



SORTA/Metro  
Board Meeting  
June 24, 2025  
6:00 pm-7:00 pm Eastern Time

**SORTA BOARD OF TRUSTEES MEETING**

TUESDAY, JUNE 24th, 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 May 27th, 2025

**Finance Committee (Blake Ethridge)**

Action Item:

- 2 Proposed Resolution: Approval of 2026 Grant Application (Tim Walker)
  - 2.1 Action Item:

**Planning & Operations Committee (Pete Metz)**

Action Item:

- 3 Proposed Resolution: Approval of OKI Board Appointment (Andy Aiello)
  - 3.1 Action Item:

**Procurement Consent Agenda:**

- 4 Proposed Resolution: Contract Modification for 18-2022 Security Cameras (Mike Weil)
  - 4.1 Action Item:

**Briefing Items:**

- 5 Financial Results for May 31st, 2025 (Tim Walker)
- 6 Progress and Priorities (Andy Aiello)
- 7 New Business
- 8 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...”

**Other Items:**

Adjournment

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

**Tuesday, July 22nd, 2025, at 9:00 a.m.**

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

MINUTES OF: Regular Meeting of the SORTA Board of Trustees

DATE: Tuesday, May 27<sup>th</sup> 2025, 9:00 a.m.

BOARD MEMBERS PRESENT: Tianay Amat, Jay Bedi, Chelsea Clark, Dan Driehaus, Trent Emenecker, Blake Ethridge, Neil Kelly, Pete Metz, Briana Moss, Sara Sheets, Greg Simpson and KZ Smith

BOARD MEMBERS ABSENT: Tony Brice, Kala Gibson and Sonja Taylor

STAFF MEMBERS: Andy Aiello, John Edmondson, Dave Etienne, Pat Giblin, Adriene Hairston, Darryl Haley, Natalie Krusling, Sharyn Lacombe, Bradley Mason, Troy Miller, Jeff Mundstock, John Ravasio, Tony Russo, Mark Samaan, Bill Spraul and Tim Walker

LEGAL COUNSEL: Tony Osterlund (Vorys, Sater, Seymour and Pease LLP)

GUEST/PUBLIC PRESENT: Karen Bells, Tammy Hatcher (Vehr Communication), Andy Shenk (Better Bus Coalition) and Mathew Hulme (City of Cincinnati)

**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**

Andy Shenk (Better Bus Coalition) thanked the board for considering kids bus fares when reviewing fare increases.

**CHAIRMAN UPDATE**

Blake and the SORTA Board thanked Darryl for his many years of service and contributions to Metro and the community.

**MEETING MINUTES**

Mr. Kelly made a motion that the minutes from the April 22nd, 2025, board meeting be approved as previously mailed and Mr. Smith seconded the motion.

By voice vote, the SORTA Board approved the minutes.

**PROPOSED RESOLUTION NO: 20: APPROVAL OF FARE RESTRUCTURING**

Mr. Driehaus moved for adoption and Ms. Clark seconded the motion to implement fare changes effective July 16, 2026.

By roll call, the Board approved the resolution.

**PROPOSED RESOLUTION NO: 21: APPROVAL OF MODIFIED CONTRACT AWARD 64-2021 ADVERTISING AGENCY SERVICES**

Mr. Ethridge moved for adoption and Mr. Metz seconded the motion. The modified contract will approve a 6-month contract with Staples Marketing, LLC. dba Affirm Agency, at a total cost not to exceed \$6,000,000 to \$7,000,000, an increase of \$1,000,000 for advertising agency services.

By roll call, the Board approved the resolution.

**PROPOSED RESOLUTION NO: 22: APPROVAL OF CONTRACT AWARD TO CITY OF CINCINNATI FOR GLADSTONE AVENUE STREET**

Mr. Ethridge moved for adoption and Mr. Metz seconded the motion. The contract will approve purchase order 14975A with the City of Cincinnati, at a total cost not to exceed \$112,496.

By roll call, the Board approved the resolution.

**FINANCIAL REPORTS AS OF MARCH 31<sup>ST</sup>, 2025**

Mr. Walker presented the April financial results. Total revenues were \$13.9 million, which was unfavorable to budget by \$176k. Total expenses were \$13.6 million, which is favorable to budget by \$18k. Operating Capital Contribution was (\$0.3) million, which was unfavorable to budget by \$56k. Ridership was 1,231k, which is unfavorable to budget by 56k. Mr. Walker presented the Cashflow and Obligation Report with a total All Securities at \$149,069,481, Net Unrestricted Securities Available at (\$909,206) and Net Unrestricted Securities and 2025 Operating Budget Surplus at \$5,912,795. Mr. Walker then reviewed the contributing factors to these variances.

