

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, May 16, 2017, 9:00 AM
SORTA/Metro, Mt. Adams Board Room
602 Main Street
Cincinnati, Ohio 45202

BOARD MEMBERS PRESENT: Jason Dunn, Ken Reed, Brendon Cull, Gary Greenberg, Kreg Keesee, Mary Miller, Karl Schultz, Daniel St. Charles

BOARD MEMBERS ABSENT: Heidi Black, Maurice Brown, Gwen Robinson

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Paul Grether, Darryl Haley, Sallie Hilvers, Maria Jones, Brandy Jones, Mark McEwan, Carla McHale, Ted Meyer, Demarcus Peters, John Ravasio, David Riposo, Ronnie Salerno, Shannel Satterfield, Monai Smith, Nancy Thomas, Lyndi Whitaker

OTHERS: Kimberly Schaefer (Vorys, Sater, Seymour and Pease LLP), David Miller (City of Cincinnati), Nathan Williams (City of Cincinnati), Andy Shenk (Better Bus Coalition), Joe Burst (Citizen), Sherry Coolidge (Enquirer), Cristina Burcia (City Council Candidate), Phillip Thomas Russo (Da Vida Productions), Jessica Scully (Citizen)

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF APRIL 25, 2017 BOARD MEETING MINUTES

Mr. Schultz made a motion that the minutes of the April 25, 2017 meeting be approved as previously mailed and Mr. Greenberg seconded the motion.

By voice vote, the Board approved the minutes.

HEARINGS FROM CITIZENS

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

Jessica Scully addressed the Board. She lives 1/10th of a mile outside of the ADA service area and is not eligible to use ACCESS. She states that Hamilton County needs to address transportation issues for the disabled.

Joe Burst addressed the Board. He stated that it would be a misappropriation of funds if Hamilton County used unused funds for transportation needs. He stated that the best avenue would be a levy.

FINANCE COMMITTEE

Mr. Mosby reported on the Finance committee meeting that was held on May 9, 2017 and presented the following to the Board for approval:

Proposed Resolution No. 2017-06: Revised Approval to File 2017 Grant Applications

Mr. Mosby moved for adoption and Mr. Reed seconded the motion. This resolution requested a revised resolution be adopted by the Board authorizing execution of the Certifications and Assurances prior to Vorys signing the legal affirmation.

By roll call vote, the Board unanimously approved Resolution No. 2017-06.

Proposed Motion: Approval of Grants Consultant

Mr. Reed moved for adoption and Ms. Miller seconded the motion. The motion approves an extension of a current contract with O'Callaghan Consulting through December 31, 2017 and authorize an additional expenditure of \$50,000, at a cost not to exceed \$149,500.

By voice vote, the Board approved the motion.

Proposed Resolution No. 2017-07: Approval of Contract for Payroll HRIS Services

Mr. Mosby moved for adoption and Mr. St. Charles seconded the motion. SORTA staff proposed a five (5) year contract with Paycor, Inc. at a cost not to exceed \$650,000 with the purpose to replace SORTA's existing payroll system and provide an integrated Payroll Processing/ Human Resources Information System (HRIS) for both operational efficiencies and self-service functionalities.

By roll call vote, the Board unanimously approved Resolution No. 2017-07.

Proposed Resolution No. 2017-08: Approval of Banking Resolutions

Mr. Reed moved for adoption and Mr. St. Charles seconded the motion. This resolution grants authority to the Secretary-Treasurer, CEO, COO, and CFO to conduct Treasury Management functions such as opening accounts and authorizing signatories on bank accounts. The Committee was assured it will be briefed on any new accounts added.

By roll call vote, the Board unanimously approved Resolution No. 2017-08.

PLANNING & OPERATIONS COMMITTEE

Mr. Reed reported on the Planning & Operations Committee meeting that was held on May 9, 2017, and presented the following to the Board:

Proposed Resolution No. 2017-09: Approval of Contract for Maintenance Uniforms

Mr. Reed moved for adoption and Ms. Miller seconded the motion. Mr. Reed provided a briefing for an approval of this resolution authorizing the CEO/General Manager or the Executive VP, Deputy General Manager to execute a five (5) year contract with Galls LLC on behalf of SORTA at a cost not to exceed \$285,663 to provide Maintenance personnel with uniforms in accordance with Section 23 of the Memorandum of Agreement between Southwest Ohio Regional Transit Authority and Amalgamated Transit Union Local 627.

By roll call vote, the Board unanimously approved Resolution No. 2017-09.

PERSONNEL & POLICIES COMMITTEE

Mr. Reed reported on the Personnel & Planning Committee meeting that was held on May 9, 2017.

COMMITTEE OF THE WHOLE

Mr. Dunn reported on the Committee of the Whole meeting that was held on May 11, 2017.

BRIEFING ITEMS**Update on 2018 Budget Meetings with City of Cincinnati**

Mr. Riposo presented an overview of staff's discussions with City Manager, Budget Director, Assistant City Manager, along with other Councilmembers regarding SORTA's budget request for 2017 & 2018, use of Loss Contingency reserves, and Transit Fund reserves for City Fiscal Year 2018 & 2019.

