

**MEMPHIS AREA TRANSIT AUTHORITY**  
**Regular Meeting Agenda**  
**Thursday, May 22, 2025**  
**1:00 PM**



Memphis Area Transit Authority  
One Commerce Square  
40 S Main St  
Memphis, TN 38103  
Memphis Area Transit Authority  
One Commerce Square

Brandon Arrindell  
Emily Greer  
Brian Marflak

**Finance and Audit Committee**  
Dana Pointer, Chair

Anna McQuiston  
Dana Pointer

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- I. Call to Order Committee Chair
- II. Board Roll Call Board Administrator
- III. Approval of Minutes
- Attachments:** Finance and Audit Committee Meetings April 17
- Committee Chair
- Finance Committee Presentation
- Attachments:** Finance Committee Presentation 05-22-25
- IV. Upcoming Board Agenda Items
- RESOLUTION TO APPROVE CHANGE ORDER #1 TO MCGRUFF INSURANCE  
FOR BENEFITS BROKERAGE SERVICES
- RESOLUTION TO AWARD A TWENTY MONTH CONTRACT FOR TELEPHONIC  
TRANSLATION SERVICES TO UWORK.com dba / COVENDIS TECHNOLOGIES
- RESOLUTION TO APPROVE CHANGE ORDER #2 TO PRO-TOUCH SERVICES, INC.  
FOR A SIX-MONTH EXTENSION FOR JANITORIAL SERVICES
- RESOLUTION AUTHORIZING THE DISPOSAL  
OF OBSOLETE/SURPLUS/OUT OF SERVICE VEHICLES
- RESOLUTION TO PURCHASE 12 40FT LOW FLOOR DIESEL BUSES OFF THE WASHINGTON  
STATE CONTRACT
- RESOLUTION TO APPROVE THE OPERATING BUDGET FOR FISCAL YEAR 2026
- FY26 Draft Operating Budget Presentation
- Attachments:** FY26 Draft Operating Budget Presentation 05-22-25
- V. Unfinished or New Business Committee Chair
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## VI. Adjournment

Committee Chair

The Next Regular Meeting of the:

MATA Board of Commissioners will Be:

Wednesday, May 28, 2025

3:30pm

At

Memphis Area Transit Authority

One Commerce Square – 40 S. Main Street

Memphis, TN 38103

The Next Committee Meetings will be:

Wednesday, June 11th, 2025

1:00pm Finance & Audit Committee

2:00pm Transit Service Planning and Rider Experience Committee

3:00pm Business Operations and Metrics Committee

4:00pm Executive Committee

at

Memphis Area Transit Authority

One Commerce Square – 40 S. Main Street

Memphis, TN 38103



**MEMPHIS AREA TRANSIT AUTHORITY**

**Finance and Audit Committee**

40 South Main Street,  
Memphis, TN 38103  
John Lewis, Interim CEO  
[www.matatransit.com](http://www.matatransit.com)

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**RESOLUTION NO. FAMM4-17-25**

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# MEMPHIS AREA TRANSIT AUTHORITY

*Memphis Area Transit Authority  
One Commerce Square  
40 S Main St  
Memphis, TN 38103  
John Lewis, Interim CEO*



## Regular Meeting Minutes

**Thursday, April 17, 2025**

**12:30 PM**

**Memphis Area Transit Authority  
One Commerce Square  
40 S Main St**

**Memphis, TN 38103  
Finance and Audit Committee**

*Brandon Arrindell  
Emily Greer  
Brian Marflak*

*Anna McQuiston  
Dana Pointer*

- I. Call to Order Committee Chair
- II. Board Roll Call Board Administrator
- RESULT:** APPROVED
- MOVER:** Anna McQuiston
- SECONDER:** Brandon Arrindell
- Aye:** Arrindell, Greer and McQuiston
- Nay:**
- Absent:** Marflak
- Abstain:** Chairperson Pointer
- Recuse:**
- III. Approval of Minutes Committee Chair
- Finance and Audit Committee Minutes March 19, 2025
- Attachments:**
- IV. Upcoming Board Agenda Items
- V. Unfinished or New Business Committee Chair
- FY26 Draft Operating and Capitol Budget Presentation
- Attachments:**
- John Lewis and Reed Bingaman
- VI. Adjournment Committee Chair

