|  |  |
| --- | --- |
| MINUTES OF: | Regular Meeting of the SORTA Board of Trustees |
|  |  |
| DATE: | Tuesday, February 28th, 2023, 6:00 p.m. |
|  |  |
| BOARD MEMBERS PRESENT: | Alyson Beridon, Heidi Black, Chelsea Clark, Trent Emeneker, Blake Ethridge, Rod Hinton, Kreg Keesee, Sara Sheets, and Gwen Robinson  |
|  |  |
| BOARD MEMBERS ABSENT: | Allen Freeman, Robert Harris, and Sonja Taylor |
|  |  |
| STAFF MEMBERS: | Andy Aiello, John Edmondson, Adriene Hairston, Darryl Haley, Brandy Jones, Maria Jones, Natalie Krusling, Troy Miller, Jeff Mundstock, John Ravasio, Jason Roe, Shannel Satterfield, and Khaled Shammout |
| LEGAL COUNSEL: | Kimberly Schafer (Vorys, Sater, Seymour and Pease LLP)  |
| GUEST/PUBLICPRESENT: |  |

**CALL TO ORDER**

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

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CEO STAR AWARD: MAURY V. DARDY SR.**

Darryl Haley, CEO/General Manager presented the CEO STAR Award to Maury V. Dardy Sr. Mr. Dardy found a purse on his bus containing $2,000. He made sure to safeguard the purse and get it back to its rightful owner. Mr. Haley thanked him for his honesty and customer service.

**BOARD OF TRUSTEE RECOGNITION**

Mr. Keesee recognized and thanked Blake Ethridge, Allen Freeman, Robert Harris, and Rod Hinton for their five (5) years of service on the SORTA Board.

**PUBLIC COMMENTS**

None.

**CHAIRMAN UPDATE**

None.

**APPROVAL OF JANUARY 24TH, 2023 BOARD MEETING MINUTES**

Mr. Keesee made a motion that the minutes from the January 24th, 2023, board meeting be approved as previously mailed and Mr. Driehaus seconded the motion.

By voice vote, the SORTA Board approved the minutes.

**FINANCE COMMITTEE**

Mr. Keesee reported on the Finance Committee meeting held on February 21st, 2023, and there were no item(s) to present for Board approval.

**PARATRANSIT COORDINATION COMMITTEE**

Mr. Keesee reported on the Paratransit Coordination Committee meeting held on February 21st, 2023, and there were no item(s) to present for Board approval.

**PLANNING AND OPERATIONS COMMITTEE**

Mr. Ethridge reported the Planning and Operations Committee meeting was held on February 21st, 2023.

Mr. Ethridge moved for adoption and Ms. Robinson seconded a motion to approve Resolution No. 2023-10 through Resolution No. 2023-16 on the consent agenda.

By roll call, the SORTA Board approved.

**PROPOSED RESOLUTION 2023-10: APPROVAL OF CONTRACT MODIFICATION FOR BUS WASH A&E SERVICES**

This resolution approves contract modifications Urban Transportation Associates, Inc. (UTA) for Software as a Service solutions services, at a cost not to exceed $119,590 and a total contract amount up to $322,840.

**PROPOSED RESOLUTION 2023-11: APPROVAL OF CONTRACT MODIFICATION TO TRANSIT PLANNING SOFTWARE**

This resolution approves contract modifications Urban Transportation Associates, Inc. (UTA) for Software as a Service solutions services, at a cost not to exceed $119,590 and a total contract amount up to $322,840.

**PROPOSED RESOLUTION 2023-12: APPROVAL OF CONTRACT MODIFICATION FOR EMPLOYEE BACKGROUND CHECKS**

This resolution a contract modification with ClearStar Inc. for background check services, at a cost not to exceed $46,013 and a total contract amount up to $177,213.

**PROPOSED RESOLUTION 2023-13: APPROVAL OF CONTRACT MODIFICATION FOR BUS SHELTER INSTALLATION**

This resolution approves contract modifications with Prus Construction Company, for the installation of bus shelters and thief bolts, at a cost not to exceed $512,237 and a total contract amount up to $2,647,237.

**PROPOSED RESOLUTION 2023-14: APPROVAL OF REVENUE CONTRACT AWARD FOR ROW LEASING BILLBOARD PLACEMENT**

This resolution approves a lease contract between SORTA and Norton Outdoor Advertising, Inc. as negotiated by SORTA staff with Norton. Estimated revenues to be collected for the annual lease of each property is $23,870 per year, or $119,350 total.

