



SORTA/Metro
Board Meeting
February 25, 2025
6:00 pm-7:00 pm Eastern Time

SORTA BOARD OF TRUSTEES MEETING
TUESDAY, FEBRUARY 25th, 2025 – 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
- Chair Update

Action Items:

- 1 Approval of Board Minutes January 28th, 2025

Finance Committee (Chelsea Clark)

Planning & Operations Committee (Dan Driehaus)

Action Items:

- 2 Proposed Resolution: Community Responder MOU (Andy Aiello)
 - 2.1 Action Item:
 - 2.2 Memorandum of Understanding:
- 3 Proposed Resolution: Approval of Title VI Update (Steve Anderson)
 - 3.1 Action Item:
 - 3.2 Presentation:

Procurement Consent Agenda:

- 4 Proposed Resolution: Contract Modification for 60-2022 Operator Uniforms (Sean O’Leary)
 - 4.1 Action Item:

Paratransit Coordination Committee (Briana Moss)

5 Briefing Items:

- 6 Financial Results for January 31st, 2025 (Tim Walker)
- 7 Metro on the Move (Darryl Haley)
- 8 New Business

Other Items:

Adjournment

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

Tuesday, March 25th, 2025, 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, January 28th 2025, 9:00 a.m.

BOARD MEMBERS PRESENT: Tianay Amat, Tony Brice, Chelsea Clark, Dan Driehaus, Blake Ethridge, Kala Gibson, Neil Kelly, Pete Metz, Briana Moss, Sara Sheets and Greg Simpson

BOARD MEMBERS ABSENT: Jay Bedi, Trent Emenecker, Gwen Robinson, KZ Smith and Sonja Taylor

STAFF MEMBERS: Andy Aiello, Steve Anderson, John Edmondson, Darryl Haley, Adriene Hairston, James Henderson, Brandy Jones, Natalie Krusling, Sharyn Lacombe, John Ravasio, Jason Roe, Tony Russo, Bill Spraul and Tim Walker

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

GUEST/PUBLIC PRESENT: Maxwell Brown (AECOM), Bob Herring (Cincinnati Kharkin Sister City), Latoya Stiggers (Stiggers VA Services), Pastor Tim Stiggers, PMD (Prolite Training), Jon Wilcox (Woolpert) and Dave Wormald (AECOM)

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

CEO STAR AWARDS

Frank Harper, Charles Heard (not present), James Henderson and Inga McGlothlin were presented with CEO Star Awards for their exemplary leadership and unwavering dedication to Metro's customers, employees, and the Cincinnati community, as well as their relentless commitment to fostering strong partnerships with Metro's

CHAIRMAN UPDATE

Announced Darryl's retirement in the coming months and thanked him for his many years of contributions. An executive search firm has been selected.

Reviewed Internal Audit process/function.

We had a 1.5m sales tax adjustment due to the sales tax holiday.

APPROVAL OF DECEMBER 17th, 2024 BOARD MEETING MINUTES

Mr. Brice made a motion that the minutes from the December 17th, 2024, board meeting be approved as previously mailed and Ms. Sheets seconded the motion.

By voice vote, the SORTA Board approved the minutes.

FINANCE COMMITTEE

Mr. Driehaus reported on the Finance Committee meeting held on January 21st 2025, and there were no items(s) to present for Board Approval.

PLANNING AND OPERATIONS COMMITTEE

Mr. Ethridge reported on the Planning and Operations Committee meeting held on January 21st 2025 and there were items(s) to present for Board Approval.

PROPOSED RESOLUTION NO 1: APPROVAL OF MODIFICATION TO CONTRACT NO: 099-204 FOR MASABI MOBILITY REWARDS PROGRAM

Mr. Metz moved for adoption and Mr. Brice seconded the motion. The contract approves a modified 1-year contract with Neoride, total cost not to exceed the value from \$140,533 to \$455,022, an increase of \$314,500.

By roll call, the SORTA Board approved the resolution.

PROPOSED RESOLUTION NO 2: APPROVAL OF CONTRACT AWARD 167-2024 FOR DIESEL FUEL

Mr. Metz moved for adoption and Mr. Brice seconded the motion. The contract will approve a 11-month contract with Colonial Oil Industries, Inc., at a total cost not to exceed \$7,219,000 for diesel fuel.

By roll call, the Board approved the resolution.

PROPOSED RESOLUTION NO 3: APPROVAL OF CONTRACT AWARD 168-2024 FOR GASOLINE

Mr. Metz moved for adoption and Mr. Brice seconded the motion. The contract will approve a 11-month contract with Colonial Oil Industries, Inc., at a total cost not to exceed \$823,742 for gasoline fuel.

By roll call, the Board approved the resolution.

PROPOSED RESOLUTION NO: 4: APPROVAL OF CONTRACT AWARD 172-2024 FOR KINGS ISLAND FAMILY DAY

Mr. Metz moved for adoption and Mr. Brice seconded the motion. The contract will approve a 10-month contract with Kings Island, at a total cost not to exceed \$310,904 for the Kings Island Family Day.

By roll call, the Board approved the resolution.

INFRASTRUCTURE, BIKE AND ROW COMMITTEE

Ms. Sheets reported on the Infrastructure, Bike and ROW Committee meeting held on January 21st 2025 and there were items(s) to present for Board Approval.

MTIF GUIDELINE CHANGES

Mr. Shammout presented the Recommended Changes to the MTIF Guidelines.

