

ERRATA

BCRTA October 2022 Board Packet

Date of Change	Item	Correction	Page
10/17/2022	Public Meeting Notice	ADDED: Mr. Nick Bauer	1
10/14/2022	22-11-02	CHANGED: Estimated Revenues CHANGED: Authorized Appropriations	43
10/14/2022	22-11-02 Supplement	CHANGED: State Capital Grant/Other Funds CHANGED: Total Funds Available CHANGED: Equipment, Technology, Amenities & Other CHANGED: Total Appropriations CHANGED: Total Projected Funds	44
10/14/2022	ALL	DELETED: DUPLICATE	53-102
10/17/2022	Director's Notes	CHANGED: Open Positions	48
10/17/2022	Director's Notes	ADDED: SMART Grants	50
10/17/2022	Director's Notes	ADDED: Public Meeting Campaign	50



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

Mr. David Fehr
Butler County Department
of Development

Mr. James A. Foster

Ms. Nancy Schmitt
UCHealth West Chester Hospital

Mr. Corey Watt

Ms. Kathy Wyenandt

Mr. Nick Bauer

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, October 19, 2022 at 8:00 a.m. This meeting will be
held at 118 W High Street, Oxford, Ohio 45056.**

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).

2022 Butler County RTA Board of Trustees Attendance

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec	
Bauer, Nick									X				
Bautz, Travis	X	X	X	X	X	X			X	E			
Fehr, David	X	X	E	E	X	X			X	X			
Foster, Jim	X	X	X	X	X	X			X	X			
Gordon, Perry	X	X	X	X	X	X			X	X			
Lawson, Chris	X	E	X	X	E	X			X	X			
Schmitt, Nancy	E*	E	X	X	E	X			X	E			
Watt, Corey	X	X	X	X	X	E			X	X			
Wyenandt, Kathy			X	X	X	X			X	X			

X = Present

E = Excused

E* = Online not Official

A = Absent

BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES
October 19, 2022, 8:00 AM
City of Oxford Courthouse
118 W High Street, Oxford, OH 45056

PRELIMINARY AGENDA

- I. Call to Order & Roll
- II. Consideration of Absences
- III. Consent Agenda (*Motion Requested*)
 - a. Approval of the Agenda
 - b. Approval of the September 2022 Meeting Minutes
- IV. Comments from Citizens
- V. Secretary/Treasurer's Report – August 2022 (*Motion Requested*)
- VI. Governance
 - a. Nominations Committee
 - i. Accepting expressions of interest for November appointment.
 - b. Recommend Reappointment of Trustees Watt and Wyenandt to Butler County Board of Commissioners (*Motion Requested*)
 - c. Ratify 2023 Meeting Calendar (*Motion Requested*)
- VII. Action Items
 - a. **Resolution 22-10-01:** Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Participate in a Contract with NEORide for On-Demand Transit Technology Services.
 - b. **Resolution 22-10-02:** Appointing Directors to the Transit Alliance of Butler County (TABC) Board of Directors.
- VIII. Pending Future Action Items (review only)
 - a. **Resolution 22-11-01:** Adoption of the FY2023 Accrual Operating Budget for the Butler County Regional Transit Authority (BCRTA).

Next Meeting Date:
November 16, 2022 @ 8:00 AM
Butler County RTA • Board Room
3045 Moser Court • Hamilton • Ohio • 45011

BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES

October 19, 2022, 8:00 AM

City of Oxford Courthouse

118 W High Street, Oxford, OH 45056

- b. **Resolution 22-11-02:** Authorization of FY2023 Appropriations and Acceptance of the Butler County Regional Transit Authority (BCRTA) Fiscal Officer's Certification of Funds and Estimation of Revenues.
 - c. **Resolution 22-11-03:** Confirmation of Board Policy 6-02 Investments.
 - d. **Resolution 22-11-04:** Confirmation of Board Policy 6-08 Reserves.
- IX. Committee & Staff Reports
- a. OKI
 - b. Service & Metrics
Luke Morgan, Director of Operations
 - c. Marketing & Outreach
Shawn Cowan, Communications & Outreach Manager
 - d. Talent, Benefits & Recruitment
Mary Jane Leveline, Talent & Benefits Manager
 - e. Procurement
Meagan Varney, Procurement & Compliance Specialist
 - f. Director's Report
- X. Executive Session
- a. To consider the employment and compensation of a public employee pursuant to Ohio Revised Code Section 121.11 G(1).
- XI. Adjourn (*Motion Requested*)

Next Meeting Date:

November 16, 2022 @ 8:00 AM

Butler County RTA • Board Room

3045 Moser Court • Hamilton • Ohio • 45011

Funding now includes funds from the Transit Alliance of Butler County (TABC). The TABC was awarded 5310 funds in support of Mobility Management in Butler County. Rides to Community Immunity (RCI) funds which are to expire on December 23rd this year, are almost exhausted. It is planned to have this money completely expended by the end of October. Expenses through the first half of the year remain on trend as well. Wages have increased due to wage adjustments from the salary study. Fringes will remain under budget until the PTO sale occurs in November. Fuel is the primary driver for the over-budget in Materials and Supplies as well as items purchased with RCI funding. The Gain before Est. Depreciation, Net Pension & OPEB Expense was \$1.5M.

The Transaction logs for the month of July were included in the packet presenting all cash transactions for the period. No unusual transactions occurred during the period. The balance sheet for July 2022, was presented with normal balances for assets, as well as liabilities and equity. Ms. Weidner explained that the high Accounts Receivable balance was due to a \$1.1M draw from the FTA that had not been received as of the end of the month.

At the end of July, Available Funds were approximately \$7.0M. With Total Board Reserves at \$4.5M, Non-Restricted Funds are \$2.5M and are slated to be used for future operational needs.

V. Governance

a. Oath of Office – Nick Bauer

Mr. Nick Bauer was appointed to the BCRTA by the Butler County Board of Commissioners on August 22, 2022, via Resolution 22-08-01304. Mr. Schneider presented the oath of office for Mr. Bauer. Mr. Bower was sworn in.

b. Nominations Committee

Mr. Dutkevicz reminded the Board that the president would be appointing a nominating committee before year-end and suggested interested trustees speak with him or Mr. Lawson.

VI. Action Items

a. Resolution 22-09-01: *Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Enter into an Agreement for Procurement Software Services.*

Mr. Watt moved to adopt resolution 22-09-01. Mr. Foster seconded the motion.

Ms. Varney presented resolution 22-09-01. Mr. Dutkevicz reminded trustees that a presentation on the proposed software platform had been provided during the August meeting. He also mentioned the authorization was for a five-year contract.

Mr. Foster asked how procurement records were currently being handled. Ms. Varney responded that she keeps many spreadsheets and documents separately in SharePoint. Mr. Dutkevicz added that the proposed system will organize projects and provide an audit trail for processes. Mr. Foster concluded this system would allow Ms. Varney to do more without hiring additional help. Ms. Varney agreed. Ms. Varney added that the proposed system will create significant transparency and improve communication for procurements. Mr.

Dutkevicz also mentioned that this would be the first step in creating an “ERP-like” system to track and report data across procurement, finance, and maintenance.

Mr. Watt asked if the system would be parsed or separated from other local users. Ms. Varney confirmed that although some documents and items can be shared between agencies for efficiency, sharing is opt-in and BCRTA will have its own secure working environment.

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

Mr. Bauer	Yes
Mr. Bautz	Absent
Mr. Fehr	Yes
Mr. Foster	Yes
Mr. Gordon	Yes
Mr. Lawson	Yes
Ms. Schmitt	Absent
Mr. Watt	Yes
Ms. Wyenandt	Yes

The resolution was adopted.

b. Resolution 22-09-02: Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Task Order for Parking Lot Expansion Designs.

Mr. Gordon moved to adopt resolution 22-09-02. Ms. Wyenandt seconded the motion.

Mr. Dutkevicz presented resolution 22-09-02. Mr. Dutkevicz reminded the board that they approved an on-call contract with several architects earlier in the year and added that any work tasked to those firms would come to the board if the individual task cost exceeded the Executive Director’s spending threshold. Mr. Dutkevicz noted that this task was for design work that would include a topographical study and NEPA compliance work for FTA. Mr. Foster asked if this was only for the Hamilton facility, and Mr. Dutkevicz confirmed. Mr. Dutkevicz further explained that in addition to the topographical study and NEPA work the scope of the study would include gravel or paved parking areas for buses and employees, lighting, fencing, and security.

Ms. Varney noted that R.L. Bowen and Associates had been chosen for this task.

Mr. Watt asked what the total size, scope and price of the final project would be. Mr. Dutkevicz explained the scope of the task was reasonably broad to allow flexibility in the planning but did allow that A&E fees are typically 7-9% of construction costs in BCRTA’s recent experience.

Mr. Watt asked if there was money to construct the project. Mr. Dutkevicz explained that no dollars were currently earmarked and that funding for Chestnut Fields would affect this project. He also noted that this planning work would be required to seek

discretionary grant funds for the project in the future.

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

Mr. Bauer	Yes
Mr. Bautz	Absent
Mr. Fehr	Yes
Mr. Foster	Yes
Mr. Gordon	Yes
Mr. Lawson	Yes
Ms. Schmitt	Absent
Mr. Watt	Yes
Ms. Wyenandt	Yes

The resolution was adopted.

c. Resolution 22-09-03: Rescinding Resolution No. 21-05-02.

Mr. Foster moved to adopt resolution 22-09-03. Ms. Wyenandt seconded the motion.

Ms. Varney explained that resolution 21-05-02 authorized BCRTA to purchase 14 “honeycomb fiberglass” LTV’s from Myers Equipment Corp. However, Myers contract with State of Ohio, which BCRTA was using, was cancelled because the manufacturer stopped producing this type of vehicle during pandemic. Ms. Varney further explained that the authorization provided by this resolution cannot be carried out as written and should be rescinded. Mr. Dutkevicz added that a very similar resolution would come to the board later this year to award the purchase to a new vendor holding the ODOT vehicle contract. Mr. Dutkevicz added that staff will be evaluating options for a new purchase contract.

