

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, April 19, 2016, 9:00 a.m.  
SORTA/Metro Mt. Adams Board Room  
602 Main Street  
Cincinnati, Ohio 45202

**BOARD MEMBERS**

PRESENT: Jason Dunn, Maurice Brown, Brendon Cull, Gregg Hothem, Mary Miller, Ron Mosby, Jack Painter, Ken Reed, Gwen Robinson, Karl Schultz, Daniel St. Charles, Brad Thomas

**BOARD MEMBERS**

ABSENT: Kreg Keesee

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Michelle Cantor, Matt Conover, Bill Desmond, Butch Gaut, Paul Grether, Darryl Haley, Sallie Hilvers, Brandy Jones, Olivia Jones, Mary Moning, Alan Solomon, Thomas Stringer, Jenell Walton

OTHERS: Laure Quinvilan; LQ Consulting, Kim Schaefer; Vorys, Sater, Seymour, and Pease, LLP, Robert Shuemak; Hamilton County Developmental Disabilities, Nick Sunyak; City of Cincinnati, Don Mills; Ohio River Way

**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; there were none.

**APPROVAL OF MARCH 15, 2016 REGULAR MINUTES**

Mr. Thomas made a motion that the minutes of the March 15, 2016 regular meeting be approved as previously mailed and Mr. Mosby seconded the motion. By voice vote, the Board approved the minutes.

**COMMITTEE REPORTS**

**Finance Committee**

Mr. Hothem reported on the Finance Committee meeting held on April 12, 2016 and proposed the following to the Board for approval:

**Proposed Resolution No. 2016-11: Designation of SORTA Depositories, Accounts, and Check Signers**

Mr. Hothem moved for adoption. Mr. Reed seconded the motion. This resolution approves modifications to the current list of accounts and authorized signers, reflecting recent personnel changes at SORTA.

By roll call vote, the Board unanimously approved Resolution No. 2016-11.

### **Executive Committee**

Mr. Reed reported on the Executive Committee meeting held on April 7, 2016. During the Committee meeting, Mr. Painter made a motion that SORTA staff address a series of questions as part of its review of the Metro Futures Task Force report. The motion was approved by the Committee. Staff is developing their responses and will present them to the Board in May. Mr. Reed noted that over the next several months, Board meetings will be streamlined in order to devote time to reviewing the task force report and SORTA's future.

### **Ridership Report for February 2016**

Mr. Conover provided the February 2016 ridership report and stated that total ridership was 1,240,385, which was 2.9% above projections. On-time performance was 87.3% against a goal of 88%. Local routes are carrying 20.35 passengers per hour, against a goal of 20.7 and Express routes are carrying 15.92 passengers per hour against a goal of 16.2. Mr. Conover also presented the February Access Ridership report and noted that total ridership for Access was 17,766 in February, which was 11% above projections. Year-to-date Access ridership was up 7.4% above projections or 15,777 rides. On-time performance was 93.2% against a goal of 93%.

Mr. Cull commended staff on SORTA's recent last-mile partnership with Uber and the Board discussed this partnership.

### **February 2016 Financial Report**

Mr. Solomon presented the February financial report. Total revenues were \$7.6 million, which was favorable to budget by \$53,000 or 0.7%. Total expenses were unfavorable to budget by \$42,000 or 0.6%. The end result was a net unfavorable variance of \$32,000 for the month. Fare revenue was slightly favorable to budget by \$3,000 or 0.2% for the month due to higher ridership, which was 0.7% over budget for Regular Service and 12% over for Access. Mr. Solomon then reviewed with the committee the significant contributing factors to these variances.

### **Rail Report**

Mr. Grether presented the March update for the Cincinnati Streetcar. He highlighted that SORTA has taken over responsibility for managing access to the streetcar system infrastructure, the first group of operators has been hired, and the fourth streetcar (#1177) was delivered. Plans and procedures were submitted to ODOT SSO for the required System Safety Program Plan (SSPP), Security Emergency Preparedness Plan (SEPP), and Emergency Operation Plan.

The Board discussed receiving the fifth streetcar as well as hiring process for streetcar operators and maintenance workers

### **BOARD UPDATE**

Mr. Ferrell provided his March 2016 update; making specific note of the Bus and Bus Facilities grant and an advanced technologies grant that SORTA will be applying for. Board Vice-Chair Kenneth Reed and Mr. Ferrell visited Washington, D.C. on April 12-13 to educate our federal delegation and FTA staff on SORTA's need for these and other capital projects. He also discussed the Diesel Emission Reduction Grant (DERG) that was recently awarded to SORTA to replace two older diesel buses with more energy efficient and cleaner new buses; Mr. Ferrell recognized service analyst supervisor Matt Conover for his work in applying for this grant.

**NEW BUSINESS**

Mr. Dunn asked Chief Operations Officer Thomas Stringer, as well as Ms. Jones and Mr. Haley to provide an update on the operator training program. Ms. Jones explained that the process has been refined, with the new process going into effect in June. When an operator is hired, they will now receive 4-5 weeks of training in the classroom before they begin working with a line operator trainer. This will minimize the instructor's time spent training during revenue service.

Mr. Desmond introduced Kim Schaefer of Vorys, Sater, Seymour, and Pease, LLP, SORTA's outside legal counsel. He briefed the Board to the Voluntary Tax Incentive Contribution Agreements (VTICA) with Downtown Cincinnati Incorporated. The staff anticipates that these items will be brought to the Planning & Operations Committee as action items in June.

Mr. Dunn moved to adjourn the meeting and Mr. Reed seconded. The meeting adjourned at 10:10 a.m.

**NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, May 17, 2016 at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

APPROVED:

ATTESTED:



Jason Dunn  
Chair, SORTA Board



Dwight Ferrell  
CEO & General Manager