The Next Regular Meeting of the:

MATA Board of Commissioners will Be:

Wednesday, April 23, 2025

3:30pm

At

Memphis Area Transit Authority

One Commerce Square – 40 S. Main Street

Memphis, TN 38103

The Next Committee Meetings will be:

Friday, May 2, 2025

12:00pm Finance & Audit Committee

1:15pm Transit Service Planning and Rider Experience Committee

2:30pm Business Operations and Metrics Committee

3:45pm Executive Committee

at

Memphis Area Transit Authority

One Commerce Square – 40 S. Main Street

Memphis, TN 38103



**MEMPHIS AREA TRANSIT AUTHORITY**

**Finance and Audit Committee**

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**RESOLUTION NO. FCM05-22-25**

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# FINANCE KEY MESSAGES

## CASH FORECAST

Period Ending:	4/11/2025	Forecast 4/18/2025	Forecast 4/25/2025	Forecast 5/2/2025	Forecast 5/9/2025	Forecast 5/16/2025	Forecast 5/23/2025	Forecast 5/30/2025	Forecast 6/6/2025	Forecast 6/13/2025	Forecast 6/20/2025	Forecast 6/27/2025	Forecast 7/4/2025
<b>Cash Operating Receipts</b>													
System/Misc. Collections	\$24,221	\$25,000	\$20,000	\$25,000	\$20,000	\$25,000	\$20,000	\$25,000	\$20,000	\$25,000	\$20,000	\$25,000	\$20,000
Federal	-	-	-	-	6,100,000	-	-	-	-	-	-	-	7,000,000
State	-	-	-	-	-	-	-	-	-	-	-	-	-
County	-	-	-	-	-	-	-	-	-	-	-	-	-
City Ops Funding	-	13,152	5,123	776,135	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Operating Receipts</b>	<b>\$24,221</b>	<b>\$38,152</b>	<b>\$25,123</b>	<b>\$801,135</b>	<b>\$6,120,000</b>	<b>\$25,000</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$20,000</b>	<b>\$25,000</b>	<b>\$7,020,000</b>
<b>Cash Operating Disbursements</b>													
Payroll & Related (incl CBA-related)	\$994,376	\$204,038	\$1,000,358	\$802,200	\$1,000,358	\$208,200	\$1,000,358	\$195,200	\$1,000,358	\$219,000	\$1,000,358	\$195,200	\$1,250,000
Healthcare/Benefits/EE Spending	-	410,000	-	410,000	-	410,000	-	410,000	-	410,000	-	410,000	-
Vendor Payments	159,544	373,908	600,000	375,000	600,000	375,000	600,000	375,000	600,000	375,000	600,000	375,000	-
Amex / P-Card	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank Charges	-	840	-	3,200	-	840	-	-	3,200	-	840	-	-
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-
Workers Comp	29,011	-	-	-	30,000	-	-	-	30,000	-	-	-	30,000
Self-Insurance Payments	-	-	-	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Cash Operating Disbursements</b>	<b>\$1,182,931</b>	<b>\$988,786</b>	<b>\$1,600,358</b>	<b>\$1,590,400</b>	<b>\$1,630,358</b>	<b>\$994,040</b>	<b>\$1,600,358</b>	<b>\$980,200</b>	<b>\$1,633,558</b>	<b>\$1,004,000</b>	<b>\$1,601,198</b>	<b>\$980,200</b>	<b>\$1,280,000</b>
<b>Net Operating Cash Flow</b>	<b>(\$1,158,710)</b>	<b>(\$950,634)</b>	<b>(\$1,575,235)</b>	<b>(\$789,265)</b>	<b>\$4,489,642</b>	<b>(\$969,040)</b>	<b>(\$1,580,358)</b>	<b>(\$955,200)</b>	<b>(\$1,613,558)</b>	<b>(\$979,000)</b>	<b>(\$1,581,198)</b>	<b>(\$955,200)</b>	<b>\$5,740,000</b>
Transfer From Savings	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer To Savings	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Savings Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Cash Flow - Operating Account</b>	<b>(\$1,158,710)</b>	<b>(\$950,634)</b>	<b>(\$1,575,235)</b>	<b>(\$789,265)</b>	<b>\$4,489,642</b>	<b>(\$969,040)</b>	<b>(\$1,580,358)</b>	<b>(\$955,200)</b>	<b>(\$1,613,558)</b>	<b>(\$979,000)</b>	<b>(\$1,581,198)</b>	<b>(\$955,200)</b>	<b>\$5,740,000</b>
<b>Bank Cash</b>													
BOP Bank Cash Balance	\$5,598,418	\$4,439,708	\$3,489,074	\$1,913,839	\$1,124,574	\$5,614,216	\$4,645,176	\$3,064,818	\$2,109,618	\$496,060	(\$482,940)	(\$2,064,138)	(\$3,019,338)
Net Cash Flow	(1,158,710)	(950,634)	(1,575,235)	(789,265)	4,489,642	(969,040)	(1,580,358)	(955,200)	(1,613,558)	(979,000)	(1,581,198)	(955,200)	5,740,000
Revolver Draw / (Paydown)	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>EOP Bank Cash Balance</b>	<b>\$4,439,708</b>	<b>\$3,489,074</b>	<b>\$1,913,839</b>	<b>\$1,124,574</b>	<b>\$5,614,216</b>	<b>\$4,645,176</b>	<b>\$3,064,818</b>	<b>\$2,109,618</b>	<b>\$496,060</b>	<b>(\$482,940)</b>	<b>(\$2,064,138)</b>	<b>(\$3,019,338)</b>	<b>\$2,720,662</b>