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

Mr. Bauer	Yes
Mr. Bautz	Absent
Mr. Fehr	Yes
Mr. Foster	Yes
Mr. Gordon	Yes
Mr. Lawson	Yes
Ms. Schmitt	Absent
Mr. Watt	Yes
Ms. Wyenandt	Yes

The resolution was adopted.

VII. Committee & Staff Reports

a. OKI

Mr. Lawson shared that OKI received a presentation about “the Crown” trail. He also noted that City of Oxford is expected to receive an award next month for the proposed Amtrak platform.

b. Service & Metrics

Mr. Morgan presented the metrics included with the packet:

Leveraging Competitive Funding & Partnerships

- Average Fleet Age
 - 4.78 years – This is an increase of 20.5 percent from July 2021.
- Subsidy per Passenger
 - The subsidy per passenger increased in July of 2022 in comparison to last July by \$16.87 or 55.8 percent. (Mainly Higher fuel costs and wages, less trips)
- Admin Cost Per Revenue Hour
 - Administrative Overhead cost per hour has increased by \$11.31 or 46.7 percent comparing July of 2021 to July of 2022. (Less DR Trips)

Enhancing Connectivity

- BCRTA Transit App Users
 - BCRTA had 136 users during the month of July for the Transit App. This is a 1.47 percent increase from the previous year.
- BCRTA Transit App Downloads
 - BCRTA tracked 388 new downloads for the Transit App in July of 2022. This is a 2.84 percent increase from the previous year.
- BGO App Rides/Total BGO Rides
 - 1.04 percent of all trips were booked utilizing the mobile application. This is a 3,489.69 percent decrease from July of 2021. Mobile Application is currently shut down.
- BGO App Downloads
 - BCRTA had 88 new users download the mobile application. This is a 67.05 percent decrease in app downloads from July 2021.
- BGO Mobile Payment & Total Trips
 - BCRTA completed 2,407 non - contracted trips in July of 2022. This is a 49.9 percent decrease in completed, non - contracted trips from July of last year.

- 2.66 percent of the, non – contracted trips were paid for using the BCRTA mobile application (BrainTree). Mobile APP is not currently being utilized.
- 13.84 percent of all trips were paid for using EZFARE.

Improving Mobility & Eliminating Barriers

- Passengers Per Revenue Hour
 - Fixed routes had 5.34 passengers per revenue hour in July of 2022, this is 9.2 percent lower than July of 2021.
 - Demand Response service had 1.48 passengers per revenue hour in July of 2022, this is a 27.5 percent decrease from July of 2021.
- Accidents and Injuries
 - Fault Total – BCRTA experienced 4 at fault accidents in July of 2022.
 - No Fault Total – BCRTA also had 4 no fault accidents.
- Target Operator Staffing
 - 100%
 - This number has increased 11.96 percent from the previous year.
 - The yearly average was 78.74 percent.
- Denials and Refusals/ Total BGO Trips
 - 3.24 percent of all requested BGO trips were refused or denied in July of 2022 due to time and capacity limitations.

Supporting Employers

- 42x Park and Ride Total Trips
 - The 42x had 1,112 riders. This is an 18 percent decrease from July of the previous year.
- BGO Employment Trips
 - BCRTA completed 1,307 BGO trips for the purpose of employment in July of 2022, this is an 8.34 percent decrease from the same month the previous year.

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.
- Days Until Chestnut Fields Completed
 - BCRTA expects this project to be completed within the next 701 days or 1.92 years.

Mr. Dutkevicz added that although the staffing number was at 100%, this reflected reduced summer service and that the number would drop again in August and September as BCRTA is still working to fully staff driving positions.

Mr. Lawson inquired about concerns during public comment regarding real time app information. Mr. Morgan noted that public comment addressed Transit app information. Mr. Dutkevicz noted that BCRTA syndicates data to Transit and they control what is displayed after that. Mr. Morgan indicated that having Mr. Rodriguez on staff to help with information delivery would improve data quality.

Mr. Morgan also gave a short presentation with Katherine Conrad from NEORide regarding the planning implementation of Via for demand-response and ADA service in 2023. Slides from the presentation are included in Appendix B to these minutes.

c. Marketing & Outreach

Ms. Cowan announced that Joel Fink had retired from the Transit Alliance of Butler County.

Ms. Cowan briefed the Board on the next phase of public comment with Kimley Horn. she asked the board for opportunities to speak with various organizations and agencies to get feedback on proposed route changes.

Ms. Cowan shared the new free ride and fixed route marketing campaigns.

Ms. Cowan said that the three artists had been selected for the StreetSpark program and is hoping to have an unveiling by the end of the year.

Ms. Cowan updated the board on the remaining RCI funds and Max your Vax events. The remaining dollars are going to be used at an event in Middletown on September 22.

Ms. Cowan mentioned the success of the partnership with the Miami Tribe and the Myaamia bus launch hosted by Miami University.

Slides from Ms. Cowan's report are included in Appendix C to these minutes.

d. Talent, Benefits, & Recruitment

Ms. Leveline shared with the board that we are continuing to hire drivers with a hope of increasing the goal to 90 drivers hired soon. Also reported was looking at trajectory paths for our drivers who have an interest in RTA as a career.

e. Procurement

Ms. Varney stated that all Procurement items had been addressed in the resolutions presented and had no other items to present.

f. Director's Report

Mr. Dutkevicz reviewed the following topics addressed in the Director's notes:

A. Staffing & Facility

1. Staffing

Since raising wages in May, the applicant pool has begun to increase. Staffing is not ahead of the curve yet, but initial trends are looking positive.

BCRTA is currently seeking to fill the following positions:

Dispatcher - Full Time	Location: Hamilton, OH Department: BCRTA Type: Full Time
Mobility Management Specialist	Location: Hamilton, OH Department: Mobility Management Type: Full Time
Bus Driver - Fixed Route	Location: Hamilton, OH Department: Operations Type: Full Time
Bus Driver - No CDL Required	Location: Hamilton, OH Department: Operations Type: Full Time
Dispatcher - Part time	Location: Hamilton, OH Department: Operations Type: Part Time
Miami U SafeRide - Night Shift Van Drivers	Location: Oxford, OH Department: Operations Type: Part Time
Operations Street Supervisor	Location: Hamilton, OH Department: Operations Type: Full Time
Vehicle Operator Trainer	Location: Hamilton, OH Department: Operations Type: Full Time
TABC Board of Directors	Location: Hamilton, OH Department: Transit Alliance of Butler County Type: Volunteer

A biweekly email digest of open positions is available. Please contact Mary Jane Leveline, BCRTA Talent & Benefits Manager (levelinem@butlercountyrta.com) if you would like to be added to the mailing list.

2. Moser Court Parking

With the addition of commuter service in 2023, BCRTA will be adding eight vehicles to the fleet. BCRTA also expects to take delivery of long-awaited small bus purchases in 2023. This combination of expansion and rise in service demand indicates a need for expanded parking. Staff will be issuing a task order as part of the new A&E contract to evaluate current parking, identify alternatives, price options, and design a final alternative for construction. Approval for the task is on the September agenda.

B. Planning

1. Medicaid Service Provider

Without opposition at the August Board meeting, staff will be taking steps to eliminate Medicaid services from BCRTA's offerings beginning in 2022. Affected riders can seek travel training assistance from Shawn Cowan, Outreach & Communications Manager, cowans@butlercountyrta.com.

2. Transit Studies

Kimley-Horn is working with staff to prepare alternative scenarios for public feedback in October and November. Staff will be seeking speaking opportunities throughout the community to solicit feedback and engagement. If you know of an opportunity or would like to invite staff to an event to speak about proposed plans and feedback, please contact Shawn Cowan, cowans@butlercountyrta.com.

3. Regional Gap Study

BCRTA has kicked off a regional gap study with SORTA, TANK, and other local transit agencies to identify travel patterns not served without regard to county borders. Benesch is the consultant firm. A report should be available in Q1 2023

4. Regional Alternative Fuel Study

BCRTA is underway with an alternative fuel study awarded to WSP. BCRTA partnered with SORTA and TANK to commission the study that will examine the best alternative fuels to suit the regional providers' needs. A report is due in Q1 2023.

5. Chestnut Street Multimodal Station

Information is available at the [BCRTA "Major Projects" webpage.](#)

The latest cost estimate is over \$23M which includes the total design fee and bus wash facility. The estimate does include contingency costs. Staff are aggressively pursuing cost savings in design and additional funding as available.

Unfortunately, BCRTA was not successful with a 2022 Discretionary Section 5339 grant request to close the funding gap. During an application debrief with FTA officials, staff learned that the application was, in fact, highly rated in 5 of 6 categories. The one area that was "recommended," but not "highly recommended" was "Local Financial Commitment." Officials noted that the program was considerably oversubscribed (\$1.7B available, \$7.7B requested) and encouraged BCRTA to reapply next year.

BCRTA received a small award from ODOT in the amount of \$500k. Staff are inquiring about additional available lapsing funds elsewhere in the state that could be applied to the project in the coming months.

Lease negotiations have ramped up recently, but no agreement has been finalized yet.

