



Board of Trustees

Mr. Christopher Lawson,
President
City of Hamilton

Mr. Perry Gordon,
Vice President
City of Oxford
Police Department

Mr. Travis C. Bautz
MidPointe Library System

Ms. Jessica Chandler
Butler County ESC

Mr. David Fehr
Butler County Department
of Development

Mr. James A. Foster
City of Trenton

Ms. Nancy Schmitt
UCHealth West Chester Hospital

Mr. Corey Watt
Resident

Executive Director

Mr. Matthew M. Dutkevicz

Legal Counsel

Mr. Mark Landes
Isaac Wiles
Burkholder & Teetor, LLC

***** PUBLIC MEETING NOTICE *****

Butler County Regional Transit Authority Board of Trustees

The BCRTA Board of Trustees is scheduled to meet on Wednesday, September 22, 2021 at 8:00 a.m. This meeting will be held in the Board Room at the Butler County Regional Transit Authority located at 3045 Moser Court, Hamilton, Ohio 45011.

In accordance with the American Disabilities Act, if anyone has a disability and requires assistance or, in accordance with the Limited English Proficiency Executive Order, requires translation services, please call Mr. Matthew Dutkevicz at 513.785.5237 or 800.750.0750 (Ohio Relay Service).

BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES

September 22, 2021, 8:00 AM

Butler County Regional Transit Authority Board Room

3045 Moser Court • Hamilton • Ohio • 45011

PRELIMINARY AGENDA

- I. Call to Order & Roll
 - a. Consideration of Absences
- II. Consent Agenda (Motion Requested)
 - a. Approval of the Agenda
 - b. Approval of the August 18, 2021 Meeting Minutes
- III. Comments from Citizens
- IV. Secretary/Treasurer's Report –July 2021
- V. Action Items
 - a. Resolution No. 21-09-01: Certifying the Availability of up to \$35,000 as the required 50% local match in Support of the Transit Alliance of Butler County's (Transit Alliance) Application for a City of Hamilton Community Development Block Grant (CBDG) in Support of a Job Connection Shuttle Targeted for Low and Very-Low Income Residents of the City of Hamilton to Maintain a Basic Quality of Life.
 - b. Resolution No. 21-09-02: Establishing a Records Commission of the Butler County Regional Transit Authority (BCRTA).
- VI. Committee & Staff Reports
 - a. OKI
 - b. Metrics
 - i. Presentation - Proposed temporary service suspensions
 - c. Marketing & Outreach

Next Meeting Date:

October 20, 2021 @ 8:00 AM

Butler County RTA • 3045 Moser Court

Hamilton • OH • 45011

BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES

September 22, 2021, 8:00 AM

Butler County Regional Transit Authority Board Room

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- d. Director's Report
- VII. Executive Session - To consider the compensation of a public employee or official.
- VIII. Adjourn (Motion Requested)

**Next Meeting Date:
October 20, 2021 @ 8:00 AM
Butler County RTA • 3045 Moser Court
Hamilton • OH • 45011**

2021 Butler County RTA Board of Trustees Attendance

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec
Bautz, Travis	X	X	X	X	X	X		X				
Chandler, Jessica	X	X	X	E	X	X		E				
Fehr, David	X	X	X	X	X	X		E				
Foster, Jim	X	X	X	X	X	X		X				
Gordon, Perry	X	X	X	X	X	X		X				
Lawson, Chris	E	X	X	X	X	X		E				
Schmitt, Nancy	X	X	X	X	A	X		X				
Watt, Corey	X	X	X	X	X	X		X				

X = Present

E = Excused

A = Absent

2021 Butler County RTA Board of Trustees Attendance

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec
Bautz, Travis	X	X	X	X								
Chandler, Jessica	X	X	X	E								
Fehr, David	X	X	X	X								
Foster, Jim	X	X	X	X								
Gordon, Perry	X	X	X	X								
Lawson, Chris	E	X	X	X								
Schmitt, Nancy	X	X	X	X								
Scott Jones, Anita	E	X	E									
Watt, Corey	X	X	X									

X = Present

E = Excused

A = Absent

2020 Butler County RTA Board of Trustees Attendance

	Jan	Feb	Mar*	Apr*	May	June	July	August	Sept	Oct	Nov	Dec
Bautz, Travis	X	X	X	X	X	X		E	X	X	X	
Chandler, Jessica	E	E	E	X	X	X		E	X	X	X	
Fehr, David	X	X	E	X	X	X		X	X	X	X	
Foster, Jim	E	X	X	X	X	X		X	X	X	X	
Gordon, Perry	X	X	X	X	X	X		X	X	X	X	
Lawson, Chris	X	X	X	A	X	X		X	X	X	X	
Schmitt, Nancy	X	E	X	X	X	X		X	X	X	X	
Scott Jones, Anita	A	E	X	A	A	X		X	A	X	X	
Watt, Corey	X	X	X	X	X	X		X	X	X	X	

X = Present

E = Excused

A = Absent

IV. Secretary/Treasurer's Report

Ms. Weidner presented the treasurer's report for the month of May and June 2021:

Financial statements for May and June 2021 were included in the packet. Ms. Weidner presented year-to-date June in a new format using year-to-date information as a percent of the annual budget. Revenues and expenses are slightly under budget overall. Overages in our passenger fares, partnership with the City of Middletown, and Miami University, as well as the large boost from Ohio Bureau of Workers' Comp, compensated for under budget amounts in Federal and State Funding. Being under budget in Federal Funding is expected if expenses perform under budgeted amounts and revenues from City of Middletown are higher than expected. Other than miscellaneous and the ACA fine (Contingency), expenses were under budget. The over budget in Misc. Items is primarily due to the donation made to the TABC in support of their vehicle purchase. Contingency will be over budget until the ACA fine is adjusted for actual amounts at year end. The Gain before Est. Depreciation, Net Pension & OPEB Expense was just over \$1.02M.

The Transaction logs were included in the packet presenting all cash transactions for the period. The balance sheet for June 2021, was presented with normal balances for assets, as well as liabilities and equity.

At the end of June, Available Funds were approximately \$4.6M. We are overmatched for what is currently on or planned to be on our grants. Non-Restricted Funds of \$1.1M will be used to match future year large bus purchases and any needed match for the Chestnut Fields facility.

Mr. Gordon requested a motion to approve the May/June 2021 Treasurer's Report. Ms. Schmitt made a motion to approve the Treasurer's Report. Mr. Watt seconded the motion. The report was approved.

V. Action Items

a. Resolution No. 21-08-01: Appointing Directors to the Transit Alliance of Butler County (TABC) Board of Directors.

Mr. Dutkevicz noted that staff and TABC were recommending a change to appoint Ms. Yannitty and Ms. Cowan in place of Ms. Weidner and Mr. Dutkevicz, respectively. Ms. Cowan was appointed by the TABC as the body's new Managing Director. The remaining appointments reflected renewals of existing TABC members.

Mr. Bautz made a motion to adopt resolution 21-08-01. Ms. Schmitt seconded the motion.

No discussion was heard.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT

Mr. Fehr	ABSENT
Mr. Foster	ABSENT
Mr. Gordon	YES
Mr. Lawson	ABSENT
Ms. Schmitt	YES
Mr. Watt	YES

The resolution was adopted.

b. Resolution No. 21-08-02: Amending Resolution 21-06-01.

Mr. Dutkevicz explained the pricing for the marketing contract award under resolution 21-06-01 was incomplete by mistake at the time of review. Upon further discovery, staff noted that the contractor had not completed their pricing form in a manner similar to the other vendors. The error was resolved and the pricing reviewed against all other proposals which were also double-checked. Hunter Marketing remained the successful proposer. However, the contract amount authorized by the Board in June was not sufficient. This resolution reflects the correction and proper contract amount authorization.

Mr. Bautz made a motion to adopt resolution 21-08-02. Ms. Schmitt seconded the motion.

Mr. Watt asked to clarify the amounts shown in the resolution. Ms. Varney explained that a portion of the cost was not included in a total line item that was used during the scoring review. Ms. Varney confirmed no adjustments were made to any proposals, only inclusion of numbers previously provided in the final totals. Ms. Varney confirmed the successful proposer was the lowest bid as well, even after this correction.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	ABSENT
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	ABSENT
Ms. Schmitt	YES
Mr. Watt	YES

The resolution was adopted.

c. Resolution No. 21-08-03: Adopting the FY 2022 Planning Budget for the Butler County Regional Transit Authority (BCRTA) and Acceptance of the BCRTA Fiscal Officer's Certification of Funds and Estimation of Revenues.

Mr. Dutkevicz noted that this action is done every year in order to meet state requirements for taxing authorities. Mr. Dutkevicz did note that the action was being presented to the Board a month late as an oversight while staff were focused on implementing health insurance. Since BCRTA does not levy a tax, the auditor infrequently requests the document.

Ms. Weidner presented the planning budget.

Ms. Schmitt made a motion to adopt resolution 21-08-03. Mr. Foster seconded.

