



SORTA/Metro
Board Meeting
October 22, 2024
6:00 pm-7:00 pm Eastern Time

SORTA BOARD OF TRUSTEES MEETING
TUESDAY, OCTOBER 22nd, 2024 – 6:00 P.M
SORTA BOARD ROOM 6th FLOOR
525 VINE STREET,
CINCINNATI, OHIO, 45202

General Items:

- Call to order
- Pledge of Allegiance
- Hearings from citizens
- CEO Star Awards: Charlene Calhoun, Toni Jones and Matt Moorman
- Chair Update

Action Items:

- 1 Approval of Board Minutes September 24th, 2024

Finance Committee (Blake Ethridge)

Finance Consent Agenda:

- 2 Proposed Motion: Approval of Updated Healthcare/EMS (Adriene Hairston)
 - 2.1 Action Item:

Planning & Operations Committee (Dan Driehaus)

Procurement Consent Agenda:

- 3 Proposed Resolution: Approval of Contract Award for 140-2024 Strategic Planning Surveys (John Edmondson)
 - 3.1 Action Item:

Briefing Items:

- 4 Financial Results for September 30th, 2024 (Tim Walker)
- 5 Metro on the Move (Darryl Haley)
- 6 New Business
- 7 Executive Session:

Section 121.22(G)(1) To consider appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee....

Other Items:

Adjournment

The next regular meeting of the SORTA Board of Trustees is scheduled for

Tuesday, November 19th, 2024, at 9:00 a.m.

SORTA BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
SORTA/METRO AT HUNTINGTON CENTER
SORTA BOARD ROOM-6th FLOOR
525 VINE STREET, CINCINNATI OHIO 45202

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, September 24th 2024, 9:00 a.m.

BOARD MEMBERS PRESENT: Jay Bedi, Chelsea Clark, Dan Driehaus, Trent Emenecker, Blake Ethridge, Neil Kelly, Pete Metz, Briana Moss, Gwen Robinson, Sara Sheets, KZ Smith and Sonja Taylor

BOARD MEMBERS ABSENT: Tony Brice, Kala Gibson & Greg Simpson

STAFF MEMBERS: Andy Aiello, Vicki Barker, Joe Ferguson, Pat Giblin, Adriene Hairston, Darryl Haley, Mary Huller, Brandy Jones, Natalie Krusling, Bradley Mason, Jeff Mundstock, John Ravasio, Bill Spraul, August Sweitzer, Tim Walker and Mike Weil

LEGAL COUNSEL: Kim Schaefer (Vorys, Sater, Seymour and Pease LLP)

GUEST/PUBLIC PRESENT: Steve Johns (East End Area Council), Doug Moorman (GSG) and Ken Reed (OTRP)

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

HEARING FROM CITIZENS

N/A

CHAIRMAN UPDATE

N/A

APPROVAL OF AUGUST 27th, 2024 BOARD MEETING MINUTES

Mr. Ethridge made a motion that the minutes from the August 27th, 2024, board meeting be approved as previously mailed and Mr. Kelly seconded the motion and an amendment per Board Member Ms. Sheets will be made to the Eminent Domain Resolution approval.

By voice vote, the SORTA Board approved the minutes with an amendment to the Eminent Domain Resolution.

FINANCE COMMITTEE

Mr. Ethridge reported on the Finance Committee meeting held on September 17th 2024, and there were items(s) to present for Board Approval.

PROPOSED MOTION: APPROVAL OF REVISED SORTA TRAVEL TRAINING POLICY

Mr. Ethridge moved for adoption and Ms. Clark seconded the motion. The motion approves a revised SORTA Travel Training Policy.

By roll call, the SORTA Board approved the motion.

PROPOSED MOTION: APPROVAL OF 2025 HEALTHCARE PLAN

Mr. Ethridge moved for adoption and Ms. Clark seconded the motion. The motion approves the 2025 Healthcare Plan.

By roll call, the SORTA Board approved the motion.

PLANNING AND OPERATIONS COMMITTEE

Mr. Driehaus reported on the Planning and Operations Committee meeting held on September 17th 2024, and there were items(s) to present for Board Approval.

PROPOSED RESOLUTION: APPROVAL OF CONTRACT AWARD FOR 02-2024 CAPITAL PLANNING AND GRANTS TRACKING SOFTWARE

Mr. Driehaus moved for adoption and Mr. Smith seconded the motion. The contract approves a contract with Ignatius with a not to exceed value of \$199,800.