Chestnut Fields Multimodal Station & Shared Services Facility			
Funding Summary as of May 26, 2022			
Total Estimated Project Cost including A&E, Construction, & Contingency			23,894,850
Source	FY	Share	Amount
FTA 5339b	2017	80%	2,668,750
FTA 5339b	2020	80%	2,000,000
CMAQ Awarded via OKI	2022	80%	4,500,000
FTA 5307	2019	80%	200,000
FTA 5307	2021	80%	653,705
FTA 5339	2018	80%	181,012
FTA 5339	2019	80%	166,442
FTA 5339	2020	80%	142,136
FTA 5339	2021	80%	222,985
CMAQ OKI 10% +UP	Pending	80%	450,000
ODOT Lapsing 5307 (Lorain/Parkersburg)	2017	100%	2,726,098
Miami University Local Cash on Hand	-		1,600,000
ODOT Local Match	-		-
BCRTA Required Match	-		1,789,605
BCRTA Local Cash Reserve	-		1,318,823
Unfunded	-		5,275,294
TOTAL PROGRAMMED TO DATE			18,619,556

C. Funding & Discretionary Grant Availability

1. Pricing Increases

For the past several weeks, staff have been receiving unilateral pricing increase demands from many vendors, anywhere from 7% to nearly 70%. Those with the biggest impacts are coming from vehicle contracts, although BCRTA is seeing significant increases in other areas as well. Both the pending small bus delivery and commuter coach purchase are included in these proposed increases. Although BCRTA contracts generally do not allow for this kind of unilateral increase, staff are discussing options with legal counsel and evaluating alternatives. Ultimately, staff expect future budgets and expenses will be significantly affected by inflation. Staff are working 2023 budgets presently to provide realistic expectations and keep costs in budget.

2. EZConnect (NEORIDE) & Ecolane Contract

At the end of 2022, BCRTA's contract with Ecolane will expire. Ecolane currently provides all demand response and ADA customer management and scheduling. As part of our replacement strategy, staff have been working with NEORide to jointly procure a future-looking mobility solution that can accommodate our current needs as well as consider future demands. Several agencies are part of the project now known as EZConnect. Staff expect this project to

develop over time and add features as they become available. More information will be available about the project as the transition approaches. Staff will be providing a detailed presentation during the September Board meeting.

Of note, BCRTA and NEORide are seeing significant price increases for this solicitation over BCRTA’s previous experience as well. NEORide’s project consultant has confirmed this is consistent with what they have observed for other projects as well. However, NEORide received several grant awards for this project in early August and expects to be able to fund a significant portion or perhaps the entire cost of the product for BCRTA for the next 3 to 5 years.

3. Collision Avoidance Equipment

BCRTA has decided to partner with NEORide and peer agencies to solicit for onboard collision avoidance/mitigation equipment for a small pilot group of coaches. Some of the technology is new to the sector, but other agencies are also pursuing similar solutions. Partnering with NEORide should bring price competitiveness and create a knowledgebase working group within the State for staff support. Implementation will be subject to grant availability pending any bus cost increases.

D. On the Horizon ...

1. Strategic Planning Retreat

Staff will be soliciting this fall for a strategic planning consultant to convene a short retreat for the Board and senior staff in early 2023 after a final report is available from the Short-Range Planning Study. Please communicate any requests or date restrictions to Matthew Dutkevich, dutkeviczmm@butlercountyrta.com.

2. Upcoming Procurements >\$25,000

Item	Procuring Agency	Estimated Spend	Estimated Term	Reason for Purchase
Microtransit/DRT/ADA Software Solution	NEORide	150K – 300K (25K BCRTA responsibility)	5	Contract Expiration
<u>Procurement</u> , Maintenance, and Finance Software Integrated Solution – Phase I	BCRTA	100k	5	New
A&E On Call Task Order Moser Court Parking Lot Expansion	BCRTA	124K	Task	New
Collision Avoidance System	MTS	30K – 270K	5	New
Light transit Vehicles (21-05-02 reauth new bidder)	BCRTA	1.663M	State Term	Replacement

Strategic Plan Facilitation	BCRTA	30K	1	New
Human Resource Information System (HRIS)	BCRTA	162K	5	Contract Expiration
Parking Lot Construction	BCRTA	TBD	Task	New
Tires	BCRTA	TBD	1	New
Chestnut Fields A&E Part IV	BCRTA	TBD	Task	New
Chestnut Fields Construction	BCRTA	21.9M	Task	New
Commuter Services Marketing & Branding Services	MTS	TBD	1	New

VIII. Adjourn

Mr. Watt moved to adjourn, and Ms. Wyenandt seconded. The motion carried. The meeting was adjourned at 9:35 AM.

Respectfully submitted,

Matthew M. Dutkevicz, Executive Director

Approved

APPENDIX A

Public Comment - Whitney Harris

*****Please note this this input is not meant to be a complaint in any way, shape, or form.*****

Transit App Errors

The transit app is showing the fixed routes are still running on holidays when BCRTA is closed, such as Labor Day, when in fact, they are not. The app even says how long until the next bus for each route arrives. I live in Hamilton, and given the app goes by location, I was not able to see if the Middletown routes were "tracking". The Hamilton routes, however, were, and I happened to see this by chance, as I was closing and refreshing apps on my phone. BuzTrackr didn't show any real-time data, which made since. Given both BuzTrackr and Transit go by real-time data, it didn't make any sense that Transit was showing the routes were out on the road when in fact they weren't when both Transit and BuzTrackr go by real-time data. Please see the photo/screenshots provided below, which were taken on Labor Day, September 5, 2022. I have also provided screenshots of what BuzTrackr and Transit look like on the weekends, when the Hamilton routes aren't running, and after the Middletown routes go out of service on Saturdays, so you are able to see the difference. See these pictures below.

This could potentially be an issue as those who don't know when (which holidays) BCRTA is closed (i.e. are not frequent riders of BCRTA; just ride it occasionally, taking it because their car broke down, etc.), could potentially go out and wait for the bus and then have it "no show". Because BCRTA is closed, the office is as well, so if that person waiting for a bus attempts to call in and ask when it may be arriving, they will get the "Our offices are currently closed" message. This person may be trying to get to work, and because they have found out the hard that there is no bus service, has to call off, which has consequences for both them and their employer, and as we all know, some employers aren't as understanding as others....

Also, one more thing I have noticed is that the alerts about holiday service are **ALWAYS** posted on the BCRTA website and BuzTrakr, but NEVER the Transit app.....

NEORide + VIA – Integrated Mobility Platform

September 21, 2022



The NEORide Mission

The purpose of NEORide is to plan, promote, further and
and between the Members and other governmental agencies,
private persons, , or agencies.



Project Objectives



- Developing coordinated policies
- Branding
- A common phone system hosted

- eligibility management

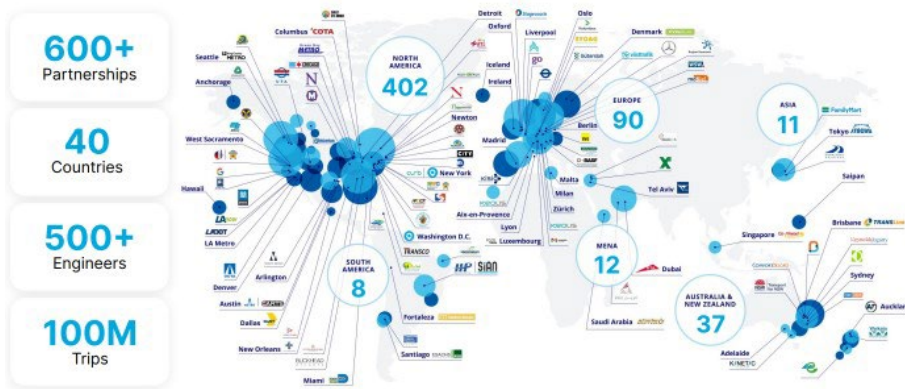
EZfare



3

About VIA

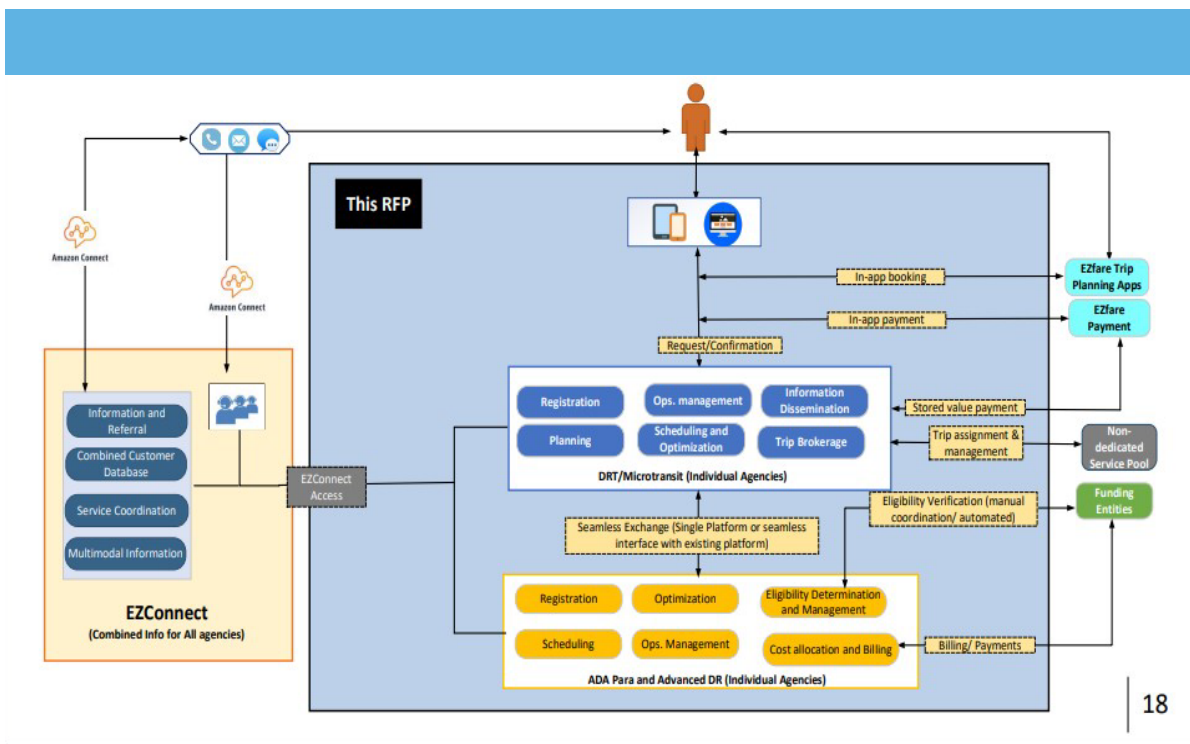
Via is the world's leading provider of advanced public mobility solutions



What are we buying?