# FINANCE KEY MESSAGES

## CASH FORECAST (CONT'D)

- State funds of \$5.56M were received the last week of March, funding March/April MATA operations
- We continue to expect initial FY25 FTA formula funds of \$6.1M by early May
  - This should cover liquidity through May, into early June
- Remaining FTA funds on account of Federal FY25 should be ~\$7.5M
  - Remaining FY25 allocation is not yet available to be applied for; timing still TBD
  - Those funds should be made available due to Continuing Resolution signed on 3/15/25; funds are typically received 4-6 weeks after the agency applies
- Next pinch point will be early June, and will intensify until either the Federal funds or City FY26 funds become available
- Vendor payments continue to be carefully managed

**We remain focused on delivering dependable operations within current financial and operational constraints, while maintaining prudent management of cash**



**MEMPHIS AREA TRANSIT AUTHORITY**

**Board of Commissioners**

40 South Main Street,  
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**RESOLUTION NO. 2510**

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**RESOLUTION TO APPROVE CHANGE ORDER #1 TO MCGRUFF INSURANCE**

**FOR BENEFITS BROKERAGE SERVICES**

**WHEREAS**, The Memphis Area Transit Authority (MATA) would like to approve Change Order 1 to McGriff Insurance for a one-year extension for Benefits Brokerage Services; and

**WHEREAS**, MATA The Memphis Area Transit Authority's (MATA) board of Commissioners awarded a contract for Benefit Brokerage Services by Resolution 22-11 on April 26, 2022; and

**WHEREAS**, MATA is required to maintain employee health and supplemental benefits insurance for multiple coverages; and

**WHEREAS**, The current three-year \$135,000.00 contract with an additional year of services at the same contract price of \$3,750 per month with an annual cost of \$45,000.00, making the current contract four years with a not to exceed cost of \$180,000.00; and

**WHEREAS**, Operating funds will be used; and

**WHEREAS**, This contract term for this project will be four years from June 1, 2022 to May 31, 2026; and

**WHEREAS**, MATA staff recommends approval of Change Order #1 to McGriff Insurance to increase the current three-year \$135,000.00 contract for an additional year and \$45,000.00, making the current contract not to exceed \$180,000.00 and four years; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS** That Change Order #1 be approved to McGriff Insurance at an amount not to exceed \$180,000.00; and

**BE IT FURTHER RESOLVED** That the Interim Chief Executive Officer, Chief Administrative Officer, Chair or Vice-Chair be authorized to execute the necessary contract.

