



East Corridor Oversight Committee  
Tuesday, January 24, 2006 10:00 a.m.  
MTA Conference Room  
Nashville, TN

**MINUTES**

**THOSE IN ATTENDANCE:**

Rob Shearer	City of Mt. Juliet
Jeff Baines	City of Lebanon
Tom Brashear	Wilson County
Rick Beals	TDOT
Jim Ladieu	TDOT
Mike Choate	TDOT
Terry Bebout	TSG / NERC
John Kennedy	Metro
Bill Farquhar	RTA
Allyson Shumate	RTA
Teresa McKissick	RTA

Mr. Rob Shearer chaired the meeting this week. Mr. Shearer called the meeting to order at approximately 10:00 a.m. on January 24, 2006. Mr. Shearer apologized for his absence from the last meeting. There was a survey in Wilson County and asked what public services they were mostly dissatisfied with. Public transportation was the service they were most unhappy with.

**1. Public Comments**

There were no public comments.

**2. Approval of January 10, 2006 ECOC Meeting Minutes**

Mr. Rob Shearer called for approval of the minutes from the January 10, 2006 meeting. Jeff Baines motioned, Jim Ladieu seconded and the motion passed unanimously.

**3. Martha Temporary Station Conceptual Planning – Bill Farquhar**

Mr. Bill Farquhar briefed the committee on this item. A location has been identified and a conceptual plan presented to the committee. Mr. Tom Brashear asked about the county facility and where this location was in reference to it. This is located within the railroad right of way. The mini-high constructed for the TPTA event train can be used at this facility. We will pave several spaces for ADA access. The remaining parking will be gravel. We are trying to get approximately 90 parking spaces. Access will be from Powell Grove Road.

Mr. Rob Shearer commended staff at taking the initiative to develop a temporary station. He believes that this station will surprise us all in regard to ridership.

Mr. Farquhar stated that research will be done on property ownership in the area for plans to expand parking facilities.

Staff requests a motion to approve staff to go out with RFP for design / build. Kevin Walker will meet with Tom Brashear to determine if county forces can do the work. Tom Brashear motioned, Jim Ladieu seconded. The motion passed unanimously.

#### **4. Music City Star Informational Materials-Teresa McKissick**

Ms. McKissick briefed the committee on the requested materials.

#### **5. Marketing Update – Teresa McKissick**

Ms. McKissick briefed the committee on the status of the marketing items. Staff was requested to prepare a sheet prior to the start of service. The ride guide was issued to the committee and will be issued approximately 6 weeks prior to start of service.

The tickets purchased on the platform should be added to the fare section of the guide.

The schedule information needs to be updated to include the Martha Station. On the FAQ sheet, some questions were addressed by the Ride Guide. The questions about the schedule could be more specific.

The guaranteed ride home needs to be in the brochure as well as the registration process.

Rob Shearer stated that the print should be sooner and distributed to city and county facilities.

Ms. McKissick informed the committee the newsletter is under construction

**Commuter Benefits Brochure** is ready for printing.

**Web site** - The committee was briefed on the updates currently being made to the web site through our in-kind contract with TDOT.

**Advertising Plan** - The current plan is to issue an RFP for the creative, media plan, media purchasing. A RFP will be issued as soon possible. Potential bidders will be able to bid all or part of the components.

At the previous meeting, staff was requested to develop a quick reference for the charter policy. Please provide questions and comments to Teresa McKissick.

Rob Shearer requested if we were pursuing special events to the eight home Titans games.

Mr. Tom Brashear has questions regarding the \$750 planning fee. Mr. Farquhar stated the planning fee has two goals. One is to prevent the frequent requests and minimize staff time. The other is to cover the rescheduling of cleanings, etc.

#### **6. Construction Update –Bill Farquhar**

Mr. Farquhar briefed the committee on this item. Notices to proceed have been given to all contractors to continue work. Schedules are due and will be integrated into the project schedule and a better date for start of service

provided. Ballast cleaning has been removed from the scope of the capital project and will be put on the maintenance plan for several years out.

### **7. Other Business**

Mr. Farquhar thanked the committee for calling him regarding the position one year ago today.

Tom Brashear mentioned the restroom service. What would it cost to lease or purchase a car with an ADA compliant restroom. Staff made a commitment to inquire about a waiver from the Civil Rights Office.

Staff requested feedback on the inter-local agreements for the Wilson County Governments . **These need to be in place and approved by all parties before service begins.**