Via will launch a service that will:

- Enable trip booking, eligibility management, NEORide agencies, EZConnect to allow for trip , driver,
- and system administrator interface
- Enable trip planning through Transit App
- NEORide's ,
- EZfare
- Allow trip booking, planning, and payments through a Rider App



Being Strategic – Tying it all together

1. including incubators, chambers, ~~up to~~ economic development bodies, and planning professionals.
 - NeoRide is appropriate to address needs and improve grant funding.
2.
 - Improve mobility access and eliminate barriers to ridership, especially for riders who may
3.
 - , rail, interurban bus, rideshare, bikes scooters.

Why is this needed and how will this project be funded?

- Ecolane
- Once this contract expires,
- Being a partner with NEORide has allowed BCRTA to have the opportunity and funds to purchase an
- NEORide secured \$249,900 OTP2 Grant Funding on behalf of BCRTA
- NEORide Expected this fall. \$1.25

Estimated Costs

What is BCRTA on the hook for dollar wise for Via? Worst case scenario if we were alone.

Currently the total year 1 \$60,108.79.
If no other members were involved, costs would go up to approximately \$67,920. Via gave NEORide a lower rate on per vehicle/per month costs because of our size.

Estimated Costs Continued

What is the current pricing structure & what happens if more members join?

Our whole. Right now, NEORide

/members. Via is pricing the number of vehicles for NEORide as a 100 vehicles by year 2.

Year 1 -2
1-100 vehicles: \$245
101 + vehicles: \$190

Year 3
1-100 vehicles: \$260
101 + vehicles: \$200

Year 4
1-100 vehicles: \$290
101 + vehicles: \$215

Year 5
1-100 vehicles: \$280
101 + vehicles: \$225

Anticipated Costs

What BCRTA is to pay:

- Between the OTP2 , we have enough funding to cover all capital costs for years 15 (up to 200 vehicles total) NEORide agencies (SORTA, BCRTA, SARTA, CARTS, TCT, WRTA).
- NEORide 100% of the costs can be capitalized.
- Matching funds promised by BCRTA for the OTP2 grant include: \$15,000.



BCRTA Digital Media Reporting

August 2022



MARKETING SCORECARD: OVERALL

AWARENESS: Campaign Effectiveness *August 1-31, 2022*

2,229,326

Total Combined Paid Impressions*

Impressions: Total number of *times* your content was displayed

CONSIDERATION & TRIAL

Total Clicks: 777

Clicks: The number of times that a specific link has been clicked by the people that received the message. Number represents display and search.

TALENT ACQUISITION

New Hires to Date: 54

**This total includes estimated impressions from digital display, billboards and paid search. Impressions number represents 79,798 PPC/Display and 2,149,528 across two OOH billboards.*



KEY INSIGHTS

Billboards performed extremely well, comprising an amazing 2,149,528 total impressions. While we decreased our month-over-month spend considerably (from about \$3,000 to \$1,100), the buy still generated an impressive 777 clicks.

Web Hero

- Ensure the campaign has a presence on the BCRTA homepage



OOH BILLBOARDS

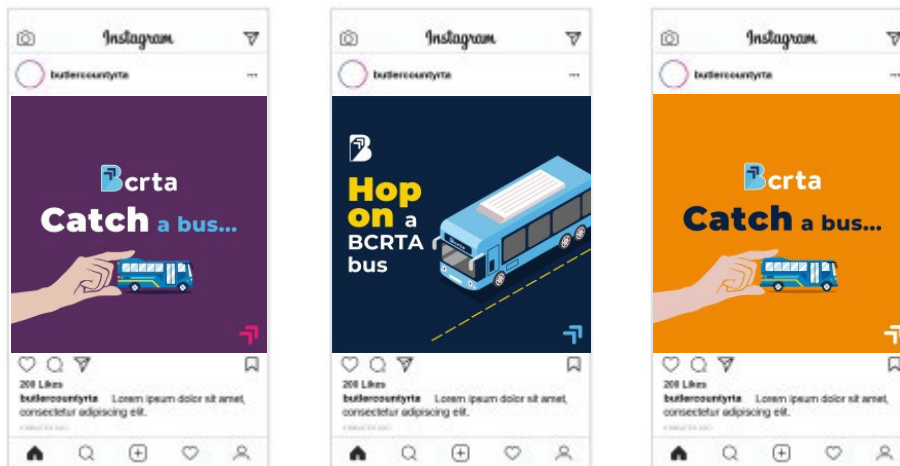
- A fresh take on promoting BCRTA fixed-route services targeting a broader audience.



OOH BILLBOARDS



Social Media



Facebook Banner



Digital Ads



Note: some of the larger placements will be GIF format to draw in a better user experience and engagement



BCRTA
Income Statement
August 2022

	Year to Date Last Year	Year to Date This Year	Annual Budget	YTD % of Budget
Passenger Fares	76,059	9,592	116,400	8.2%
Contract Fares	87,836	123,837	140,800	88.0%
Partnership Transit Rev (COM)	1,338,615	937,437	1,980,000	47.3%
Transit Development Rev (MU)	1,373,113	1,629,027	2,025,250	80.4%
Mgt./Cons. Services	163,520	143,080	245,280	58.3%
Interest & Other	256,031	44,139	22,300	197.9%
Agency Funding	25,333	39,363	38,000	103.6%
Park-n-Ride Program	311,923	346,581	560,000	61.9%
State Funding	144,580	141,682	134,000	105.7%
Federal Funding	1,367,787	3,311,598	4,873,345	68.0%
Total Revenues	5,144,798	6,726,337	10,135,375	66.4%
Expenses				
Wages	1,885,074	2,288,319	3,481,326	65.7%
Fringes	596,821	1,089,890	1,867,153	58.4%
Services	316,798	464,095	1,064,360	43.6%
Materials & Supplies	381,092	593,776	598,350	99.2%
Utilities	65,622	56,244	131,152	42.9%
Insurance	138,624	174,919	219,828	79.6%
Purchased Transportation	311,923	346,581	560,000	61.9%
Misc. Items	61,301	60,966	79,900	76.3%
Contingency	46,349	-	20,000	0.0%
Total Expenses	3,803,606	5,074,791	8,022,069	63.3%
Gain/Loss before Depr, NP & OPEB Exp	1,341,192	1,651,546	2,113,306	78.1%
Local Share of Depreciation Exp		207,310	324,000	64.0%
Net Pension & OPEB Exp (Inc)		-	818,495	0.0%
Total Gain/(Loss)		1,444,236	970,811	148.8%

Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
Checking - PNC (National City)						
8/1/22			Beginning Balance			355,758.87
8/1/22	JULY FARES	CRJ	Farebox Receipts	1,197.10		
8/1/22	08/01/22	GENJ	Service Charge		3.00	
8/3/22	!0407809	CRJ	Miami University	300,601.34		
8/3/22	0047313974	CRJ	Ohio Dept of Medicaid	4,107.15		
8/3/22	771666825	CRJ	Ohio Transit Risk Pool	7,749.92		
8/3/22	10804	CDJ	Amazon Capital Services		1,278.29	
8/3/22	10805	CDJ	Auditor of State		1,558.00	
8/3/22	10806	CDJ	Alpine Valley Water		52.75	
8/3/22	10807	CDJ	Richard L. Bowen & Associates,		119,463.28	
8/3/22	10808	CDJ	BCRTA Petty Cash		232.66	
8/3/22	10809	CDJ	Beckman Services		1,483.82	
8/3/22	10810	CDJ	Bryce's Lawncare & Landscaping		1,400.00	
8/3/22	10811	CDJ	Bethart Printing Services		189.00	
8/3/22	10812	CDJ	Cornett's Pressure Cleaning		510.00	
8/3/22	10813	CDJ	Code Software LLC (Clobba)		2,921.63	
8/3/22	10814	CDJ	Endeavor Business Media LLC		150.00	
8/3/22	10815	CDJ	Fuller Ford		413.30	
8/3/22	10818	CDJ	Franks Glass		85.00	
8/3/22	10819	CDJ	Gillig		944.20	
8/3/22	10820	CDJ	Jani-King of Cincinnati LLC		550.00	
8/3/22	10821	CDJ	Kimley-Horn And Associates, In		13,089.00	
8/3/22	10822	CDJ	Myers Equipment Corporation		53.85	
8/3/22	10823	CDJ	Minuteman Press - Fairfield		319.00	
8/3/22	10824	CDJ	ODACS, LLC		339.00	
8/3/22	10825	CDJ	Ohio Deferred Compensation		830.00	
8/3/22	10826	CDJ	Ohio Newspapers, Inc.		430.92	
8/3/22	10827	CDJ	RICOH USA, INC		10.15	
8/3/22	10828	CDJ	Talawanda School District		9,284.54	
8/3/22	10829	CDJ	Verizon Wireless		2,605.36	
8/3/22	10811V	CDJ	Bethart Printing Services	189.00		
8/3/22	10812V	CDJ	Cornett's Pressure Cleaning	510.00		
8/3/22	10813V	CDJ	Code Software LLC (Clobba)	2,921.63		
8/3/22	10814V	CDJ	Endeavor Business Media LLC	150.00		
8/3/22	10815V	CDJ	Fuller Ford	413.30		
8/3/22	10818V	CDJ	Franks Glass	85.00		
8/3/22	10819V	CDJ	Gillig	944.20		
8/3/22	10820V	CDJ	Jani-King of Cincinnati LLC	550.00		
8/3/22	10821V	CDJ	Kimley-Horn And Associates, In	13,089.00		
8/3/22	10822V	CDJ	Myers Equipment Corporation	53.85		
8/3/22	10823V	CDJ	Minuteman Press - Fairfield	319.00		
8/3/22	10824V	CDJ	ODACS, LLC	339.00		
8/3/22	10825V	CDJ	Ohio Deferred Compensation	830.00		
8/3/22	10826V	CDJ	Ohio Newspapers, Inc.	430.92		
8/3/22	10827V	CDJ	RICOH USA, INC	10.15		
8/3/22	10828V	CDJ	Talawanda School District	9,284.54		
8/3/22	10829V	CDJ	Verizon Wireless	2,605.36		