No discussion was heard.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	ABSENT
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	ABSENT
Ms. Schmitt	YES
Mr. Watt	YES

The resolution was adopted.

d. Resolution No. 21-08-04: Rescinding Resolution 21-05-01 and Authorizing the Executive Director to Execute a Contract to Purchase Two (2) Maintenance Service Vehicles.

Mr. Dutkevicz explained this was a somewhat routine purchase, however, the world-wide chip shortage had created some contract issues and an increase in final price. Mr. Dutkevicz noted that the original purchase was planned to be executed via state contract as authorized in resolution 21-05-01, but the awarded state vendor was unable to meet contract requirement and pricing due to the chip shortage and was subsequently disqualified. BCRTA relet the bid and presented those results for approval in this resolution, 21-08-04.

Mr. Bautz made a motion to adopt resolution 21-08-04. Mr. Foster seconded the motion.

Ms. Schmitt asked how many snow blades would be purchased or included. Mr. Dutkevicz answered that the maintenance department only uses one now but the budget, and bid, did include a snowblade for each new vehicle if the maintenance department wishes to equip both vehicles similarly.

Mr. Watt asked if the vehicles were identical to the purchase authorized in May except for price. Mr. Dutkevicz confirmed that as accurate. Mr. Watt also expressed support for the maintenance department to purchase snowblades for both vehicles.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	ABSENT
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	ABSENT
Ms. Schmitt	YES

Mr. Watt	YES
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The resolution was adopted.

VI. Committee & Staff Reports

a. OKI

No report.

b. Metrics

Mr. Morgan provided the metrics report:

Leveraging Competitive Funding & Partnerships

- Average Fleet Age
 - 3.76 years – This is an increase of 8.78 percent from June 2020.
- Subsidy per Passenger
 - The subsidy per passenger decreased in June of 2021 in comparison to last June by \$14.43 or 22.4 percent.
- Admin Cost Per Revenue Hour
 - Administrative Overhead cost per hour has decreased by \$2.08 or 6.6 percent comparing June of 2020 to June of 2021.

Enhancing Connectivity

- BCRTA Transit App Users
 - BCRTA had 1,465 users during the month of June for the Transit App.
- BCRTA Transit App Downloads
 - BCRTA tracked 202 new downloads for the Transit App in June of 2021.
- BGO App Rides/Total BGO Rides
 - 36.28 percent of all trips were booked utilizing the mobile application. This is a 42.52 percent increase from June of 2020.
- BGO App Downloads
 - BCRTA had 161 new users download the mobile application. This is a 0.62 percent increase in app downloads from June 2020.
- BGO Mobile Payment & Total Trips
 - BCRTA completed 3,823 non - contracted trips in June of 2021. This is an 81.6 percent increase in completed, non - contracted trips from June of last year.
 - 35.44 percent of all completed, non – contracted trips were paid for using the BCRTA mobile application (BrainTree).
 - EZFARE is currently live and being utilized by passengers. 4.12 percent of all BGo trips were paid for using the EZFARE platform.

Improving Mobility & Eliminating Barriers

- Passengers Per Revenue Hour
 - Fixed routes had 3.23 passengers per revenue hour in June of 2021, this is 34 percent higher than June of 2020.
 - Demand Response service had 1.78 passengers per revenue hour in June of 2021, this is a 26.2 percent increase from June of 2020.
- Accidents and Injuries
 - Fault Total – BCRTA had 3 at fault accident in June of 2021.
 - No Fault Total – BCRTA also had 4 no fault accidents.
- Target Operator Staffing
 - 92%
 - This number has decreased 20.08 percent from the same month for the previous year and increased by 21.6 percent from the previous month. The yearly average was 85.31 percent.
- Denials and Refusals/ Total BGO Trips
 - 2.17 percent of all requested BGO trips were refused or denied in June of 2021 due to time and capacity limitations. This is a 1.89 percent increase from June of 2020.

Supporting Employers

- 42x Park and Ride Total Trips
 - The 42x had 1,192 riders. This is an 80 percent increase from June of the previous year.
- BGO Employment Trips
 - BCRTA completed 1,335 BGO trips for the purpose of employment in June of 2021, this is a 9.51 percent increase from June of 2020.

Developing Multimodal Infrastructure

- Goal
 - This field is to show the progress of our upcoming Chestnut Fields Multi-Modal Transit Station. BCRTA has secured funding for \$12,145,255 of our \$21,000,000 goal.
 - Mr. Dutkevicz noted that although the cost of the Chestnut Fields project was updated on the Metrics page, he did not believe that was a final cost. The project architect and engineers will continue to provide updated costs as more variables and unknowns are eliminated as the project progresses.
- Days Until Chestnut Fields Completed
 - BCRTA expects this project to be completed within the next 791 days or 2.17 years.

c. **Marketing & Outreach.**

No report.

VII. Director's Report

Mr. Dutkevicz provided a brief summary of the director's notes in the packet:

Metrics & Service

Miami University Service Levels

BCRTA will resume normal service levels in Oxford beginning August 22, 2021. Staff have removed social distancing barriers to allow for a return to normal ridership levels. R2 service will also resume August 23 in addition to increased frequency on the R3.

Masks will still be required on all BCRTA vehicles under the TSA security directive, requests from Miami, and anticipated legislation from City of Oxford. Staff will continue daily spot cleaning of high touch surfaces as well as complete vehicle disinfection twice weekly.

Vaccination Trips

BCRTA received \$222,231 from the State of Ohio for the "Rides to Community Immunity" program. Staff have prepared a webpage to help vaccine seekers find transportation at COVID Vaccination Transportation - Butler County RTA. BCRTA is offering free BGo rides to individual riders, but capacity is limited due to driver shortages. Shawn Cowan, BCRTA mobility manager, is working with local groups, healthcare, and municipalities to consolidate resources and organize group rides when possible. We are soliciting new partners all the time. Please contact Shawn Cowan to make a connection: cowans@butlercountyrta.com

Throughout the summer BCRTA has been working with the Butler County General Health District to provide onboard vaccine clinics, including all week at the Butler County Fair. Events will be winding down as BCRTA staff focus on providing the return of services in Oxford. Opportunities may exist during breaks and non-peak services when targeted neighborhood shuttles or mobile clinics can continue to be provided. BCRTA has spent \$49,638 toward public vaccination efforts as of June 30, 2021.

Staffing & Facility

Staffing

BCRTA is currently seeking CDL and non-CDL drivers, driver trainers, and maintenance technicians. A biweekly email digest of open positions is available. Please contact Kristin Fryer, BCRTA HR Manager (fryerk@butlercountyrta.com) if you would like to be added to the mailing list. BCRTA still continues to experience a driver shortage like most transit agencies across the nation, despite aggressive advertising and outreach.

BCRTA is also seeking a Planning and Special Project Manager and a Talent & Benefits Manager.

BCRTA is presently engaging a consultant to perform a salary study and job description review to benchmark wages and make any needed recommendations. A report should be due late this year.

Benefits

BCRTA launched open enrollment August 3. OE will close August 15 and benefits will become effective September 1, 2021. Response to the change has been positive and driven an increase in applicants.

Vaccination

BCRTA staff is presently 66% vaccinated. The incentive provided by the Board greatly improved reporting but expired at the end of August. Management recommends extending the bonus through November 30, 2021 with the Board's approval.

Management is also closely watching agencies that are beginning to require vaccinations as a condition of employment (with legal exceptions). A handful of public transit agencies are implementing these rules now, but many have indicated they intend to move this direction after FDA provides final approval for one or more vaccines.

Planning

CALSTART Generation Zero

CALSTART has reached out to BCRTA to commit to their Generation Zero pledge. CALSTART provides services and consulting to spur advanced transportation technologies, fuels, systems and the companies that make them. BCRTA has been working closely with CALSTART as part of NEORide and the IMI grant. Information about the pledge is included in the August packet. Staff recommends accepting the pledge and will pursue this barring any objection from the Board. There is no financial commitment outside limited staff time.

Transit Studies

City of Middletown and Middletown Transit (MTS) are presently engaged with WSP to provide a transit study evaluating some novel transit solutions and also examining existing routes and hub locations. BCRTA is assisting. Staff expect a completed report by Q3 2021.

BCRTA is presently soliciting to engage a consultant to complete a similar study. Staff expect to bring an award recommendation to the Board at the September meeting.

Alternative Fuel Study

BCRTA is in the very early stages of discussing a joint engagement with Cincinnati Metro and TANK to evaluate regional needs and feasibility for future alternative fuel vehicles. SORTA was already planning to pursue the study and BCRTA was also considering a similar approach within the pending planning study. A joint contract should help defray costs and improve regional cooperation, visioning, and grant readiness.

Chestnut Street Multimodal Station

Bowen has finalized their Part I report and is preparing to enter Part II of the design phase, up to 30% design. Documents will be posted to the BCRTA “Major Projects” webpage as documents become available. Bowen will initiate public engagement with stakeholders as part of this phase of design.