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## RESOLUTION NO. 2510

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### MATA Board of Commissioners

#### Action Item

#### Staff Summary

**SUBJECT: Benefit Brokerage Services**

**DATE: May 28, 2025**

- 1.0 **Purpose/Scope:** The purpose of this contract is to provide and maintain employee health and supplemental benefits insurance coverage.
- 2.0 **Background/Justification:** MATA staff feel it would be in the best interest of MATA to stay with the current vendor at the same contracted rate.
- 3.0 **Procurement Background:** MATA procured the current brokerage services in 2022 and awarded a contract to McGriff for a three-year contract by Resolution 22-11 on April 26, 2022. This change order will add one additional year to the current contract.
- 4.0 **Policy Impact:** There will be no policy impact from this action.
- 5.0 **Economic Impact:** There is no economic impact to the community as a result of this action.
- 6.0 **Alternatives:** There are no alternative actions the board should consider taking at this time.
- 7.0 **Recommendation:** MATA staff recommends approval of Change Order #1 to McGriff Insurance to increase the current three-year \$135,000.00 contract for an additional year and \$45,000.00, making the current contract not to exceed \$180,000.00 and four years.



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RESOLUTION NO. 2511

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**RESOLUTION TO AWARD A TWENTY MONTH CONTRACT FOR TELEPHONIC TRANSLATION SERVICES TO UWORK.com dba / COVENDIS TECHNOLOGIES**

**WHEREAS**, The Memphis Area Transit Authority (MATA) would like to award a 20-month contract to UWORK.com Inc. dba/ Covendis Technologies for required Telephonic Translation Services; and

**WHEREAS**, MATA selected to use the Tennessee State Contract (SWC) 387 to implement services to get a better understanding of how translation services work, get a better accounting for how many MATA customers will require translation services, etc. MATA staff feel it would be in the best interest of MATA to use the state contract to allow time to gather needed information on a short-term basis; and

**WHEREAS**, Providing translation services is an FTA requirement. MATA must provide telephonic translation services to customers that may contact MATA via customer service; and

**WHEREAS**, All transit agencies are required to provide translation services, however most agencies utilize in-house translators; and

**WHEREAS**, MATA estimates the cost of services for 20 months would not exceed \$21,000.00. This figure includes the \$ 0.62 per minute for translation services at the estimated 330 calls or 1,340 minutes per month and any unexpected services over the course of the contract; and

**WHEREAS**, Operating funds will be used; and

**WHEREAS**, This contract term for this project will be 20 months from June 1, 2025 to February 2027; and

**WHEREAS**, This is being introduced under the state contract as a pilot approach, we will track and analyze the data monthly and provide quarterly updates to the board. These updates will include usage trends, cost efficiency, and any service improvements to guide long-term procurement decisions

**WHEREAS**, MATA staff recommends that a contract be awarded to Covendis Technologies for Telephonic Translation Services via the TN State Contract 387 at a cost not to exceed \$21,000.00; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS** That MATA award a contract to Covendis Technologies via the TN SWC 387 for Telephonic Translation Services at a cost not to exceed \$21,000.00; and

**BE IT FURTHER RESOLVED** That the Interim Chief Executive Officer, Chief Administrative Officer, Chair or Vice-Chair be authorized to execute the necessary contract.

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RESOLUTION NO. 2511

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MATA Board of Commissioners

Action Item

Staff Summary

**SUBJECT: Translation Services**

**DATE: May28, 2025**

1.0 **Purpose/Scope:** The purpose of this contract is to institute required FTA mandates for telephonic translation services to be in compliance with FTA's Title VI regulations.

2.0 **Background/Justification:** It was found during the last FTA Triennial Review, that MATA was not in compliance with the FTA's Title VI regulations for telephonic translation services.