The SORTA Board accepted the report as presented.

**BRT UPDATE**

Mr. Shammout and Ms. Lacombe presented the BRT report.

The SORTA Board accepted the report as presented.

**RIDERSHIP AND SERVICE QUALITY REPORT**

Mr. Shammout and Mr. Spraul presented the April 2025 ridership reports. Total ridership for the month of April was 1,204,438 or 4.4% unfavorable to budget. Mr. Shammout and Mr. Spraul presented the April 2025 MetroNow reports. Total ridership for the month of April was 10,801 or 2.7% unfavorable to budget. Mr. Shammout and Mr. Spraul presented the April 2025 Access ridership reports. Total ridership for the month of April was 15,693 or 0.4% unfavorable to budget.

The SORTA Board accepted the report as presented.

**METRO ON THE MOVE**

Mr. Haley presented the Metro on the Move report. He shared MetroNow! Zone 3 Loading, Congratulations Board Member Jay Bedi who was recognized by the Hamilton County Commissioners with a "Jay Bedi Day", Dubai Comes to Cincinnati, Safety Month and farewell as Mr. Haley's last day is May 31<sup>st</sup>.

**NEW BUSINESS****EXECUTIVE SESSION TO CONSIDER APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION, OR COMPENSATION OF A PUBLIC EMPLOYEE...."**

Mr. Metz made a motion that the Committee go into executive session as provided in Ohio Revised Code Section 121.22(G)(1) to "consider appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee . . ." and Mr. Smith seconded the motion. By roll call vote, the Committee approved the motion and went into executive session at 10:36 a.m.

Mr. Ethridge made a motion that the Committee return to regular session and Mr. Metz seconded the motion. The Committee approved the motion and returned to regular session at 11:19 a.m.

**PROPOSED RESOLUTION NO: 23: APPROVAL OF CEO**

Mr. Kelly moved for adoption and Mr. Smith seconded the motion for approval of Andrew Aiello as CEO effective June 1, 2025

By roll call, the Board approved the resolution.

**ADJOURNMENT**

The meeting adjourned at 11:24 a.m.

**NEXT MEETING**

The next regular meeting of the SORTA Board of Trustees has been scheduled for  
**June 24<sup>th</sup>, 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

ABSENT NON-  
VOTING  
MEMBERS AT  
THE TIME: Jay Bedi and Trent Emeneker  
APPROVED: June 24<sup>th</sup>, 2025




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## BOARD OF TRUSTEES ACTION ITEM

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**DATE:** June 17, 2025

**FROM:** Mary Huller, Director of Grants and Administration  
Tim Walker, Chief Financial Officer

**PROJECT NO.:**

**REQUEST:**

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### **BACKGROUND**

SORTA is a Designated Recipient of federal grant funds for the Ohio portion of the Greater Cincinnati urbanized area.

Each year, SORTA must apply for federal, state, and local funds for the upcoming fiscal year. SORTA wishes to apply for the maximum amount available in federal, state, and local assistance for federal fiscal year (FFY) 2026.

Other sources of federal, state, and local funding or opportunities for funding and partnerships with outside agencies may become available. In such circumstances, management plans to submit applications for the maximum amounts available consistent with SORTA's needs and long-term priorities.

### **BUSINESS PURPOSE**

Each year, SORTA must apply for federal, state, and local funds for the upcoming fiscal year. Board approval is required by the Federal Transit Administration (FTA) and the State of Ohio. Maximum flexibility is required to allow staff to react to changing conditions at the federal, state, and local level.

Historically, the Board has authorized the Chief Executive Officer (CEO)/ General Manager/ Secretary - Treasurer and/or the Chief Financial Officer (CFO) to carry out the filing and executing of grant contracts.

Other sources of federal, state, and local funding or opportunities for funding and partnerships with outside agencies may become available. In such circumstances, management plans to submit applications for the maximum amounts available consistent with SORTA's needs and long-term priorities.

