

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, October 18<sup>th</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, Gary Greenberg, Mary Miller, Ron Mosby, Ken Reed, Gwen Robinson, Karl Schultz, Brad Thomas

**BOARD MEMBERS**

ABSENT: Brendon Cull, Kreg Keesee, Daniel St. Charles

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Michelle Cantor, Matt Conover, Butch Gaut, Tyra Gordon, Paul Grether, Darryl Haley, Sallie Hilvers, Olivia Jones, Kim Lahman, Carla McHale, Mary Moning, John Ravasio, David Riposo, Demarcus Peters

OTHERS: Andy Shenk, Robert Herring, Kim Schaefer; Vorys, Sater, Seymour, and Pease, LLP

**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 SEPTEMBER 20, 2016 MINUTES**

Mr. Thomas made a motion that the minutes of the September 20, 2016 meeting be approved as previously mailed and Mr. Schultz seconded the motion. By voice vote, the Board approved the minutes.

**COMMITTEE REPORTS**

**Finance Committee**

Mr. Mosby reported on the Finance committee meeting that was held on October 11, 2016, and proposed the following to the Board for approval:

**Proposed Motion: Approval of Secretary-Treasurer**

Mr. Mosby moved for adoption and Mr. Reed seconded the motion. The position of Secretary-Treasurer is a statutory office required by the Ohio Revised Code (ORC). These statutes designate the Secretary-Treasurer as the fiscal officer of the regional transit authority and custodian of its funds and records. The ORC further directs that the Secretary-Treasurer "shall

furnish bond in such amount as is determined by the board of trustees"; which has been set at \$100,000 and will be purchased by SORTA. It is recommended that the SORTA Board appoint the Chief Financial Officer / Sr. Vice President, Finance, David A. Riposo, as Secretary-Treasurer.

By voice vote, the Board approved the Motion.

### **Planning and Operations Committee**

Mr. Thomas reported on the Planning and Operations committee meeting that was held on October 11, 2016, and proposed the following to the Board for approval:

#### **Proposed Resolution No. 2016-36: Approval of Contract to Purchase Motor Oil**

Mr. Thomas moved for adoption and Ms. Robinson seconded the motion. This resolution approves a one (1) year contract for motor oil with PetroChoice Lubrication Solutions, LLC at a total cost not to exceed \$109,200. By roll call vote, the Board unanimously approved Resolution 2016-36.

### **Community and Government Relations Committee**

Mr. Reed reported on the Community and Government Relations committee meeting that was held on October 11, 2016. The Committee discussed sustainability, social media, grants, and the mobile ticketing app.

#### **Ridership Report for August 2016**

Mr. Conover provided the August 2016 ridership report and stated that total ridership was 1,300,118 which was 2.1% below projections. On-time performance was 84.0% for local routes, against a goal of 88%. Local routes are carrying 20.9 passengers per hour, against a goal of 20.7 and express routes are carrying 15.4 passengers per trip against a goal of 16.2. Mr. Conover also presented the August Access ridership report and noted that total ridership for Access was 20,035 in August, up 4.1% from projections. Year-to-date Access ridership was down 2.5% or 3,632 rides. On-time performance was 95.5% against a goal of 93%.

#### **Monthly Financial Report for August 2016**

Mr. Riposo presented the August 2016 financial report. Total revenues were \$7.8 million, which is unfavorable to budget by \$36,000 or 0.5%. Total expenses were \$8.0 million, which is unfavorable to budget by \$112,000 or 1.4%. Budgeted prior years reserves of \$43,000 were used in August. The end result was a net unfavorable variance of \$148,000 for the month. Fare revenue was unfavorable to budget by \$122,000 or 6.4% for the month due to ridership being 5.7% under budget. Mr. Riposo then reviewed with the committee the significant contributing factors to these variances, including a discussion on Access.

### **RAIL REPORT**

Mr. Grether provided the September 2016 Cincinnati Bell Connector report. He discussed changes to the Safety and Security Review Committee (SSRC) following concurrence by ODOT as well as the ongoing issues with Ticket Vending Machines. Mr. Grether noted that the TVMs will begin dispensing pre-validated tickets and the credit card issues are being corrected by GFI (the TVM vendor). Mr. Grether also stated that the CincyEZ Ride app has now accounted for 25% of all ticket sales on the Cincinnati Bell Connector. He also discussed fare inspections as well as traffic signal timing, noting that the City has received permission to do a study on the traffic signals downtown, which includes the streetcar signals.

**CEO BOARD UPDATE**

Mr. Ferrell presented the CEO Board Report. He noted that he and Board Chair Jason Dunn have made two presentations to the City of Cincinnati's Major Transportation & Regional Cooperation during the past month, addressing the TVM issues and the current state of SORTA as an organization, including the strategic plan.

Mr. Mosby commended Mr. Ferrell and Mr. Dunn for their presentation to the Committee. Mr. Dunn reiterated the mission and vision of SORTA for Board members and SORTA staff.

**EXECUTIVE SESSION**

Mr. Reed made a motion that the Board to go into Executive Session as provided in ORC 121.22 (G)(3), "Conferences with an attorney...that are the subject of pending or imminent court action." Mr. Brown seconded the motion. By roll call vote, the Board unanimously approved the motion and the meeting went into Executive Session at 9:35 a.m.

Mr. Reed made a motion that the meeting return to regular session and Mr. Thomas seconded the motion. By voice vote, the Board approved the motion and returned to regular session at 10:25 a.m.

**NEW BUSINESS**

Mr. Reed moved to adjourn the meeting and Mr. Thomas seconded. The meeting adjourned at 10:25 a.m.

**NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, November 15<sup>th</sup>, 2016 at 9:00 a.m., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

APPROVED:



Jason Dunn  
Chair, SORTA Board

ATTESTED:



Dwight Ferrell  
CEO & General Manager