Staff is presently negotiating a land lease with Miami University for the subject property. More detail is needed from Bowen to complete necessary docs and descriptions for the lease.

FTA concurred with BCRTA’s request for a categorical exclusion under the National Environmental Policy Act (NEPA) in late June which has paved the way for BCRTA to execute final grant processes with FTA. The project grant is being finalized and should be available to draw funds in October.

At the Board’s request, staff pursued conversations with an experienced bonding attorney and the Ohio State Infrastructure Bank regarding potential financing for the Chestnut Fields project. The project does seem to be eligible for either funding method. However, given that BCRTA has no sustainable source of tax revenue, both entities expressed concern that BCRTA would be unlikely to qualify. FTA funding cannot be used to pay debt.

Outreach & Communications

Video Outreach

Shawn Cowan is working with a consultant to create and release several monthly videos advertising BCRTA services and how to use them. A “How to Ride” video should be released shortly, and a new video focused on employee recruitment will be shot in late August after new uniforms arrive.

Funding & Discretionary Grant Availability

INVEST ACT

The Senate has passed the “Infrastructure Investment and Jobs Act” by a vote of 69 to 30. The 2,702-page bill reauthorizes surface transportation programs and appropriates specific funding for certain categories of funding. It is unclear when the House of Representatives will consider the measure.

Based upon estimates provided by FTA and APTA, BCRTA and MTS may expect the following changes if the legislation is passed as written:

Agency	2021 5307 Funding	2022 Estimated	Difference
BCRTA	2,098,087	3,143,970	1,045,883
MTS	1,481,697	2,339,551	857,854

CMAQ/STBG Funding

OKI has recently solicited applications for CMAQ/STBG funding in FFY 2025 and 2026. BCRTA submitted an application for replacement of heavy-duty diesel buses that will be due in that time frame. Given the time distance to purchase, BCRTA will be pursuing an open award for battery-electric buses or hydrogen fuel cell vehicles. Grant needs for both fuels are estimated to be relatively similar. OKI has reported receiving \$56M in requests for more than 18 projects. \$40M is available. Awards are expected between October and December.

CRRSAA & ARP

BCRTA has received final split calculations for CRRSAA and ARP funding. BCRTA will receive an additional \$4,286,995 from CRRSAA and \$7,712,897 from ARP.

ODOT Funding

BCRTA has now received an allocation for the Urban Transit program funding for this state fiscal year in the amount of \$300,231 which will be applied toward the radio upgrade/replacement project already underway.

BCRTA was also successful in obtaining local match funds for the ITS project.

TABC - Enhanced Mobility of Seniors & Individuals with Disabilities (5310)

TABC was awarded a \$100,000 5310 grant by OKI in May to expand the Mobility Management program. Funding does not require local match this year due to CRRSAA.

On the Horizon ...

Code of Conduct

Operations staff are in the process of drafting a passenger code of conduct to address limited issues associated with loitering, hygiene, and courtesy. Staff expect to implement a policy before year end.

Upcoming Procurements >\$25,000

- a) Short Range Planning Study
- b) Vehicle Cleaning Contractor - Exterior and Interior
- c) Chestnut Fields A&E Part III
- d) Moser Court Master Plan
- e) Transit Station Exploratory A&E (on behalf of MTS)
- f) Commuter Services Marketing & Branding Services (on behalf of MTS)

Mr. Dutkevicz noted that Mr. Landes and some staff have a conflict with the Ohio Public Transit Conference and the September BCRTA Board meeting. Mr. Dutkevicz requested the board meeting be moved to September 22nd. Ms. Schmitt made a motion to move the meeting and Mr. Foster seconded. Mr. Bautz noted he would be unable to attend. Upon a vote, the motion passed.

Mr. Dutkevicz requested a motion to extend authorization of a vaccine incentive bonus for all BCRTA employees, effective until November 30, 2021, at a total amount not to exceed \$50,000 including incentives already paid. Ms. Schmitt made the motion and Mr. Bautz Seconded. All

voted in favor.

VIII. Executive Session - To consider the compensation of a public employee or official.

Mr. Watt made a motion to enter executive session to consider the compensation of a public employee or official. Mr. Foster seconded.

Upon a call of the roll, the vote resulted as follows:

Mr. Bautz	YES
Ms. Chandler	ABSENT
Mr. Fehr	ABSENT
Mr. Foster	YES
Mr. Gordon	YES
Mr. Lawson	ABSENT
Ms. Schmitt	YES
Mr. Watt	YES

Executive session commenced with Ms. Nwajei, Mr. Dutkevicz, and Ms. Weidner at 09:08. Executive session concluded at 09:47, a quorum of the board was present.

IX. Adjourn

Mr. Watt moved to adjourn, and Mr. Bautz seconded. The motion carried. The meeting was adjourned at 9:48 AM.

Respectfully submitted,

Matthew M. Dutkevicz, Executive Director

Approved

BCRTA
Income Statement
July 2021

Revenues	Year to Date Last Year	Year to Date Budget	Year to Date This Year	Annual Budget	YTD % of Budget
Passenger Fares	60,453	56,000	63,951	96,000	66.6
Contract Fares	82,184	75,542	76,949	129,500	59.4
Partnershiip Transit Rev.	852,462	1,079,167	1,193,143	1,850,000	64.5
Transit Development Rev	649,134	1,169,500	1,199,973	1,950,000	61.5
Mgt./Cons. Services	112,420	143,080	143,080	245,280	58.3
Interest & Other	89,700	16,917	255,774	29,000	882.0
Agency Funding	248,603	282,102	282,102	557,871	50.6
State Funding	363,611	184,066	139,405	312,803	44.6
Federal Funding	1,330,368	1,346,280	1,143,903	3,000,000	38.1
Total Revenues	3,788,936	4,352,653	4,498,279	8,170,454	55.1
Expenses					
Wages	1,593,953	1,722,509	1,652,912	3,000,000	55.1
Fringes	574,413	513,420	514,932	1,200,000	42.9
Services	271,678	348,367	284,000	597,200	47.6
Materials & Supplies	264,982	321,325	327,180	630,000	51.9
Utilities	48,386	71,458	53,705	122,500	43.8
Insurance	119,427	137,877	118,372	236,360	50.1
Purchased Transportation	224,823	259,936	259,936	519,871	50.0
Misc. Items	36,079	35,817	57,647	61,400	93.9
Contingency	40,263	29,167	41,624	50,000	83.2
Total Expenses	3,174,005	3,439,874	3,310,308	6,417,331	51.6
Net Income	614,930	912,778	1,187,972	1,753,123	67.8
Est. Share of Depreciation		189,000	189,000	324,000	58.3
Est. Net Pension & OPEB Exp.		477,455	477,455	818,495	58.3
Total Gain/(Loss)		246,323	521,516	610,628	85.4

Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Checking - PNC (National City)						
7/1/21			Beginning Balance			370,401.70
7/1/21	0013130	CRJ	BCRTA Items	5.34		
7/1/21	0044832373	CRJ	Ohio Dept of Medicaid	1,505.00		
7/1/21	6/15/21-6/30/21	CRJ	Farebox Receipts	3,087.50		
7/2/21	9900	CDJ	Auditor of State		635.50	
7/2/21	9901/for june	CDJ	BCRTA Petty Cash		259.04	
7/2/21	9902	CDJ	Bethesda Healthcare Inc.		1,203.55	
7/2/21	9903	CDJ	Cornett's Pressure Cleaning		533.00	
7/2/21	9904	CDJ	Clarke Power Services		1,556.00	
7/2/21	9905	CDJ	Frank's Heavy Truck Collision		157.50	
7/2/21	9906	CDJ	Gillig		1,651.60	
7/2/21	9907	CDJ	Minuteman Press - Fairfield		272.78	
7/2/21	9908	CDJ	My Parts Express		1,336.50	
7/2/21	9909	CDJ	Ohio Deferred Compensation		792.00	
7/2/21	9910	CDJ	Office Depot Inc.		161.55	
7/2/21	9911	CDJ	PERS		51,119.38	
7/2/21	9912	CDJ	Port Technology LLC		4,768.00	
7/2/21	9913	CDJ	Tristate Cleaning		500.00	
7/2/21	9914	CDJ	VANGUARD CLEANING SYSTEMS OF C		825.00	
7/2/21	9915	CDJ	Verizon Wireless		206.78	
7/2/21	9916	CDJ	Woodhull		236.77	
7/2/21	0013374	CRJ	BCRTA Items	6.33		
7/2/21	DRAW 28-30	CRJ	Federal Transit Administration	193,059.00		
7/7/21	AT-07/07/2021	CDJ	BCRTA PNC Card Purchases		14,005.44	
7/7/21	9917	CDJ	CDW Government Inc.		1,156.00	
7/7/21	9918	CDJ	City of Middletown Treasury Di		168.60	
7/7/21	9919	CDJ	Cornett's Pressure Cleaning		700.00	
7/7/21	9920	CDJ	Gillig		2,577.32	
7/7/21	9921	CDJ	Office Depot Inc.		152.07	
7/7/21	9922	CDJ	Verizon Wireless		2,158.56	
7/8/21	PRWE 07/02/21	GENJ			15,578.70	
7/8/21	PRWE 07/02/21	GENJ			91,249.97	
7/8/21	PRWE 07/02/21	GENJ	1446		266.96	
7/8/21	PRWE 07/02/21	GENJ	1447		23.08	
7/8/21	AT-7/8/2021	CDJ	Paycom		986.74	
7/8/21	9923	CDJ	STAR Ohio		200,000.00	
7/8/21	9923V	CDJ	STAR Ohio	200,000.00		
7/8/21	9924	CDJ	STAR Ohio		200,000.00	
7/8/21	9924V	CDJ	STAR Ohio	200,000.00		
7/8/21	9925	CDJ	STAR Ohio		200,000.00	
7/8/21	9925V	CDJ	STAR Ohio	200,000.00		
7/8/21	9926	CDJ	STAR Ohio		200,000.00	
7/13/21	AT 7/13/2021	CDJ	SuperFleet Mastercard Program		33,486.94	
7/14/21	9927	CDJ	Affordable Pest Control Inc.		50.00	
7/14/21	9928	CDJ	Cintas Corporation		1,081.86	
7/14/21	9929	CDJ	Cornett's Pressure Cleaning		481.00	
7/14/21	9930	CDJ	ConnectPoint, Inc		1,220.00	
7/14/21	9931	CDJ	Fuller Ford		108.15	
7/14/21	9932	CDJ	Gillig		23.00	
7/14/21	9933	CDJ	GemCity Tires, Inc		3,040.75	