### **PROJECT FINANCING**

None

### **PROJECT PROCUREMENT**

None

### **PROJECT DIVERSITY**

None

### **RECOMMENDED BOARD ACTION**

Approval of a resolution authorizing the CEO/General Manager/ Secretary-Treasurer or the CFO to file applications with the appropriate entities for the maximum amount deemed to be in SORTA's best interest for any federal, state, and local grants or other sources of funding that may become available during the year.

The Board authorizes the CEO/General Manager/ Secretary-Treasurer or the CFO to: (i) execute all contracts, agreements, certifications, assurances, and other documents necessary to apply for, receive and comply with such grants and sources of funding; and (ii) undertake all activities set forth in Category 01.A. of the FTA Fiscal Year 2026 Certifications and Assurances.

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BOARD OF TRUSTEES  
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY  
MOTION

### APPROVAL OF APPOINTMENT TO OKI BOARD

I move that Andy Aiello be appointed as SORTA's representative to the OKI Board of Trustees and Khaled Shammout as the alternate.

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MOVED BY: Pete Metz SECOND BY: Neil Kelly  
VOTE Aye: Ms. Amat, Mr. Brice, Mr. Ethridge, Neil Kelly, Mr. Metz, Ms. Sheets and Mr. Smith

Nay:           None

Abstain:        None

ABSENT AT THE TIME: Ms. Clark, Mr. Driehaus, Mr. Gibson, Ms. Moss and Ms. Taylor

PRESENT  
NON-VOTING MEMBERS: Greg Simpson

ABSENT NON-  
VOTING  
MEMBERS AT  
THE TIME: Jay Bedi and Trent Emeneker  
APPROVED: June 24<sup>th</sup>, 2025



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**BOARD OF TRUSTEES ACTION ITEM**

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**DATE:** June 17, 2025

**FROM:** Andy Aiello, CEO/General Manager

**PROJECT NO.:**

**REQUEST:** Approval of Appointment to OKI Board

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**BACKGROUND**

The Ohio-Kentucky-Indiana Regional Council of Governments (OKI) is a council of local governments, businesses and community groups that develop strategies to improve the quality of life and the economic vitality in the region.

**BUSINESS PURPOSE**

The term of SORTA's current representative on the Ohio-Kentucky-Indiana Regional Council of Government (OKI)'s Board of Directors for 2025 expire upon convening the Board of Directors of the Council in January 2026.

The OKI articles of Agreement require that persons representing counties, cities, townships, or planning agencies must be selected by the governing body of that organization.

Representatives on the OKI Board of Directors is not a commitment to fund OKI. The purpose of location representation on OKI is to assure that work on behalf of the region is responsive to local needs.

**PROJECT FINANCING**

None

**PROJECT PROCUREMENT**

None

**PROJECT DIVERSITY**

None

**RECOMMENDED BOARD ACTION**

Approval of a motion that appoints Andy Aiello as SORTA's representative to the OKI board of Trustees and Khaled Shammout as the alternate.





ABSENT NON-  
VOTING  
MEMBERS AT  
THE TIME:  
APPROVED: Jay Bedi and Trent Emeneker  
June 24<sup>th</sup>, 2025



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## BOARD OF TRUSTEES ACTION ITEM

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**DATE:** June 17, 2025  
**FROM:** John Edmondson, Sr. Director of Procurement  
Mike Weil, Sr. Director of Security  
**PROJECT NO.:** 18-2022 Facility Security Cameras  
**REQUEST:** Contract Modification

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### **BACKGROUND**

Metro began a facility rehabilitation effort to equip all operating facilities with a state-of-the-art security system that includes high-definition surveillance cameras, mounting hardware, digital storage, wireless communication hardware, and training. As other rehabilitation efforts began, Metro discovered gaps in the areas covered by cameras, requiring installation of additional cameras.

### **BUSINESS PURPOSE**

A contract modification is needed to allow for the purchase and installation of additional cameras at all Metro operating locations.

### **PROJECT FINANCING**

The budget for the modification is \$98,883 and is included in the approved FY2025 Capital Budget. The project will be funded using local capital funds.

The final modification cost of \$98,883 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 requested amount increases the number of cameras and supporting hardware/software to be purchased. No additional scope is being added to the contract.

The current not to exceed value of the award is \$1,012,787. The modification will add \$98,883 for a modified not to exceed value of \$1,111,670.

The period of performance is not being extended. The contract will expire in September 2027.