By roll call, the SORTA Board approved the resolution.

PROPOSED RESOLUTION: APPROVAL OF CONTRACT AWARD FOR 053-2024 FOR YARD MANAGEMENT SOLUTION

Mr. Driehaus moved for adoption and Mr. Smith seconded the motion. The contract approves a contract with Trapeze Software Group, Inc. with a not to exceed value of \$2,795,915.

By roll call, the SORTA Board approved the resolution.

PROPOSED RESOLUTION: APPROVAL OF EMINENT DOMAIN AUTHORITY

Mr. Driehaus moved for adoption and Mr. Smith seconded the motion. The board approves a resolution authorizing the CEO/General Manager to move forward and exercise eminent domain authority to appropriate the property (Hamilton County parcels No's: 067-0003-0068-00, 067-0003-0071-00, 067-0003-0072-00 and 067-0003-0075-00.

By roll call, the SORTA Board approved the resolution.

FINANCIAL REPORTS AS OF AUGUST 31ST, 2024

Mr. Walker presented the August financial results. Total revenues were \$13.6 million, which was favorable to budget by \$199k. Total expenses were \$13.8 million, which is unfavorable to budget by \$410k. Surplus/Deficit was \$0.1 million, which was unfavorable to budget by \$211k. Ridership was 1,230k, which is favorable to budget by 19k. Mr. Walker presented the Investment of Funds Reserve Summary with a total All Securities at \$178,750,483, Net Unrestricted Securities Available at \$435,297 and Net Unrestricted Securities and 2024 Operating Budget Surplus at \$3,423,887. Mr. Walker then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

METRO ON THE MOVE

Mr. Haley presented the Metro on the Move report. He shared that Metro's fixed-route and Access service will be free to ride each day of Blink October 17-20, Ridership is at an all-time high, and encouraged participation in the walk with the Metro team at the Making Strides Against Breast Cancer Walk on October 19 starting at 8:30 a.m. at Yeatman's Cove. He shared that last week we held 11 Employee Townhall Meetings covering each facility and shift, because of a generous sponsorship of Miller Lite Metro's Fixed-route and Access services will be free on October 6th, new marketing campaign and Awards to include All About Women "Best Places to Work", Business Courier C-Suite Award Finalists to Chief Communications & Marketing Officer Brandy Jones and Chief Strategic Planning, Development and Innovation Officer Khaled Shammout, Darryl's Cincinnati NAACP "Game Changer" award and Board Member Chelsea Clark was recognized as a Business Courier 40 under 40 award recipient.

NEW BUSINESS

N/A

EXECUTIVE SESSION

Mr. Ethridge moved and Ms. Clark seconded going into executive session.

"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..."

ADJOURNMENT

The meeting adjourned at 9:32 a.m.

NEXT MEETING

The next regular meeting of the SORTA Board of Trustees has been scheduled for
October 22nd, 2024, at 6:00 P.M.
 the SORTA/Metro Board Room, at 525 Vine Street, Cincinnati, Ohio.

APPROVED:



Blake Ethridge
 Chair, SORTA Board

ATTESTED:



Darryl Haley
 CEO/General Manager/Secretary-Treasurer



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2024-47

APPROVAL OF CONTRACT FOR 2024 HEALTHCARE PROGRAM

WHEREAS:

1. SORTA provides contractual health insurance coverage for all employees. The current healthcare contract expires December 31, 2024.
2. SORTA’s insurance broker HUB International (formerly known as HORAN) requested proposals based on Metro’s medical plan of self-funded plans.
3. SORTA staff recommends that the Board accept the proposals of HUB International (formerly known as HORAN) to administer SORTA’s self-funded health care program.

THEREFORE, BE IT RESOLVED:

4. The Board authorizes the CEO/General Manager/ Secretary-Treasurer or the Senior Vice President of Human Resources to execute a (1) year Contract on behalf of Metro and Enrollment Management Services for services for the 2025 healthcare program with a not to exceed value of \$80,000.