7/14/21	9934	CDJ	Heritage-Crystal Clean LLC	364.08
7/14/21	9935	CDJ	KOI Enterprises, Inc.	2,694.47
7/14/21	9936	CDJ	Mighty Auto Parts	344.21
7/14/21	9937	CDJ	Mobilcomm	180.00
7/14/21	9938	CDJ	Ohio Deferred Compensation	732.00
7/14/21	9939	CDJ	Oxi Fresh of Fairfield	401.88
7/14/21	9940	CDJ	Rumpke Of Ohio Inc.	242.40
7/14/21	9941	CDJ	Talawanda School District	5,841.56
7/14/21	7/14/2021	CRJ	BCRTA Items	4.75
7/16/21	0044871908	CRJ	BCRTA Items	10.00
7/19/21	01084066	CRJ	BCDD Master Billing	549.54
7/21/21	9942	CDJ	ABC Muncie Transit Supply	239.88
7/21/21	9943	CDJ	Alpine Valley Water	29.05
7/21/21	9944	CDJ	Richard L. Bowen & Associates,	21,283.03
7/21/21	9945	CDJ	Butler County Sheriff Dept.	4,495.00
7/21/21	9946	CDJ	Bethesda Healthcare Inc.	867.55
7/21/21	9947	CDJ	City of Hamilton - Utilities	2,775.52
7/21/21	9948	CDJ	Cornett's Pressure Cleaning	616.00
7/21/21	9949	CDJ	Clarke Power Services	237.24
7/21/21	9950	CDJ	CenterGrid, LLC	346.61
7/21/21	9951	CDJ	Fuller Ford	506.51
7/21/21	9952	CDJ	Frank's Heavy Truck Collision	1,046.06
7/21/21	9953	CDJ	Facility Services & Maintenanc	812.00
7/21/21	9954	CDJ	Fox Towing Inc.	275.00
7/21/21	9955	CDJ	Gillig	337.44
7/21/21	9956	CDJ	GemCity Tires, Inc	1,709.30
7/21/21	9957	CDJ	Green & Green Lawyers LPA	924.50
7/21/21	9958	CDJ	Millennium Business Systems,LL	324.85
7/21/21	9959	CDJ	Office Depot Inc.	438.00
7/21/21	9960	CDJ	Ohio Public Transit Associatio	1,250.00
7/21/21	9961	CDJ	Port Technology LLC	1,958.00
7/21/21	9962	CDJ	Treasurer State of Ohio	141.75
7/22/21	07/22/2021	CRJ	BCRTA Items - to checking	100,000.00
7/22/21	PRWE 07/16/21	GENJ	1449	23.08
7/22/21	PRWE 07/16/21	GENJ		14,831.00
7/22/21	PRWE 07/16/21	GENJ		89,565.96
7/22/21	PRWE 07/16/21	GENJ	1448	314.68
7/22/21	AT-7/22/2021	CDJ	Paycom	3,426.85
7/23/21	cash	CRJ	Farebox Receipts	20.00
7/26/21	220494	CRJ	GovDeals.com	4,425.00
7/26/21	201735	CRJ	Easter Seals TriState	190.00
7/26/21	mo/19294538847	CRJ	Farebox Receipts	5.00
7/28/21	07/28/2021	CRJ	BCRTA Items - to checking	1,800,000.00
7/28/21	9963	CDJ	Allied Fence Builders Inc	67,953.25
7/28/21	9964	CDJ	American Public Transit Ass.	3,334.00
7/28/21	9965	CDJ	Cincinnati Bell	145.93
7/28/21	9966	CDJ	Cornett's Pressure Cleaning	623.00
7/28/21	9967	CDJ	Clarke Power Services	296.55
7/28/21	9968	CDJ	Fuller Ford	719.05
7/28/21	9969	CDJ	Fleet Pride	195.32
7/28/21	9970	CDJ	Isaac Wiles Burkholder & Teeto	1,807.35
7/28/21	9971	CDJ	Ohio Deferred Compensation	782.00

7/28/21	9972	CDJ	Ohio Hydraulics Inc.	87.75		
7/28/21	9973	CDJ	Robert Ruzinsky	823.68		
7/28/21	9974	CDJ	STAR Ohio	1,800,000.00		
7/28/21	9975	CDJ	TransitTalent.com	190.00		
7/28/21	9976	CDJ	VANGUARD CLEANING SYSTEMS OF C	825.00		
7/28/21	9977	CDJ	Verizon Wireless	91.78		
7/28/21	725110942	CRJ	Ohio Transit Risk Pool	13,385.97		
7/29/21	DRAW 31,32,33	CRJ	Federal Transit Administration	164,030.00		
7/30/21	AT-07/30/21	CDJ	BCRTA PNC Card Purchases	17,500.00		
7/31/21	07/31/21	GENJ	Service Charge	3.00		
			Current Period Change	2,880,283.43	3,089,683.21	-209,399.78
7/31/21			Ending Balance			161,001.92

Savings - PNC (National City)

7/1/21			Beginning Balance			27,927.45
7/8/21	ACH070821	CRJ	BCRTA Items	95.50		
7/14/21	MAS 063021	CRJ	Farebox Receipts	445.00		
7/31/21	CC 07/31/21	CRJ	Farebox Receipts	3,553.55		
7/31/21	07/31/21	GENJ	Interest Income	0.24		
7/31/21	07/31/21	GENJ	Service Charge		5.22	
			Current Period Change	4,094.29	5.22	4,089.07
7/31/21			Ending Balance			32,016.52

Savings - PNC Bank

7/1/21			Beginning Balance			3,514,465.61
7/22/21	07/22/2021	CRJ	BCRTA Items	100,000.00		
7/28/21	07/28/2021	CRJ	BCRTA Items	1,800,000.00		
7/31/21	07/31/21	GENJ	Interest Income	27.16		
7/31/21	07/31/21	GENJ	Service Charge		2.00	
			Current Period Change	27.16	1,900,002.00	-1,899,974.84
7/31/21			Ending Balance			1,614,490.77

STAR Ohio

7/1/21			Beginning Balance			
7/1/21	1ST DEPOSIT	PJ	STAR Ohio - FIRST DEPOSIT INTO ACCOUNT	200,000.00		
7/8/21	9923	CDJ	STAR Ohio - Investment - STAR Ohio	200,000.00		
7/8/21	9923V	CDJ	STAR Ohio - Investment - STAR Ohio		200,000.00	
7/8/21	9924	CDJ	STAR Ohio - Investment - STAR Ohio	200,000.00		
7/8/21	9924V	CDJ	STAR Ohio - Investment - STAR Ohio		200,000.00	
7/16/21	2ND DEPOSIT	PJ	STAR Ohio - 2ND DEPOSIT INTO ACCOUNT	1,800,000.00		
7/31/21	07/31/21	GENJ	Interest Income	7.24		
			Current Period Change	2,400,007.24	400,000.00	2,000,007.24
7/31/21			Ending Balance			2,000,007.24

BCRTA
Balance Sheet
July 2021

Assets

Current Assets

Checking - PNC	161,001.92
Savings - PNC	32,016.68
Savings - PNC	1,614,490.77
STAR Ohio	2,000,007.24
Bid Deposit	-
M&S Inventory	42,493.55
Petty Cash	1,000.00
Accounts Receivable	1,465,257.51
Prepays	79,710.76
	<hr/>
	5,395,978.43