### **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. 18-2022, on behalf of Metro with Security 101 Ohio, LLC, increasing the total not to exceed value from \$1,012,787 to \$1,111,670, an increase of \$98,883.



Financial Summary - May 2025

Report Out Date – June 17, 2025

## Agenda – Financial Summary

- Statement of Operations for May '25
  - Key Drivers
  - Detail Profit & Loss Statement
  - County Sales Tax Trend
- Cashflow and Obligation Report
- Investment Balance Update

### **Summary**

- Total Revenue \$14.1M - unfavorable to Budget (\$639k) or (4.3%)
- Total Expense \$13.4M - favorable to Budget \$359k or 2.6%
- Operating Capital Contribution \$.7M - unfavorable to Budget (\$280k)
- Note: Ridership total is 1,163k – unfavorable to Budget (134k) or (10.3%)

### **Revenue**

- Total Operating Revenue \$1.8M - unfavorable to Budget (\$280k) or (13.3%)
- Non-Transportation \$0.7M – favorable to Budget \$18k or 2.6%
- County Sales Tax \$10M – unfavorable to Budget (\$377k) based on Feb receipts;  
see additional slide on county sales tax
- Federal Grants \$1.5M - on Budget

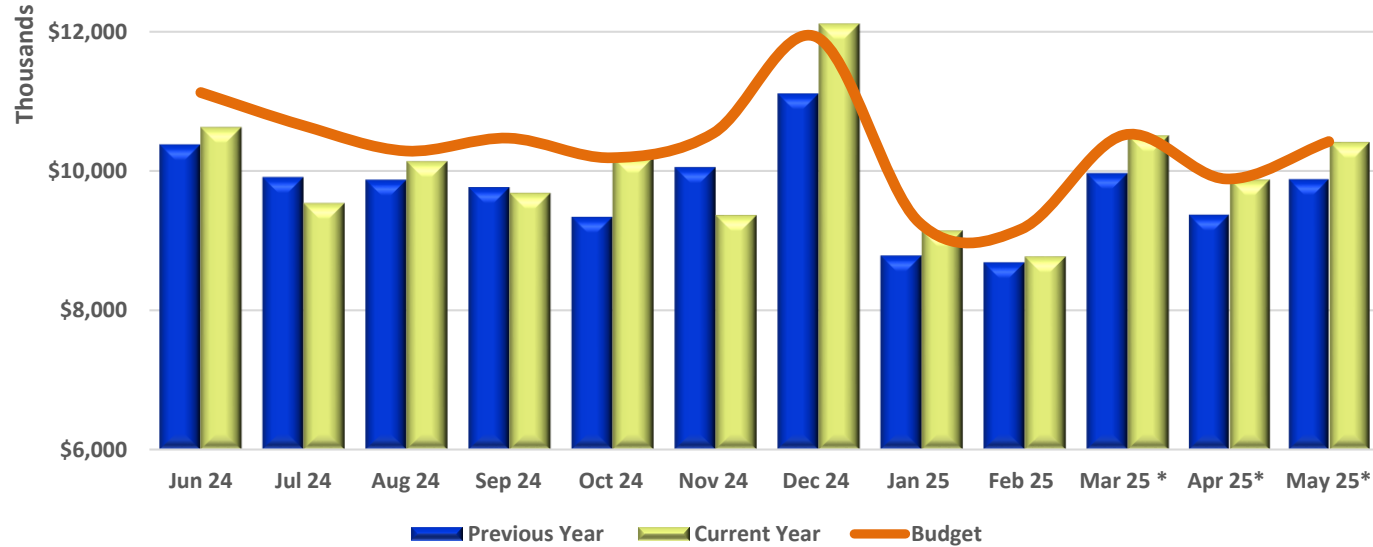
### **Expense**

- Wages & Benefits \$9.8M - favorable to budget \$699k or 6.7%
- Fuel and Lubricants \$726k - unfavorable to budget (\$6k) or (0.8%)
- Parts & Supplies \$970k – unfavorable to Budget (\$109k) or (12.7%)
- All Other \$2M – unfavorable to Budget (\$228k) due to timing of advertising spend



