

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, June 21<sup>st</sup>, 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, Kreg Keesee, Ron Mosby, Ken Reed, Gwen Robinson, Karl Schultz, Daniel St. Charles, Brad Thomas

**BOARD MEMBERS**

ABSENT: Mary Miller

STAFF MEMBERS: Dwight Ferrell, Michelle Cantor, Matt Conover, Bill Desmond, Butch Gaut, Darryl Haley, Sallie Hilvers, Maria Jones, John Ravasio, Alan Solomon, Thomas Stringer

OTHERS: Nick Vehr and Darcy Schwass; Vehr Communications, Nick Sunyak; City of Cincinnati, Troy Miller; ATU Local 627, Chris Wetterich; Cincinnati Business Courier, Robert Shuemak; Hamilton County Developmental Disabilities

**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 MAY 17, 2016 REGULAR MINUTES**

Mr. Thomas made a motion that the minutes of the May 17, 2016 regular meeting be approved as previously mailed and Mr. Reed seconded the motion. By voice vote, the Board approved the minutes.

**COMMITTEE REPORTS**

**Finance Committee**

Mr. Keesee reported on the Finance Committee meeting held on June 14, 2016 and proposed the following to the Board for approval:

**Proposed Resolution No. 2016-16: Approval to File 2017 Grant Applications**

Mr. Reed moved for adoption. Ms. Robinson seconded the motion. This resolution approves the filing of 2017 grant applications by the CEO/General Manager or the Vice President, Finance/Interim CFO. The Federal Transit Administration (FTA) and State of Ohio requires Board approval in order for SORTA to apply for federal and state funds for the upcoming fiscal year.

Maximum flexibility is required to allow staff to react to changing conditions at the federal, state, and local level. By roll call vote, the Board unanimously approved Resolution 2016-16.

**Proposed Resolution No. 2016-17: Appointment of Gregg Hothem as a Royal Coachperson**

Mr. Reed moved for adoption. Mr. Thomas seconded the motion. This resolution appoints Gregg Hothem as a royal coachperson. Mr. Hothem was appointed a member of the Board of Trustees of SORTA on March 25, 2009. He was a loyal and dedicated board member, and his expertise contributed greatly to the improvement of public transportation. The efforts of Mr. Hothem for public welfare should be recognized. By roll call vote, the Board unanimously approved Resolution 2016-17.

**Planning & Operations Committee**

Mr. Thomas reported on the Planning & Operations Committee held on June 14, 2016 and proposed the following to the Board for approval:

**Proposed Motion: Appointment of Director of Everybody Rides Metro**

Mr. Cull moved for adoption and Mr. Reed seconded the motion. This motion reappoints Brad Thomas to another three year term as a director of Everybody Rides Metro, with a new term expiration date of June 30, 2019. The Operating Agreement between SORTA and Everybody Rides Metro Foundation (ERM) states that as seats become available on the ERM Board, the ERM Board will recommend individuals to the SORTA Board for consideration. All Directors are appointed by the SORTA Board. By voice vote, the Board approved the motion.

**Proposed Resolution No. 2016-18: Approval of Contract for Ridership and On-Time Reporting Software**

Mr. Keesee moved for adoption and Mr. Reed seconded the motion. This resolution approves a one (1) year contract with four (4) additional option years with Clever Devices, Ltd. for the purchase and installation of ridership and on-time reporting software at a total cost not to exceed \$190,418. By roll call vote, the Board unanimously approved Resolution 2016-18.

**Proposed Resolution No. 2016-19: Approval of Lease Agreement with 824 Main Milford, LLC**

Mr. Reed moved for adoption and Mr. Mosby seconded the motion. This resolution approves a five (5) year parking space lease agreement, beginning July 1, 2016 and ending June 30, 2021, with 824 Main Milford, LLC to lease forty (40) parking spaces at the Regency Milford Shopping Center for SORTA's park-and-ride passengers at a total cost not to exceed \$31,200. By roll call vote, the Board unanimously approved Resolution 2016-19.

**Proposed Resolution No. 2016-20: Approval of Cincinnati Streetcar Shelter and Naming Rights**

Mr. Thomas moved for adoption and Mr. Reed seconded the motion. This resolution approves a ten (10) year contract with Advertising Vehicles for the sale of advertising and naming rights on Cincinnati Streetcar shelters. The revenue share to SORTA is 57% of net sales for the ten-year contract. By roll call vote, the Board unanimously approved Resolution 2016-20.