8/3/22	10830	CDJ	Bethart Printing Services		189.00
8/3/22	10831	CDJ	Cornett's Pressure Cleaning		510.00
8/3/22	10832	CDJ	Code Software LLC (Clobba)		2,921.63
8/3/22	10833	CDJ	Endeavor Business Media LLC		150.00
8/3/22	10834	CDJ	Fuller Ford		413.30
8/3/22	10837	CDJ	Franks Glass		85.00
8/3/22	10838	CDJ	Gillig		944.20
8/3/22	10839	CDJ	Jani-King of Cincinnati LLC		550.00
8/3/22	10840	CDJ	Kimley-Horn And Associates, In		13,089.00
8/3/22	10841	CDJ	Myers Equipment Corporation		53.85
8/3/22	10842	CDJ	Minuteman Press - Fairfield		319.00
8/3/22	10843	CDJ	ODACS, LLC		339.00
8/3/22	10844	CDJ	Ohio Deferred Compensation		830.00
8/3/22	10845	CDJ	Ohio Newspapers, Inc.		430.92
8/3/22	10846	CDJ	RICOH USA, INC		10.15
8/3/22	10847	CDJ	Talawanda School District		9,284.54
8/3/22	10848	CDJ	Verizon Wireless		2,605.36
8/3/22	10843V	CDJ	ODACS, LLC	339.00	
8/3/22	10849	CDJ	ODACS, LLC		339.00
8/4/22	AT-08/04/22	CDJ	BCRTA PNC Card Purchases		8,919.89
8/4/22	6611209	CRJ	BCRTA Items	1,292.00	
8/4/22	PRWE 07/29/22	GENJ	1487		69.23
8/4/22	PRWE 07/29/22	GENJ	1052		116,694.93
8/4/22	PRWE 07/29/22	GENJ	1486		106.20
8/4/22	PRWE 07/29/22	GENJ			2,845.29
8/4/22	PRWE 07/29/22	GENJ	1485		137.20
8/4/22	PRWE 07/29/22	GENJ			21,089.33
8/5/22	AT 08/05/22	CDJ	Paycom		1,139.28
8/10/22	10850	CDJ	Cintas Uniforms		1,847.45
8/10/22	10851	CDJ	Allied Fence Builders Inc		11,991.75
8/10/22	10852	CDJ	Affordable Pest Control Inc.		53.00
8/10/22	10853	CDJ	Bethesda Healthcare Inc.		2,418.70
8/10/22	10854	CDJ	Blashock Plumbing Inc.		352.00
8/10/22	10855	CDJ	Cintas Corporation		611.99
8/10/22	10856	CDJ	Cornett's Pressure Cleaning		445.00
8/10/22	10857	CDJ	ConnectPoint, Inc		1,220.00
8/10/22	10858	CDJ	Cintas Uniforms		1,946.74
8/10/22	10859	CDJ	Fuller Ford		145.38
8/10/22	10860	CDJ	Franks Glass		166.84
8/10/22	10861	CDJ	Gillig		1,688.48
8/10/22	10862	CDJ	GemCity Tires, Inc		11,328.87
8/10/22	10863	CDJ	Health Transit Pool of Ohio		55,000.00
8/10/22	10864	CDJ	KOI Enterprises, Inc.		1,663.07
8/10/22	10865	CDJ	Millennium Business Systems,LL		324.85
8/10/22	10866	CDJ	Myers Equipment Corporation		993.14
8/10/22	10867	CDJ	ODACS, LLC		269.00
8/10/22	10868	CDJ	PERS		105,833.97

8/10/22	10869	CDJ	Rumpke Of Ohio Inc.		278.56
8/10/22	10870	CDJ	Treasurer State of Ohio		378.00
8/11/22	286721	CRJ	City of Middletown	141,338.19	
8/11/22	6322	CRJ	GovDeals.com	72.00	
8/15/22	!0408542	CRJ	MU Alumni Association	860.00	
8/16/22	ACH08/16/2022	CDJ	SuperFleet Mastercard Program		50,882.70
8/17/22	6800	CRJ	GovDeals.com	57.00	
8/17/22	0047365272	CRJ	Ohio Dept of Medicaid	105.00	
8/17/22	0047370266	CRJ	Ohio Department of Transportat	20,345.42	
8/18/22	10798V	CDJ	Miami University	250.00	
8/18/22	PRWE 08/12/2022	GENJ			2,080.70
8/18/22	PRWE 08/12/2022	GENJ	1488		137.20
8/18/22	PRWE 08/12/2022	GENJ			22,282.41
8/18/22	PRWE 08/12/2022	GENJ	1490		69.23
8/18/22	PRWE 08/12/2022	GENJ	1489		106.20
8/18/22	PRWE 08/12/2022	GENJ			120,916.42
8/19/22	08/19/2022	CRJ	BCRTA Items	185,397.30	
8/19/22	773804858	CRJ	Ohio Transit Risk Pool	2,669.58	
8/19/22	0047374644	CRJ	Ohio Department of Taxation	5,373.72	
8/19/22	0047374645	CRJ	Ohio Department of Taxation	11,045.63	
8/19/22	AT 08/19/22	CDJ	Paycom		1,155.14
8/19/22	282747	CRJ	Farebox Receipts	95.66	
8/22/22	10871	CDJ	Alpine Valley Water		26.24
8/22/22	10872	CDJ	City of Hamilton - Utilities		2,933.09
8/22/22	10873	CDJ	Cornett's Pressure Cleaning		645.00
8/22/22	10874	CDJ	Gillig		629.59
8/22/22	10875	CDJ	GMV SYNCROMATICS		41,360.00
8/22/22	10876	CDJ	Graphic Village		501.12
8/22/22	10877	CDJ	KOI Enterprises, Inc.		3,990.58
8/22/22	10878	CDJ	Luxurious Wraps, LLC		3,210.00
8/22/22	10879	CDJ	Miami University		250.00
8/22/22	10880	CDJ	NEORide		7,650.00
8/22/22	10881	CDJ	Ohio Deferred Compensation		855.00
8/22/22	10882	CDJ	Ohio Transit Risk Pool		42,478.93
8/22/22	10883	CDJ	Port Technology LLC		7,795.31
8/22/22	10884	CDJ	Trebor Electrical Contractors		278.00
8/22/22	10879V	CDJ	Miami University	250.00	
8/22/22	10885	CDJ	Miami University		250.00
8/30/22	10885V	CDJ	Miami University	250.00	
8/30/22	10886	CDJ	Altafiber		142.47
8/30/22	10887	CDJ	Cornett's Pressure Cleaning		2,555.00
8/30/22	10888	CDJ	Fuller Ford		101.04
8/30/22	10889	CDJ	Gillig		60.00
8/30/22	10890	CDJ	COH- Hamilton Fiber		1,483.95
8/30/22	10891	CDJ	Hunter Marketing		4,101.25
8/30/22	10892	CDJ	Kimley-Horn And Associates, In		825.00
8/30/22	10893	CDJ	Minuteman Press - Fairfield		337.80

8/30/22	10894	CDJ	MU Parking & Transportation Sr		250.00		
8/30/22	10895	CDJ	Ohio Newspapers, Inc.		63.95		
8/30/22	10896	CDJ	Sedgwick Claims Mgmt Svcs, Inc		2,540.00		
8/30/22	10897	CDJ	Verizon Wireless		123.13		
8/30/22	10898	CDJ	WSP USA Inc.		743.17		
8/30/22	10899	CDJ	Zep Manufacturing		175.63		
8/30/22	01101814	CRJ	Butler County Veterans Service	2,539.12			
8/30/22	01101815	CRJ	Butler County Veterans Service	3,436.60			
8/30/22	774569052	CRJ	Ohio Transit Risk Pool	7,512.35			
8/30/22	7702	CRJ	GovDeals.com	30.00			
8/30/22	!0409426	CRJ	Miami University	251,081.40			
			Current Period Change	980,720.43	865,204.09	115,516.34	
8/31/22			Ending Balance			471,275.21	

Savings - PNC (National City)

8/1/22			Beginning Balance				49,870.85
8/1/22	08/01/22	GENJ	Service Charge		3.96		
8/3/22	AT PP 08/03/22	CRJ	BCRTA Items	49.70			
8/11/22	MAS 081122	CRJ	Farebox Receipts	307.44			
8/31/22	CC 08/31/22	CRJ	Farebox Receipts	39.51			
8/31/22	08/31/22	GENJ	Interest Income	0.45			
			Current Period Change	397.10	3.96	393.14	
8/31/22			Ending Balance			50,263.99	

Savings - PNC Bank \$\$

8/1/22			Beginning Balance				1,458,990.85
8/1/22	08/01/22	GENJ	Service Charge		2.00		
8/19/22	08/19/2022	CRJ	BCRTA Items - xfer \$\$ saving to checking		185,397.30		
8/31/22	08/31/22	GENJ	Interest Income	12.53			
			Current Period Change	12.53	185,399.30	-185,386.77	
8/31/22			Ending Balance			1,273,604.08	

Investment - STAR Ohio

8/1/22			Beginning Balance				3,714,478.21
8/31/22	08/31/22	GENJ	Interest Income	7,182.30			
			Current Period Change	7,182.30		7,182.30	
8/31/22			Ending Balance			3,721,660.51	

BCRTA
Balance Sheet
August 2022

Assets

Current Assets

Checking - PNC	471,275.21
Savings - PNC	50,263.99
Savings - PNC	1,273,604.08
STAR Ohio	3,721,660.51
M&S Inventory	75,161.08
Petty Cash	1,000.00
Accounts Receivable	2,184,600.08
Prepays	88,675.55
	<hr/>
	7,866,240.50

*Other Assets

Net Pension Asset	37,624.00
Net OPEB Asset	347,230.00
Deferred Outflows-Pensions	513,337.00
Deferred Outflows-OPEB	228,073.00