3.0 **Procurement Background:** MATA staff decided to utilize the TN State Contract translation services. The services were procured by the State of Tennessee's procurement department and listed on the State website for all Tennessee municipalities to utilize the services.

4.0 **Policy Impact:** This action supports and strengthens the MATA's compliance with Title VI of the Civil Rights Act and Executive Order 13166, which require meaningful access to services for individuals with Limited English Proficiency (LEP). It will also lead to the development of internal policies or procedures for documenting LEP interactions, tracking service usage, and training staff on how to access and use interpretation services effectively.

5.0 **Economic Impact:** Implementing telephonic interpretation services will have a positive economic impact on the community by improving access to public transportation for LEP individuals. Enhanced access helps connect the community to jobs, education, healthcare, and local businesses, supporting workforce participation and economic mobility.

6.0 **Alternatives:** There are no alternative actions the board should consider taking at this time.

7.0 **Recommendation:** MATA staff is requesting that the Board approve a 20-month contract to Covendis Technologies for Telephonic Translation Services at a cost not to exceed \$21,000.00.



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**Board of Commissioners**

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**RESOLUTION NO. 2512**

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**RESOLUTION TO APPROVE CHANGE ORDER #2 TO PRO-TOUCH SERVICES, INC.**

**FOR A SIX-MONTH EXTENSION FOR JANITORIAL SERVICES**

**WHEREAS**, The Memphis Area Transit Authority (MATA) staff is requesting approval for Change Order 2 To Pro-Touch Services, Inc. to extend the current janitorial contract for six months; and

**WHEREAS**, MATA staff is currently trying to determine if it would be in the best interest of MATA to bring janitorial services in-house or continue with an external contractor. During this process, MATA staff would like to extended the current janitorial contract; and

**WHEREAS**, The six month extension will be at the same cost as current contract prices. For all three locations the combined cost will be \$69,022.00 bringing the current contract to a not to exceed amount of \$477,154.00; and

**WHEREAS**, Janitorial services are currently paid from operating costs; and

**WHEREAS**, The extension will end September 2025, encompassing the month of April; and

**WHEREAS**, MATA staff recommend the approval of Change Order #2 to Pro-Touch Services for a six month extension at a cost not to exceed \$69,022.00 and a contract amount not to exceed \$477,154.00; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS** That Change Order #2 be approved to Pro-Touch Services, Inc., with an amount no to exceed \$69,022.00 over the six-month extension period and a total contract amount not to exceed \$477,154.00; and

**BE IT FURTHER RESOLVED** That the Interim Chief Executive Officer, Chief Administrative Officer, Chair or Vice-Chair be authorized to execute the necessary contract.

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## RESOLUTION NO. 2512

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### MATA Board of Commissioners

#### Action Item

#### Staff Summary

**SUBJECT: Change Order #2 Janitorial Services**

**DATE: May 28, 2025**

- 1.0 **Purpose/Scope**. The purpose of this change is to extend the current janitorial contract for six months to allow for MATA staff to determine if it would be beneficial to bring services in-house or continue to use an external contractor.
- 2.0 **Background/Justification** MATA staff is weighing its options on janitorial services and whether it would be in its best interest to bring services in-house or remain with an external contractor.
- 3.0 **Procurement Background**:. This service was originally procured through an IFB for three years of services using MATA's standard procurement procedures.
- 4.0 **Policy Impact**: There will be no potential policy impact to the agency with this action.
- 5.0 **Economic Impact**: There will be no economic impact as a result of this action.
- 6.0 **Alternatives**: There are no alternative actions to consider.
- 7.0 **Recommendation**: MATA staff recommends that Change Order #2 to Pro-Touch Services for a six-month extension at a cost not to exceed \$69,022.00 and a total contract amount not to exceed \$477,154.00.