*Other Assets

Net Pension Asset	31,779.00
Deferred Outflows-Pensions	871,284.00
Deferred Outflows-OPEB	573,460.00

Property & Equipment

Vehicles	12,173,487.01
Buildings & Land	2,792,757.78
Furniture & Equipment	1,095,030.98
Amenities & Misc.	69,631.89
WIP-Technology Upgrade	115,925.00
WIP-Chestnut Fields	61,692.39
Accum. Depr.	(7,523,027.11)
	<hr/>
	10,262,020.94

Total Assets

15,657,999.37

Liabilities & Equity

Current Liabilities

Accounts Payable	159,491.90
Payroll Payables	108,670.57
Other Payables	-
Accrued PTO	115,289.82
Reserve ACA Fines	163,882.51
FTA Vehicle Funds	68,131.00
Future Match Funds	22,083.35
Unearned Tickets	27,389.00
	<hr/>
	664,938.15

*Long-term Liabilities

Net Pension Liability	3,955,112.00
Net OPEB Liability	2,816,803.00
Deferred Inflows-Pensions	853,338.00
Deferred Inflows-OPEB	413,645.00

Equity

Balance Equity	2,861,645.23
Federal & State Capital	13,975,432.00
Local Capital	89,410.00
Retained Earnings	(11,160,295.96)
Net Income	1,187,971.95
	<hr/>
	14,993,061.22

Total Liabilities

and Capital

15,657,999.37

**BCRTA
Cash Reserves**

July 2021

Current Assets	5,395,978.43
Current Liabilities	<u>(664,938.15)</u>
Available Funds	4,731,040.28

Board Reserves

Local Share Grant Obligations		
OH-2018-21-00	351,928.00	
OH-2021-56-00	233,850.00	
OH-2021-60-00	1,304,051.00	
Pending Federal Chestnut Fields Project	1,125,000.00	
Less Miami University Chestnut Fields Match	(1,600,000.00)	
Less Projected Local Match	<u>(1,648,580.00)</u>	MU, MED, R6, VA
Match Required or (Overmatch)	(233,751.00)	
FTA Grants	-	Match Required
Working Capital Funds (2 Mths.)	974,576.67	
Capital Replacement Funds	2,598,150.00	2022 - 2026 Local Share of Projects Not Yet on Grants
Contingency Funds	<u>-</u>	
Total Board Reserves	3,572,726.67	
Non-Restricted Funds	1,158,313.61	

Resolution No. 21-09-01

Certifying the Availability of up to \$35,000 as the required 50% local match in Support of the Transit Alliance of Butler County's (Transit Alliance) Application for a City of Hamilton Community Development Block Grant (CDBG) in Support of a Job Connection Shuttle Targeted for Low and Very-Low Income Residents of the City of Hamilton to Maintain a Basic Quality of Life.

Whereas Butler County Regional Transit Authority (BCRTA) is a Regional Transit Authority created by resolution of the Commissioners of Butler County, Ohio pursuant to Chapter 306 et seq. of the Ohio Revised Code, and provides general public transportation services in Butler County, Ohio and surrounds; and

Whereas BCRTA intends to support, provide, and expand high quality, local public transportation services in Butler County; and

Whereas the City of Hamilton, Ohio has identified affordable transportation as critical to many of the City's low and very-low income residents to maintain a basic quality of life; and

Whereas the Transit Alliance has worked with the BCRTA to identify an opportunity to offer affordable City of Hamilton access to interviews, training, major local employers and other quality of life opportunities; and

Whereas the Transit Alliance and BCRTA have identified BCRTA local reserve funds as the source of the required 50% local match as required for CDBG funding consideration.

Now therefore be it resolved by the Board of Trustees of the Butler County Regional Transit Authority:

That the BCRTA certifies the availability of up to \$35,000 as the required 50% local match in support of the Transit Alliance's City of Hamilton CDBG funding request. Furthermore, the BCRTA Executive Director is authorized to do all things necessary to enact this resolution.

Adopted this 22nd day of September 2021.

Board President, BCRTA

Executive Director, BCRTA

Resolution No. 21-09-02

Establishing a Records Commission of the Butler County Regional Transit Authority (BCRTA).

Whereas Butler County Regional Transit Authority (BCRTA) is a Regional Transit Authority created by resolution of the Commissioners of Butler County, Ohio pursuant to Chapter 306 et seq. of the Ohio Revised Code, and provides general public transportation services in Butler County, Ohio and surrounds; and

Whereas a “special taxing district” (ST) is defined by the Ohio Supreme Court as any district that has the authority to levy taxes throughout its territory and transit authorities are permitted to levy sales taxes within their territory therefore BCRTA is a special taxing district; and

Whereas under ORC 149.412(A), a special taxing district may use its own records commission, consisting of the chairperson, a fiscal representative, and a legal representative of the governing board; and

Whereas the BCRTA desires to establish its own records commission consistent with ORC 149.412(A).

Now therefore be it resolved by the Butler County Regional Transit Authority Board of Trustees that the BCRTA Records Commission is hereby established and shall consist of a chairperson appointed by the President of the Board, the BCRTA Fiscal Officer appointed by the Board, and BCRTA’s attorney contracted by the BCRTA.

Be it further resolved that this Resolution shall be effective from and after the earliest period allowed by law and that the Executive Director and Fiscal Officer shall be authorized to carry out any actions necessary to enact this resolution.

Adopted this 22nd day of September 2021.

Board President, BCRTA

Executive Director, BCRTA

METRIC DASHBOARD

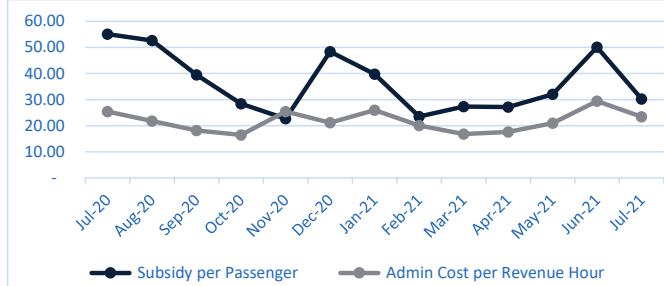
July 2021

Leveraging Competitive Funding & Partnerships

Average Fleet Age

3.80

Since Last Month 0.04 1.05%
Since Last Year 0.26 6.84%



Enhancing Connectivity

BCRTA Transit App Users

134

Since Last Month (46) -34.33%
Since Last Year (10) -7.46%

BGO App Rides/Total BGO Rides

37.28%

Since Last Month 1.00% 2.69%
Since Last Year 11.62% 31.17%

BCRTA Transit App Downloads

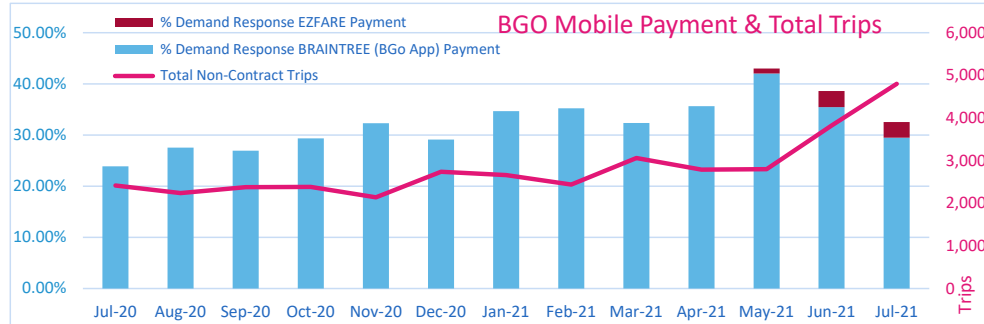
377

Since Last Month 78 20.69%
Since Last Year 196 51.99%

BGO App Downloads

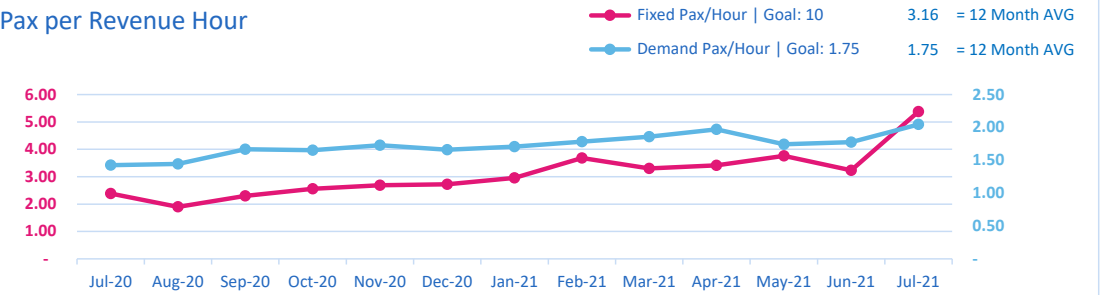
147

Since Last Month (14) -9.52%
Since Last Year 5 3.40%

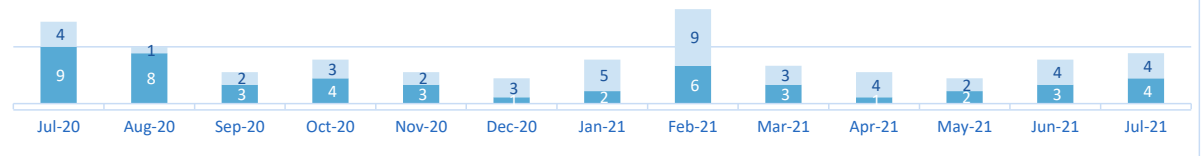


Improving Mobility & Eliminating Barriers

Pax per Revenue Hour



Accidents & Injuries



Target Operator Staffing

85%

Since Last Month -8.79%
Since Last Year -24.47%
12 Month Average 83.41%
GOAL 100.00%

