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Ms. Kathy Wyenandt

#### Executive Director

Mr. Matthew M. Dutkevich

#### Legal Counsel

Mr. Brain Zets  
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 18, 2024 at 8:00 a.m.** This meeting will be held at **The Lee and Rosemary Fischer Innovation College@Elm, 20 S. Elm Street, 3<sup>rd</sup> Floor, Oxford, OH, 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 Ms. Sarah Schwartz at 513.785.4345 or 800.750.0750 (Ohio Relay Service).

## 2024 Butler County RTA Board of Trustees Attendance

	Jan	Feb	Mar	Apr	May	June	July	August	Sept	Oct	Nov	Dec
Bauer, Nick	X	X	X	X	X	X	X					
Brown-Jones, Yasmien						X	X					
Fehr, David	X	X	X	E	X	X	A					
Foster, Jim	X	X	X	X	X	X <sub>(8:07)</sub>	X					
Gordon, Perry	X	X	X	X	X	X	X					
Lawson, Chris	X	X	X <sub>(8:12)</sub>	E	X	X	X					
Shepard, Dannel	X	X	X	X	X	E	X					
Watt, Corey	X	X <sub>(8:04)</sub>	X	X	X	X	X					
Wyenandt, Kathy	E	X	X	X	X	X	E					

X = Present

E = Excused

E\* = Online not Official

A = Absent

**BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES**

**September 18, 2024 8:00 AM**

**Miami University College@Elm**

**20 S. Elm Street, 3<sup>rd</sup> Floor, Oxford, OH 45056**

**PRELIMINARY AGENDA**

**I. Call to Order & Roll**

**II. Consideration of Absences**

- A. Trustee Fehr has requested to be excused

**III. Consent Agenda (Motion Requested)**

- A. Approval of the Agenda
- B. Approval of the July 17, 2024 Meeting Minutes

**IV. Comments from Citizens**

**V. Secretary/Treasurer's Report – June and July 2024 (Motion Requested)**

**VI. Governance**

- A. Seeking 2025 Nominating Committee Volunteers

**VII. Action Items**

- A. **Resolution 24-09-01:** Amending BCRTA Resolution No. 23-10-02 to Authorize Additional Funds for Construction and Project Coordination Services for Chestnut Street Multimodal Station.
- B. **Resolution 24-09-02:** Amending BCRTA Resolution 23-11-07 to Authorize Additional Funds for the Inspections and Testing for the Chestnut Street Multimodal Facility Construction Project.
- C. **Resolution 24-09-03:** Accepting Resignations and Appointing Directors to the Transit Alliance of Butler County (TABC) Board of Directors.
- D. **Resolution 24-09-04:** Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Participation Agreement with NEORide Council of Governments to Purchase a Customer Relations Management Software System.
- E. **Resolution 24-09-05:** Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Enter into a Grant Agreement with the State of Ohio through the Ohio Office of Budget and Management (OBM).

**BUTLER COUNTY REGIONAL TRANSIT AUTHORITY BOARD OF TRUSTEES**

**September 18, 2024 8:00 AM**

**Miami University College@Elm**

**20 S. Elm Street, 3<sup>rd</sup> Floor, Oxford, OH 45056**

**VIII. Committee & Staff Reports**

A. OKI

B. Service & Metrics

Luke Morgan, Director of Operations

C. Marketing & Outreach

Shawn Cowan, Director of Customer Care and Public Engagement

D. Talent, Benefits, & Recruitment

Mary Jane Leveline, Director of People, Culture and Employee Development

E. Procurement

Meagan Varney, Procurement & Compliance Specialist

F. Director's Report

**IX. Executive Session**

Pursuant to Ohio Revised Code §121.22 G(1) to consider the employment and compensation of a public employee.

**X. Adjourn (Motion Requested)**



Middletown being over budget on the Federal Funding. This inverse relationship occurs due to the City of Middletown covering BCRTA expenses dollar-for-dollar.