MOVED BY: Blake Ethridge SECOND BY: KZ Smith

VOTE Aye: Mr. Brice, Mr. Driehaus, Mr. Ethridge, Mr. Metz, Ms. Moss, Ms. Robinson Mr. Smith

Nay: None

Abstain: None

ABSENT AT THE TIME: Ms. Clark, Kala Gibson, Mr. Kelly, Sara Sheets and Sonja Taylor

PRESENT NON-VOTING MEMBERS: Trent Emenecker and Greg Simpson

ABSENT NON-VOTING MEMBERS: Jay Bedi

AT THE TIME:

APPROVED: October 22nd, 2024



BOARD OF TRUSTEES ACTION ITEM

DATE: October 15, 2024

FROM: Adriene Hairston, Sr. VP of Human Resources

PROJECT NO.: 2025 Healthcare Program (Enrollment Management Services)

REQUEST: Contract

BACKGROUND

SORTA provides health insurance benefits to all employees. The current healthcare contract expires December 31, 2024.

SORTA's insurance broker HUB International (formerly known as HORAN) requested proposals based on Metro's medical plan of self-funded plans.

BUSINESS PURPOSE

Ensure that SORTA continues to offer additional health care benefit options for all eligible participants at a comparable and or sustainable cost. Ensuring continued health insurance coverage to all eligible participants that meet Affordable Care Act compliance.

PROJECT FINANCING

The following 2025 Healthcare Program costs will be included in the 2025 operating budget:

Enrollment Management Services is a one (1) year option for continued program administration and communication for \$80,000 beginning January 1, 2025.

PROJECT PROCUREMENT

None

PROJECT DIVERSITY

None

RECOMMENDED BOARD ACTION

Approval of a resolution authorizing the CEO/General Manager or the Senior Vice President of Human Resources to execute a one (1) year contract with Enrollment Management Services for Services for the 2025 healthcare program.

Project	Method	Vendor	Award	Term	Funding
140-2024* Metro Surveys	Sole Source Award	C Robinson & Associates	\$155,000 (100% MBE)	1 year Oct 2024 – Jun 2025	Budgeted Local Operating

*denotes non-competitive or non-negotiable award

Supplier Diversity Summary

Total Awards for Month	\$155,000
Total Diversity Spend for Month	\$155,000
Addressable Awards	\$--
Effective Participation Rate	\$--
2024 Total Spend	\$89,066,756
2024 Diversity Spend	\$7,932,418 (8.9%)
2024 Total Addressable Spend	\$52,818,161
2024 Effective Participation Rate	15.0%

*includes purchase of revenue service vehicles



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2024-48

APPROVAL OF CONTRACT 140-2024 METRO SURVEYS

WHEREAS:

- 1. Metro uses various survey methods as part of its ongoing strategic planning efforts.
- 2. Riders and employees are surveyed at different intervals to determine the result of previous efforts and to make future decisions.
- 3. Rider satisfaction surveys include rider demographics, origin and destination, transfers, customer travel characteristics, customer satisfaction, customer preferences for receiving communications, and other transit trip information.
- 4. Given the common use of survey instruments directly related to the Strategic Plan and the significant involvement of C Robinson Associates Inc. in the development of the Strategic Plan and the collection, analysis, and reporting of multiple recent surveys, combining the two current efforts into a single contract award will provide the most value and benefit to Metro.
- 5. SORTA staff recommends approval to execute Contract No. 140-2024 on behalf of Metro and C Robinson & Associates Inc., with a not to exceed value of \$155,000.

THEREFORE, BE IT RESOLVED:

6. The Board authorizes the CEO/General Manager/ Secretary-Treasurer or the CFO to execute Contract No.140-2024 on behalf of Metro and C Robinson & Associates Inc., with a not to exceed value of \$155,000.

7. *****

MOVED BY: Dan Driehaus SECOND BY: Pete Metz

VOTE Aye: Mr. Brice, Mr. Driehaus, Mr. Ethridge, Mr. Metz, Ms. Moss, Ms. Robinson Mr. Smith

Nay: None

Abstain: None

ABSENT AT THE TIME: Ms. Clark, Kala Gibson, Mr. Kelly, Sara Sheets and Sonja Taylor

Trent Emeneker and Greg Simpson

PRESENT NON-
VOTING
MEMBERS:

ABSENT NON-
VOTING MEMBERS
AT THE TIME:

Jay Bedi

APPROVED:

October 22nd, 2024



BOARD OF TRUSTEES ACTION ITEM

DATE: October 15, 2024
FROM: John Edmondson, Sr. Director of Procurement
PROJECT NO.: 140-2024 Metro Surveys
REQUEST: Contract Award

BACKGROUND

Metro utilizes various survey instruments as part of its ongoing strategic planning efforts. Riders and employees are surveyed at various intervals to determine the results of previous efforts and to make decisions about future initiatives.