Denials & Refusals/Total BGO

2.08%

Since Last Month -0.09%
Since Last Year 1.79%
12 Month Average 4.58%
GOAL 0.00%

Supporting Employers

42X Park & Ride Total Trips

1,311

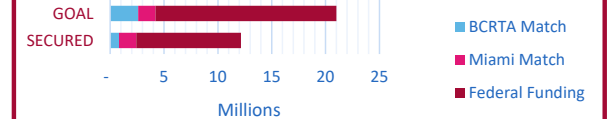
Since Last Month 119 9%
Since Last Year 1,311 100%

BGO Employment Trips

1,498

Since Last Month 163 10.88%
Since Last Year 162 10.81%

Developing Multimodal Infrastructure



Days Until Chestnut Fields Completed

761



TEMPORARY PROPOSED SUSPENSIONS TO BCRTA SERVICE



- ▶ Due to prolonged staffing shortages, BCRTA is proposing to temporarily suspend all service on the Route R2 (Oxford & Middletown), R4 (Hamilton & Tri-County), and BGo trips to the South Dayton GDRTA Hub.
- ▶ BCRTA held a virtual public hearing on Tuesday, September 21, 2021, to receive comments from the public regarding the proposed changes.

TEMPORARY PROPOSED CHANGES TO SERVICE

- ▶ Since 1/1/2021 BCRTA has either completed or “No-Showed” 113 total trips.
- ▶ Average trip duration 61.1 minutes.
- ▶ The issue is not only the long trip duration, but this also takes a driver out of the standard service area for several hours.

SOUTH DAYTON GDRTA HUB TRIP STATISTICS

R2 2019 vs 2021

- ▶ 2019 R2 Ridership – 6,320
- ▶ 2021 R2 Ridership – 1,056
- ▶ 83.3% decrease in ridership

R4 2019 vs 2021

- ▶ 2019 R4 Ridership – 7,143
- ▶ 2021 R4 Ridership – 4,293
- ▶ 39.9% decrease in ridership

R2 & R4 RIDERSHIP STATISTICS

*ALL REPORTS ARE FROM 1/1-9/15 FOR BOTH YEARS

August

- ▶ 8/1/2021 – 8/7/2021 – 90%
- ▶ 8/8/2021- 8/14/2021 – 93%
- ▶ 8/15/2021 – 8/21/2021 – 86%
- ▶ 8/22/2021 – 8/28/2021 – 80%
- ▶ 8/29/2021 – 8/31/2021 – 86%
- ▶ Of the total 6,045 trips provided we were more than 15 minutes late 694 times.
- ▶ Trips per hour in August of 2021 = 2.13
- ▶ *Trips per hour in August of 2019 = 1.68

September

- ▶ 9/1/2021 – 9/4/2021 – 72%
- ▶ 9/5/2021- 9/11/2021 – 77%
- ▶ Month to date we have completed 1,898 trips; of these trips we have been late a total of 412 times.
- ▶ Trips per hour in September of 2021 = 2.07
- ▶ *Trips per hour in September of 2019 = 1.82

ON TIME PERFORMANCE – AUGUST & SEPTEMBER 2021

August

- ▶ 8/1/2021 – 8/7/2021 – 1,244
- ▶ 8/8/2021- 8/14/2021 – 1,355
- ▶ 8/15/2021 – 8/21/2021 – 1,559
- ▶ 8/22/2021 – 8/28/2021 – 1,001
- ▶ 8/29/2021 – 8/31/2021 – 435

September

- ▶ 9/1/2021 – 9/4/2021 – 635
- ▶ 9/5/2021- 9/11/2021 – 759

TRIP COUNT BY WEEK – AUGUST & SEPTEMBER 2021



August

BCDD – 9

BCRTA ADA – 88

BCVSC – 18

BGo/BGo Mobile – 368

Medicaid – 56

MTS ADA - 33

September

BCDD – 5

BCRTA ADA – 66

BCVSC – 16

BGo/BGo Mobile – 183

Medicaid – 42

MTS ADA - 53

LATE TRIPS BY FUNDING – AUGUST & SEPTEMBER 2021

August 2019

- ▶ Unlinked Passengers Trips – 2,575
- ▶ Vehicle Revenue Hours – 1,535
- ▶ Vehicle Revenue Miles – 23,824
- ▶ VOMs – 15

August 2021

- ▶ Unlinked Passengers Trips – 5,594 – 131% Increase
- ▶ Vehicle Revenue Hours – 2,626 – 71.1% Increase
- ▶ Vehicle Revenue Miles – 46,034 – 93.3% Increase
- ▶ VOMs – 18 – 20% Increase

NTD SUMMARY COMPARISON– AUGUST OF 2019 TO AUGUST OF 2021

August 2019

▶ Overtime total – 557.01

August 2021

▶ Overtime total – 455.67

OVERTIME COMPARISON– AUGUST OF
2019 TO AUGUST OF 2021

A decorative graphic consisting of several parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the slide.

The proposed changes to BCRTA service would immediately free up three vehicle operators that are currently driving the R2 & R4 to perform BGo service.

One current R2 pm route is open and covered daily with overtime.

The actual “bid” shift times will not change for the impacted vehicle operators.

This will improve OTP for BGo day one and buy us time to try to backfill open positions. This will also help prevent us from sending out Supervisors/Dispatchers and other office staff to cover open “runs”.

The current R4 route has some redundancy in service and those passengers will be directed to nearby R6 stops or BGo service.

SUMMARY

Director's Notes – September 2021

A. Metrics & Service

1. Proposed Temporary Service Cuts

Pending public input, staff may recommend the temporary suspension of the R2, R4, and BGo trips to the South Dayton Hub. BGo ridership has been increasing significantly and satisfactory on-time performance has been difficult to manage with the continued hiring difficulty. R2 and R4 have been particularly weak to return and BGo service is in need of operators. Temporarily suspending these services will have the smallest impact on service and allow staff to prioritize on-time performance and contract compliance with the growing BGo service.

A [public hearing will be held September 21](#) and comments made available for review afterward.

2. New Tech Implementation

Staff are beginning to work with contractors to implement the new ITS system approved by the Board in March. Training is underway and equipment installations are expected to begin in October.

3. Miami University Service Levels

BCRTA has resumed normal service levels in Oxford. Ridership is looking very positive, with some examples in excess of 2019 ridership.

4. Vaccination Trips

BCRTA received \$222,231 from the State of Ohio for the “Rides to Community Immunity” program. Staff have prepared a webpage to help vaccine seekers find transportation at [COVID Vaccination Transportation - Butler County RTA](#). BCRTA is offering free BGo rides to individual riders, but capacity is limited due to driver shortages. Shawn Cowan, BCRTA mobility manager, is working with local groups, healthcare, and municipalities to consolidate resources and organize group rides when possible. We are soliciting new partners all the time. Please contact Shawn Cowan to make a connection: cowans@butlercountyrta.com

B. Staffing & Facility

1. Staffing

BCRTA is currently seeking CDL and non-CDL drivers, driver trainers, and maintenance technicians. A biweekly email digest of open positions is available. Please contact Kristin Fryer, BCRTA HR Manager (fryerk@butlercountyrta.com) if you would like to be added to the mailing list. BCRTA still continues to experience a driver shortage like most transit agencies across the nation, despite aggressive advertising and outreach.

BCRTA is also seeking a Planning and Special Project Manager and a Talent & Benefits Manager.

BCRTA is presently engaging a consultant to perform a salary study and job description review to benchmark wages and make any needed recommendations. A report should be due late this year.

Director's Notes – September 2021

2. Benefits

BCRTA launched health benefits on September 1. Response to the change has been positive and driven an increase in applicants.

3. Vaccination

BCRTA staff is presently 70% vaccinated.

Management is also closely watching agencies that are beginning to require vaccinations as a condition of employment (with legal exceptions). A handful of public transit agencies are implementing these rules now, but many have indicated they intend to move this direction with final FDA approval of some vaccines. A survey completed by APTA regarding this topic is included in the packet for information purposes.

