

BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, February 20, 2018, 2018, 8:30 A.M.  
SORTA/ Metro  
602 Main Street  
Cincinnati, OH 45202

BOARD MEMBERS PRESENT: Heidi Black, Maurice Brown, Brendon Cull, Blake Ethridge, Allen Freeman, Robert Harris, Thaddeus Hoffmeister, Kreg Keesee, Pete McLinden, Mary Miller, Gwen Robinson, and Kathleen Wyenandt

BOARD MEMBERS ABSENT: None

STAFF MEMBERS: Dwight Ferrell, Donna Adkins, Al Bens, John Edmundson, Dave Etienne, Patrick Giblin, Paul Grether, Darryl Haley, Adriene Hairston, Sallie Hilvers, Mary Huller, Brandy Jones, Maria Jones, Mark McEwan, Ted Meyer, Mary Moning, Heather Morris, Jeff Mundstock, Julie Motsch, Demarcus Peters, Tim Pfizenmayer, John Ravasio, Cindy Resor, David Riposo, Ronald Salerno, Shannel Satterfield, TJ Thorn, and Mike Weil

OTHERS: Kimberly Schaefer (Vorys, Sater, Seymour and Pease LLP), John Braine (City-DOTE), Troy Miller (ATU), Chris Siener (ATU), Inga (ATU), Megan Gill (Citizen), Hillary Lala (WCPO), Eric Clapus (WCPO), Will Gawin (Citizen), Joy Sherman (Mainstream Strategy), Andy Shenk (Better Bus Coalition), Barbara W. (Better Bus Coalition), Carol Cohn (Sierra Club), Stephanie Barbard (Better Bus Coalition), Cm Hardy (Better Bus Coalition), Chris Moran (L.W.V), Mark Samaan (Better Bus Coalition), Hershel Daniels (Friends of the African Union), Maurice R. (SORTA), Alea Hoffmeister (US Senate Sherrod Brown), Kaeley Kyle (S.E.E.F), C. Rozen (Citizen), Reginal Harris (Human Services Chamber), Tonya Dumas (Independent Mobility), Nathan Alley (SIERRA Club), Gary Strayhorn (Metro), Korey Smith Jr. (Metro), Markita Denson (Metro), Celeste Treece (C.S), and Jamar Dunbar (Metro)

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**HEARINGS FROM CITIZENS**

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

1. **Troy Miller from the ATU:** He mentioned his concerns with hiring practices, bus parts being thrown away, cuts and fares increases, legal cost in 2017 nearly doubling, and staff salaries are over.
2. **Cam Harding from Better Bus Coalition (BBC):** He stated he would like Metro to focus on the customer. Mr. Hardy addressed his concern for 101 buses past their useful life, also the need for an absolute vision and solutions for Metro: meaning SORTA going for a levy.
3. **Mark Samaan from Better Bus Coalition (BBC):** He welcomed the new board members. Mr. Samaan addressed his concerns regarding newer buses, service frequency, and better service overall. He also mentioned SORTA going for the 2018 ballot for a tax levy.
4. **Hershel Daniels from Friends of the African Union:** Mr. Dennis stated the needed for bus service for low income citizens and suggested SORTA should create public/private partnerships to increase funding for enhance service.

5. **Nathan Alley from the Sierra Club:** Mr. Alley stated the need for SORTA going on the 2018 ballot for a tax levy. He mentioned a sales tax may be the best bet.

#### **APPROVAL OF JANUARY 16, 2018 BOARD MEETING MINUTES**

Mr. Cull made a motion that the minutes of the January 16<sup>th</sup> meeting be approved as previously mailed and Ms. Black seconded the motion.

By voice vote, the Board approved the minutes.

#### **PLANNING AND OPERATIONS COMMITTEE**

Mr. Cull reported on the Planning and Operations Committee meeting that was held on February 13, 2018, and presented the following to the Board:

#### **Proposed Motion: Approval of SORTA's Annual Agency Safety Plan**

Ms. Miller moved for adoption and Ms. Black seconded the motion. Mr. Cull explained this motion is to adopt a multimodal System Safety Program Plan (SSPP) as the Interim Agency Safety Plan. The FTA is in the process of implementing agency safety plan (ASP) requirements in 2018. SORTA has integrated all modes into SSPP for 2018.

By roll voice vote, the Board approved the motion.

#### **Proposed Resolution No. 2018-04: Approval of Contract Amendment with MV Transportation**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution is the approval of a contract extension between SORTA and MV Transportation, Inc. for additional funding for additional cost related to minimum wage rates, at a cost not to exceed \$534,454 for a total contract amount of \$43,367,960.

