

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, August 19, 2014, 9:00 a.m.
SORTA/Metro Mt. Adams Board Room
602 Main Street
Cincinnati, Ohio 45202

BOARD MEMBERS

PRESENT: Frank Bowen, Jason Dunn, Brennan Grayson, Kreg Keesee, Ken Reed,
Karl Schultz, Brandi Stewart, Brad Thomas

BOARD MEMBERS

ABSENT: Gregg Hothem, Gwen Robinson, Lamont Taylor

STAFF MEMBERS: Darryl Haley, Donna Adkins, Daron Brown, Clay Chinn, Bill Desmond,
Shawn Donaghy, Inez Evans, Butch Gaut, Jennifer Haines, Tim
Harrington, Sallie Hilvers, Mary Moning, Wright Parkes, John Ravasio,
Mike Restle, Frank Spataro

OTHERS: John Cranley, Mayor City of Cincinnati; Troy Hoskins, ATU Local 627;
Troy Miller, ATU Local 627; Chris Wetterich, Business Courier; WLWT-TV
Channel 5; WCPO-TV Channel 9; WKRC-TV Local 12

CALL TO ORDER

Mr. Dunn, SORTA Board Chair, called the meeting to order.

PLEDGE OF ALLIGANCE

The pledge of allegiance was recited.

MAYORAL LETTER / STAR AWARD PRESENTATION

Mr. Haley introduced Mr. Chinn, a Metro operator with Metro since 2004. Mr. Chinn was driving Route 32 on July 31st when he noticed an apartment fire in East Price Hill. Mr. Chinn stopped his bus, and assisted the residents in escaping.

Mayor Cranley thanked Mr. Chinn for his actions and presented him with a letter of appreciation from the City of Cincinnati.

Mr. Haley and Mr. Dunn also thanked Mr. Chinn and presented him with a STAR Award on behalf of SORTA.

HEARINGS FROM CITIZENS

Mr. Dunn asked if there were any citizens present who would like to address the board. Mr. Miller and Mr. Hoskins congratulated Mr. Chinn and wished Ms. Evans the best of luck in her new position.

APPROVAL OF JULY 15, 2014, MINUTES

Mr. Thomas made a motion that the minutes of the July 15, 2014, regular meeting be approved as previously mailed, and Ms. Stewart seconded the motion. By voice vote, the Board approved the minutes.

COMMITTEE REPORTS**PLANNING AND OPERATIONS**

Mr. Thomas reported on the Planning and Operations Committee meeting held on Tuesday, August 12, 2014 and proposed the following resolutions for board approval:

Proposed Resolution No. 2014-23: Approval of Motor Oil Contract

Mr. Schultz moved for adoption and Mr. Reed seconded the motion. Metro currently operates 355 buses traveling approximately 11 million miles per year. Oil changes are performed every 6,000 miles. It is estimated that Metro will purchase up to 24,000 gallons of oil over the next year. SORTA staff recommends that SORTA enter into a one (1) year contract with Glockner Oil, for the provision of motor oil at a cost not to exceed \$149,760.

By roll call vote, the Board unanimously approved Resolution No. 2014-23.

Proposed Resolution No. 2014-24: Approval of Synthetic Transmission Fluid

Mr. Reed moved for adoption and Mr. Schultz seconded the motion. Metro's 355 buses will require an estimated 5,000 gallons of synthetic transmission fluid over the next 12 months. SORTA staff recommends that SORTA enter into a one (1) year contract with Clarke Power Services, for the provision of synthetic transmission fluid at a cost not to exceed \$132,900.

By roll call vote, the Board unanimously approved Resolution No. 2014-24.

Proposed Resolution No. 2014-25: Approval for Contract for Bus Shelter Installation

Mr. Reed moved for adoption and Mr. Bowen seconded the motion. Existing shelters are several years old and several are in need of replacement. SORTA also receives requests from the City of Cincinnati, private citizens, local governments and private businesses for new shelters to support roadway improvement projects, community enhancement efforts, and to improve the level of passenger amenities at key bus stops. Staff recommends that SORTA enter into a three (3) year contract with LA Williams Construction for the provision of bus stop shelter installation at a cost not to exceed \$188,845 and to authorize a contingency fund of \$21,155, bringing the total project cost to \$210,000.

By roll call vote, the Board unanimously approved Resolution No. 2014-25.

COMMUNITY AND GOVERNMENT RELATIONS

Mr. Bowen reported on the Community and Government Relations Committee meeting held on Tuesday, August 12, 2014. Mr. Bowen noted that Metro has a new state lobbyist, Focused Capitol Solutions. He briefly highlighted Metro's communications plan, advertising update and updated the board on the recent Artworks "Touching Strangers, Cincinnati" Project.

Mr. Bowen then proposed the following motion for board approval:

Proposed Motion: Approval of Annual Meeting Requirement

Mr. Bowen moved for adoption and Mr. Dunn seconded the motion. SORTA held the first-ever "State of Metro" annual meeting in November 2013. To continue the momentum begun in 2013, the 2014 "State of Metro" annual meeting is being planned for November 2014. This motion will direct Metro staff to plan and execute a "State of Metro" annual meeting each year to support the objectives of the board's strategic plan.

By voice vote, the Board approved the motion.

EXECUTIVE COMMITTEE

Mr. Reed reported on the Executive Committee meeting held on Tuesday, August 12, 2014. Mr. Reed provided an update on recruiter services, the strategic plan, and on the IGA Operations and Maintenance agreement.

Mr. Reed then proposed the following for board approval:

Proposed Resolution No. 2014-26: Appointment of Suzanne Burke as a Royal Coachperson

Mr. Schultz moved for adoption and Mr. Dunn seconded the motion. Ms. Burke was first appointment a member of the Board of Trustees of SORTA on January 18, 2011. Ms. Burke was a loyal and dedicated board member and her expertise contributed greatly to the improvement of public transportation. The efforts of Ms. Burke to the public welfare should be recognized.

By roll call vote, the Board unanimously approved Resolution No. 2014-26.

Proposed Motion: Appointment to OKI Board

Mr. Reed moved for adoption and Mr. Thomas seconded the motion. This motion appoints Mr. Haley as SORTA's representative to the OKI Board of Trustees.

By voice vote, the Board approved the motion.

FINANCE COMMITTEE

Ms. Stewart reported on the Finance Committee meeting held on Thursday, August 14, 2014, during which the Committee reviewed the Human Resources Internal Audit Report and the Internal Audit Summary. The Committee also received a status update on health insurance, discussed the 2015 preliminary capital plan, and 5-year projections, and the Investment of Funds Report for July.

FINANCIAL AND RIDERSHIP REPORTS (July)

The Financial and ridership reports were provided to the Board. The quarterly verbal report will be in October.

CEO'S REPORT

Mr. Haley provided the CEO's Board Update noting that the University of Cincinnati contract had been extended, a regional pass is in development with Tank, and the Uptown Transit District grand opening was held July 24, 2014. Mr. Haley noted Metro's upcoming workshops, vendor fair and that Streetcar gift cards will be available for sale in November. Mr. Haley also informed

informed the Board that Jill Dunne, Metro's Public Affairs Manager, had been selected as one of Cincinnati Business Courier's "Forty under 40", which honors emerging leaders in the community.

NEW BUSINESS

There was no new business to report.

NEXT MEETING

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, September 16, 2014, at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

The meeting was adjourned at 9:42 a.m.

APPROVED:



Jason Dunn
Chair, SORTA Board

ATTESTED:



Darryl Haley
Interim CEO & General Manager