

**BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY**

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, March 17, 2015, 9:00 a.m.
SORTA/Metro Mt. Adams Board Room
602 Main Street
Cincinnati, Ohio 45202

BOARD MEMBERS

PRESENT: Jason Dunn, Frank Bowen, Brendon Cull, Brennan Grayson, Gregg Hothem, Kreg Keesee, Jack Painter, Ken Reed, Gwen Robinson, Karl Schultz, Daniel St. Charles, Brad Thomas

BOARD MEMBERS

ABSENT: Lamont Taylor

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Shawn Donaghy, Butch Gaut, Paul Grether, Jennifer Haines, Darryl Haley, Tim Harrington, Sallie Hilvers, Wright Parkes, John Ravasio, Mike Restle, Frank Spataro

OTHERS: Derek Winchester; Phillip Jacobs; Scott Goodfellow; Rick Greiwe, Greiwe Development; Don Mills, Ohio River Way; Jack Sutton, Great Parks; Joe Curry, Everybody Rides Metro; Marilyn Hyland, I&O; Jason Williams, Cincinnati Enquirer; Chris Wetterich, Business Courier

CALL TO ORDER

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

PLEDGE OF ALLIGANCE

The Pledge of Allegiance was recited.

HEARINGS FROM CITIZENS

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

Mr. Derek Winchester read a letter to the Board from the President of Indiana & Ohio Railway Company (I&O), Charles McBride, concerning safety issues if a bike trail is built on the Oasis right of way.

Mr. Phillip Jacobs addressed the Board regarding his concerns about overcrowding on Route 21 particularly in the morning. Mr. Jacobs also was concerned that Route 31 no longer goes to Kroger on State Street and that straps on buses (specifically #9015) are cracked and no longer seem safe. Mr. Ferrell advised that staff would look into these issues.

Mr. Scott Goodfellow presented the Board with 2,264 signatures, including 440 signatures collected by three volunteers at the Hearth Mini Marathon, in support of the Oasis bike trail.

Mr. Rick Greiwe addressed the Board advising them that a Design Review Committee is being formed by Jack Sutton of Great Parks and the preliminary engineering study is complete.

COMMITTEE REPORTS**Planning and Operations Committee**

Mr. Thomas reported on the Planning and Operations Committee meetings held on Tuesday, February 10, 2015 and Tuesday, March 10, 2015 and then proposed the following resolutions for board approval:

Proposed Resolution No. 2015-05: Approval of Resolution Regarding The Ohio River Trail/Oasis Line

Mr. Thomas moved for adoption and Mr. Reed seconded the motion. Mr. Cull addressed the Board thanking all involved in the Oasis Subcommittee. Mr. Cull noted that this resolution, which was recommended by the majority of the Oasis ROW subcommittee, states that the SORTA Board officially endorses and supports the use of the north track of the Oasis Line as a temporary bike, recreational, and transportation trail and directs the SORTA Administration to work with stakeholders to achieve this goal and to address and solve for the issues identified by the SORTA Administration and the Oasis Right of Way committee. A majority of the Oasis Right of Way subcommittee is satisfied that it is possible to address the outstanding issues that might stand in the way of the development of the trail.

Mr. Reed stated that SORTA is not in the bike trail business and that resources will not come from SORTA to design or build the trail.

Mr. Schultz expressed his concerns about the safety issues that are being raised by the I&O Railway and the potential impact on the Eastern Corridor project.

Mr. Dunn asked Ms. Adkins to read the resolution in its entirety to the Board. Ms. Adkins did so.

By roll call vote, a majority of the the Board approved Resolution No. 2015-05.

Proposed Resolution No. 2015-04: Approval of Contract for Decal Repairs on Metro Bus Fleet

Ms. Robinson moved for adoption and Mr. Bowen seconded the motion. SORTA's fleet of 357 buses has decals that need to be removed, installed or repaired on a regular basis. An invitation for bid on a contract for this service was developed by staff and was sent to 27 potential vendors. Five (5) responses were received. The lowest responsive bid from a responsible bidder was from Crux Roadboardz Graphics for a total price not to exceed \$192,000 for three (3) years. Staff recommends that the Board award the contract to Crux Roadboardz Graphics.