Staff are also investigating testing options for unvaccinated staff as new federal rules roll out and OSHA has updated their guidance.

C. Planning

1. Transit Studies

City of Middletown and Middletown Transit (MTS) are presently engaged with WSP to provide a transit study evaluating some novel transit solutions and also examining existing routes and hub locations. BCRTA is assisting. Staff expect a completed report by Q3 2021.

BCRTA is presently evaluating bids to engage a consultant to complete a similar study. Staff expect to bring an award recommendation to the Board at the October meeting.

2. Alternative Fuel Study

BCRTA is in the early stages of discussing a joint engagement with Cincinnati Metro and TANK to evaluate regional needs and feasibility for future alternative fuel vehicles. SORTA was already planning to pursue the study and BCRTA was also considering a similar approach within the pending planning study. A joint contract should help defray costs and improve regional cooperation, visioning, and grant readiness.

3. Chestnut Street Multimodal Station

Bowen has finalized their Part I report and is preparing to enter Part II of the design phase, up to 30% design. Documents will be posted to the [BCRTA "Major Projects" webpage](#) as documents become available. Bowen will initiate public engagement with stakeholders as part of this phase of design. Part II will kick-off with an onsite workshop with Bowen and BCRTA staff on September 29.

Staff is presently negotiating a land lease with Miami University for the subject property. More detail is needed from Bowen to complete necessary documents and descriptions for the lease.

Director's Notes – September 2021

FTA concurred with BCRTA's request for a categorical exclusion under the National Environmental Policy Act (NEPA) in late June which has paved the way for BCRTA to execute final grant processes with FTA. The project grant has been finalized and is available to draw funds in October.

At the Board's request, staff pursued conversations with an experienced bonding attorney and the Ohio State Infrastructure Bank regarding potential financing for the Chestnut Fields project. The project does seem to be eligible for either funding method. However, given that BCRTA has no sustainable source of tax revenue, both entities expressed concern that BCRTA would be unlikely to qualify. FTA funding cannot be used to pay debt.

D. Outreach & Communications

1. Video Outreach

Shawn Cowan is working with a consultant to create and release several monthly videos advertising BCRTA services and how to use them. The September video focused on employee attraction and should be launched later this month.

2. BCRTA Trustee Vacancies

The current Board vacancy has been posted for several months. Three candidates have expressed interest to date. Unfortunately, Trustee Chandler has also provided her resignation as of September 13. With the agreement of the Board, we will issue invitations to candidates to attend the Board meeting in October and hold a group interview session immediately following.

E. Funding & Discretionary Grant Availability

1. Property/Liability Insurance – Good News!

Given the events of the past few years combined with rising jury verdicts and proposed changes in immunity for public entities, many transit agencies throughout the nation have seen up to 75% increases in their property and liability coverages this year. Many carriers have also refused to write coverage at all for transit agencies. We're pleased to announce that we expect a reasonably flat renewal thanks to membership in the Ohio Transit Risk Pool.

2. SLRF Funding through Butler County

In response to Commissioner Carpenter's proposal, staff have provided a request for \$200,000 in SLRF funding to support the new Cincinnati commuter service planned to launch in 2023.

3. INVEST ACT

The US Senate has passed the "Infrastructure Investment and Jobs Act" by a vote of 69 to 30. The 2,702-page bill reauthorizes surface transportation programs and appropriates specific funding for certain categories of funding. It is unclear when the

Director's Notes – September 2021

House of Representatives will consider the measure.

Based upon estimates provided by FTA and APTA, BCRTA and MTS may expect the following changes if the legislation is passed as written:

Agency	2021 5307 Funding	2022 Estimated	Difference
BCRTA	2,098,087	3,143,970	1,045,883
MTS	1,481,697	2,339,551	857,854

4. CMAQ/STBG Funding

OKI has recently solicited applications for CMAQ/STBG funding in FFY 2025 and 2026. BCRTA submitted an application for replacement of heavy-duty diesel buses that will be due in that time frame. Given the time distance to purchase, BCRTA will be pursuing an open award for battery-electric buses or hydrogen fuel cell vehicles. Grant needs for both fuels are estimated to be relatively similar. OKI has reported receiving \$56M in requests for more than 18 projects. \$40M is available. Awards are expected between October and December.

5. ODOT Funding

BCRTA has now received an allocation for the Urban Transit program funding for this state fiscal year in the amount of \$300,231 which will be applied toward the radio upgrade/replacement project already underway.

BCRTA was also successful in obtaining local match funds for the ITS project.

6. TABC - Enhanced Mobility of Seniors & Individuals with Disabilities (5310)

TABC was awarded a \$100,000 5310 grant by OKI in May to expand the Mobility Management program. Funding does not require local match this year due to CRRSAA.

F. On the Horizon ...

1. Code of Conduct

Operations staff are in the process of drafting a passenger code of conduct to address limited issues associated with loitering, hygiene, and courtesy. Staff expect to implement a policy before year end.

2. Upcoming Procurements >\$25,000

- a) Short Range Planning Study
- b) Vehicle Cleaning Contractor - Exterior and Interior
- c) Chestnut Fields A&E Part III
- d) Moser Court Master Plan
- e) Transit Station Exploratory A&E (on behalf of MTS)
- f) Commuter Services Marketing & Branding Services (on behalf of MTS)

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Strategic Vision 2025

As Ohio's public transit innovator, BCRTA provides smart mobility options and infrastructure that seamlessly connect people to employers, educational, healthcare, and recreational destinations.

Leverage competitive federal funding and forge mutually beneficial partnerships with organizations, including incubators, chambers, universities, start-ups, economic development bodies, and planning professionals.

- Expand participation in NeoRide as appropriate to address needs and improve grant funding
- Sustain Miami University relationship, plan for future
- ~~Retain BCVSC and BCDD contracts~~
- Leverage MTS transit plan and maintain relationship with City of Middletown
- Improve DBE access
- Keep finger on pulse of autonomous tech
- Examine Cincinnati commuter service for ways to reduce cost (42X)

Enhance connectivity with constituents by leading in the implementation of new transit tech (onboard Wi-Fi tools).

- Test and expand onboard WIFI where possible
- Implement onboard validation for EZfare
- ~~Expand BGO app service~~
- ~~Launch new & updated website~~
- Expand use of real-time info signs and kiosks

Improve mobility access and eliminate barriers to ridership, especially for riders who may be elderly or have disabilities.

- ~~Reduce DR fares to \$5.00~~
- Make peak BGO service available
- Hire operators to address demand
- ~~Relocate customer service closer to riders~~
- Pursue payment options for unbanked
- ~~Consider free fixed route fares~~

Support employers with effective workforce transportation in at least 75% of Butler County's densest corridors.

- Evaluate existing R routes for effectiveness and reallocate to improved frequency or BGO as necessary
- Solicit BGO services in employer-dense areas.
- Evaluate options for Spooky Nook connectivity
- Address Butler/Warren connection in Monroe

Develop multimodal infrastructure and wayfinding to create seamless user experiences.

- Accelerate completion/progress for Oxford Multimodal facility
- Improve Hamilton/Warren County connectivity for fixed route and ADA
- ~~Eliminate paper transfers~~
- Address Transit Center convenience and utility (Hamilton, Oxford, Middletown)
- Improve regional connections with commuter service, rail, interurban bus, rideshare, bikeshare, scooters



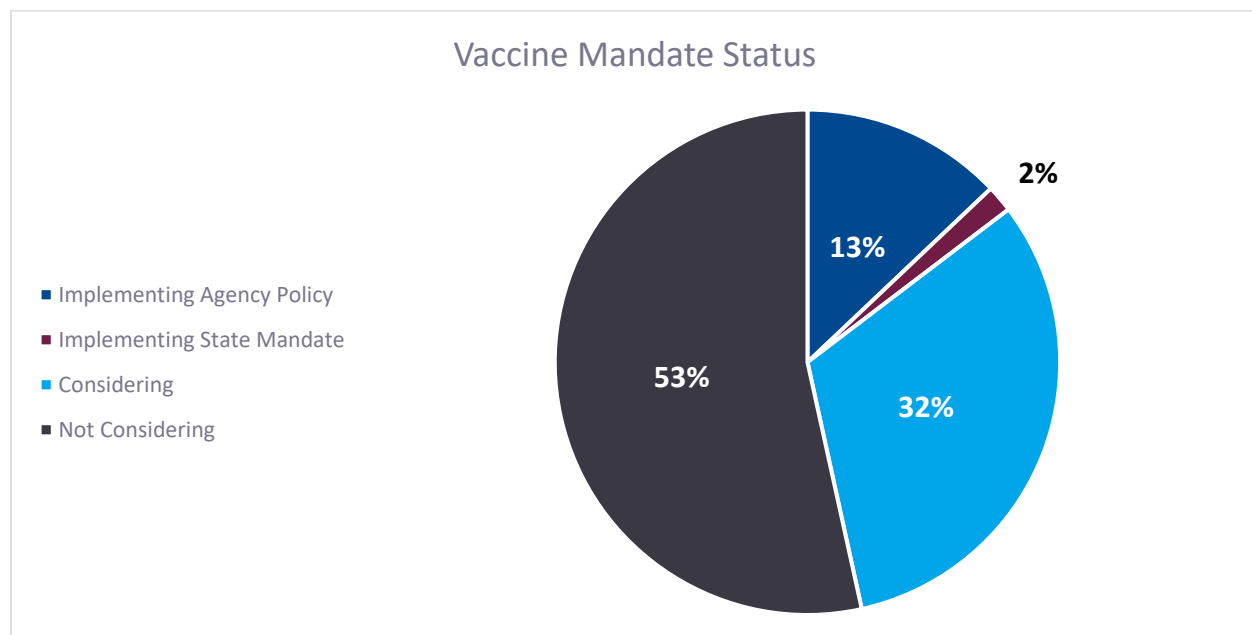
Transit Agency Vaccine Mandate Survey Results