**PROPOSED RESOLUTION 2023-15: APPROVAL OF CONTRACT AWARD FOR GARBAGE REMOVAL SERVICES**

This resolution approves a one (1) year contract to Rumpke Waste & Recycling, at a total cost not to exceed $268,371.

**PROPOSED RESOLUTION 2023-16: APPROVAL OF CONTRACT AWARD FOR BULK MOTOR OIL PURCHASE**

This resolution approves a one (1) year contract with Petrochoice for motor oil at a total cost not to exceed $318,184

**DISCUSSION AGENDA ITEMS:**

**PROPOSED RESOLUTION 2023-17: AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FTA AND APPROVAL OF PROJECT DEVELOPMENT FUNDING RESERVE FOR BUS RAPID TRANSIT (HAMILTON AVENUE CORRIDOR)**

Mr. Keesee moved for adoption and Ethridge seconded the motion. This resolution authorizes the CEO/General Manager/Secretary-Treasurer or his designee to submit the Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of $17 million) of the Bus Rapid Transit (BRT) Hamilton Avenue Corridor Project.

By roll call, the Board approved the resolution.

**PROPOSED RESOLUTION 2023-18: AUTHORIZATION TO SUBMIT LETTER OF INTENT TO FTA AND APPROVAL OF PROJECT DEVELOPMENT FUNDING RESERVE FOR BUS RAPID TRANSIT (READING ROAD CORRIDOR)**

Mr. Keesee moved for adoption and Ethridge seconded the motion. This resolution authorizes the CEO/General Manager/Secretary-Treasurer or his designee to submit the Letter of Intent to the Federal Transit Administration (FTA) and to commit to completing the Project Development phase (with an estimated cost of $19 million) of the Bus Rapid Transit (BRT) Reading Road Corridor Project.

By roll call, the Board approved the resolution.

**PROPOSED RESOLUTION 2023-19: APPROVAL OF CONTRACT FOR OPERATOR RECRUITING ADVERTISEMENT**

Mr. Ethridge moved for adoption and Mr. Driehaus seconded the motion. This resolution approves a two (2) year contract with Elevar Design Group, Inc., at a cost not to exceed $1,638,000 for the provision of A&E services a series of construction projects related to facilities improvements, upgrades, and renovations.

By roll call, the Board approved the resolution.

**PROPOSED RESOLUTION 2023-20: APPROVAL OF CONTRACT AWARD FOR RIGHT OF WAY APPRAISAL SERVICES**

Mr. Keesee moved for adoption and Ms. Clark seconded the motion to table this resolution and requested staff to present detail information regarding rail right of way appraisal services at the next Planning and Operations Committee for board approval in March.

By voice vote, the Board agreed to table the resolution.

**FINANCIAL REPORT AS OF JANUARY 31ST, 2023**

Mr. Pinkelton presented the preliminary January financial reports. Total revenues were $17.3 million, which is favorable to budget by $530,000. Total expenses were $11.3 million, which is favorable to budget by $1.6 million. Fare revenue was favorable to budget by $61,000. Mr. Pinkelton then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

**METRO ON THE MOVE REPORT**

Mr. Haley reviewed his Metro on the Move Report. His report included: Metro surpassing 1 million rides in January; Ohio Loves Transit Week took place February 5-11th, 2023; BRT Workshop series will take place in March; the second annual Golden Bus Awards is scheduled for March 9th, 2023, at 6:00 P.M.; Transit Infrastructure Fund signing ceremony is scheduled for March 8th; and Transit Employee Appreciation Day on March 18th, 2023.

The SORTA Board of Trustees accepted his report as presented.

**NEW BUSNIESS**

None

**ADJOURNMENT**

The meeting adjourned at 7:15 P.M.

**NEXT MEETING**

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

**March 28th, 2023, at 9:00 A.M**.

the SORTA/Metro Board Room, at 525 Vine Street, Cincinnati, Ohio.

|  |  |
| --- | --- |
| APPROVED: |  ATTESTED: |
| Kreg KeeseeChair, SORTA Board |  Darryl Haley CEO/General Manager/Secretary-Treasurer |
|  |  |