By roll call, the SORTA Board approved the MTIF Guideline Changes.

GOVERNANCE COMMITTEE

Mr. Driehaus reported on the Governance Committee meeting held on January 28th 2025 and there were items(s) to present for Board Approval.

Election of Officers

Mr. Driehaus moved and Mr. Smith seconded the motion to elect SORTA Board offices. Mr. Ethridge will continue to serve as the Board Chair, while Ms. Robinson serves as the Vice Chair.

By roll call, the Board approved the motion.

FINANCIAL REPORTS AS OF DECEMBER 31st, 2024

Mr. Walker presented the December financial results. Total revenues were \$17.1 million, which was favorable to budget by \$1,433k. Total expenses were \$14.2 million, which is unfavorable to budget by \$881,000. Operating Capital Contribution was \$2.9 million, which was favorable to budget by \$552. Ridership was 985k, which is unfavorable to budget by 70k. Mr. Walker presented the Investment of Funds Reserve Summary with a total All Securities at \$158,302,821, Net Unrestricted Securities Available at \$656,861 and Net Unrestricted Securities and 2024 Operating Budget Surplus at \$656,861. 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 received an Ohio EPA Grant, upcoming Ohio Loves Transit Week, Visit Cincy Award and upcoming BRT Outreach dates.

Year-In-Review Video

Mr. Haley shared the Year-In-Review Video.

NEW BUSINESS

N/A

ADJOURNMENT

The meeting adjourned at 9:57 a.m.

NEXT MEETING

The next regular meeting of the SORTA Board of Trustees has been scheduled for

February 25th, 2025, 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. 2025-5

APPROVAL OF MOU WITH CITY OF CINCINNATI FOR COMMUNITY SERVICE OFFICERS

WHEREAS:

1. The city of Cincinnati has developed an Alternative Response Team as part of the City’s non-emergency customer service program.
2. The alternative Response Team deploys Community Service Officers (“CSO”) to serve as ambassadors to the community and respond to issues that primarily require mental health expertise or community resource connections.
3. Metro desires to use CSOs to respond to issues in and around the transit system and the City is agreeable to Metro utilizing the CSOs to better address the needs of the citizens of Cincinnati.
4. The Memorandum of Understanding between the two public entities provides the framework for the partnership, sets the terms, and creates a mechanism for annual review and pricing.

THEREFORE, BE IT RESOLVED:

5. The Board authorizes the CEO/General Manager/ Secretary-Treasurer to execute a Memorandum of Understanding with the City of Cincinnati for Metro’s use of Community Service Officers.

MOVED TO Dan Driehaus SECOND BY: Chelsea Clark
TABLE TO
NEXT MONTH
BY:

VOTE Aye: Mr. Brice, Ms. Clark, Mr. Driehaus, Mr. Ethridge, Kala Gibson, Ms. Moss, Ms. Sheets and Ms. Taylor

Nay: None

Abstain: None

ABSENT AT THE TIME: Tianay Amat, Neil Kelly, Pete Metz, Gwen Robinson and Mr. Smith

PRESENT NON-VOTING MEMBERS: Trent Emenecker and Greg Simpson

ABSENT NON-VOTING MEMBERS AT THE TIME: Jay Bedi

APPROVED: February 25th, 2025
6.



BOARD OF TRUSTEES ACTION ITEM

DATE: February 18, 2025

FROM: Andrew Aiello, Deputy General Manager

PROJECT NO.:

REQUEST: MOU with City of Cincinnati for Community Service Officers

BACKGROUND

The City of Cincinnati has developed an Alternative Response Team as part of the City's non-emergency customer service program. The Alternative Response Team deploys Community Service Officers ("CSO") to serve as ambassadors to the community and respond to issues that primarily require mental health expertise or community resource connections.

Metro desires to use the CSOs to respond to issues in and around the transit system and the City is agreeable to Metro utilizing the CSOs to better address the needs of the citizens of Cincinnati.

The Memorandum of Understanding between the two public entities provides the framework for the partnership, sets the terms, and creates a mechanism for annual review and pricing.

BUSINESS PURPOSE

This MOU will allow Metro to use CSOs to respond to issues in and around the transit system, helping to keep our riders and transit centers safe and welcoming for the entire community.

PROJECT FINANCING

The expense for using the CSOs is fully budgeted within the Metro local operating budget. Per the MOU, Metro will only pay for services provided and Metro can scale up/down the level of CSO support based on Metro's needs over time.

It is estimated that Metro will spend around \$250,000 to \$300,000 per year on CSO support services.

PROJECT PROCUREMENT

No procurement action is required as this is an intergovernmental agreement for public services.

PROJECT DIVERSITY

N/A

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees allow the General Manager / CEO to execute a Memorandum of Understanding with the City of Cincinnati for Metro's use of Community Service Officers.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
CITY OF CINCINNATI AND SORTA FOR COMMUNITY RESPONDERS**

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Cincinnati, Ohio (the “City”), an Ohio municipal corporation with offices located at 801 Plum Street, Cincinnati, OH 45202, and Southwest Ohio Regional Transit Authority (“SORTA”), an Ohio regional transit authority with principal offices located at 525 Vine Street, Cincinnati, OH 45220.