Expenses at the end of May of \$3.4M are under budgeted amounts at only 33.6%. Ms. Weidner explained that Wages are under budget, but we should start seeing some increases as all wage adjustments have now been made. Changing to self-insurance and having no historical data to use for budgeting has resulted in being under budget in Fringes. This is also reflected in Insurance as some administrative fees were eliminated with being self-insured. Timing of marketing flights along with a high budget in Professional Services is causing Services to remain under-budget. Software expenses were moved from the Materials & Supplies account due to the implementation of GASB 96 (accounting for Subscription Based IT Arrangements) resulting in this account being under budget. Utilities remain under budget as no Wi-Fi has been provided on BCRTA routes as no demand has called for this to be implemented. Interest expenses due to GASB 96 and some early travel and annual breakfast expenses have the Misc. Items currently over-budget.

The Transaction logs for the month of May were included in the packet presenting all cash transactions for the period. No transactions were brought to the board's attention.

The balance sheet for May 2024 was presented showing Accounts Receivable and Accounts Payable with much higher balances than normal due to the receipt of invoices for the construction of Chestnut Street Station and the small bus replacements. The timing of the Federal draw requests and actual payment of the invoices had these accounts approximately \$4M higher than normal. The associated work in process accounts also reflects these transactions.

At the end of May, Available Funds were approximately \$10.4M. With Total Board Reserves at \$6.3M, Non-Restricted Funds at the end of April are \$4.1M. Non-Restricted funds will be needed for future operational needs.

Trustee Watt moved to approve the treasurer's report. Trustee Shepard seconded. All others voted in favor of approval.

## ***V. Action Items***

### **a. Resolution 24-07-01: Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Contract for TDP Consultant Services.**

Mr. Dutkevicz explained that TDP is a Transit Development Plan. This is work BCRTA is executing on behalf of the City of Middletown. ODOT is requiring smaller urban systems create, publish, and adopt a transit development plan with a 10-year outlook. These plans communicate what small urban grantees are doing with their grant money ensuring FTA funds are not left on the table. This enforces responsible planning. Mr. Auwae, BCRTA's project manager, as well as the consultant will collaborate on the TDP. Approval of the TDP document will go to Middletown City Council. The City of Middletown will either reimburse BCRTA for the consultant expenses or pay the consultant directly.

Ms. Varney added that there are two components of this plan: Community Outreach and transit

and analysis reporting. Alfred Benesch & Company are working on this. Trustee Watt asked if this is included in the contract with Middletown, Mr. Dutkevicz confirmed it is.

Trustee Watt moved to adopt Resolution 24-07-01. Trustee Foster seconded.

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

Trustee Bauer	Yes
Trustee Brown-Jones	Yes
Trustee Fehr	Absent
Trustee Foster	Yes
Trustee Gordon	Yes
Trustee Lawson	Absent
Trustee Shepard	Yes
Trustee Watt	Yes
Trustee Wyenandt	Absent

The resolution was adopted.

**b. Resolution 24-07-02: Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Contract for Physical Security and Access Control System Implementation.**

Mr. Dutkevicz stated this resolution came in well under the expected budget. This came in under budget due to blending SAAS and on prem costs. This resolution is to purchase security for all three BCRTA facilities. This will include cameras that are unified and connected to an access control system, all badges to door locks etc. This is a complete upgrade from the system BCRTA is currently using. Technology has advanced dramatically since BCRTA last purchased any type of security equipment. The new system will be NDAA compliant. Oxford is the base for this contract. Hamilton and Middletown will follow as two separate options. Hamilton and Middletown will be retrofitted due to the existing systems.

Ms. Varney explained that for this proposal the evaluation process was more robust. Considering price, experience, references, and subcontractor DBE's, Security 101 was the vendor of choice. Their DBE subcontracting will allow BCRTA to advance towards current DBE goals and the evaluation committee was comfortable with this choice.