Key Takeaways

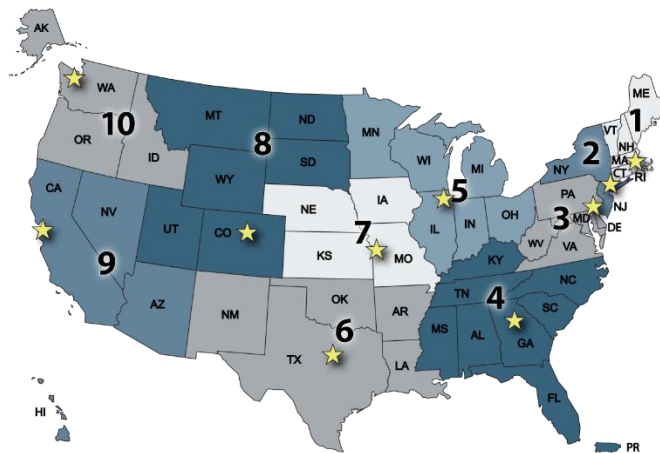
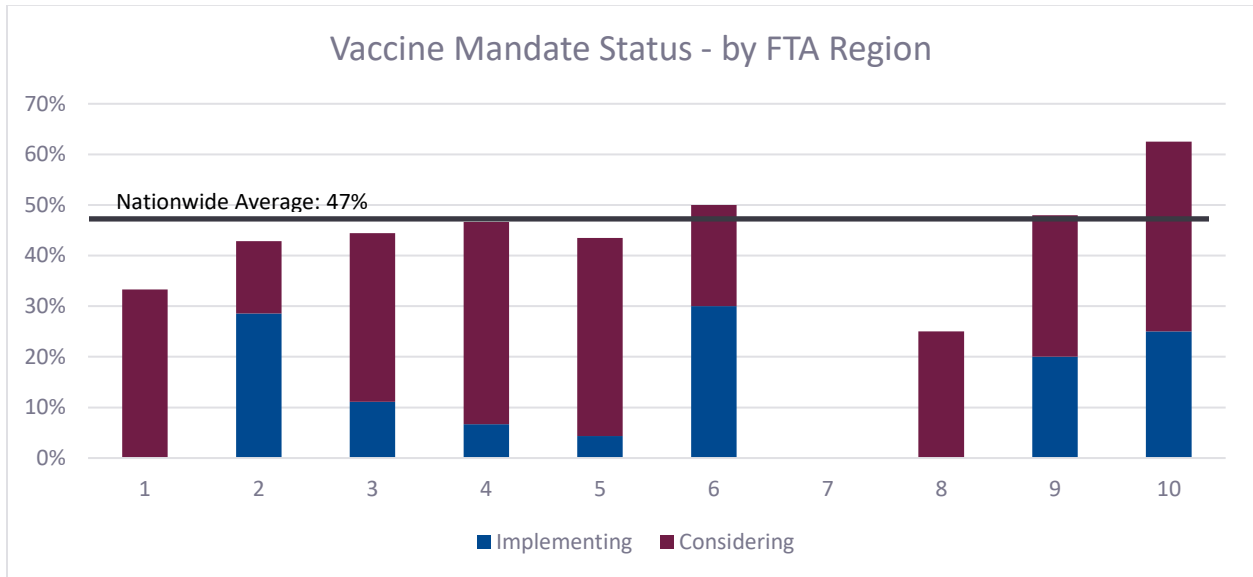
1. Almost 50 percent of public transit agencies are implementing or considering vaccine mandates for employees. To date, 15 percent of responding agencies are implementing vaccine mandates for employees, either by agency policy or state mandate. An additional 32 percent of agencies are considering implementing a vaccine mandate
2. Of transit agencies implementing vaccine mandates, all agencies offer exemptions to their mandate. Nearly all agencies offer religious and medical exemptions, and approximately one-half (47 percent) of agencies offer regular testing in lieu of vaccination

Vaccine Mandate Status

Fifteen percent of responding agencies are implementing vaccine mandates for employees, either by agency policy or state mandate. Another 32 percent of agencies are considering implementing a vaccine mandate.

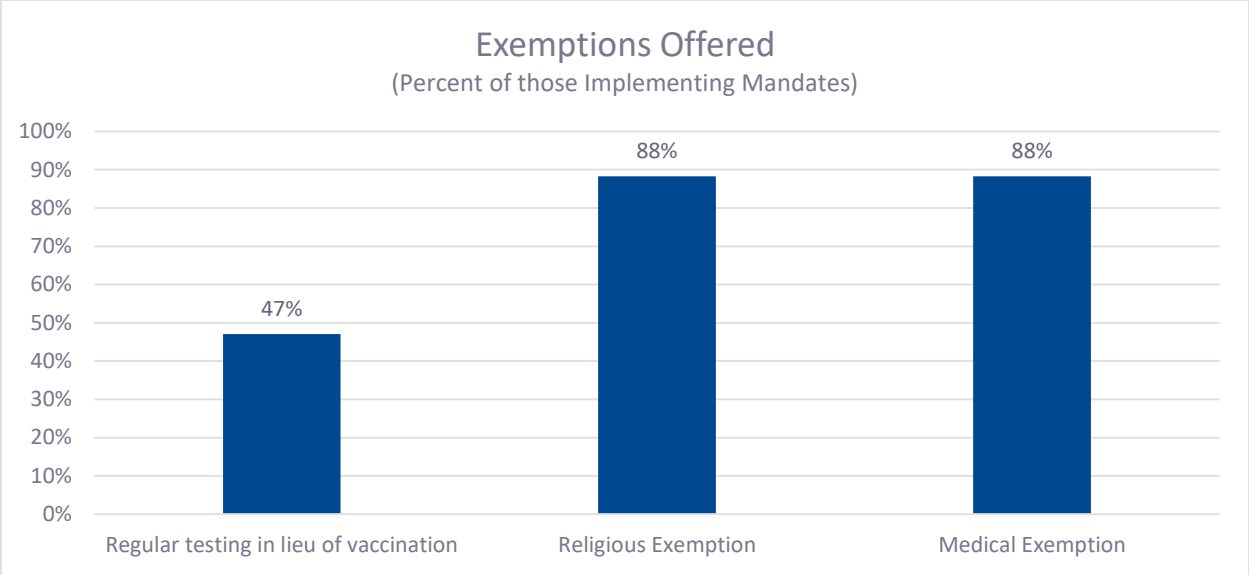


When considered by FTA region, agencies in Region 10 (OR, WA, ID, AK) are more likely to be implementing or considering a mandate. Agencies in Region 8 (CO, MT, ND, SD, UT, WY) were considerably less likely to be proceeding with a vaccine mandate. Only one transit agency from Region 7 (IA, KS, MO, NE) responded to the APTA Survey.



Exemptions to Vaccine Mandates

Of transit agencies implementing vaccine mandates, all agencies offer exemptions to their mandate. Nearly all agencies (88 percent) implementing a mandate offer religious and medical exemptions. Approximately one-half (47 percent) of responding agencies (47 percent) offer employees the option of getting tested regularly in lieu of complying with the vaccine mandate.



About the Survey

APTA conducted this survey of its transit agency members in late August 2021. One hundred and sixteen (116) APTA transit agency members responded to the survey.

The American Public Transportation Association (APTA)

The American Public Transportation Association (APTA) is a nonprofit international association of 1,500 public- and private-sector organizations which represent a \$80 billion industry that directly employs 448,000 people and supports millions of private-sector jobs. APTA members are engaged in the areas of bus, paratransit, light rail, commuter rail, subways, waterborne services, and intercity and high-speed passenger rail. This includes: transit systems; planning, design, construction, and finance firms; product and service providers; academic institutions; transit associations and state departments of transportation. APTA is the only association in North America that represents all modes of public transportation. APTA members serve the public interest by providing safe, efficient and economical transit services and products

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APTA Vision Statement

APTA leads public transportation in a new mobility era,
advocating to connect and build thriving communities