Property & Equipment

Vehicles	12,087,369.05
Buildings & Land	2,734,604.53
Furniture & Equipment	1,375,167.71
Amenities & Misc.	69,631.89
WIP-Building	79,945.00
WIP-Technology Upgrade	760,669.19
WIP-Chestnut Fields	881,969.20
Accum. Depr.	(8,747,022.91)
	<hr/>
	10,368,597.66

Total Assets

18,234,838.16

Liabilities & Equity

Current Liabilities

Accounts Payable	259,365.36
Payroll Payables	219,882.62
Other Payables	-
Accrued PTO	148,508.41
Reserve ACA Fines	-
FTA Vehicle Funds	68,131.00
Future Match Funds	35,416.65
Unearned Tickets	15,887.50
	12,100.00
	425.00
	<hr/>
	759,716.54

*Long-term Liabilities

Net Pension Liability	2,837,919.00
Deferred Inflows-Pensions	1,354,577.00
Deferred Inflows-OPEB	1,137,453.00

Equity

Balance Equity	2,861,645.23
Federal & State Capital	15,855,441.25
Local Capital	89,410.00
Retained Earnings	(8,312,870.02)
Net Income	1,651,546.16
	<hr/>
	17,475,121.62

Total Liabilities
and Capital

18,234,838.16

**BCRTA
Cash Reserves**

August 2022

Current Assets	7,866,240.50
Current Liabilities	<u>(759,716.54)</u>
Available Funds	7,106,523.96

Board Reserves

Local Share Grant Obligations		
OH-2018-21-00	311,087.75	
OH-2021-56-00	1,585,322.00	
OH-2021-60-00	2,508,512.00	
Less Miami University Chestnut Fields Match	(1,600,000.00)	
Less Projected Local Match	<u>(1,828,838.00)</u>	MU, MED, R6, VA
Match Required or (Overmatch)	976,083.75	
FTA Grants	976,083.75	Match Required
Working Capital Funds (2 Mths.)	1,247,033.00	
Capital Replacement Funds	2,386,834.40	2023 - 2027 Local Share of Projects Not Yet on Grants
Contingency Funds	<u>-</u>	
Total Board Reserves	4,609,951.15	
Non-Restricted Funds	2,496,572.81	



2023 Meeting Dates

MONTH	Deadline for BCRTA Agenda Items	Transit Alliance of Butler County	BCRTA Committees	BCRTA Public Board Meeting
	4:00 PM	11:30 AM	8:00 AM	8:00 AM
January	4	11	11	18
February	1	NONE	8	15
March	1	NONE	8	15
April	5	12	12	19
May	3	NONE	10	17
June	7	NONE	14	21
July	5	12	12	19
August	2	NONE	9	16
September	6	NONE	13	20
October	4	11	11	18
November	1	NONE	8	15
December	NONE	NONE	NONE	NONE

TO: BCRTA Board of Trustees
FROM: Matthew Dutkevicz and Meagan Varney



RE: *Action Item – 2021-050 Integrated Mobility Platform*

October 19, 2022

STRATEGIC PLAN GOAL / OBJECTIVE

Enhancing Connectivity and Improving Mobility & Eliminating Barriers

RECOMMENDATION

Authorize the Executive Director to engage BCRTA as a participating agency under the contract between NEORide and Via Mobility LLC for implementation of on-demand transit deployment technology for an amount not to exceed \$330,598.35.

FINANCIAL CONSIDERATIONS

The base Agreement between NEORide, as representative for all participating agencies, and Via Mobility LLC is a contract for services for a term of one (1) year plus four (4) additional optional years with a total expenditure not to exceed \$330,598.35.

NEORide, as the designated grantee of all federal and state grants to support public transit within Ohio, is in receipt of significant funds to cover this contract on behalf of the agencies. Participating agencies are only responsible for their grant share contribution amount, which for BCRTA is \$15,000.00.

BUSINESS PURPOSE

As the current contract for our mobility platform is expired, BCRTA will implement this updated on-demand transit deployment technology for our fleet of vehicles used in non-traditional services (such as micro-transit). This updated technology will improve upon our level of service and the platform's functionality and accessibility.

LEGAL CONSIDERATIONS

Section 306.43 of the Ohio Revised Code authorizes BCRTA to contract for the provision of goods and services.

BCRTA Resolution No. 22-10-01

Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Participate in a Contract with NEORide for On-Demand Transit Technology Services.

Whereas NEORide, as the designated grantee of all federal and state grants to support public transit within Ohio and as the council of governments for 19 regional transit agencies, solicited proposals to obtain an Integrated Mobility Platform for multiple transit agencies within its council; and

Whereas BCRTA, as a member of NEORide, joined the solicitation as an interested participating agency; and

Whereas NEORide received five (5) proposals from Ecolane, HBSS Connect Corp, Spare Labs Inc., The Routing Company, and Via Mobility LLC; and

Whereas a selection committee comprised of members from all participating agencies evaluated all proposals for each company's Qualifications and Capabilities, Statement of Understanding, Statement of Proposed Cost, Detailed Costs, Related Experiences and References, their Technical Proposal, and Accessibility of assigned staff to participating agencies; and

Whereas the selection committee determined that Via Mobility LLC's proposal most closely addressed the needs of participating agencies, and requested a Best and Final Offer from them for the purposes of making a final determination and obtaining a final price; and

Whereas the selection committee confirmed that, after review of the Best and Final Offer, that the technology platform proposed by Via Mobility LLC was the most advantageous to all participating agencies, including BCRTA.

Now therefore be it resolved that the BCRTA Board of Trustees hereby authorizes the BCRTA Executive Director to participate in the existing contract, subject to legal review, between NEORide and Via Mobility LLC for the provision of on-demand transit deployment technology for the period of one (1) year, with four (4) optional additional years at a cost of \$300,543.95 plus a 10% contingency for a total not to exceed cost of \$330,598.35 without additional board approval.

Approved: October 19, 2022

Chris Lawson
Board President

Matthew Dutkevicz
Executive Director

BCRTA Resolution No. 22-10-02

Appointing Directors to the Transit Alliance of Butler County (TABC) Board of Directors.

Whereas the Transit Alliance Board of Directors amended its Code of Regulations as of August 18, 2008 to make BCRTA its sole member; and

Whereas the TABC Code of Regulations requires that the corporation have at least nine (9) directors and collectively they shall be known as the Board of Directors; and

Whereas the TABC Code of Regulations requires that the Member elect the Directors of the Corporation.

Now, therefore be it resolved that the BCRTA Board of Trustees hereby appoints the following individuals to three (3) year terms as members of the Board of Directors of the TABC.

- Ms. Tracy Bishop, New Appointment
 - term to expire June 30, 2025
- Ms. Amelia Glenchur, New Appointment
 - term to expire June 30, 2025

Furthermore, the BCRTA Board of Trustees authorizes the Executive Director to work with the TABC Board of Directors to take all actions necessary to enact this resolution.

Adopted: October 19, 2022

Chris Lawson,
BCRTA Board President

Matthew Dutkevicz,
BCRTA Executive Director

BCRTA Resolution No: 22-11-01

Adoption of the FY2023 Accrual Operating Budget for the Butler County Regional Transit Authority (BCRTA).

Whereas, the FY2022 appropriations for the Butler County Regional Transit Authority (BCRTA) will expire on December 31, 2022; and

Whereas, it is the desire of the BCRTA to appropriate the following funds to provide for the operating expenses of the agency during FY2023:

FY2023 Accrual Budget Summary (details contained in attached Exhibit):

Revenues:	\$10,800,429
Expenses:	\$8,178,007

Now therefore be it resolved that the BCRTA Board of Trustees hereby authorizes the adoption of the attached FY2023 Accrual Operating Budget.

Approved: November 16, 2022

BCRTA Board President
Chris Lawson

BCRTA Executive Director
Matthew M. Dutkevicz

2023 Proposed Operating Budget

Draft - Subject to Board Approval

	2022	2023		2022	2023
	Current	Proposed		Projected	Tax
	Budget	Budget			Budget
Revenues					
Passenger Fares	\$ 116,400	121,125	Bgo full year, better payment options with Via	22,432	59,364
Contract Fares	140,800	90,720	BCVSC contract renewal	160,946	287,232
Partnership Transit Rev.	1,980,000	1,236,000	COM Funding for Regional Routes and all ADA & DR Service with Bcrta Drivers	1,407,853	1,407,517
Transit Development Rev.	2,025,250	2,447,312	MU back to normal service levels, increase to hourly rate	2,258,474	2,065,756
Management Services	245,280	274,714	No change in service, CPI increase to monthly rate	235,060	294,336
Other Services	-	-	None Planned	-	-
Interest & Other	22,300	134,390	Interest Income, Scrap Sales, Refunds, Etc.	74,993	22,746
Agency Funding	38,000	90,000	Support from BC CDBG, Hamilton CDBG, TABC 5310	71,757	87,793
State Funding	134,000	284,000	State Operating & Planning Funds	149,369	305,000
Federal Funding	4,873,345	5,822,168	Assumes 100% ARPA funds	5,448,806	5,561,672
Park-n-Ride Program	560,000	300,000	SORTA Federal Transfer (conservative estimate partial year)	519,871	280,000
In-Kind Items	-	-		-	-
Total Revenues	\$ 10,135,375	10,800,429		10,349,560	10,371,416
Expenses					
Wages	\$ 3,481,326	3,872,323	Salary Study wage adjustments for full year, New Positions filled	3,412,031	3,764,096
Fringes	1,867,153	1,821,597	Full time benefits, plus PERS, Medicare, WC, & PTO	1,712,631	1,963,180
Services	1,064,360	697,788	Allows for new Acct & Maint software fees, Mkting, A&E Master Plan	686,972	1,085,647
Materials & Supplies	598,350	911,550	SAAS fees, Fuel Costs at Moderate Rate	894,004	610,317
Utilities	131,152	90,320	Communication Costs w/ no wifi on buses	90,548	133,775
Insurance	219,828	304,175	OTR coverage and hardening market driving cost up (less recoveries), Health Pool Admin Costs	290,307	224,225
Taxes	-	-	None Planned	-	-
Purchased Transportation	560,000	300,000	SORTA Park-n-Ride (conservative estimate partial year)	519,871	280,000
Misc. Items	79,900	130,254	Staff training, advertising, Membership in APTA	71,396	81,498
Leases & Rentals	-	-	None Planned	-	-
Contingency	20,000	50,000	Contingency	-	50,000
Total Expenses	8,022,069	8,178,007		7,677,759	8,192,738
Gain/Loss before Depr, NP & OPEB Exp	2,113,306	2,622,422	To cover Local share of Depreciation, Net Pension & OPEB Expenses	2,671,801	2,178,679
BCRTA share of Depreciation	324,000	290,662	BCRTA share of Depr = approx \$24K/mo.		
Est. Net Pension & OPEB Exp. (Income)	818,495	(711,318)	Estimated Net Pension & OPEB Expense (Income)		
Gain/Loss	\$ 970,811	\$ 3,043,078		\$ 2,671,801	\$ 2,178,679

BCRTA Resolution No. 22-11-02

Authorization of FY2023 Appropriations and Acceptance of the Butler County Regional Transit Authority (BCRTA) Fiscal Officer’s Certification of Funds and Estimation of Revenues.