5 Mos Ending May 31, 2025 (\$ In Thousands)	Month				Year to Date				
	Actual	Budget	Fav(Unfav)		Actual	Budget	Fav(Unfav)		Prior Year
<b>Ridership</b>									
Regular	993,977	1,140,236	(146,259)	(12.8%)	4,621,641	5,120,854	(499,213)	(9.7%)	4,649,071
CPS	143,477	130,200	13,277	10.2%	840,324	801,300	39,024	4.9%	738,670
Subtotal Fixed Route	1,137,454	1,270,436	(132,982)	(10.5%)	5,461,965	5,922,154	(460,189)	(7.8%)	5,387,741
Access	15,491	15,603	(112)	(0.7%)	72,597	77,671	(5,074)	(6.5%)	75,610
MetroNow!	10,544	11,100	(556)	(5.0%)	51,829	44,400	7,429	16.7%	27,900
Total Ridership	1,163,489	1,297,139	(133,650)	(10.3%)	5,586,391	6,044,225	(457,834)	(7.6%)	5,491,251
<b>Operating Revenue</b>									
Metro Fares	\$ 1,134	\$ 1,445	\$ (311)	(21.5%)	\$ 5,309	\$ 6,204	\$ (895)	(14.4%)	\$ 5,640
Access Fares	52	62	(10)	(16.1%)	258	307	(49)	(16.0%)	292
MetroNow! Fares	21	22	(1)	(4.5%)	104	90	14	15.6%	58
CPS Fares	419	366	53	14.5%	2,222	1,794	428	23.9%	1,710
Other	198	209	(11)	(5.3%)	959	1,006	(47)	(4.7%)	892
Total Operating Revenue	1,824	2,104	(280)	(13.3%)	8,852	9,401	(549)	(5.8%)	8,592
<b>Non-Operating Revenue</b>									
County Sales Tax	10,046	10,423	(377)	(3.6%)	48,773	49,260	(487)	(1.0%)	47,148
Federal Subsidies	1,513	1,513	-	-	7,565	7,565	-	-	4,213
Non Transportation	704	686	18	2.6%	3,342	3,506	(164)	(4.7%)	4,573
Total Non-Operating Revenue	12,263	12,622	(359)	(2.8%)	59,680	60,331	(651)	(1.1%)	55,934
Total Revenue	14,087	14,726	(639)	(4.3%)	68,532	69,732	(1,200)	(1.7%)	64,526
<b>Expenses</b>									
Employee Wages & Benefits	9,753	10,452	699	6.7%	49,258	51,672	2,414	4.7%	47,876
Fuel & Lubricants	726	720	(6)	(0.8%)	3,243	3,433	190	5.5%	3,339
Parts & Supplies	970	861	(109)	(12.7%)	4,750	4,259	(491)	(11.5%)	4,210
Casualty & Liability	-	-	-	n/a	-	-	-	n/a	-
Everybody Rides Metro Fund	32	35	3	8.6%	107	175	68	38.9%	-
Other	1,956	1,728	(228)	(13.2%)	9,800	9,654	(146)	(1.5%)	8,220
Total Expenses	13,437	13,796	359	2.6%	67,158	69,193	2,035	2.9%	63,645
Operating Capital Contribution	\$ 650	\$ 930	\$ (280)		\$ 1,374	\$ 539	\$ 835		\$ 881

## County Sales Tax – Year to Date



(\$000's)	Jun 24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25 *	Apr 25 *	May 25 *
Current Year	\$10,636	\$9,551	\$10,149	\$9,696	\$10,205	\$9,380	\$12,116	\$9,159	\$8,788	\$10,516	\$9,887	\$10,423
Budget	\$11,128	\$10,652	\$10,288	\$10,473	\$10,191	\$10,545	\$11,928	\$9,269	\$9,165	\$10,516	\$9,887	\$10,423
Previous Year	\$10,375	\$9,906	\$9,869	\$9,762	\$9,336	\$10,049	\$11,105	\$8,781	\$8,683	\$9,963	\$9,366	\$9,875

\* Mar through May of 2025 are recorded at budget due to the 3-month delay in reporting from State Office



## Cashflow and Obligation Report



Overnight Investments	\$51,849,707
Securities & CD's	\$113,748,809

<b>Total All Securities (5/31/2025)</b>	<b>\$165,598,516</b>
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### Current Capital Reserve Obligations

<i>BRT Project Development (Hamilton &amp; Reading Corridors) - Amts Pd</i>	<i>\$32,762,974</i>
<i>Future BRT Capital Match (Fed 70% &amp; Local 30%)</i>	<i>\$40,500,000</i>