WHEREAS, SORTA operates Southwest Ohio’s fixed-route bus service (“Metro”), which serves Cincinnati residents in addition to providing commuter routes in the region; and

WHEREAS, the City has developed an Alternative Response Team as part of the City’s non-emergency customer service program which will be included in the City’s budget for each fiscal year which runs July 1- June 30 (“City Fiscal Year”); and

WHEREAS, the Alternative Response Team deploys Community Service Officers (“CSO”) to serve as ambassadors to the community and respond to issues that primarily require mental health expertise or community resource connections; and

WHEREAS, SORTA desires to use the CSOs to respond to issues in and around the transit system and the City is agreeable to SORTA utilizing the CSOs to better address the needs of the citizens of Cincinnati.

1. **SORTA TASKS.** By April 1st of each City Fiscal Year, SORTA will inform the City of the number of CSOs SORTA will utilize in the coming City Fiscal Year by completing the Scope of Services in Appendix A and providing a copy to the City. SORTA will pay monthly invoices for the service provided in accordance with Appendix A.
2. **CITY TASKS.** By August 1st of each City Fiscal Year, the City will inform SORTA of the cost to provide the CSOs as detailed in the Scope of Services by completing the Pricing Schedule in Appendix A, and providing a Copy to SORTA. Both SORTA and the City may cooperate to adjust Appendix A until the service levels and pricing structure are acceptable (and signed) by both parties.

The Alternative Response Team and the number of CSOs will be limited by and is subject to appropriation of funding by City Council based on each City Fiscal Year. In the event City Council does not appropriate adequate funding to support the service levels as agreed upon in Appendix A, both SORTA and the City may cooperate to adjust Appendix A until the service levels and pricing structure are acceptable (and signed) by both parties.

The City will develop the Alternative Response Team. The City will hire, train, manage, and provide the employment resources necessary for the CSOs. The City will maintain minimum CSO staffing levels in accordance with Appendix A.

- 3. **INDEPENDENT CONTRACTORS.** Nothing herein shall be construed as creating a partnership or joint venture between the City and SORTA. Each CSO shall be considered an officer, agent, servant, or employee of the City. The CSOs shall not be considered an officer, agent, servant, or employee of SORTA nor shall any such person be entitled to any benefits available or granted to employees of SORTA.
- 4. **TERM.** This MOU will expire if City Council does not appropriate funding for the CSOs. SORTA may terminate this MOU prior to each City Fiscal Year. The City may terminate this MOU at the end of each City Fiscal Year by providing at least 90 days prior written notice to SORTA.
- 5. **RESPONSIBILITY FOR EMPLOYEES.** Each party to this MOU agrees to be responsible for the negligent acts or negligent omissions by or through itself, its employees, agents and subcontractors. Each party further agrees to defend itself and themselves and pay any judgments and costs arising out of such negligent acts or omissions, and nothing in this MOU shall impute or transfer any such liability from one to the other. Nothing in this MOU shall be construed as conferring any legal rights, privileges, or immunities, or imposing any legal duties or obligations, on any person or persons other than the parties named in this MOU, whether such rights, privileges, immunities, duties, or obligations be regarded as contractual, equitable, or beneficial in nature as to such other person or persons.
- 6. **AMENDMENT.** This MOU and the Exhibits attached hereto contain the entire understanding between the parties as to the matters contained herein. Upon the occurrence of any issues not contemplated in this MOU, the parties will meet to discuss possible amendment. This MOU may be modified or amended only by a written document duly executed by the parties hereto or their representatives.

This MOU has been executed by the parties on the dates set forth below, effective as of the later of such dates.

City of Cincinnati

Southwest Ohio Regional Transit Authority

Sheryl M. M. Long, City Manager
Date: _____, 2025

Darryl Haley, CEO
Date: _____, 2025



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2025-6

APPROVAL OF 2025-2027 TITLE VI PROGRAM UPDATE

WHEREAS:

1. As a recipient of Federal Transit Administration (FTA) financial assistance, SORTA must carry out U.S. Department of Transportation (DOT) Title VI regulations. It is the policy of the Southwest Ohio Regional Transit Authority to follow Title VI of the Civil Rights Act of 1964 as amended.
2. All recipients of FTA funds must submit an updated Title VI Program approved by the board of directors to their FTA regional civil rights officer once every three years.
3. To comply with the requirement in Chapter 4, Section 6 of the FTA Circular C4702.1B, the Board must adopt quantitative systemwide service standards to guard against discriminatory service design and operation decisions.
4. Staff recommends the Board adopt the 2025-2027 Title VI Update Service Standards with the understanding the service standards will be part of the overall 2025-2027 Title VI Program submission to the FTA which is due on April 1, 2025.

THEREFORE, BE IT RESOLVED:

5. The Board hereby adopts the 2025-2027 Title VI Service Standards Update as developed by staff.

MOVED TO Dan Driehaus SECOND BY: Sonja Taylor
TABLE TO
NEXT MONTH
BY:

VOTE Aye: Mr. Brice, Ms. Clark, Mr. Driehaus, Mr. Ethridge, Kala Gibson, Ms. Moss, Ms. Sheets
and Ms. Taylor

Nay: None

Abstain: None

ABSENT AT THE TIME: Tianay Amat, Neil Kelly, Pete Metz, Gwen Robinson and Mr. Smith

PRESENT NON-VOTING MEMBERS: Trent Emenecker and Greg Simpson

ABSENT NON-VOTING MEMBERS AT THE TIME: Jay Bedi

APPROVED: February 25th, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: February 18, 2025

FROM: Elaine Higgs, Director of DEI, EOE/Title VI Officer

PROJECT NO.:

REQUEST: Approval of Updated Title VI Service Standards and Policies

BACKGROUND

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. As a recipient of funds administered by the US Department of Transportation, the Southwest Ohio Regional Transit Authority (SORTA) is subject to the regulations and guidelines set forth under Title VI.

