

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, September 17, 2013, 9:00 a.m.
SORTA/Metro Mt. Adams Board Room
602 Main Street, Suite 1200
Cincinnati, Ohio 45202

BOARD MEMBERS

PRESENT: Frank Bowen; Jason Dunn; Brennan Grayson; Gregg Hothem;
Ken Reed; Gwen Robinson; Karl Schultz; Brandi Stewart;
Brad Thomas

BOARD MEMBERS

ABSENT: Suzanne Burke; Todd Cooper; Lamont Taylor

STAFF MEMBERS: Terry Garcia Crews; Donna Adkins; Perriann Allen; Bill Desmond;
Ca'Sandra Erdman-Oncay; Dave Etienne; Inez Evans; Butch Gaut;
Paul Grether; Darryl Haley; Tim Harrington; Sallie Hilvers; Mary Moning
Wright Parkes; John Ravasio; Mike Restle

OTHERS: Troy Miller, ATU Local 627; Don Mills, Ohio River Train;
Chris Moran, League of Women Voters; Nick Sunyak, City of Cincinnati

CALL TO ORDER

Karl Schultz, Vice-Chair of the Board, called the meeting to order.

APPROVAL OF JULY 16, 2013 MINUTES

Mr. Reed made a motion that the minutes of the July 16, 2013, regular meeting be approved as previously mailed, and Mr. Bowen seconded the motion. By voice vote, the Board approved the minutes.

HEARINGS FROM CITIZENS

Mr. Schultz asked if there were any citizens present who would like to address the board. There were none.

COMMITTEE REPORTS

Executive

Mr. Schultz reported on the Executive Committee meeting held on September 4. The main topic of discussion was the procurement process to hire a recruiter for the open Chief Financial Officer position. The committee reviewed the procurement process and supported the decision to hire KL Executive Search.

Planning & Operations

Mr. Reed reported on the Planning & Operations committee meeting held on September 10. There was an extensive agenda, which included an ERM quarterly report, rail update, Fare Deal and Access update and several action items for approval.

Proposed Resolution No. 2013-23: Approval of Kenwood Baptist Church Park & Ride Agreement

Mr. Reed moved for adoption, and Ms. Robinson seconded the motion. This resolution approves a three-year agreement (October 1, 2013 through September 30, 2016) with Kenwood Baptist Church to use their parking lot for a park and ride facility at a total cost not to exceed \$18,000. Funding for the cost of the agreement with Kenwood Baptist Church is available in approved federal grants.

By roll call vote, the Board unanimously approved Resolution No. 2013-23.

Proposed Resolution No. 2013-24: Approval of Sam's Club Park & Ride Agreement

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves a one-year agreement (October 1, 2013 through September 30, 2014) with Sam's Club to use their parking lot for a park and ride facility at a total cost not to exceed \$32,760. Funding for the cost of the agreement with Sam's Club is available in approved federal grants.

By roll call vote, the Board unanimously approved Resolution No. 2013-24.

Proposed Resolution No. 2013-25: Approval of Contract for Uptown Real-Time Bus Signs

Mr. Reed moved for adoption, and Mr. Thomas seconded the motion. This resolution approves the purchase of 13 "real-time" signs for installation at the Uptown Transit District from Trapeze ITS at a total cost not exceed \$284,527.28. Funding for this procurement will be a combination of federal and local funds.

By roll call vote, the Board unanimously approved Resolution No. 2013-25.

Proposed Resolution No. 2013-26: Urbanized Area Federal Funding Agreement

Mr. Reed moved for adoption, and Mr. Bowen seconded the motion. This resolution approves the Federal Funding Agreement between the Southwest Ohio Regional Transit Authority, Butler County Regional Transit Authority, Clermont Transportation Connection, Warren County Transit System and the Transit Authority of Northern Kentucky. This agreement divides the 5307 and 5339 funds according to the same formula used by the Federal Transit Association to apportion funding to the Urbanized Areas for the remaining period of approximately nine years (September 30, 2022) or until the Urbanized Areas are released based on the 2020 U.S. Census.

By roll call vote, the Board unanimously approved Resolution No. 2013-26.

Proposed Resolution No. 2013-27: Approval of Motor Oil Contract

Mr. Reed moved for adoption, and Mr. Hothem seconded the motion. This resolution approves a one-year contract with Lykins Oil to purchase an estimated 24,000 gallons of motor oil at a total estimated cost of \$155,760. Funding for this project is included in SORTA's operating budget.

By roll call vote, the Board unanimously approved Resolution No. 2013-27.

Proposed Resolution No. 2013-28: Approval of Contract to Print Bus Schedules

Mr. Reed moved for adoption, and Mr. Bowen seconded the motion. This resolution approves a two-year contract to print bus schedules with Evolution Creative Solutions (formerly KBP printing) at a total estimated cost of \$321,298.03. Funding for this procurement has been included in SORTA's operating budget.

By roll call vote, the Board unanimously approved Resolution No. 2013-28.

Finance

Mr. Hothem reported on the Finance committee meeting held on September 12. The agenda included an internal audit report on IT intrusion and Investment of Funds reports for July and August. The motion below was also proposed.

Proposed Motion: Appointment of Interim Investment Officer

Mr. Hothem moved for adoption, and Ms. Robinson seconded the motion. This motion appoints Mike Restle as Interim Investment Officer, effective immediately, and ratifies all investment decisions and security trades made by Mr. Restle in accordance with the responsibilities as outlined in the Investment Policy.

By voice vote, the Board unanimously approved the motion.

Community & Government Relations

Mr. Dunn reported on the Community & Government Relations committee meeting held on September 13. The main topic was the State of Metro annual meeting planned for November. Other agenda topics included a legislative update and a strategic communications presentation and update.

FINANCIAL AND RIDERSHIP REPORT (JULY & AUGUST 2013)

Written reports were provided in the board books; a verbal report will take place at the October meeting.

CEO'S REPORT

Ms. Crews provided the board update. Construction on the Uptown Transit District has begun at the corner of Vine & Calhoun and the ribbon-cutting is expected in early 2014. Metro and TANK are working on a regional stored value pass that can be used on both transit systems. Metro*Plus service has been very successful with ridership of more than 1,300 per day by early September. We have received many positive comments about Metro's 40th anniversary public event and recognition luncheon. FTA Regional Director Marisol Simon attended the event and

was very complimentary. Rail Manager Paul Grether was honored by Mass Transit magazine to their "Top 40 Under 40" list. Honorees were nominated by their peers and judged on criteria that included job commitment, industry involvement and contribution, achievement in his or her position and innovation in his or her field.

NEW BUSINESS

There was no new business to report.

EXECUTIVE SESSION

Mr. Reed made a motion that the Board go into Executive Session as provided in Ohio Revised Code Section 121.22 (G)(4) for "Preparing for, conducting, or reviewing negotiations...with public employees..." and Mr. Dunn seconded the motion. By roll call vote, the Board unanimously approved the motion and went into Executive Session at 9:47 a.m.

Mr. Bowen made a motion that the Board return to regular session, and Mr. Thomas seconded the motion. The Board unanimously approved the motion and returned to regular session at 10:40 a.m.

NEXT MEETING

The next regular meeting of the SORTA Board is scheduled for Tuesday, October 15, at 9:00 a.m. in the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

The meeting was adjourned at 10:45 a.m.

APPROVED:


Suzanne Burke
Chair, SORTA Board

ATTESTED:


Terry Garcia Crews
CEO & General Manager