

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, December 8, 2015, 9:00 a.m.  
SORTA/Metro Mt. Adams Board Room  
602 Main Street  
Cincinnati, Ohio 45202

**BOARD MEMBERS**

PRESENT: Jason Dunn, Maurice Brown, Ron Mosby, Jack Painter, Ken Reed, Karl Schultz, Daniel St. Charles, Brad Thomas

BOARD MEMBERS ABSENT: Brendon Cull, Gregg Hothem, Kreg Keesee, Mary Miller, Gwen Robinson

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Phil Beiting, Matt Conover, Michelle Cantor, Bill Desmond, Butch Gaut, Paul Grether, Jennifer Haines, Darryl Haley, Sallie Hilvers, Brandy Jones, Olivia Jones, Ted Meyer, Wright Parkes, John Ravasio, Alan Solomon, Randy Weaver, Saunta Anderson,

OTHERS: Nick Sunyak, City of Cincinnati; Chris Wetterich, Business Courier; Edita Dolan-Mayo, Powernet; John Schneider; Derek Bauman

**CALL TO ORDER**

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

**PLEDGE OF ALLIGANCE**

The Pledge of Allegiance was recited.

A moment of silence was held for Ed Humphries, a former SORTA Board member, who was recently in a very serious accident.

**HEARINGS FROM CITIZENS**

Mr. Dunn asked if there were any citizens present who would like to address the Board.

Mr. John Schneider presented to the Board a listing of frequency service of streetcar survey of six recent systems and showed best practices. The average start time is 6:00 a.m. and stop is 10:00 p.m. on weekdays. He encouraged the Board to strive for 10 minute headways, and to focus on frequency.

Mr. Derek Bauman stated he is a resident of Over the Rhine and involved in the streetcar project. He reiterated what Mr. Schneider considers regarding best practices and frequency.

Mr. Dunn asked Mr. Grether to explain the operating agreement between SORTA and the City. He stated that SORTA operates the streetcar service based on the approved funding from the City. The public process, including outreach for input on hours of operation, as part of the Title VI analysis is not yet complete, but will be concluded in February 2016.

**COMMITTEE REPORTS****FINANCE COMMITTEE**

Mr. Mosby reported on the Finance Committee meeting held on December 1, 2015 and proposed the following resolution to the Board for approval:

**Proposed Resolution No. 2015-37: Approval of the 2016 Operating Plan**

Mr. Reed moved for adoption, and Mr. Mosby seconded the motion. Mr. Mosby discussed SORTA's 2016 operating expense budget highlighting multiple line items that had been updated since the committee saw the preliminary budget. The Committee then discussed several factors pertaining to balancing the 2016 budget and reviewed the 5-year capital plan noting the projected shortfalls in funding.

Mr. Dunn asked Mr. Ferrell if SORTA would be able to get funding from the new five year transportation bill. Mr. Ferrell felt that we could potentially be awarded some funds for capital items, i.e. buses and facilities.

By roll call vote, the Board unanimously approved Resolution No. 2015-37.

**APPROVAL OF NOVEMBER 17, 2015, REGULAR MINUTES**

Mr. Thomas made a motion that the minutes of the November 17, 2015, regular meeting be approved as previously mailed, and Mr. Schultz seconded the motion. By voice vote, the Board approved the minutes.

**Planning and Operations Committee**

Mr. Thomas reported on the Planning and Operations Committee meeting held on December 1, 2015, and proposed the following resolutions to the Board for approval:

**Proposed Resolution No. 2015-38: Approval of Key Performance Indicators**

Mr. Thomas moved for adoption, and Mr. Mosby seconded the motion. Staff recommends that the Board adopt five key performance indicators: passengers per hour/trip, passenger load, operating cost per passenger, farebox recovery/passenger subsidy, and on time performance. The Board then discussed the indicators in length.

By roll call vote, the Board unanimously approved Resolution No. 2015-38.

**Proposed Resolution No. 2015-39: Approval of Express Service Downtown Route Changes**

Mr. Thomas moved for adoption, and Mr. Reed seconded the motion. Metro operates 683 buses each weekday on Walnut Street and 696 buses each weekday on Main Street. Streetcar service will increase the number of transit vehicles creating significant traffic congestion. Metro solicited public comments about proposed routing changes at a public meeting on November 5, 2015. Seventy-nine comments were received and 60% were in regard to the removal of service from bus stops north of Fifth Street. Revisions were made to the original plans for Routes 2X, 3X, 14X, 15X, 23X, 29X, 74X and 82X. All of the revisions maintain service to bus stops north of Fifth Street. SORTA staff recommends that the SORTA Board approve the express service downtown routing changes.

By roll call vote, the Board unanimously approved Resolution No. 2015-39.

**Proposed Resolution No. 2015-40: Approval of Service Contract with Butler County**

Mr. Mosby moved for adoption, and Mr. Schultz seconded the motion. SORTA operates bus service into Butler County in cooperation with Butler County Regional Transit Authority (BCRTA). The current agreement with BCRTA expires on December 31, 2015. SORTA and BCRTA have negotiated a new agreement for the period of January 1, 2016 through December 31, 2016. SORTA staff recommends that the SORTA Board approve the agreement with BCRTA for a continuation of services at a cost of \$479,045.

By roll call vote, the Board unanimously approved Resolution No. 2015-40.