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RESOLUTION NO. 2513

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RESOLUTION AUTHORIZING THE DISPOSAL

OF OBSOLETE/SURPLUS/OUT OF SERVICE VEHICLES

**WHEREAS**, the Memphis Area Transit Authority (MATA) maintains a fleet of transit vehicles and equipment necessary to fulfill its mission of providing safe, reliable, and efficient public transportation services to the community; and

**WHEREAS**, certain vehicles and equipment owned by MATA have reached the end of their useful life, are no longer operable or economically repairable, and have been officially retired from active service; and

**WHEREAS**, these retired assets have been deemed to have no remaining value beyond salvage, and continued storage and maintenance pose an unnecessary burden and cost to the Authority; and

**WHEREAS**, the proper disposal of such assets is consistent with MATA's asset management policies and applicable federal and state regulations; and

**WHEREAS**, MATA management has reviewed the list of retired assets and recommends their disposal by scrapping in accordance with organizational and regulatory guidelines.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY THAT:**

1. The Board hereby authorizes MATA management to proceed with the scrapping of the identified retired vehicles and equipment as needed.
2. MATA shall ensure that the scrapping process is carried out in a manner that complies with all applicable environmental, legal, and financial regulations, including documentation and reporting requirements.
3. Any salvage value or proceeds derived from the scrapping of these assets shall be recorded in accordance with MATA's financial procedures and reported to the Board.
4. This resolution shall become effective immediately upon its adoption.

**BE IT FURTHER RESOLVED** That the Interim Chief Executive Officer, Chief Administrative Officer, Chair or Vice-Chair be authorized to execute the necessary contract.

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**RESOLUTION NO. 2513**

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**MATA Board of Commissioners**

**Action Item**

**Staff Summary**

**SUBJECT: Disposal of Obsolete Vehicles**

**DATE: May 28, 2025**

- 1.0 **Purpose/Scope:** The purpose of this resolution is to approve the disposal of vehicles that have met their useful life.
- 2.0 **Background/Justification:** As transit vehicles age, MATA is required to follow the proper steps for their disposal. Board approval is a requirement to dispose of transit vehicles.
- 3.0 **Procurement Background:** These vehicles were purchased over the years using standard procurement procedures. Based on the procurement manual 7.0 Scrap and Surplus, MATA is following current procurement steps to ensure that the vehicles are properly disposed of. Upon approval, MATA will auction/sell the vehicles on the Public Surplus website as required by FTA.
- 4.0 **Policy Impact:** This action will not have an impact on the agency or its policies.
- 5.0 **Economic Impact:** There will not be an economic impact to the community as a result of this action.
- 6.0 **Alternatives:** There are no alternative actions the Board could consider.
- 7.0 **Recommendation:** MATA Staff recommends that the out of service vehicles are disposed of by sealed or electronic bid, sold at auction, traded in for new (like-kind exchange), or used as scrap.



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**Board of Commissioners**

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**RESOLUTION NO. 2514**

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**RESOLUTION TO PURCHASE 12 40FT LOW FLOOR DIESEL BUSES OFF THE WASHINGTON STATE CONTRACT**

**WHEREAS**, The Memphis Area Transit Authority (MATA) would like to purchase 12 40ft Low Floor Diesel Gillig buses from the Washington State Contract 06719-01; and

**WHEREAS**, MATA selected the 40ft Gillig buses to maintain fleet continuity, to replace vehicles that have met their useful life, and to keep MATA's bus fleet consistent for maintenance requirements. This contract did not have a DBE goal; and

**WHEREAS**, MATA must maintain rolling stock vehicles and replace vehicles that have met their useful life; and

**WHEREAS**, Many government and transit agencies purchase items and services from state contracts. Piggybacking from a state contract streamlines the procurement process and presents agencies with a wider range of options to choose.; and

**WHEREAS**, MATA will purchase the 12 40ft low floor diesel buses from Gillig at a cost of \$752,494.80 per vehicle with a not to exceed cost of \$9,029,937.60; and

**WHEREAS**, Grant funds are available from TN-2022-023 with matching CIP funds; and

**WHEREAS**, MATA staff recommend the purchase of 12 40ft low floor diesel buses from Gillig, LLC off of the Washington State Contract 06719-01 at a cost of \$752,494.80 per vehicle with a not to exceed cost of \$9,029,937.60; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MEMPHIS AREA TRANSIT AUTHORITY BOARD OF COMMISSIONERS** That MATA purchase 12 40ft low floor diesel Gillig buses from the Washington State Contract at a cost of \$752,494.80 with a not to exceed cost of \$9,029,937.60; and

**BE IT FURTHER RESOLVED** That the Interim Chief Executive Officer, Chief Administrative Officer, Chair or Vice-Chair be authorized to execute the necessary contract.

