America, Inc. (COA) for the installation and maintenance of 150 benches and associated infrastructure.

ATTACHMENTS

None