**Proposed Resolution No. 2015-41: Approval of Service Contract with Clermont County**

Mr. Reed moved for adoption, and Mr. Mosby seconded the motion. SORTA operates bus service into Clermont County and the current agreement with Clermont County expires on December 31, 2015. SORTA and Clermont County have negotiated a new agreement for the period of January 1, 2016 through December 31, 2016. SORTA staff recommends that the SORTA Board approve the agreement with Clermont County for continuation of services at a cost of \$423,410.

By roll call vote, the Board approved Resolution No. 2015-41.

**Proposed Resolution No. 2015-42: Approval of Lease Agreement with Kings Island**

Mr. Thomas moved for adoption, and Mr. Reed seconded the motion. SORTA's current agreement with Kings Island to lease parking spaces for SORTA's park-and-ride passengers expires on December 31, 2015. SORTA staff has negotiated a new one (1) year parking space lease for the period of January 1, 2016 through December 31, 2016, at the current cost of \$35,100. Included in this agreement are maintenance expenses to be paid by SORTA in an amount not to exceed \$25,000, for a total annual maximum cost of \$60,100. SORTA staff recommends the SORTA Board approve the new lease with Kings Island.

By roll call vote, the Board unanimously approved Resolution No. 2015-42.

**Proposed Resolution No. 2015-43: Approval of Contract for Billboard Advertising Services**

Mr. Thomas moved for adoption, and Mr. Schultz seconded the motion. By Resolution 2010-26 the SORTA Board approved a billboard advertising agreement with Lamar that is due to expire on December 31, 2015. SORTA staff and Lamar have negotiated a new contract for a five (5) year term to begin January 1, 2016. SORTA staff recommends the SORTA approve the billboard advertising agreement.

By roll call vote, the Board unanimously approved Resolution No. 2015-43.

**Proposed Resolution No. 2015-44: Approval of Contract for Government Square Cleaning**

Mr. Reed moved for adoption, and Mr. Schultz seconded the motion. For more than 18 years, Downtown Cincinnati Incorporated (DCI) has been under contract with SORTA for the cleaning of the Government Square facility and the bus stops and shelters in the Cincinnati Business District. SORTA staff recommends the Board approve a one (1) year renewal contract with DCI at a total cost not to exceed \$136,712.

By roll call vote, the Board unanimously approved Resolution No. 2015-44.

**Proposed Resolution No. 2015-45: Approval of Contract for Bus Batteries**

Mr. Thomas moved for adoption, and Mr. Reed seconded the motion. SORTA operates 357 buses traveling approximately 11.3 million miles per year. SORTA uses approximately 450 bus batteries per year. Detailed bus battery specifications were developed by Metro staff and an Invitation for Bid ("IFB") was sent to eleven (11) potential vendors. Three (3) bids for bus batteries were received. Staff recommends the Board accept the bid submitted by Battery Men, Inc. for a five (5) year contract at a total cost not to exceed \$482,867 as the lowest responsive bid from a responsible bidder.

By roll call vote, the Board unanimously approved Resolution No. 2015-45.

**Ridership Report for October 2015**

Mr. Conover provided the October ridership report and stated that total ridership was 1,520,275 in October and 2.7% below our projections. Local ridership was down 1.6%, express ridership was down 16.5% from projections and year-to-date ridership for 2015 is down 4.1% or 568,370 rides from our projection. On-time performance was 84.45% for local routes and 78.5% for express routes. Passenger per hour for local routes was 23.32 passengers per hour and express routes carried 16.25 passengers per trip. Average fixed ridership for weekday was 60,355, Saturday was 24,984, and Sunday was 16,881. Mr. Conover also presented the October Access ridership report, noting total ridership for Access was 12.9% above projections, and year-to-date ridership was up 5.2% or 10,794 rides from projections. Access on-time performance was 94.9% for pickup. The Board then discussed Access service in depth and asked that staff develop performance indicators for Access also.

**Financial Report for October 2015**

Mr. Solomon presented the October financial report. Total revenues were unfavorable to budget by \$96,000. Total expenses were unfavorable to budget by \$12,000. The end result is a net unfavorable variance of \$108,000 for the month and \$853,000 favorable year to date. Mr. Solomon then reviewed with the Board the significant contributing factors to these variances.

Mr. Dunn asked Mr. Ferrell to reiterate what it means to the fleet and service in 2017, 2018 and 2019 if revenue continues and funding alternatives are not identified. Mr. Ferrell said if we do not find additional sources of revenue our operations and fleet will be significantly impacted.

**STREETCAR UPDATE**

Mr. Grether provided a streetcar update through November 30<sup>th</sup> including streetcar turnover to Transdev, operations and maintenance planning, a rail activation committee update, fare equipment delivery schedule, streetcar vehicle delivery and testing, wheel truing machine delivery and testing, and an update on safety and security certification.

**BOARD UPDATE**

Mr. Ferrell updated the Board on the upcoming State of Metro annual meeting on Friday, December 11<sup>th</sup>, the Holly Jolly Trolley service, labor negotiations, and employee commendations. Mr. Ferrell also thanked the Board for the opportunity to lead this organization.

**NEW BUSINESS**

The Board reviewed the agenda for the State of Metro annual meeting being held on Friday, December 11<sup>th</sup>.

**NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, January 19, 2015, at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

Mr. Reed made a motion that the meeting be adjourned and Mr. Dunn seconded the motion. The Board approved by motion by voice vote and the meeting adjourned at 10:20 a.m.

APPROVED:



Ken Reed  
Vice-Chair, SORTA Board

ATTESTED:



Dwight Ferrell  
CEO & General Manager