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RESOLUTION NO. 2514

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MATA Board of Commissioners

Action Item

Staff Summary

**SUBJECT: Purchase 12 Diesel Gillig Buses**

**DATE: May 28, 2025**

- 1.0 **Purpose/Scope:** The purpose of this contract is to add new diesel buses to MATA's aging fleet.
- 2.0 **Background/Justification:** MATA's bus fleet is aging and new vehicles need to be added to replace those aging vehicles.
- 3.0 **Procurement Background:** MATA will be piggybacking from the Washingtons State Contract 06719-01 as we have done in the past. The buses were properly procured through an IFB process. It is common for government and transit agencies to purchase goods and services from state contracts.
- 4.0 **Policy Impact:** There will not be any policy impact from this action.
- 5.0 **Economic Impact:** There will not be any potential economic impact as a result of this action.
- 6.0 **Alternatives:** There are no alternatives actions to the Board should consider taking.
- 7.0 **Recommendation:** MATA staff recommend the purchase of 12 40ft low floor diesel buses from Gillig, LLC off of the Washington State Contact 06719-01 at a cost of \$752,494.80 per vehicle with a not to exceed cost of \$9,029,937.60.



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RESOLUTION NO. 2515

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RESOLUTION TO APPROVE THE OPERATING BUDGET FOR FISCAL YEAR 2026

**WHEREAS**, MATA operates Fixed Route Bus, MATAPlus, On-Demand Ready! and Rail Trolley service within its service area; and

**WHEREAS**; the cost of Salaries and Wages, Materials and Supplies, Utilities/Telephone, Insurance and other miscellaneous items comprise the Operating Expenses; and

**WHEREAS**; MATA's Operating Budget for Fiscal Year (FY) 2026 totals \$56,131,380, excluding depreciation, consisting of the following departments:

- Fixed Route Operations
- MATAPlus Operations, including On-Demand Service
- Trolley Operations
- Maintenance - Fixed Route
- Maintenance - MATA Plus
- Maintenance - Trolley
- Maintenance - Buildings and Grounds
- Marketing and Communications
- Safety
- Security
- Scheduling
- Risk Management
- Compliance
- Customer Experience
- Human Resources

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**RESOLUTION NO. 2515**

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- Procurement
- Planning
- Executive
- Finance
- Grants
- Coin Room Operations
- Information Technology

**WHEREAS;** Revenues from Operations, City of Memphis, State of Tennessee, and Federal government comprise the total Revenues for Operations expenditures; and

**WHEREAS;** the City of Memphis has presented an operating budget that includes its share of funds for this budget; and

**WHEREAS;** the Federal Transit Administration and Tennessee Department of Transportation will issue grants and/or contracts for their share of funds for this budget

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE MEMPHIS AREA TRANSIT AUTHORITY THAT the **Fiscal Year 2026 Operating budget is approved at a level of \$59,731,380 operating.** BE IT FURTHER RESOLVED THAT THE CHIEF EXECUTIVE OFFICER IS AUTHORIZED to execute contracts and file grant applications with the federal, state, and city agencies for the funds to fulfill the operating budget.

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**RESOLUTION NO. 2515**

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**MATA Board of Commissioners**

**Action Item**

**Staff Summary**

**SUBJECT: Resolution Adopting the FY2026 Operating Budget DATE: 5/27/25**

1.0 **Action:** The MATA Board is required to act on the MATA annual operating budget.

2.0 **Background/Justification:** On April 17, 2025 MATA staff presented the Interim CEO's preliminary FY26 Operating Budget to the Finance and Audit Committee for consideration and discussion.

