

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, July 16, 2013, 9:00 a.m.  
SORTA/Metro Mt. Adams Board Room  
602 Main Street, Suite 1200  
Cincinnati, Ohio 45202

**BOARD MEMBERS**

PRESENT: Frank Bowen; Suzanne Burke; Todd Cooper; Jason Dunn;  
Brennan Grayson; Ken Reed; Gwen Robinson; Karl Schultz;  
Brandi Stewart; Brad Thomas

**BOARD MEMBERS**

ABSENT: Gregg Hothem; Lamont Taylor

STAFF MEMBERS: Terry Garcia Crews; Donna Adkins; Perriann Allen; Bill Desmond;  
Inez Evans; Paul Grether; Darryl Haley; Sallie Hilvers; Kim Lahman;  
Mary Moning; Wright Parkes; John Ravasio; Mike Restle

OTHERS: Troy Miller, ATU Local 627; Chris Moran, League of Women Voters;  
Nick Sunyak, City of Cincinnati

**CALL TO ORDER**

Suzanne Burke, Chair of the Board, called the meeting to order.

**OATH OF OFFICE**

Mr. Desmond administered the oath of office to new SORTA board member Brennan Grayson. Board members then individually introduced themselves to Mr. Grayson and welcomed him to the board.

**APPROVAL OF JUNE 18, 2013 MINUTES**

Ms. Robinson made a motion that the minutes of the June 18, 2013, regular meeting be approved as previously mailed, and Mr. Reed seconded the motion. By voice vote, the Board approved the minutes.

**HEARINGS FROM CITIZENS**

Ms. Burke asked if there were any citizens present who would like to address the board. There were none.

**COMMITTEE REPORTS**

**Planning & Operations**

Proposed Resolution No. 2013-20: Approval of Second Amendment to Intergovernmental Agreement with the City of Cincinnati

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves the Second Amendment to the Intergovernmental Agreement with the City of Cincinnati. Since the original intergovernmental agreement was signed, the City of Cincinnati has secured an additional \$5 million in TIGER3 funding for the project so a Second Amendment is necessary to incorporate the additional funds into the agreement.

By roll call vote, the Board unanimously approved Resolution No. 2013-20.

Proposed Resolution No. 2013-21: Approval of Agreement with Cincinnati Public Schools

Mr. Reed moved for adoption, and Mr. Bowen seconded the motion. This resolution approves a two-year agreement between SORTA and Cincinnati Public Schools (July 1, 2013 through June 30, 2015) with two one-year options to renew.

By roll call vote, the Board unanimously approved Resolution No. 2013-21.

**Finance**

Mr. Cooper provided the report from the committee meeting. Topics from the committee meeting included the Safety & Security audit report, budget policy statement and key budget assumptions, fuel hedging report for April and June, and the June investment of funds report.

**Executive**

Proposed Motion: Adoption of Policy (Asset & Tool Usage)

Mr. Reed moved for adoption, and Mr. Bowen seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Motion: Adoption of Policy (Cellular Phone Usage)

Mr. Reed moved for adoption, and Ms. Robinson seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Motion: Adoption of Policy (Company Credit Cards)

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Motion: Adoption of Policy (Non-Revenue Vehicle Usage)

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Motion: Adoption of Policy (Revenue/Non-Revenue Vehicle Decal and Identification)

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Motion: Adoption of Policy (Travel Reimbursement)

Ms. Robinson moved for adoption, and Mr. Reed seconded the motion. This motion adopts the above policy for inclusion in the Policies & Procedures Manual.

By voice vote, the Board unanimously approved the motion.

Proposed Resolution No. 2013-22: Royal Coachperson Award for Joseph D. Zimmer

Ms. Burke moved for adoption, and Mr. Schultz seconded the motion. This resolution appoints former Board member Joseph D. Zimmer as a Royal Coachperson of the Southwest Ohio Regional Transit Authority in recognition of his service to the people of Cincinnati and Hamilton County.

By roll call vote, the Board unanimously approved Resolution No. 2013-22.

Proposed Motion: Cancellation of August Meetings

Mr. Reed moved for adoption and Mr. Bowen seconded the motion. This motion approves the cancellation for the committee and board meetings during the month of August, 2013.

By voice vote, the Board unanimously approved the motion.

**FINANCIAL AND RIDERSHIP REPORT (JUNE)**

Mr. Restle provided the financial report. Total revenues were about \$7.1 million, which is unfavorable to budget by \$17,000. Total expenses were about \$6.8 million, favorable to budget by \$325,000, with an end result favorable to budget for the month by about \$343,000. Year-to-date we are favorable overall by about \$1.2 million.

Mr. Haley provided the ridership report. Year-to-date total ridership is 3.5% below 2012 and 0.7% below budget. Ridership for June 2013 is 4.5% below June 2012 numbers and 3.5% below ridership through June 2012.

Ms. Crews explained how staff is attacking the ridership decline on multiple levels with the new ad campaign, the efforts of the ridership development manager and also the new service transit plan that adds several different types of service at no additional cost to the budget.

**CEO'S REPORT**

Ms. Crews updated the board on the progress of the Metro\*Plus service which will be rolled out in August and plans for an open house at the Riverfront Transit Center. A group including Councilmember Smitherman requested a tour of the RTC. Ms. Crews, Ms. Burke and Mr. Schultz also met with State Representative Dale Mallory and Hamilton County Commissioner Todd Portune to discuss strategies to more effectively use the facility. Stored-value cards will be rolled out in August as a replacement for the 10-ride tickets. The award of a task order

contract for Streetcar Operations & Maintenance Planning to Transportation Resource Associates, Inc. was well received by the Federal Transit Administration. Staff is working with Hamilton County Parks, Cincinnati Park Board and the Cincinnati Recreation Commission to promote riding Metro to parks and recreational venues. Rail Services Manager Paul Grether has been selected by Mass Transit magazine as one of the transit industry's "40 Under 40."

Ms. Evans reported on Transit Operations' Key Performance Indicators. On-time performance goal for 2013 is 86.5% with year to date measuring at 85.2%. Mechanical service interruptions indicators are performing better than the goal of 4,300, measuring at 5,759 miles between mechanical service interruptions. Customer complaints are also performing better than goal at 7.74 per 100,000 passenger trips against a goal of 8.00 per passenger trips. Preventable accidents are 0.861 preventable accidents per 100,000 miles with a goal of 0.986. Access continues to perform above goal in all measurement areas.

### **NEW BUSINESS**

There was no new business to report.

### **NEXT MEETING**

The next regular meeting of the SORTA Board is scheduled for Tuesday, September 17, at 9:00 a.m. in the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

The meeting was adjourned at 10:28 a.m.

APPROVED:

  
Karl B. Schultz  
Vice Chair, SORTA Board

ATTESTED:

  
Terry Garcia Crews  
CEO & General Manager