Rider satisfaction surveys also include rider demographics, origin and destination, transfers, customer travel characteristics, customer satisfaction, customer preferences for receiving communications, and other transit trip information. The data collected from the survey is used in updating Metro's Strategic Plan and to improve the transit service and ridership forecast.

The employee satisfaction and engagement survey gathers feedback from employees regarding their level of engagement and satisfaction with Metro culture and operations areas and will identify employee-described areas needing improvement, offering opportunities to take specific suggested and other targeted actions which may result in relevant and impactful organizational change.

BUSINESS PURPOSE

Given the common use of survey instruments directly related to the Strategic Plan and the significant involvement of C Robinson Associates, Inc. in the development of the Strategic Plan and the collection, analysis, and reporting of multiple recent surveys, combining the two current efforts into a single contract award will provide the most value and benefit to Metro.

PROJECT FINANCING

The approved budget for this project is \$155,000 (\$97,000 for rider surveys and \$58,000 for employee surveys) and will be financed using local operating funds. The project will be for 1 year.

The final cost of the project is \$155,000 and is flat to budget.

PROJECT PROCUREMENT

Procurement staff determined that the needs of the project and the organization justified a sole source award. Staff reviewed the previous survey methodologies and outcomes, and the need to align those outcomes to the Strategic Plan. The analysis determined that a duplication of effort would be required by a new vendor in order to become familiar with Metro's transit operations, organizational structure, and the complex inputs of the Strategic Plan. As such, a sole source award is justified. No market competition is required for this award.

The contract will be a firm fixed fee contract with a term of 1 year.



PROJECT DIVERSITY

This project is a sole source award with no subcontracting opportunities. As such, no vendor diversity goal has been established.

The recommended vendor, C Robinson Associates, Inc. is a certified MBE vendor, resulting in a **diversity participation rate of 100%**.

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer or the Senior Director of Procurement to execute Contract No. 140-2024, on behalf of Metro with C Robinson Associates, Inc., with a not to exceed value of \$155,000.



Financial Summary - September 2024

Report Out Date – October 15, 2024

Agenda – Financial Summary

- Statement of Operations for September '24
 - Key Drivers
 - Detail Profit & Loss Statement
 - Revenue Chart
 - Expense Chart
- Investment Funds Reserve Summary
- Investment Balance Update (separate attachment)



Statement of Operations

Summary

- Total Revenue \$13.2M - unfavorable to Budget (\$418k)
- Total Expense \$13.0M - favorable to Budget \$53k or 0.4%
- Surplus / (Deficit) \$0.2M - unfavorable to Budget (\$365k)
- Note: Ridership total is 1,260k – favorable to Budget 1k or 0.1%

Revenue

- Total Operating Revenue \$1.7M - favorable to Budget \$38k or 2.3%
- Non-Transportation \$0.7M - favorable to Budget \$36k or 5.5%
- County Sales Tax \$10.0M – unfavorable to Budget (\$492k); see additional slide on county sales tax
- Federal Grants \$0.8M - on Budget

Expense

- Wages & Benefits \$9.8M - unfavorable to budget (\$31k) or (0.3%)
- Fuel and Lubricants \$724k - unfavorable (\$174k) or (31.6%) to Budget driven by higher consumption and price
- Parts & Supplies \$690k – favorable to Budget \$124k or 15.2%
- All Other \$1.8M – favorable to Budget \$152k driven by timing of outside services \$215k