By roll call vote, the Board approved Resolution No. 2018-04.

#### **Proposed Resolution No. 2018-05: Ratification of Execution of Eighth Amendment to the Streetcar Intergovernmental Agreement (IGA) with the City of Cincinnati**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution authorizes the ratification of execution of the Eighth (8th) Amendment to the Streetcar Intergovernmental Agreement (IGA) with the City of Cincinnati on behalf of SORTA, which includes \$75,000 for purchases to be used for services to re-install ticket vending machines and certify the installations. Funding is provided through the streetcar capital construction budget from a combination of City of Cincinnati Streetcar capital funds and Federal Transit Administration capital funds.

By roll call vote, the Board approved Resolution No. 2018-05.

#### **Proposed Resolution No. 2018-06: Approval of Service Contract with Butler County**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution is the approval of a one (1) year service agreement between SORTA and Butler County Regional Transit Authority with a total expenditure of \$580,534.

By roll call vote, the Board approved Resolution No. 2018-06.

#### **Proposed Resolution No. 2018-07: Approval of Lease Agreement with Kings Island Park and Ride**

Ms. Black moved for adoption and Ms. Miller seconded the motion. This resolution is the approval of a one (1) year lease agreement between SORTA and King Island for a contract value \$35,100 beginning March 1, 2018 ending February 28, 2019. This contract also includes maintenance expenses to be paid by SORTA in an amount not to exceed \$17,500, for a total annual maximum cost of \$52,600.

By roll call vote, the Board approved Resolution No. 2018-07.

**Proposed Resolution No. 2018-08: Approval of Lease Agreement with Symmes Township Civic Center Park and Ride**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution is the approval of a three (3) year lease agreement between Symmes Township Civic Center and SORTA for the period of March 1, 2018 through February 28, 2021, at a total cost of \$9,000.

By roll call vote, the Board approved Resolution No. 2018-08.

**Proposed Resolution No. 2018-09: Approval of Service Agreement with Fifth Third Bank for Route 11**

Mr. Cull moved for adoption and Ms. Miller seconded the motion. This resolution is the approval of a one (1) year agreement between Fifth Third Bank and SORTA for a contract value of \$47,084 beginning March 4, 2018 through March 2, 2019.

By roll call vote, the Board approved Resolution No. 2018-09.

**Proposed Resolution No. 2018-10: Approval of Contract Extension of Owner's Representation Services for Construction Projects**

Mr. Cull moved for adoption and Ms. Miller seconded the motion. This resolution is the approval of an eighteen (18) month contract extension between WSP (formally known as Parsons Brinckerhoff) and SORTA. The total cost will remain the same not to exceed \$158,640.78, for owner representative services at the Northside Transit Center and the Walnut Hills Transit Center.

By roll call vote, the Board approved Resolution No. 2018-10.

**Proposed Resolution No. 2018-11: Approval of Contract for Towing Services**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution is the approval of a three (3) year contract for wrecker/towing services with Schaffer's Towing, LLC. on behalf of SORTA, at a cost not to exceed \$230,675.

By roll call vote, the Board approved Resolution No. 2018-11.

**Proposed Resolution Nos. 2018-(12-17): Appointment of Jason Dunn, Gary Greenberg, Ron Mosby, Ken Reed, Karl Schultz, and Daniel St. Charles as Royal Coachperson(s)**

Mr. Cull moved for adoption and Ms. Robinson seconded the motion. These resolutions are the approval to appoint Mr. Dunn, Mr. Greenberg, Mr. Mosby, Mr. Reed, Mr. Schultz and Mr. St. Charles as a Royal Coachperson(s).

By roll call vote, the Board approved Resolution Nos. 2018-(12-17).

**EXECUTIVE COMMITTEE**

Mr. Keesee reported on the Executive Committee meeting that was held on February 20, 2018 and presented the following to the Board:

**Proposed Resolution No. 2018-18: Approval of SORTA Bylaws**

Ms. Miller moved for adoption and Ms. Black seconded the motion. This resolution approves the SORTA Bylaws incorporating revisions to "Standing Committees" to include: Executive, Finance, Community & Stakeholders Engagement, Employee Relations, and Planning & Operations, and quorum requirements at Committee meetings.

By roll call vote, the Board approved Resolution No. 2018-18.