BUSINESS PURPOSE

Federal Transportation Administration (FTA) requires that all direct and primary recipients document their compliance with Department of Transportation's (DOT's) Title VI regulations by submitting a Title VI Program Update to the FTA regional civil rights officer once every three years or as otherwise directed by the FTA. The updated Title VI Service Standards and Policies are included in Title VI Program.

For all recipients (including sub-recipients), the Title VI Service Standards and Policies must be approved by the recipient's directors or appropriate governing entity or official(s) responsible for policy decisions prior to submission to the FTA.

Recipients shall submit a copy of the Board resolution, meeting minutes, or similar documentation with the updated Title VI Service Standards and Policies as evidence that the board of directors or appropriate governing entity or official(s) have approved the Title VI Program.

FTA will review and concur or request the recipient provide additional information.

PROJECT FINANCING

N/A

PROJECT PROCUREMENT

N/A

PROJECT DIVERSITY

N/A

RECOMMENDED BOARD ACTION

Staff recommends the Board of Trustees approve a resolution authorizing the CEO/General Manager/Secretary-Treasurer to execute a resolution authorizing staff to submit the updated Title VI Service Standards and Policies to the Federal Transportation Administration by April 1, 2025.



Title VI Service Standards and Policies Update

February 2025

Title VI of the Civil Rights Act of 1964



Source: Miller Center of Public Affairs

“No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Title VI Policy Updates

- Title VI System-wide Service Standards and Policies:
Applied when planning and distributing fixed-route services and facilities.
- Major Service Change Policy:
Utilized for setting threshold when service equity analyses are required.
- Disparate Impact (DI) & Disproportionate Burden (DB) Policies:
Established for determining fairness resulting from major service changes and/or any changes to fares.



Service Standard/Policy Recommendations

Service Standard/Policy

Summary of Recommendations

Service Standard/Policy	Summary of Change	Recommendation
Vehicle Load	More specific load targets based on type of service	Accept proposed changes
Service Availability	Clarifying and easier to understand language	Accept proposed changes
Vehicle Assignment	Clarifying and more detailed language regarding process	Accept proposed changes
Distribution of Transit Amenities	No changes necessary	No changes necessary
Vehicle Headway (Frequency)	More specific headway targets based on type of service	Accept proposed changes
On-Time Performance	Added minimum standard of 80% OTP while keeping goal of 86.5%	Accept proposed changes

Service Standard: Average Vehicle Load

Definition: Ratio of onboard passengers to total number of seats

Proposed Standard

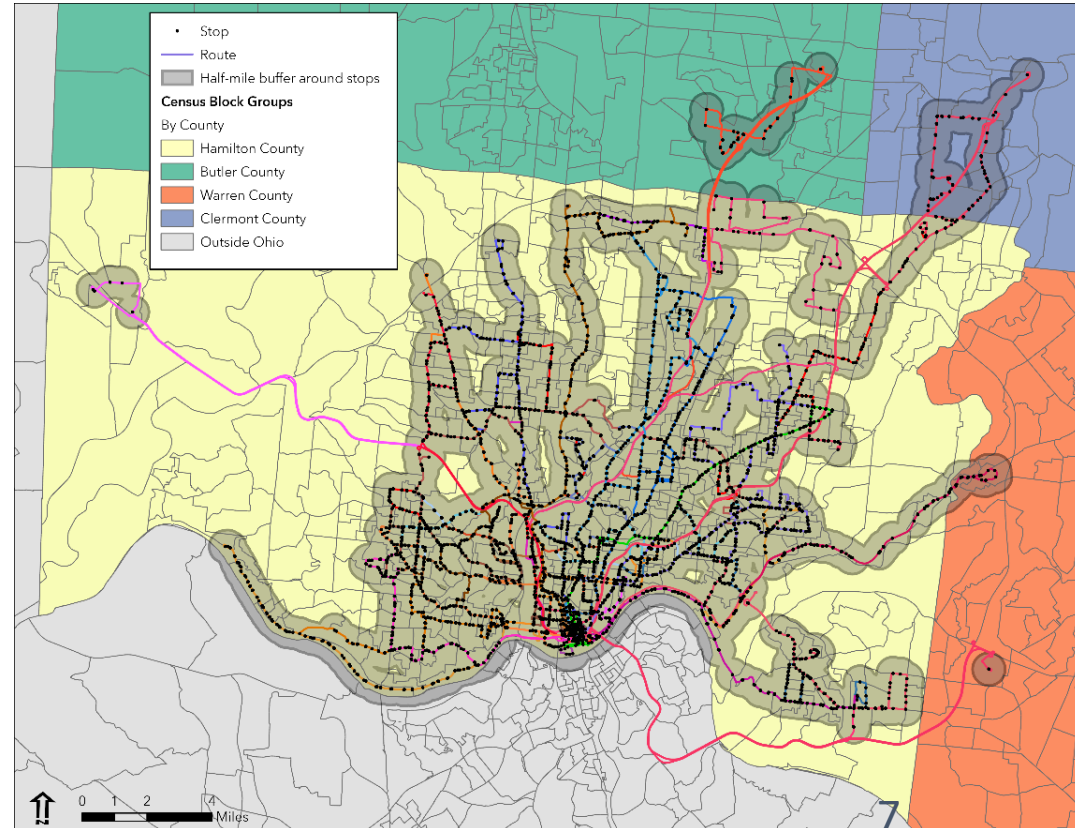
Route Type	Route Type Characteristics	Peak	Off-Peak
Major/24 hour	High frequency, direct route serving multitude of major trip generators; 24-hour service	1.2	1.2
Major/Non-24 hour	Moderate-to-high frequency route serving 3-4 major trip generators	1.2	1.2
Minor	Standard service, some peak service frequencies but typically lower frequencies, typically serving 1-2 major trip generators.	1.2	1.0
Shuttle	Short-distance route characterized by high frequency and longer span, slower travel speed and connecting one or more of major trip generators	1.2	1.0
Commuter	Peak-only, varying frequency with varying one-way distances on a mix of limited and local arterials traveled; stays in Hamilton County	1.2	--
Express	Peak-only, varying frequencies with varying one-way distances on primarily limited arterials, typically connecting to a park and ride; may serve suburban areas outside of Hamilton County	1.0	--