Total BRT	\$73,262,974
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Local Match - FTA and ODOT Grants	\$23,750,342
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100% Local Projects (Prior Years Open + Current Year)	\$35,193,326
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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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<b>Total Current Capital Reserve Obligations</b>	<b>\$164,706,642</b>
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<b>Net Unrestricted Securities Available</b>	<b>\$891,875</b>
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2025 Remaining Operating Budget Surplus (Deficit) Jun-Dec	\$5,892,000
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<b>Net Unrestricted Securities + '25 Operating Budget Surplus</b>	<b>\$6,783,875</b>
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# Progress & Priorities

*Spotlight on the top five*

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From **Andrew C. Aiello**, Metro CEO &  
General Manager/Secretary-Treasurer



## June 2025

This monthly report is designed to provide a high-level update on a few of the key initiatives that are being advanced by the Metro leadership team. I hope you find the updates informative and reflective of the continued progress we're making together.

1. **Successful Triennial Review:** Every three years, the Federal Transit Administration (FTA) conducts a comprehensive review of Metro's federally regulated processes to assess compliance and performance across 23 areas, including our financial and federal grant management, FTA asset oversight, procurement, DBE and Title VI compliance, and safety to name a few.  
  
I'm proud to report that this month's review concluded with high praise. Aside from two minor findings related to procurement adjustments, the FTA called our review "near perfect." This outcome is a testament to the diligence and professionalism of our team, and it ensures that Metro remains eligible for critical federal funding that supports our operations.
2. **Fare Policy Updates, Tap & Save, and Rider Rewards:** On July 16, Metro's new fare policy goes into effect. This includes a modest fare increase and an updated child fare policy that allows up to two children under 55 inches to ride free with a paying adult. We are actively communicating these changes through all available channels.

We are also excited to launch *Tap & Save*, our new fare capping program. Fixed-route riders using the app or tap card will automatically receive the best value, paying no more than the cost of a day or 30-day pass – resulting in real savings for frequent users.

In addition, our *Rider Rewards* program – launched in April – continues to gain traction with more than 8,000 registered and nearly 12,000 redemptions for gift cards to local businesses and Metro passes. Customers earn points for riding, completing surveys, and participating in campaigns in the app. It's a meaningful way to thank our loyal riders and enhance the customer experience.

3. **MetroRapid Progress:** MetroRapid continues to move forward. The Request for Qualifications (RFQ) for Construction Management At-Risk services will be released on June 27. The scope includes preconstruction services to help oversee that the design and construction is completed in the most cost-effective manner.

We are also working closely with the City to complete traffic modeling and visualizations to evaluate future traffic conditions with the integration of MetroRapid, fixed-route service, streetcar and auto traffic. We are continuously meeting with project stakeholders and upcoming community open houses in September will showcase the results of the traffic and parking study and will offer another opportunity to collect public input on the project.

# Progress & Priorities

*Spotlight on the top five*

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From **Andrew C. Aiello**, Metro CEO &  
General Manager/Secretary-Treasurer



Also, the project website ([metrobrtproject.com](http://metrobrtproject.com)) is continually updated with the latest project information, including an updated FAQ, alignment/station maps, and visualizations of station operations.

4. **CPS Partnership:** We are preparing to welcome up to 1,200 additional seventh and eighth grade students to Metro service in the upcoming school year. The Cincinnati Public School (CPS) Board recently made an adjustment to their transportation plan whereby many students who were previously on the yellow bus network will now be provided a Metro bus pass. These passes are provided as part of our pass contract with CPS. Ongoing coordination with CPS leadership ensures our readiness and effective communication to support these students and their families – many of whom may be using the service for the first time. We are committed to continuing to provide a safe and reliable transit experience for all.
5. **CEO Engagement:** As I complete my first month as CEO, I have prioritized connecting with key stakeholders. I've held dozens of meetings with state and local elected officials, union leaders, business representatives, and community partners with many more scheduled in the coming weeks. My bus rides on my commute also provide a great opportunity to connect with customers and operators about their experience with our service.

Metro's success is deeply tied to these relationships, and I am committed to building trust and alignment with all those who help us serve the region.

As always, I'm happy to discuss these matters and any others in more depth.

All the best,

A handwritten signature in black ink that reads "Aiello".

Andy Aiello

ABSENT NON-  
VOTING  
MEMBERS AT  
THE TIME: Jay Bedi and Trent Emenecker  
APPROVED: June 24<sup>th</sup>, 2025