Whereas, the FY2022 appropriations for the Butler County Regional Transit Authority (BCRTA) will expire on December 31, 2022, and

Whereas, on November 16, 2022 the BCRTA Board of Trustees adopted a FY 2023 Accrual Operating Budget; and

Whereas, additional appropriations to include FY2022 carryforward items and FY2023 capital expenditures must likewise be adopted by the BCRTA Board of Trustees; and

Whereas, the BCRTA Board of Trustees authorizes the following fiscal year appropriations and accepts the fiscal officer certification of funds and estimation of revenues as follows:

FY2023 Funds & Appropriations

Projected Cash Balance 1-1-2023	\$ 6,257,332
Estimated Revenues	\$ 29,489,146
Authorized Appropriations	\$ 29,392,152

Projected Year-End Funds	\$ 6,354,326

Now therefore, be it resolved:

That the BCRTA Board of Trustees hereby authorizes the above FY2023 appropriations and accepts the fiscal officer’s certification of funds and estimation of revenues. Furthermore, the BCRTA Secretary/Treasurer is authorized to do all things necessary to enact this resolution.

Approved: November 16, 2022

Board President
Chris Lawson

Executive Director
Matthew Dutkevicz

I, Delene Weidner, Fiscal Officer of the BCRTA, hereby certify the following:

Estimated Cash Balances as of 1-1-23 (General Transit Fund)

On Deposit - Checking	110,120.00
On Deposit - Savings I	1,373,604.00
On Deposit - Savings II	50,948.00
On Deposit - STAR Ohio	4,721,660.00
BCRTA Petty Cash Fund	1,000.00
	<u>6,257,332.00</u>

Estimated Revenues for FY2023 (General Transit Fund)

BCRTA - FY23 Receivables	255,000.00
	<u>255,000.00</u>
FY2021 Operations	
Passenger Fares	121,125.00
Contract Revenues	90,720.00
Partnership Transit Revenues	1,236,000.00
Transit Development Program	2,447,312.00
Sale of Services	274,714.00
Park-n-Ride Program	300,000.00
Federal Operating Funds	5,822,168.00
State Operating Funds	284,000.00
Agency Operating Funds	90,000.00
Other Revenues	134,390.00
	10,800,429.00
Federal Capital Grant Funds	16,001,708.00
State Capital Grant/Other Funds	2,432,009.00
	18,433,717.00
Total Funds Available	35,746,478.00

Anticipated Appropriations for FY2023 (General Transit Fund)

BCRTA - FY23 Payables	255,000.00
	<u>255,000.00</u>
FY2021 Operations	
Wages	3,872,323.00
Fringes	1,821,597.00
Services	697,788.00
Materials & Supplies	911,550.00
Utilities	90,320.00
Insurance	304,175.00
Taxes & Fees	-
Purchased Transportation	300,000.00
Misc. Items	130,254.00
Leases & Rentals	-
Contingency	50,000.00
	8,178,007.00
FY2023 Capital Items	
Revenue Vehicles & Related Items	1,854,353.00
Transit Centers & Facility Improvements	18,720,542.00
Equipment, Technology, Amenities & Other	384,250.00
	<u>20,959,145.00</u>
Total Appropriations	29,392,152.00
Projected Funds Available 12-31-23	6,354,326.00

BCRTA Resolution No. 22-11-03

Confirmation of Board Policy 6-02 Investments

Whereas, 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

Whereas, the BCRTA is governed by a Board of Trustees that serve as trustees of BCRTA assets; and

Whereas, on March 18, 2009 the Board adopted Board Policy 6-02 Investments; and

Whereas, the policy includes a requirement for an annual Board review as part of the budget process.

Now therefore be it resolved that the BCRTA Board of Trustees hereby confirms Board Policy 6-02 Investments.

Furthermore, the BCRTA Board of Trustees authorizes the Executive Director to take actions necessary to assure organizational compliance with the terms of this policy.

Approved: November 16, 2022

Board President
Chris Lawson

Executive Director
Matthew M. Dutkevicz

BCRTA Resolution No. 22-11-04

Confirmation of Board Policy 6-08 Reserves

Whereas, 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

Whereas, the BCRTA is governed by a Board of Trustees that serve as trustees of BCRTA assets; and

Whereas, on October 20, 2010 the Board adopted Board Policy 6-08 Reserves; and

Whereas, on November 14, 2012 and June 18, 2014 the Board amended Board Policy 6-08 Reserves; and

Whereas, the policy includes a requirement for an annual Board review as part of the budget process.

Now therefore be it resolved that the BCRTA Board of Trustees hereby confirms Board Policy 6-08 Reserves.

Furthermore, the BCRTA Board of Trustees authorizes the Executive Director to take actions necessary to assure organizational compliance with the terms of this policy.

Approved: November 16, 2022

Board President
Chris Lawson

Executive Director
Matthew M. Dutkevicz

METRIC DASHBOARD

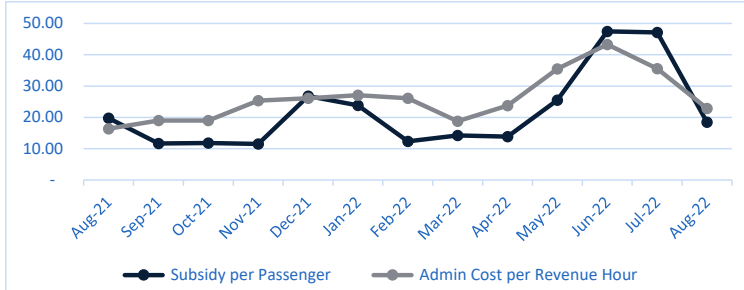
August 2022

Leveraging Competitive Funding & Partnerships

Average Fleet Age

4.77

Since Last Month (0.01) -0.21%
Since Last Year 0.94 19.71%



Enhancing Connectivity

BCRTA Transit App Users

4,645

Since Last Month 4,509 97.07%
Since Last Year 3,993 85.96%

BGO App Rides/Total BGO Rides

5.31%

Since Last Month 4.27% 80.45%
Since Last Year -47.89% -901.67%

BCRTA Transit App Downloads

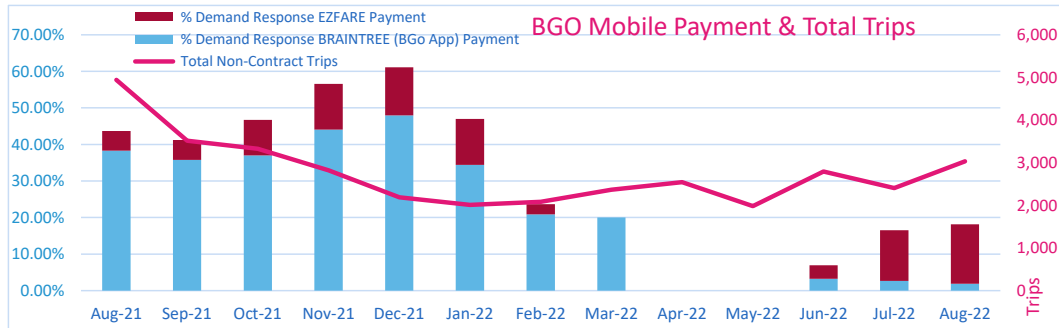
1,640

Since Last Month 1,252 76.34%
Since Last Year 873 53.23%

BGO App Downloads

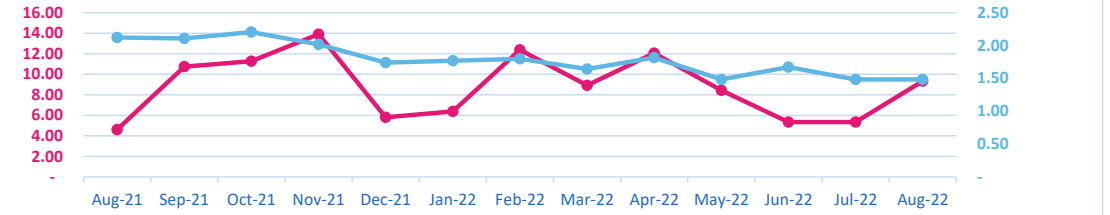
333

Since Last Month 245 73.57%
Since Last Year (87) -26.13%

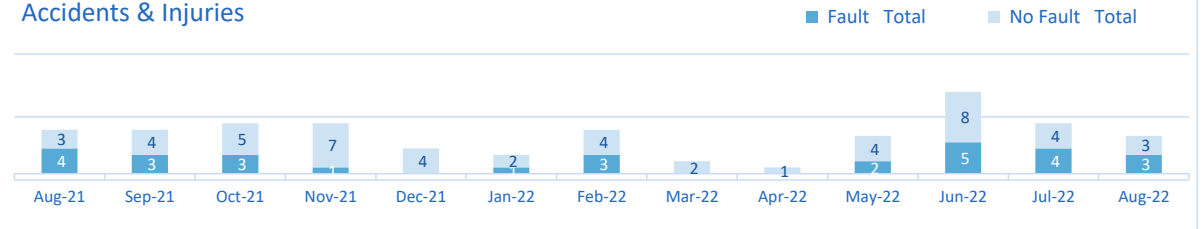


Improving Mobility & Eliminating Barriers

Pax per Revenue Hour



Accidents & Injuries



Target Operator Staffing

65%

Since Last Month -53.26%
Since Last Year 9.64%
12 Month Average 79.31%
GOAL 100.00%