Service Standard: Service Availability

Definition: Distribution of transit service within the Metro service area

Proposed Standard

- Transit service should be distributed so that at least 75% of all Hamilton County [service area] residents are within one-half mile of bus service, measured from stops and stations.



Service Standard: Vehicle Headway

Definition: Frequency of service

Proposed Standard

Day of Week	Route Type	Peak	Off-Peak	Late Night
Weekdays	Major/24 hour	20"	30"	60"
	Major/Non 24	30"	45"	60"
	Minor	40"	60"	60"
	Shuttle	20"	20"	--
	Commuter	60"	--	--
	Express	60"	--	--

Day of Week	Route Type	Throughout the day	Late Night
Weekends	Major/24-hour	30"	60"
	Major/Non-24 hour	45"	60"
	Minor	60"	60"
	Shuttle	20"	--
	Commuter	--	--
	Express	--	--

- Policy decision
 - Standards: Realistic, minimum standards that can be achieved, or
 - Goals: Unrealistic, higher standards that are rarely achieved
- Most agencies set realistic, minimum standards
 - Standards = minimum level of service expected

Service Standard: On-time Performance

Proposed Standard

	Local Service	Express Service
On-time definition	-1 to +5.5 mins.	-1 to +5.5 mins.
Proposed Standard	80%	80%

- Policy decision
 - Realistic, minimum standards that can be achieved, or
 - Unrealistic, higher standards that are rarely achieved
- Most agencies set a realistic, minimum standard

Service Policy: Vehicle Assignment

Definition: Process used to assign vehicles to routes

Proposed Policy

- 1.0 Vehicle assignment will be equitable throughout the system at the divisional level and route/service assignment.
- 1.1 Vehicle assignment by division will be based on the average age of the vehicles at each division and facility capacity.
- 1.2 Routes and communities with the greatest need for and use of transit generally will be served by newer vehicles.
- 1.3 As new vehicle types/amenities are introduced to the fleet, they will be assigned to minority and low-income routes at least as often as they are assigned to non-minority and non-low-income routes.

Service Policy: Distribution of Transit Amenities

Definition: Process used to determine placement of shelters, benches, etc.

Current Standard (Recommendation-no changes)

- 1.0 Distribution of Transit Amenities will be equitable throughout the system.
 - 1.1 All bus stops should include a sign, pole, and landing pad
 - 1.2 Additional amenities will be based on daily boardings
 - 1.3 Elevators and escalators are not applicable at this time

Amenity	Daily Ridership (Boardings)				
	<25	25-49	50-99	100-250	>250
Bench	○	●	●	●	●
Passenger shelter	○	○	●	●	●
Timetable	○	○	○	●	●
Route map/info	○	○	○	●	●
Trash receptacle	○	○	○	●	●
Lighting	○	○	○	●	●
Electronic sign	○	○	○	○	●

● Standard
○ Optional



Major Service Change (MSC)/Policy Recommendations

Major Service Change (MSC) Policy

Definition: Transit providers shall evaluate the impact of their proposed changes on minority and low-income populations separately.

Current Policy (recommendation-no change)

- 1.0 A major service change is defined as any change in service on any individual route that would add or eliminate more than 25% of the route revenue miles or route revenue hours.
- 1.1 All major service changes will be subject to an equity analysis which includes an analysis of adverse effects on minority and low-income populations.



Disparate Impact (DI) and Disproportionate Burden (DB)/Policy Recommendations

FTA Definitions for Disparate Impact & Disproportionate Burden

Disparate Impact (DI)

A facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin.

Disproportionate Burden (DB)

A neutral policy or practice that disproportionately affects low-income populations more than non-low-income populations.

Disparate Impact and Disproportionate Burden Policies

Disparate Impact (DI) Policy (Recommendation)

For a fare change - a disparate impact occurs when the benefits to the non-minority population are 5 percentage points (or more) greater than the benefits to the minority population, or the adverse impacts on the minority population are 5 percentage points (or more) greater than the adverse impacts on the non-minority population.

For a service change – a disparate impact occurs when the benefits to the minority population are less than 80% (0.80) of the benefits to the non-minority population, or the adverse impacts on the minority population are 20% or more greater than (1.20) the adverse impacts on the non-minority population.

Disproportionate Burden (DB) Policy (Recommendation)

The DB policy is the same as the DI policy applied to the low-income population.