**Proposed Resolution No. 2016-21: Approval of Modification of Contract 43-14 Streetcar Operations and Maintenance Services with Transdev Services, Inc.**

Mr. Thomas moved for adoption and Mr. Brown seconded the motion. This resolution approves the modification to Contract 43-14 with Transdev Services, Inc., increasing the cost of the start-up phase of the contract by \$49,288 to \$1,149,288 and the total contract to \$38,382,556.91. The increased costs will establish the revenue start date for streetcar service, the streetcar operating

schedule, allow SORTA to procure electricity service, and add the cost of capital tools and equipment. By roll call vote, the Board unanimously approved Resolution 2016-21.

The Board inquired about investigative reports and audits of accidents involving the streetcar, which will not be public record. Mr. Desmond clarified, noting that under the ORC, the streetcar is exempt under the public records requirement as a rail fixed guideway system. ODOT has oversight of the streetcar and it would be up to their discretion to release any records involving such reports. Ms. Hilvers addressed the Board, noting that SORTA could report basic facts on such incidents, but even video would be confidential.

### **Community and Government Relations**

Mr. Cull reported on the Community and Government Relations meeting held on June 14, 2016 and proposed the following to the Board for approval:

#### **Proposed Resolution No. 2016-22: Approval of Letter with Holland Knight for Federal Grant Writing Services**

Mr. Cull moved for adoption and Mr. Reed seconded the motion. This resolution approves a letter of agreement with Holland Knight for federal grant writing services at an estimated cost of up to \$30,000 each for up to two (2) grants at a total cost not to exceed \$60,000. As a prior letter of engagement was signed with Holland Knight in January 2016 for representation costs of \$97,200, this additional expenditure for federal grant writing brings Holland Knight's total costs to a maximum of \$157,200. By roll call vote, the Board unanimously approved Resolution 2016-22.

### **IT Subcommittee**

Mr. St. Charles reported on the IT Subcommittee meeting held on June 14, 2016. The Board discussed accident prevention technology and automation of reporting to the Board.

## **DISCUSSION**

### **Metro Futures Task Force Discussion**

Mr. Vehr addressed the Board and made note of the information they had received over the past few months in response to the work done by the Metro Futures Task Force. He discussed the current political climate and explained that the deadline for filing placing a ballot issue with the Hamilton County Commissions is July 29, 2016. Mr. Dunn explained that the Board would hold a special meeting the following week to further discuss and make a decision on this issue.

### **Ridership Report for April 2016**

Mr. Conover provided the April 2016 ridership report and stated that total ridership was 1,293,950, which was 4.2% below projections. On-time performance was 86% for local routes against a goal of 88%. Local routes are carrying 20.63 passengers per hour, against a goal of 20.7 and express routes are carrying 16.39 passengers per trip against a goal of 16.2. Mr. Conover also presented the April Access Ridership report and noted that total ridership for Access was 18,790 in April, 3.8% above projections. Year-to-date Access ridership was up 8.4% or 16,748 rides. On-time performance was 94% against a goal of 93%.

### **April 2016 Financial Report**

Mr. Solomon presented the April financial report. Total revenues were \$7.7 million, which was unfavorable to budget by \$62,000 or 0.8%. The end result was a net unfavorable variance of \$86,000 for the month. Fare revenue was unfavorable to budget by \$90,000 or 5.2% due to lower ridership, which was 6.3% under budget for regular service. Mr. Solomon then reviewed with the committee the significant contributing factors to these variances.

**RAIL REPORT**

Mr. Grether was absent from the Board meeting; his written May 2016 Cincinnati Streetcar update was provided to the Board.

**BOARD UPDATE**

Mr. Ferrell's written May 2016 update was provided to the Board. Due to time constraints, he did not give an oral presentation.

**NEW BUSINESS**

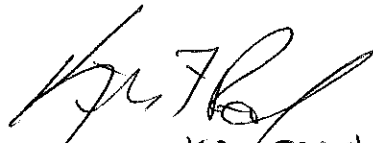
Mr. Reed moved to adjourn the meeting and Mr. Dunn seconded. The meeting adjourned at 10:30 a.m.

**NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, July 19, 2016 at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

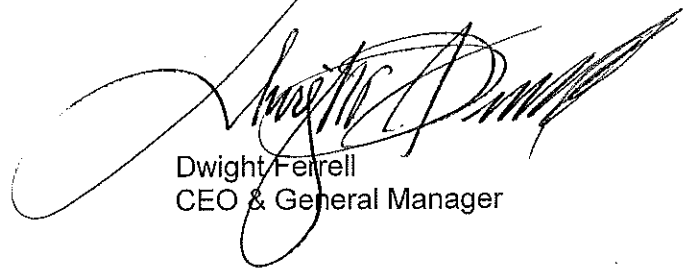
APPROVED:

ATTESTED:



Jason Dunn Ken Reed  
Chair, SORTA Board

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Dwight Ferrell  
CEO & General Manager