Denials & Refusals/Total BGO

10.13%

Since Last Month 6.89%
Since Last Year 5.23%
12 Month Average 47.13%
GOAL 0.00%

Supporting Employers

42X Park & Ride Total Trips

1,461

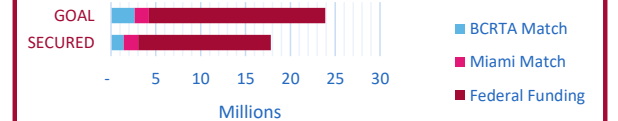
Since Last Month 349 24%
Since Last Year 177 12%

BGO Employment Trips

1,719

Since Last Month 412 23.97%
Since Last Year 316 18.38%

Developing Multimodal Infrastructure



Days Until Chestnut Fields Completed

670



Director's Notes – October 2022

A. Staffing & Facility

1. Staffing

Since raising wages in May, the applicant pool has begun to increase. Staffing is not ahead of the curve yet, but initial trends are looking positive.

BCRTA is currently seeking to fill the following positions:

Dispatcher - Full Time	Location: Hamilton, OH Department: BCRTA Type: Full Time
Trustee	Location: Hamilton, OH Department: Board of Trustees Type: Volunteer
Mobility Management Specialist	Location: Hamilton, OH Department: Mobility Management Type: Full Time
Bus Driver - Fixed Route	Location: Hamilton, OH Department: Operations Type: Full Time
Bus Driver - No CDL Required	Location: Hamilton, OH Department: Operations Type: Full Time
Dispatcher - Part time	Location: Hamilton, OH Department: Operations Type: Part Time
Miami U SafeRide - Night Shift Van Drivers	Location: Oxford, OH Department: Operations Type: Part Time
Operations Street Supervisor	Location: Hamilton, OH Department: Operations Type: Full Time
Vehicle Operator Trainer	Location: Hamilton, OH Department: Operations Type: Full Time
Customer Service Supervisor	Location: Hamilton, OH Department: Operations Support Type: Full Time
TABC Board of Directors	Location: Hamilton, OH Department: Transit Alliance of Butler County Type: Volunteer

A biweekly email digest of open positions is available. Please contact Mary Jane Leveline, BCRTA Talent & Benefits Manager (levelinem@butlercountyrta.com) if you would like to be added to the mailing list.

2. OPTA 4 Under 40

Earlier this month at the Ohio Public Transit Association (OPTA) statewide conference, Luke Morgan, BCRTA Director of Operations, was recognized as a “rising star” by receiving one of the association’s annual Four Under Forty awards. The honor is awarded to transit professionals and stakeholders under the age of forty to celebrate the future of transit in Ohio within their specific communities.

B. Planning

1. Medicaid Service Provider

Without opposition at the August Board meeting, staff will be taking steps to eliminate Medicaid services from BCRTA’s offerings beginning in 2023. Affected riders can seek travel training assistance from Shawn Cowan, Outreach & Communications Manager, cowans@butlercountyrta.com. Notices will be sent in early November.

2. Transit Studies

Kimley-Horn is working with staff to prepare alternative scenarios for public feedback in October and November. Staff will be seeking speaking opportunities throughout the

Director’s Notes – October 2022

community to solicit feedback and engagement. If you know of an opportunity or would like to invite staff to an event to speak about proposed plans and feedback, please contact Shawn Cowan, cowans@butlercountyrta.com.

3. **Regional Gap Study**
BCRTA has kicked off a regional gap study with SORTA, TANK, and other local transit agencies to identify travel patterns not served without regard to county borders. Benesch is the consultant firm. A report should be available in Q1 2023
4. **Regional Alternative Fuel Study**
BCRTA is underway with an alternative fuel study awarded to WSP. BCRTA partnered with SORTA and TANK to commission the study that will examine the best alternative fuels to suit the regional providers’ needs. A report is due in Q1 2023.
5. **Chestnut Street Multimodal Station**
Information is available at the [BCRTA “Major Projects” webpage](#).

The latest cost estimate is over \$23M which includes the total design fee and bus wash facility. The estimate does include contingency costs. Staff are aggressively pursuing cost savings in design and additional funding as available.

Unfortunately, BCRTA was not successful with a 2022 Discretionary Section 5339 grant request to close the funding gap. During an application debrief with FTA officials, staff learned that the application was, in fact, highly rated in 5 of 6 categories. The one area that was “recommended,” but not “highly recommended” was “Local Financial Commitment.” Officials noted that the program was considerably oversubscribed (\$1.7B available, \$7.7B requested) and encouraged BCRTA to reapply next year.

BCRTA received a small award from ODOT in the amount of \$500k. Staff are inquiring about additional available lapsing funds elsewhere in the state that could be applied to the project in the coming months.

Chestnut Fields Multimodal Station & Shared Services Facility Funding Summary as of September 29, 2022			
Source	FY	Share	Amount
FTA 5339b	2017	80%	2,668,750
FTA 5339b	2020	80%	2,000,000
CMAQ Awarded via OKI	2022	80%	4,500,000
Misc CMAQ holder	??	80%	4,599
FTA 5307	2019	80%	200,000
FTA 5307	2021	80%	653,705
FTA 5339	2017	80%	181,012
FTA 5339	2018	80%	162,148
FTA 5339	2019	80%	4,294
FTA 5339	2019	80%	162,148
FTA 5339	2020	80%	142,136
FTA 5339	2021	80%	60,837
FTA 5339	2021	80%	162,148

Director's Notes – October 2022

FTA 5339	2022	80%	229,051
OTPP Federal Flex Funds	2023	80%	500,000
CMAQ OKI 10% +UP	Pending	80%	450,000
ODOT Lapsing 5307 (Lorain/Parkersburg)	2017	100%	2,726,098
Miami University Local Cash on Hand	-		1,600,000
ODOT Local Match	-		
BCRTA Required Match	-		1,420,207
BCRTA Local Cash Reserve	-		
Unfunded	-		6,067,717
TOTAL PROGRAMMED TO DATE			17,827,133

Lease negotiations have ramped up recently, but no agreement has been finalized yet.

C. Funding & Discretionary Grant Availability

1. Pricing Increases

For the past several weeks, staff have been receiving unilateral pricing increase demands from many vendors, anywhere from 7% to nearly 70%. Those with the biggest impacts are coming from vehicle contracts, although BCRTA is seeing significant increases in other areas as well. Both the pending small bus delivery and commuter coach purchase are included in these proposed increases. Although BCRTA contracts generally do not allow for this kind of unilateral increase, staff are discussing options with legal counsel and evaluating alternatives. Ultimately, staff expect future budgets and expenses will be significantly affected by inflation. Staff are working 2023 budgets presently to provide realistic expectations and keep costs in budget.

2. Collision Avoidance Equipment

BCRTA has decided to partner with NEORide and peer agencies to solicit for onboard collision avoidance/mitigation equipment for a small pilot group of coaches. Some of the technology is new to the sector, but other agencies are also pursuing similar solutions. Partnering with NEORide should bring price competitiveness and create a knowledgebase working group within the State for staff support. *Implementation will be subject to grant availability pending any bus cost increases.*

3. SMART Grants

BCRTA is planning to partner with NEORide on another grant request: Strengthening Mobility And Revolutionizing Transportation. Applications for this program will focus on advanced driver assistance safety systems and predictive maintenance platforms. NO cost sharing is required for this program.

D. On the Horizon ...

1. Public Meeting Campaign

During late October and early November, BCRTA staff will be attending and presenting at many local public meetings including city councils, chambers, townships, and more. Staff will be presenting draft recommendations from the SRPS to solicit public comment

Director's Notes – October 2022

for the final recommendations and report. Public comment will be open from October 24 – November 24, 2022. Information and commenting is available at www.bcrtaatransitplan.com or under the major projects menu at www.butlercountyrta.com.

2. Trustee Meetings

Matt will be reaching out to meet individually with trustees over the next few months to begin gathering feedback for a strategic planning retreat to take place in Q1 2023. Watch for an email with more information.

3. Strategic Planning Retreat

Staff will be soliciting this fall for a strategic planning consultant to convene a short retreat for the Board and senior staff in early 2023 after a final report is available from the Short-Range Planning Study. Please communicate any requests or date restrictions to Matthew Dutkevicz, dutkeviczmm@butlercountyrta.com.

4. Upcoming Procurements >\$25,000

Item	Procuring Agency	Estimated Spend	Estimated Term	Reason for Purchase
Microtransit/DRT/ADA Software Solution	NEORide	330.6K	5	Contract Expiration
Procurement , Maintenance, and Finance Software Integrated Solution – Phase II	BCRTA	100k	5	New
Collision Avoidance System	MTS	30K – 270K	5	New
Light transit Vehicles (21-05-02 reauth new bidder)	BCRTA	1.663M	State Term	Replacement
Strategic Plan Facilitation	BCRTA	30K	1	New
Human Resource Information System (HRIS)	BCRTA	162K	5	Contract Expiration
Parking Lot Construction	BCRTA	TBD	Task	New
Tires	BCRTA	TBD	1	New
Chestnut Fields A&E Part IV	BCRTA	TBD	Task	New
Chestnut Fields Construction	BCRTA	21.9M	Task	New
Commuter Services Marketing & Branding Services	MTS	100K	1	New

Director's Notes – October 2022

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