Ridership Report for April 2017

Mr. Meyer reviewed the April 2017 ridership report. Total ridership for March was 1,229,645, which was 1.7% above budget. On-time performance was 84.3% for local routes, against a goal of 88%. Local routes are carrying 20.6 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. The April 2017 Access ridership report; total ridership for Access was 18,098, down 0.02% from budget. Year-to-date Access ridership was up 2.4% or 1,753 rides. On-time performance was 95.1% against a goal of 93%. The Cincinnati Bell Connector ridership report for April 2017; total ridership was 49,966, down 39.3% and 23,359 from budget. On-time performance was 37.8% against a goal of 95.0%. The streetcar is carrying 43.4 passengers per hour against a goal of 52.8. Mr. Meyer introduced Mark McEwan as the new Manager of Service Evaluation.

Monthly Financial Report for April 2017

Mr. Riposo presented the April 2017 financial reports. Total revenues were \$ 8.0 million, which is flat to budget. Total expenses were \$7.8 million, which is favorable to budget by \$218,000 or 2.7%. The end result was a net favorable variance of \$220,000 for the month. Fare revenue was favorable to budget by \$39,000 or 2.6%. Mr. Riposo then reviewed the contributing factors to these variances.

He also presented the Cincinnati Bell Connector financial report for April 2017. Total revenues were \$313,215, which is unfavorable to budget by \$17,861 or 5%. Total expenses were \$334,998 which is unfavorable to budget by \$3,922 or 1%. The end result is a net unfavorable variable of \$33,135 for the month. Mr. Riposo then reviewed the contributing factors to these variances.

Rail Update for April 2017

Mr. Grether reviewed the April 2017 Rail Update. Mr. Thorn reviewed the Cincinnati Bell Connector safety activities; a tabletop exercise was completed between Metro Operations, SORTA Admin and Transdev. An After Action Report (AAR) will be forthcoming within the month of May. Safety and Security met with FLSSC to discuss the next Full Scale Exercise that will take place on June 15th and 22nd pending approval of dates at the May 11th meeting with FLSSC. Security initiatives have remained consistent during the month of April. Mr. Thorn assured the committee that special events funding will be used for increased security on the streetcar during the Taste of Cincinnati over Memorial Day weekend. Police detail will also be increased at Government Square to monitor train station platforms.

Mr. Grether announced the CBC, "Connect to Summer Fun" monthly passes are now on sale at the following locations: Metro Sales Office, Cincy EZ Ride app. Ms. Hilvers stated the passes are also being sold at City Hall in the cashiers office, at a price of \$33/month. DCI will launch a Summer Lunch promotion, beginning June 1st to consist of discounts throughout downtown Cincinnati with proof of a valid streetcar pass for the day.

Mr. Grether provided a Transdev status update, noting fare inspections have continued. Police detail and supervisors are utilizing a tally device to keep track of all violations. To date there have been 5,979 fare inspections conducted, 24 citations issued and 99.6% compliance. Automatic Passenger Counter (APC) are continuing to provide ridership data. Transdev recently graduated 4 operators, with a new operator class starting this month with three members. Transdev has enhanced their communication with parking enforcement to decrease parking violations on the streetcar tracks.

Mr. Grether concluded the presentation with key statistics for the streetcar, included trips scheduled (2,168), trips operated (1,967), missed trips (168), extra train hours (70), blockages (78), signal failures (13), close calls (8), TAA (0) and charters (0). Current fleet status 1175 crash damage on 4/29, expected to return to service the week of 5/8. 1177 "Driver Vigilance Fault" (an alert used to signal that the train needs to stop)

Transdev has called in a CAF specialized technician to resolve the issue, Cars 1176/1179 are out of service do to crash damage on 5/7, 1176 should be up and running within two weeks, no eta on 1179.

CEO BOARD UPDATE

Mr. Ferrell deferred reading of the *CEO Board Update*, noting it is in the Board books. Mr. Ferrell discussed the small bus option that was viewed at the OPTA Conference and stated that it would be good for our system. The cost is half of that of a 40' bus. He stated that a demo would be in Cincinnati for public viewing, May 24 – 29, 2017.

NEW BUSINESS

No new business.

EXECUTIVE SESSION

Mr. Reed made a motion that the Board go into executive session as provided in Ohio Revised Code Section 121.22 (G)(3) for, "Conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action" and Mr. Mosby seconded the motion.

By roll call vote the Board unanimously approved the motion and went into Executive Session at 11:01 AM.

The motion to return to regular session was properly moved and seconded. By voice vote the Board approved the motion and returned to regular session at 11:20 AM.

The meeting adjourned at 11:20 AM.

NEXT MEETING

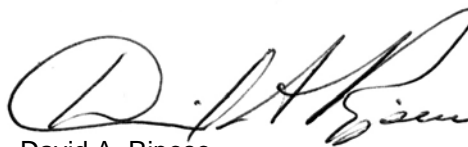
The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, June 20, 2017 at 6:00 PM, The Public Library of Cincinnati and Hamilton County, 800 Vine St, Cincinnati, OH 45202.

APPROVED:

ATTESTED:



Jason Dunn
Chair, SORTA Board



David A. Riposo
CFO/Secretary Treasurer