By roll call vote, the Board unanimously approved Resolution No. 2015-04.

Proposed Resolution No. 2015-06: Approval of Sixth Amendment to Intergovernmental Agreement with the City of Cincinnati

Mr. Bowen moved for adoption and Mr. Reed seconded the motion. SORTA is the grantee of federal funds identified for the Streetcar Project, with the City of Cincinnati as the sub-recipient of funds. In May, 2011 the SORTA Board approved an Intergovernmental Agreement ("IGA") with the City of Cincinnati to disburse federal grant funds for the streetcar project. The SORTA Board of Trustees has approved five additional amendments to the IGA to add additional grant funds and to govern purchases by SORTA on behalf of the Cincinnati Streetcar and Metro. In order to fund the purchase of certain fare collection equipment for the Metro bus system and the Cincinnati Streetcar, as well as certain "fit-up" items for the Cincinnati Streetcar Maintenance and Operations Facility (such as computer and phone equipment) and in order to provide a minor update to the

SORTA Cincinnati Streetcar Project Administration Budget, staff recommends the Board approve a sixth amendment to the Intergovernmental Agreement with the City of Cincinnati.

By roll call vote, the Board unanimously approved Resolution No. 2015-06.

Proposed Resolution No. 2015-07: Approval of Purchase of Ticket Vending Machines

Mr. Schultz moved for adoption and Mr. Bowen seconded the motion. By Resolution No. 2011-04, the SORTA Board approved Contract 07-10 for the purchase of a transit fare collection system from GFI Genfare (now SPX Genfare). Contract 07-10 includes options for SORTA to purchase additional ticket vending machines for a period of up to five (5) years. SORTA is in need of up to 21 ticket vending machines to be installed in downtown Cincinnati at Cincinnati Streetcar and Metro bus stops and Metro park and ride locations. SORTA staff recommends the Board authorize the purchase of up to 21 ticket vending machines from SPX Genfare at a cost not to exceed \$1,012,454.

By roll call vote, the Board unanimously approved Resolution No. 2015-07.

Proposed Resolution No. 2015-08: Approval of the Streetcar Maintenance and Operations Facility License Agreement with the City of Cincinnati

Mr. Reed moved for adoption and Mr. Thomas seconded the motion. In December 2014, the SORTA Board adopted Resolution 2014-50, approval of the Intergovernmental Agreement with the City of Cincinnati Governing the Operations and Maintenance of the Cincinnati Streetcar, which included a license agreement for the Operations and Maintenance Facility (MOF). Staff has been working with the City to finalize the Agreement which is now ready for execution by both parties. SORTA staff recommends the Board approve the streetcar maintenance and operations facility license agreement with the City of Cincinnati.

By roll call vote, the Board unanimously approved Resolution No. 2015-08.

Proposed Resolution No. 2015-09: Approval of Contract for Advertising Agency of Record

Mr. Reed moved for adoption and Mr. Thomas seconded the motion. In support of the SORTA Strategic Plan, Metro is involved in several initiatives that require the services of an advertising agency. In late 2012, a Request for Proposals was sent to 39 agencies. Proposals were received from seven (7) agencies. The contract was awarded to Powers Agency for two (2) years with an option for a third year. Staff recommends the Board authorize exercise of the third year option with Powers Agency at the same terms as the first two years of the contract. The third year shall be from April 1, 2015, through March 31, 2016 at a cost not to exceed \$200,000.

By roll call vote, the Board unanimously approved Resolution No. 2015-09.

Proposed Resolution No. 2015-10: Approval of Fifth Third Service Contract

Ms. Robinson moved for adoption and Mr. Bowen seconded the motion. SORTA operates bus service on Madison Road, via Route 11 between Madisonville and downtown Cincinnati. In 2004 SORTA and Fifth Third negotiated a contract to extend some of the route service to Fifth Third Bank's Madisonville Operations Center. SORTA staff and Fifth Third Bank have agreed to a new contract beginning March 1, 2015 through March 3, 2018 at a price of \$47,103 for the first year. SORTA staff recommends that the SORTA Board approve the contract with Fifth Third Bank.

By roll call vote, the Board unanimously approved Resolution No. 2015-10.