Southwest Ohio Regional Transit Authority 2024 Profit & Loss Statement



**9 Mo Ending Septmeber 30, 2024
(\$ In Thousands)**

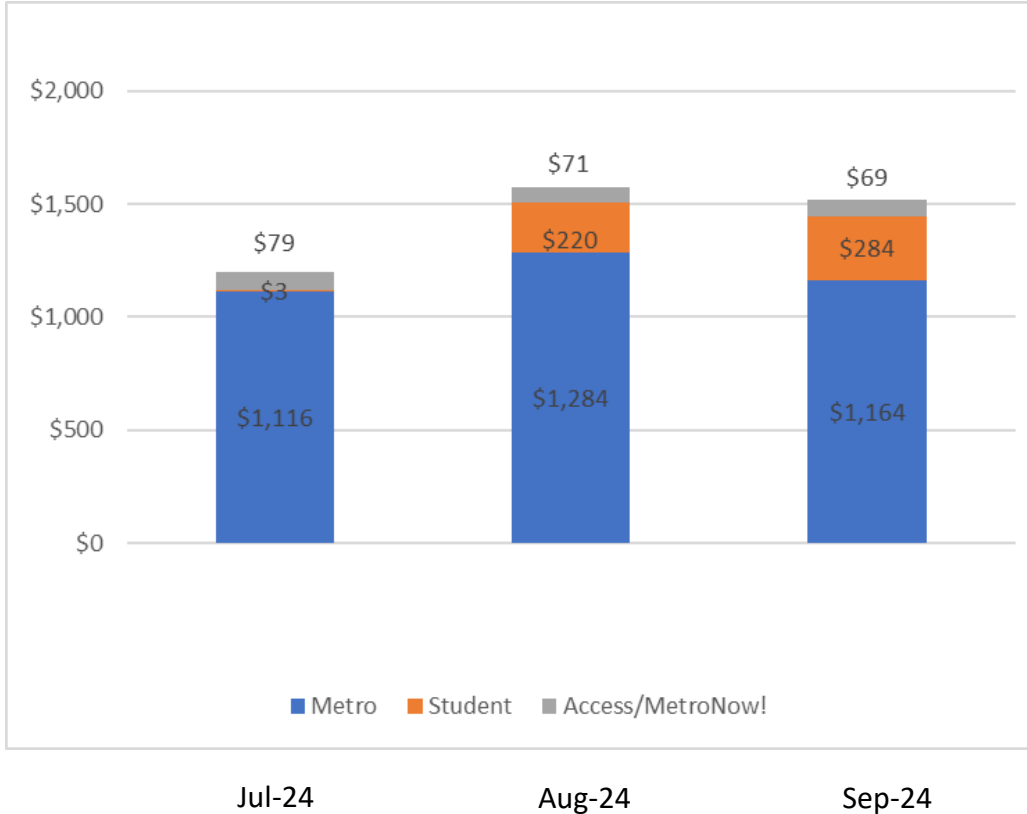
	Month				Year to Date				Prior Year
	Actual	Budget	Fav(Unfav)		Actual	Budget	Fav(Unfav)		
Ridership									
Regular	1,046,482	1,090,586	(44,104)	(4.0%)	8,779,336	9,176,147	(396,811)	(4.3%)	8,592,921
CPS	191,391	146,896	44,495	30.3%	1,041,820	1,019,955	21,865	2.1%	999,259
Subtotal Fixed Route	1,237,873	1,237,482	391	0.0%	9,821,156	10,196,102	(374,946)	(3.7%)	9,592,180
Access	14,663	15,868	(1,205)	(7.6%)	134,530	145,761	(11,231)	(7.7%)	136,588
MetroNow!	7,433	5,382	2,051	38.1%	57,132	42,879	14,253	33.2%	8,005
Total Ridership	1,259,969	1,258,732	1,237	0.1%	10,012,818	10,384,742	(371,924)	(3.6%)	9,736,773
Operating Revenue									
Metro Fares	\$ 1,164	\$ 1,181	\$ (17)	(1.4%)	\$ 10,336	\$ 10,050	\$ 286	2.8%	\$ 9,566
Access Fares	54	60	(6)	(10.0%)	517	550	(33)	(6.0%)	518
MetroNow! Fares	15	11	4	36.4%	116	86	30	34.9%	16
CPS Fares	284	218	66	30.3%	2,226	1,409	817	58.0%	1,124
Other	194	203	(9)	(4.4%)	1,687	1,840	(153)	(8.3%)	2,032
Total Operating Revenue	1,711	1,673	38	2.3%	14,882	13,935	947	6.8%	13,256
Non-Operating Revenue									
County Sales Tax	9,981	10,473	(492)	(4.7%)	88,716	91,538	(2,822)	(3.1%)	86,768
ARP	-	-	-	n/a	-	-	-	n/a	24,032
ARP Comp	-	-	-	n/a	-	-	-	n/a	28,500
Federal Subsidies	843	843	-	-	7,584	7,584	-	-	10,800
Non Transportation	695	659	36	5.5%	7,874	6,751	1,123	16.6%	5,905
Total Non-Operating Revenue	11,519	11,975	(456)	(3.8%)	104,174	105,873	(1,699)	(1.6%)	156,005
Total Revenue	13,230	13,648	(418)	(3.1%)	119,056	119,808	(752)	(0.6%)	169,261
Expenses									
Employee Wages & Benefits	9,777	9,746	(31)	(0.3%)	88,692	89,648	956	1.1%	80,223
Fuel & Lubricants	724	550	(174)	(31.6%)	6,048	5,931	(117)	(2.0%)	5,875
Parts & Supplies	690	814	124	15.2%	7,058	7,715	657	8.5%	6,851
Empowerment Fund	18	-	(18)	n/a	24	-	(24)	n/a	375
Other	1,773	1,925	152	7.9%	15,094	16,556	1,462	8.8%	13,743
Total Expenses	12,982	13,035	53	0.4%	116,916	119,850	2,934	2.4%	107,067
Surplus(Deficit) Before Adj	\$ 248	\$ 613	\$ (365)		\$ 2,140	\$ (42)	\$ 2,182		\$ 62,194