**Priorities of the FY26 Operating Budget:**

- Proposing a balanced budget
- Maintaining current levels of service and position the agency to increase service levels as resources become available.
- Maximize every dollar for operations by reducing overhead and wasteful spending.

3.0 **Procurement Background:** N/A

4.0 **Recommendation:** MATA Interim CEO recommends approval of resolution adopting FY26 Operating Budget.



**MEMPHIS AREA TRANSIT AUTHORITY**

**Finance and Audit Committee**

40 South Main Street,  
Memphis, TN 38103  
John Lewis, Interim CEO  
[www.matatransit.com](http://www.matatransit.com)

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**RESOLUTION NO. OPBP 52225**

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# **2026 OPERATING BUDGET DRAFT**



# Operational Planning

## Gap Closure to Balanced Budget

Category	FY26 Budget Draft	Target Improvement	FY26 Target Budget	Budget Notes
<b>Net Gain/Loss</b>	<b>(\$ 3,545,736)</b>			
Groove	1,500,000	1,500,000		-- Eliminate Groove spend
Overtime Contingency	1,500,000	1,000,000	500,000	Target to outperform FY25 spend of ~\$1.3M
Professional / Technical	6,693,820	700,000	5,993,820	Further reduce spend across third parties
Maintenance	2,086,001	200,000	1,886,001	Reduce third party spend via more Buildings & Grounds personnel
Fuel	3,454,451	200,000	3,254,451	Negotiations pending; recent rates well below FY25 price lock-in
<b>Target Net Gain/Loss</b>		<b>\$ 3,600,000</b>		<b>Results in budget surplus of \$54,264</b>

Savings of \$1.5M by eliminating contributions to Groove

- Actual invoiced amounts of \$962k spent and \$560k estimate through FYE for > \$1.5M total
  - Groove spend approved at \$1.8M by the board for FY25
  - Fares from potential increase in ridership on downtown routes not included in budget

# Operational Planning

## FY26 Operating Budget Overview

Income Statement (\$s)	FY24 Unaudited	FY25 YTD Act. (As of 1/31/2025)	FY25 Estimate	FY26 Budget Draft	Budget Notes
<b>Revenues</b>					
Operating Revenue	2,153,607	1,617,065	2,772,112	2,375,000	
Federal Grants	7,199,300	11,562,939	25,177,254	16,070,408	FY24 funds received in FY25; FY26 represents average
State Grants	7,593,912	1,553,542	7,424,349	7,740,236	
City of Memphis	32,170,000	28,199,014	35,670,000	30,000,000	FY25 was \$30.67 million plus \$5 million one-time
Shelby County	–	500	857	–	
Other	386,608	–	–	–	
<b>Total Revenues</b>	<b>\$ 49,503,427</b>	<b>\$ 42,933,061</b>	<b>\$ 71,044,572</b>	<b>\$ 56,185,644</b>	
<b>Expenses</b>					
Employment Expenses	49,506,500	26,169,521	42,138,452	34,580,000	Pro Forma Future State w/o service increase
Services	15,953,200	9,759,728	16,730,962	10,162,701	YTD 1/25 annualized * % Reduction Assumption
Materials & Supplies	10,219,000	5,775,383	9,900,656	8,556,519	YTD 1/25 annualized * % Reduction Assumption
Other Operating Expenses	4,787,200	2,086,186	3,576,318	2,832,160	YTD 1/25 annualized * % Reduction Assumption
Depreciation	11,219,200	6,256,164	10,724,852		
<b>Total Operating Expenses</b>	<b>\$ 91,685,100</b>	<b>\$ 50,046,981</b>	<b>\$ 83,071,240</b>	<b>\$ 56,131,380</b>	
<b>Net Gain/Loss</b>	<b>(\$ 42,181,673)</b>	<b>(\$ 7,113,920)</b>	<b>(\$ 12,026,668)</b>	<b>\$ 54,264</b>	
Note: Net Gain/Loss excl. dep.                (\$ 30,962,473)                (\$857,757)                (\$1,301,816)                \$ 54,264 Net Gain/Loss (excl. dep)					