Q & A

Thank You

Project	Method	Vendor	Award	Term	Funding
60-2022* Operator Uniforms	Sole Source Award	Galls, LLC	\$1,567,251 (o) <u>\$184,000 (m)</u> \$1,751,251	6 months Jan 2025 – Jul 2025	Budgeted Local Operating

*denotes non-competitive or non-negotiable award

Supplier Diversity Summary

Total Awards for Month	\$184,000
Total Diversity Spend for Month	\$--
Addressable Awards	\$--
Effective Participation Rate	\$--
2024 Total Spend	\$10,350,591
2024 Diversity Spend	\$217,956 (2.1%)
2024 Total Addressable Spend	\$9,024,521
2024 Effective Participation Rate	2.4%



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2025-7

APPROVAL OF MODIFIED CONTRACT NO: 60-2022 OPERATOR UNIFORMS

WHEREAS:

1. Metro supplies operators with an annual allowance for the purchase of uniforms.
2. Uniform standards are implemented to ensure that all operators project a professional appearance to the customers and to provide safety benefits such as protection from the weather, visibility in low-light conditions, and comfort while providing essential duties.
3. The increase in new hires requires the contract to be amended to add funding needed to complete the current contract term.
4. SORTA staff recommends approval to execute Contract No. 60-2022, on behalf of Metro and Galls, LLC., increasing the total not to exceed value from \$1,567,251 to \$1,751,251, an increase of \$184,000.
5. The expenditures have been budgeted with local operating funds.

THEREFORE, BE IT RESOLVED:

6. The Board authorizes the CEO/General Manager/ Secretary-Treasurer or the CFO to execute Contract No. 60-2022, on behalf of Metro and Galls, LLC., increasing the total not to exceed value from \$1,567,251 to \$1,751,251, an increase of \$184,000.

MOVED TO
TABLE TO
NEXT MONTH
BY:

Dan Driehaus

SECOND BY:

Tony Brice

VOTE Aye:

Mr. Brice, Ms. Clark, Mr. Driehaus, Mr. Ethridge, Kala Gibson, Ms. Moss, Ms. Sheets and Ms. Taylor

Nay:

None

Abstain:

None

ABSENT AT
THE TIME:

Tianay Amat, Neil Kelly, Pete Metz, Gwen Robinson and Mr. Smith

PRESENT
NON-VOTING
MEMBERS:

Trent Emenecker and Greg Simpson

ABSENT NON-
VOTING
MEMBERS AT
THE TIME:

Jay Bedi

APPROVED:

February 25th, 2025



BOARD OF TRUSTEES ACTION ITEM

DATE: February 18, 2025
FROM: John Edmondson, Sr. Director of Procurement
 Sean O’Leary, Sr. Director of Transit Operations
PROJECT NO.: 60-2022 Operator Uniforms
REQUEST: Contract Modification

BACKGROUND

Metro supplies operators with an annual allowance for the purchase of uniforms. Uniform standards are implemented to ensure that all operators project a professional appearance to the customers and to provide safety benefits such as protection from the weather, visibility in low-light conditions, and comfort while performing essential duties.

BUSINESS PURPOSE

The increase in new hires requires the contract be amended to add funding needed to complete the current contract term.

PROJECT FINANCING

The budget for the modification is \$184,000 and is included in the approved FY2025 Operating Budget.

The contract is an indefinite quantity / indefinite delivery contract. The requested amount of \$184,000 may not be fully expended by the end of the contract. As such, the final modification amount is flat to budget.

PROJECT PROCUREMENT

The modification is a sole source award and is exempt from the competitive process. As such, no vendor outreach was conducted.

The contract is set to expire on July 31, 2025.

PROJECT DIVERSITY

The modification is a sole source award and is exempt from the vendor diversity review process. As such, no subcontracting opportunities are available and no vendor diversity analysis performed.

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 a modification to Contract No. 60-2022, on behalf of Metro with Galls, LLC, increasing the total not to exceed value from \$1,567,251 to \$1,751,251, an increase of \$184,000 (11.7%).



Financial Summary - January 2025
Report Out Date – February 18, 2025

Agenda – Financial Summary

- Statement of Operations for January '25
 - Key Drivers
 - Detail Profit & Loss Statement
 - Revenue Chart
 - Sales Tax Trend
 - Expense Chart
- Investment Funds Reserve Summary
- Fuel Hedging Report
- Investment Balance Update (separate attachment)



Statement of Operations

Profit & Loss – Summary / Key Drivers

Summary

- Total Revenue \$13.2M - unfavorable to Budget (\$27k) or (0.2%)
- Total Expense \$13.8M - favorable to Budget \$715k or 4.9%
- Operating Capital Contribution (\$0.6M) - favorable to Budget \$688k
- Note: Ridership total is 991k – unfavorable to Budget (106k) or (9.7%)

Revenue

- Total Operating Revenue \$1.7M - unfavorable to Budget (\$12k) or (0.7%); driven by January weather
- Non-Transportation \$0.7M - unfavorable to Budget (\$15k) or (2.0%)
- County Sales Tax \$9.3M – on Budget; see additional slide on county sales tax
- Federal Grants \$1.5M - on Budget

Expense

- Wages & Benefits \$10.6M - favorable to budget \$449k or 4.1%
- Fuel and Lubricants \$586k - favorable to budget \$137k or 18.9%
- Parts & Supplies \$827k – favorable to Budget \$50k or 5.7%
- All Other \$1.8M – favorable to Budget \$67k