SEPTEMBER 2024 – FARE REVENUE SOURCES

3 MONTH TREND – JULY 2024 THRU SEPTEMBER 2024

In Thousands



Month	Days per Month	Avg Rev per Day
Jul-24	31	\$36
Aug-24	31	\$41
Sep-24	30	\$39

Note: Number of Weekdays within each corresponding month as follows: Jul 23, Aug 22, Sep 21

County Sales Tax – Year to Date June



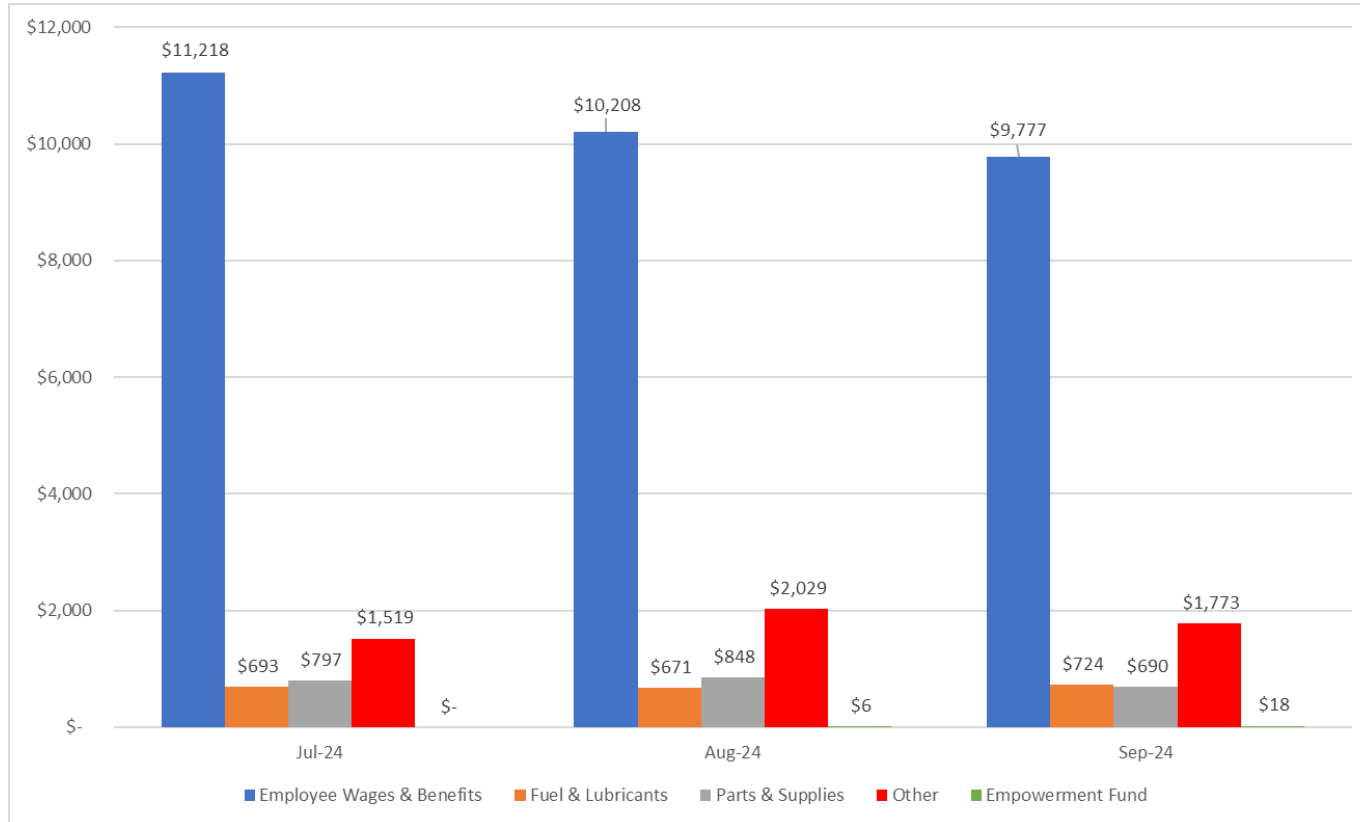
	Jan	Feb	Mar	Apr	May	Jun	YTD
CY Actual	\$8,781	\$8,683	\$9,963	\$9,366	\$9,875	\$10,636	\$57,304
Budget	\$9,987	\$9,327	\$10,480	\$9,273	\$9,931	\$11,128	\$60,127
Var \$	(1,206)	(644)	(517)	93	(56)	(492)	(2,822)
Var %	-12.1%	-6.9%	-4.9%	1.0%	-0.6%	-4.4%	-4.7%
PY Actual	\$8,907	\$8,659	\$10,010	\$9,465	\$9,761	\$10,375	\$57,177
Var	(126)	24	(47)	(99)	114	261	127
Var %	-1.4%	0.3%	-0.5%	-1.0%	1.2%	2.5%	0.2%