Mr. Dutkevicz did say that there is a possibility of renegotiating by adjusting the amount of cameras. License plate reading technology was discussed. This technology could be useful, when the bus wash bay goes online, to use plates as credentials for using the wash bay. All of these security upgrades are also compliant with the replacement of onboard cameras that will have to be done in the next two (2) to three (3) years. This will bring all the security and functionality to one platform. This will be helpful if law enforcement has any requests. This

contract comes with a five-year warranty and service.

Trustee Gordon inquired how much of the designated funds are being spent on each branch? Ms. Varney answered that Oxford, not having any security system, will be roughly \$300,000.00 with Hamilton and Middletown consuming the remaining funds.

Trustee Brown-Jones moved to adopt Resolution 24-07-02. Trustee Foster seconded.

Upon a call of the roll, resulted as follows:

Trustee Bauer	Yes
Trustee Brown-Jones	Yes
Trustee Fehr	Absent
Trustee Foster	Yes
Trustee Gordon	Yes
Trustee Lawson	Absent
Trustee Shepard	Yes
Trustee Watt	Yes
Trustee Wyenandt	Absent

The resolution was adopted.

**c. Resolution 24-07-03: Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Participating Addendum to Purchase Finance Software.**

Ms. Weidner explained that the current software PeachTree, is single user and currently installed on a laptop in the server room. Employees must log in individually to use. It is the 2011 version. This program has been utilized as much as possible. There are many functions, especially in reporting, that PeachTree simply cannot do. The Finance Department has been looking to implement software that will not only solve these issues but also allow for growth. Finance software is no longer something that can be bought and installed, it is now SAAS.

Mr. Dutkevicz added that in shopping for finance software SAAS, prices were \$30,000-\$50,000 per year, with over \$100,000 in set up costs. Ms. Weidner continued that in order to save on costs, BCRTA's procurement arrangement with NEORide was explored, however the wants and needs of so many transit agencies did not come to fruition.

Ms. Varney stated that she found Oracle offered software suited for government agencies of smaller sizes. Oracle participates in NASPO, a large cooperative agreement platform that BCRTA can purchase from. The NASPO contract with Oracle is valid until 2026, and Oracle has confirmed that the NASPO contract will be reoffered. This Resolution for software will be for two (2) years, with renewal when NASPO is reoffered. Purchasing from this contract allows



BCRTA to avoid a long and lengthy RFP and realize 70% savings, costing BCRTA only \$20,000 per year.

Trustee Watt asked if after the two (2) year contract, will year three (3) or more still be offered at the \$20,000 price point? Ms. Varney stated that since the point of the program is to offer to smaller government agencies, there is no reason to think there would be spike in the price.

Trustee Brown-Jones moved to adopt Resolution 24-07-03. Trustee Foster seconded.

Upon a call of the roll, resulted as follows:

Trustee Bauer	Yes
Trustee Brown-Jones	Yes
Trustee Fehr	Absent
Trustee Foster	Yes
Trustee Gordon	Yes
Trustee Lawson	Absent
Trustee Shepard	Yes
Trustee Watt	Yes
Trustee Wyenandt	Absent

The resolution was adopted.

## **VI. Committee & Staff Reports**

### **a) OKI**

Mr. Dutkevicz stated he did not attend OKI this month. Trustee Lawson was not in attendance to share his insights into the monthly meeting.

### **b) Service & Metrics**

Mr. Morgan provided the Service & Metrics report.

#### **Leveraging Competitive Funding & Partnerships**

- Average Fleet Age
  - 6.55 years – This is an increase of 17.10 percent from May 2023.
- Subsidy per Passenger
  - The subsidy per passenger decreased in May of 2024 in comparison to last May by \$5.84 or 24.6 percent.
- Admin Cost Per Revenue Hour
  - Administrative Overhead cost per hour has decreased by \$7.75 or 20.4

percent comparing May of 2023 to May of 2024.

#### Enhancing Connectivity

- BCRTA Transit App Users
  - BCRTA had 4,309 users during the month of May for the Transit App. This is a 7.64 percent increase from the previous year.
  
- BCRTA Transit App Downloads
  - BCRTA tracked 1,059 new downloads for the Transit App in May of 2024. This is a 63.36 percent increase from the previous year.
  