Southwest Ohio Regional Transit Authority 2025 Profit & Loss Statement



1 Mo Ending January 31, 2025 (\$ In Thousands)	Month				Prior Year
	Actual	Budget	Fav(Unfav)		
Ridership					
Regular	835,875	903,719	(67,844)	(7.5%)	817,130
CPS	122,935	160,600	(37,665)	(23.5%)	150,433
Subtotal Fixed Route	958,810	1,064,319	(105,509)	(9.9%)	967,563
Access	12,987	15,591	(2,604)	(16.7%)	14,659
MetroNow!	9,597	7,400	2,197	29.7%	4,771
Total Ridership	981,394	1,087,310	(105,916)	(9.7%)	986,993
Operating Revenue					
Metro Fares	\$ 988	\$ 1,051	\$ (63)	(6.0%)	\$ 955
Access Fares	47	61	(14)	(23.0%)	58
MetroNow! Fares	19	15	4	26.7%	10
CPS Fares	415	344	71	20.6%	349
Other	190	200	(10)	(5.0%)	177
Total Operating Revenue	1,659	1,671	(12)	(0.7%)	1,549
Non-Operating Revenue					
County Sales Tax	9,269	9,269	-	-	9,987
ARP	-	-	-	n/a	-
ARP Comp	-	-	-	n/a	-
Federal Subsidies	1,513	1,513	-	-	843
Non Transportation	721	736	(15)	(2.0%)	847
Total Non-Operating Revenue	11,503	11,518	(15)	(0.1%)	11,677
Total Revenue	13,162	13,189	(27)	(0.2%)	13,226
Expenses					
Employee Wages & Benefits	10,552	11,001	449	4.1%	9,881
Fuel & Lubricants	586	723	137	18.9%	621
Parts & Supplies	827	877	50	5.7%	816
Everybody Rides Metro Fund	23	35	12	34.3%	-
Other	1,787	1,854	67	3.6%	1,454
Total Expenses	13,775	14,490	715	4.9%	12,772
Operating Capital Contribution	\$ (613)	\$ (1,301)	\$ 688		\$ 454



JANUARY 2025 – FARE REVENUE SOURCES

3 MONTH TREND – NOVEMBER 2024 THRU JANUARY 2025

In Thousands



Month	Days per Month	Avg Rev per Day
Nov-24	30	\$37
Dec-24	31	\$35
Jan-25	31	\$32

Note: Number of Weekdays within each corresponding month as follows: Nov 21, Dec 22, Jan 23

County Sales Tax – Year to Date October

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	YTD
CY Actual	\$8,781	\$8,683	\$9,963	\$9,366	\$9,875	\$10,636	\$9,551	\$10,149	\$9,696	\$10,205	\$96,905
Budget	\$9,987	\$9,327	\$10,480	\$9,273	\$9,931	\$11,128	\$10,652	\$10,288	\$10,473	\$10,191	\$101,729
Var \$	(1,206)	(644)	(517)	93	(56)	(492)	(1,101)	(139)	(777)	14	(4,824)
Var %	-12.1%	-6.9%	-4.9%	1.0%	-0.6%	-4.4%	-10.3%	-1.3%	-7.4%	0.1%	-4.7%
PY Actual	\$8,907	\$8,659	\$10,010	\$9,465	\$9,761	\$10,375	\$9,906	\$9,869	\$9,762	\$9,336	\$96,050
Var	(126)	24	(47)	(99)	114	261	(355)	280	(66)	869	855
Var %	-1.4%	0.3%	-0.5%	-1.0%	1.2%	2.5%	-3.6%	2.8%	-0.7%	9.3%	0.9%