**FINANCE COMMITTEE**

Ms. Black reported on the Finance Committee meeting that was held on February 13, 2018, and presented the following to the Board:

**Proposed Resolution No. 2018-03: Approval of Contract for Norton Billboard Advertising Renewal**

Ms. Miller moved for adoption and Mr. Cull seconded the motion. This resolution authorizes a five (5) year revenue agreement between SORTA and Norton Outdoor Advertising, Inc., at a total contract value of \$33,630 per year for the placement of advertising on billboards. This contract contains a cancellation clause.

By roll call vote, the Board approved Resolution No. 2018-03.

**BRIEFING ITEMS****Monthly Financial Report for January 2018**

Mr. Riposo presented the January 2018 financial reports. Total revenues were \$ 8.7 million, which is favorable to budget by \$49,000. Total expenses were \$8.5 million, which is favorable to budget by \$225,000 or 2.6%. The end result was a net favorable variance of \$299,000 for the month. Fare revenue was flat to budget for the month. Mr. Riposo then reviewed the contributing factors to these variances. Staff introduced a revised version of the monthly financial report which provided detail on the expenses specifically related to Operations and Selling, General & Administrative expenses to help better manage the organization. This form will be utilized going forward.

He also presented the Cincinnati Bell Connector financial report for January 2018. Total revenues were \$297,577, which is unfavorable to budget by \$32,951 or 10%. Total expenses were \$334,337 which is unfavorable to budget by \$3,809 or 1%. The end result is a net unfavorable variance of \$36,760 for the month. Mr. Riposo then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

**Ridership Report for January 2018**

Mr. McEwan presented the January 2018 ridership reports.

Total ridership for the month of January was 1,094,429, which was below budget. On-time performance was 85.0% for local routes, against a goal of 88%. Local routes are carrying 16.9 passengers per hour, against a goal of 20.7 and express routes are carrying 13.7 passengers per trip, against a goal of 16.2. Mr. Cull and Ms. Miller recommended the ridership report should include a separate slide of missed trips and reasoning. Staff agreed to include this in future reports.

The January Access ridership report; total ridership for Access was 18,479, -.08% below budget. On-time performance was 90.0% against a goal of 93.0%.

The Cincinnati Bell Connector ridership report for January 2018; total preliminary ridership was 17,220, 51.1% and 17,990 below budget. Average Headway (Peak/Off Peak) was 14:58/16:45 against a goal of 12:00/15:00.

The Board accepted the report as presented.

**Rail Update for January 2018**

Mr. Grether presented the January 2018 rail update.

Mr. Thorn presented a brief overview of the safety and security activities which included the ODOT SSO Triennial Audit findings and recommendations. He also introduced Mr. Brian Kummerer, SSO Program Manager/Safety Coordinator from the Ohio Department of Transportation; he discussed the System Safety Program Plan (SSPP) and interim agency safety plan.

Mr. Grether presented the January 2018 rail update. The report included safety metrics, marketing communications highlights, ridership & operations summaries, and the current fleet status. In January, 22 citations were issued.

January ridership summary includes: weekday ridership at 17,411 riders, Saturday's 10,451, and Sunday's ridership 4,586, with a preliminary total of 32,611 for the month of December. The key statistics for the streetcar, included trips scheduled (2,287), trips operated (2,171), missed trips (116), blockages (65), signal failures (1), close calls (35), TAA (16) and charters (0). Current fleet status: One vehicle out of service for field modifications.

The Board accepted the report as presented.

### **CEO BOARD UPDATE**

*Mr. Ferrell deferred presenting his CEO Board Update; stating information was available in the Board books.*

### **NEW BUSINESS**

Mr. Harris requested that the Board reads SORTA's vision and mission statements at the beginning of every meeting; the Board agreed.

Mr. Cull made a motion that the Board go into Executive Session, as provide in Ohio Revised Code "Section 121.22(G)(3) 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 Ms. Miller second the motion. By roll call vote the Board approved the motion and went into Executive Session at 10:00 A.M.

Mr. Keesee made a motion that the Board return to regular session and Ms. Miller second the motion. The Board approved the motion and returned to regular session at 11:00 A.M.

### **ADJOURNMENT**

The meeting adjourned at 11:00 A.M.

### **NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees is scheduled for Tuesday, April 17, 2018 at 8:30 A.M., the SORTA/Metro Board Room, 602 Main Street, Suite 1200, Cincinnati, Ohio.

APPROVED:



Kreg Keesee  
Chair, SORTA Board

ATTESTED:



David A. Riposo  
CFO/Secretary Treasurer