Proposed Resolution No. 2015-11: Approval of Contract for Walnut Hills Transit District Design and Contract Administration Services

Mr. Reed moved for adoption and Mr. Thomas seconded the motion. The go*Forward transit plan recommended bus stop improvements and transit centers at several locations, including Walnut Hills. The City of Cincinnati Department of Transportation and Engineering has reviewed the proposed improvements and developed a conceptual design. A scope of work for final design and contract administration services was prepared by SORTA staff and a Request for Qualifications was issued in October 2014 to 12 firms. Staff recommends a contract be awarded to Woolpert, Inc. as the responsible proposer whose proposal is most advantageous to SORTA in terms of qualifications and cost, at a not to exceed price of \$125,960.

By roll call vote, the Board unanimously approved Resolution No. 2015-11.

Proposed Resolution No. 2015-12: Approval of Contract for Northside Transit District Design and Contract Administration Services

Mr. Reed moved for adoption and Mr. Thomas seconded the motion. The go*Forward transit plan recommended bus stop improvements and transit centers at several locations, including Northside. A site location study and conceptual layout was completed by Michael Schuster Associates (MSA) Architects in 2012. A scope of work for final design and contract administration services was prepared by SORTA staff and a Request for was issued in October 2014 to 12 firms. Staff recommends a contract be awarded to Michael Schuster Associates Architects (MSA) as the responsible proposer whose proposal is most advantageous to SORTA in terms of qualifications and cost, at a not to exceed price of \$319,058.

By roll call vote, the Board unanimously approved Resolution No. 2015-11.

APPROVAL OF JANUARY 20, 2015 REGULAR MINUTES

Mr. Thomas made a motion that the minutes of the January 20, 2015 regular meeting be approved as previously mailed, and Mr. Keesee seconded the motion. By voice vote, the Board approved the minutes.

FINANCE COMMITTEE

Mr. Keesee briefly reported on the Finance Committee meetings held on Thursday, February 12, 2015 and Thursday, March 12, 2015, noting that the Committee had approved a contribution of \$1 million to the Contingency Reserve.

RIDERSHIP REPORTS FOR JANUARY 2015

Mr. Haley presented the January ridership report. Graphs were presented comparing actual ridership to budget by month for fixed route, Cincinnati Public Schools student ridership, paratransit, University of Cincinnati, Cincinnati State, and fare deal. Mr. Haley stated that regular service was under budget by 2.7%, student service was under budget by 7%, fixed route was under budget by 3.4%, and paratransit was under budget by .6%. Total ridership was under budget by 3.4%, but was up 5.5% over last year.

FINANCIAL REPORTS FOR JANUARY 2015

In the interest of time, Mr. Dunn asked that the January Financial Report not be presented, unless there were any significant issues to bring to the Board's attention. Mr. Restle reported there were none.

BOARD UPDATE

Mr. Ferrell addressed the Board noting that the O&M RFP is out and we are expecting bids to come in late March, negotiations and discussions with the Union is ongoing. Mr. Ferrell updated the board on federal meetings that happened in late February and early March, and discussions with Megabus. Metro participated in a few past and upcoming community outreach activities including an emergency exercise training exercise on March 6th, ReelAbilities film festival lunch on March 2nd, Stand Up 4 Transportation is coming up on April 9th, and the ArtsWave campaign. Mr. Ferrell also highlighted several commendations from the community regarding Metro employees.

NEW BUSINESS

No new business to report.

EXECUTIVE SESSION

Mr. Thomas made a motion that the board go into Executive Session as provided in Ohio Revised Code Section 121.22(G)(3) "concerning disputes...that are the subject of pending court action" and Mr. Reed seconded the motion.

By roll call vote, the Board approved the motion and went into Executive Session at 10:25 a.m.

Mr. Reed made a motion that the Board return to regular session, and Ms. Robinson seconded the motion. The Board approved the motion and returned to regular session at 10:40.

NEXT MEETING

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, April 21, 2015, at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

The meeting was adjourned at 10:40 a.m.

APPROVED:

Jason Dunn
Chair, SORTA Board

ATTESTED:

Dwight Ferrell
CEO & General Manager