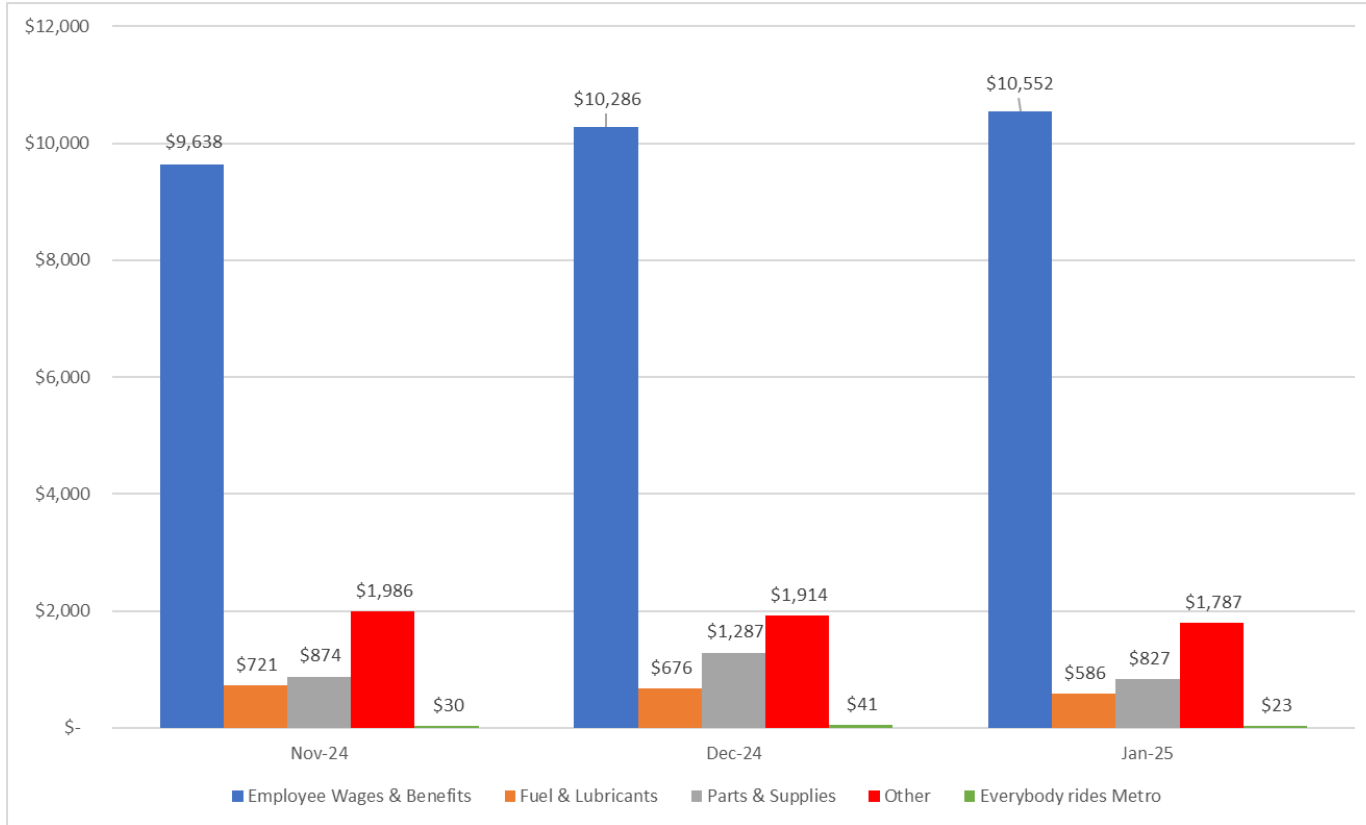
- Year to Date thru October Hamilton County Sales Tax is (\$4.8m) unfavorable to budget and favorable to prior year \$855k or 0.9%



JANUARY 2025 – OPERATING EXPENSE SOURCES

3 MONTH TREND – NOVEMBER 2024 THRU JANUARY 2025

In Thousands



Investment Funds Reserve Summary



Overnight Investments	\$25,054,961
Securities & CD's	\$129,955,857

Total All Securities (1/31/2025)	\$155,010,818
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Current Capital Reserve Obligations

<i>BRT Project Development (Hamilton & Reading Corridors) - Amts Pd</i>	\$33,662,386
<i>Future BRT Capital Match (Fed 70% & Local 30%)</i>	\$40,500,000

Total BRT	\$74,162,386
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Local Match - FTA and ODOT Grants	\$15,434,857
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100% Local Projects (Prior Years Open + Current Year)	\$37,985,850
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2 Months of Operating Expenses	\$26,000,000
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All Other Obligations	\$6,500,000
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Total Current Capital Reserve Obligations	\$160,083,093
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Net Unrestricted Securities Available	(\$5,072,275)
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2025 Remaining Operating Budget Surplus (Deficit) Feb-Dec	\$7,733,000
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Net Unrestricted Securities + '25 Operating Budget Surplus	\$2,660,726
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From Darryl Haley, Metro CEO
& General Manager/Secretary-Treasurer



February 2025

Legislative Engagement: It is essential to keep our local, state, and federal elected officials informed about our projects, initiatives, and funding opportunities to ensure our success. We are grateful to our elected leaders, including State Senator Steve Wilson and Representatives Cindy Abrams,



Rachel Baker, Karen Brownlee (pictured), Mike Odioso, and Cecil Thomas, who recently met with us to discuss our plans for the future. Additionally, Deputy General Manager **Andy Aiello** was invited by OPTA to testify before the State Transportation Committee during Ohio Loves Transit Week, to advocate for robust funding for Ohio's transit systems and stricter penalties for those who assault transit operators while on duty. Next week, members of the executive team will be on Capitol Hill in Washington, D.C., to engage with the newest members of Southwest Ohio's congressional delegation.

BRT Gets a Name: Earlier this month, we unveiled the new brand identity and name of the



upcoming Bus Rapid Transit service. After more than a year of community engagement, the public helped us select the two corridors, the station design and now the name, MetroRapid, for the new service launching in 2027. BRT Open Houses are currently underway to

collect more input from the public as we continue designing the service.

Remaining public meeting dates:

- Feb, 25, 3-7 p.m. at the Heart of Northside, 4222 Hamilton Ave.
- Feb. 26, 11 a.m.-2 p.m. & 4-7 p.m. at the Downtown Library, 800 Vine St.

See additional outreach activities at metrobrtproject.com.



Darryl Haley Day: Hamilton County Commissioners marked February 23 as Darryl Haley Day in Hamilton County. This honor is in recognition of Darryl's service to Metro over the past 19 years and the impact he has made throughout our region. We congratulate Darryl for his dedication and leadership that continues to move us forward!

Employee Appreciation Week: Beginning March 17, we will be celebrating National Transit Employee Appreciation Day all week long at each of our facilities. Please join us in thanking the more than 1,200 Metro team members who serve our community every day.

Golden Bus Awards: We hope to see each of you at the Golden Bus Awards on March 7 as we celebrate the outstanding team members who go above and beyond in service to our organization and our community.

Thank you,

Darryl Haley
CEO/General Manager/Secretary-Treasurer