- Year to Date thru June Hamilton County Sales Tax is (\$2.8m) unfavorable to budget and \$127k favorable to prior year or 0.2%
- County Sales tax is on a three month lag. Actual June results are received and recorded during September accounting cycle

SEPTEMBER 2024 – OPERATING EXPENSE SOURCES

3 MONTH TREND – JULY 2024 THRU SEPTEMBER 2024

In Thousands





Investment Funds Reserve Summary

Overnight Investments	\$43,194,662
Securities & CD's	\$135,433,685

Total All Securities (9/30/2024)	\$178,628,347
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Current Capital Reserve Obligations

<i>BRT Project Development (Hamilton & Reading Corridors) - Amts Pd</i>	\$35,724,419
<i>Future BRT Capital Match (Fed 70% & Local 30%)</i>	\$54,000,000

Total BRT	\$89,724,419
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Local Match - FTA and ODOT Grants	\$19,916,103
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100% Local Projects (Prior Years Open + Current Year)	\$36,480,080
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2 Months of Operating Expenses	\$24,000,000
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All Other Obligations	\$6,500,000
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Total Current Capital Reserve Obligations	\$176,620,602
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Net Unrestricted Securities Available	\$2,007,745
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2024 Remaining Operating Budget Surplus Oct - Dec (Deficit)	\$2,376,618
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Net Unrestricted Securities + '24 Operating Budget Surplus	\$4,384,363
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metro on the MOVE

From Darryl Haley, Metro CEO
& General Manager/Secretary-Treasurer



October 2024

Don't Blink & Drive: The word is out! Cincinnati knows that riding Metro is the best way to enjoy Blink. Both park and ride locations were the hippest places to be on the way to Blink. This year we saw a 20% increase in ridership during Blink with 185K trips provided, compared to 155K in 2022. Thank you to all of the Metro team members who staffed the RTC and Park and Rides until the wee hours to assist riders and to our operators for providing a great experience to everyone on board.



Free Rides on Election Day: All Metro service will be free to ride on Election Day, Nov. 5. We're proud to be able to remove access to transportation as a barrier for individuals to exercise their civic right to vote.

Free Rides for Vets: As a small token of our appreciation for their service to our country, all active-duty and veteran military personnel may ride Metro's fixed-route and Access paratransit service free of charge on Veterans Day, Nov. 11. Veterans simply need to show valid proof of military or veteran status upon boarding. Veterans may also take advantage of half-fare rides

every day of the year by signing up for our Metro Veterans Program (MVP). More information about the MVP program is available on our website.

State of Metro: Thank you to everyone who joined us for the biannual State of Metro event. We provided an update to our community leaders and stakeholders regarding the progress of Metro and how we are continuously delivering on our promise to provide the very best transit service to our region. Nearly 400 attendees heard from our featured speaker Congressman Greg Landsman, along with Commission President Reece, Mayor Pureval and APTA President Paul Skoutelas.



Thank you,

Darryl Haley
CEO/General Manager/Secretary-Treasurer