- BGO App Rides/Total BGO Rides
  - 34.12 percent of all trips were booked utilizing the mobile application. This is a 58.55 percent increase from May of 2023.
  
- BGO App Downloads
  - BCRTA had 406 new users download the mobile application. This is a 51.23 percent increase from May of 2023.
  
- BGO Mobile Payment & Total Trips
  - BCRTA completed 4,382 non - contracted trips in May of 2024. This is a 34.621.8 percent increase in completed, non - contracted trips from May of last year.
  - No trips were paid for using the BCRTA mobile application (BrainTree).
  - 49.43 percent of all trips were paid for using EZFARE.

#### Improving Mobility & Eliminating Barriers

- Passengers Per Revenue Hour
  - Fixed routes had 11.11 passengers per revenue hour in May of 2024, this is a 25.5 percent increase from May of 2023.
  - Demand Response service had 1.77 passengers per revenue hour in May of 2024, this is a 6.8 percent decrease from May of 2023.
  
- Accidents and Injuries
  - Fault Total – BCRTA experienced five (5) at fault accidents in May of 2024.
  - No Fault Total – BCRTA also had five (5) no fault accidents.
  
- Target Operator Staffing
  - 63%
  - This number has decreased by 2.8 percent from the previous year.
  - The yearly average was 71.4 percent.
  
- Denials and Refusals/ Total BGO Trips
  - 39.09 percent of all requested BGO trips were refused or denied in May of 2024 due to time and capacity limitations. This is a 21.83 percent increase from May of 2023.

#### Supporting Employers

- Cincylink (formerly 42X) Total Trips
  - CincyLink had 2,425 riders. This is a 5 percent increase from May of the previous year.
  
- BGO Employment Trips
  - BCRTA completed 1,946 BGO trips for the purpose of employment in May of 2024, this is a 4.42 percent increase from the same month the previous year.
  
- Days Until Chestnut Street Completed
  - This field is to show the progress of our upcoming Chestnut Street Multimodal Station. BCRTA has secured funding for \$25,649,471 of our \$25,471,690 goal.
  - BCRTA expects this project to be completed within the next 453 days or 1.24 years.

#### **c) Marketing & Outreach**

Ms. Cowan stated with Hunter Marketing BCRTA contracts three employment “flights” per year. The second flight was released yesterday. This campaign will run through Labor Day. Depending on the results, a third flight may not be needed and the funds for that can be diverted to other needs. The results of these campaigns will be shared at future meetings.

The 30<sup>th</sup> Anniversary Summer of Celebration is currently underway. The Summer Shuttle is going well. The Hamilton businesses are excited and have been great partners in supporting BCRTA by advertising and displaying materials to spread the word about service.

Ms. Cowan continued, this Friday July 19 the Trolley will be at Monroe Park to participate in story time for MidPoint Library. The children can tour the trolley while getting coloring books and crayons. It is a great awareness campaign for parents who may not know about public transit.

Ms. Cowan added that the end of the Summer of Celebration will be August 24 at Hamilpalooza.

Ms. Cowan shared with the Board a Proclamation from The State of Ohio congratulating BCRTA on the 30<sup>th</sup> Anniversary. An additional proclamation is expected to come from Butler County soon, information on when that will be presented will be shared with the Board as soon as possible.

Ms. Cowan explained that Velosia, is creating a rewards app that will be used on CincyLink. Ms. Cowan added that she has been in contact with UC. They have begun promoting service for students and faculty. UC will subsidize a portion of the transportation costs for students and faculty.

**d) Talent, Benefits, & Recruitment**

Ms. Leveline stated that the drivers' increase in wages has already had a large impact on applications received and the marketing has not yet gone out. Human Resources has had an influx of people very interested in BCRTA and it has just been by word of mouth. Once the marketing goes out, it should push BCRTA over the top.

Ms. Leveline added that since June 18 there have been 29 new hires. BCRTA is currently sitting at 115 employees. 83 being drivers, 39 of those are CDL drivers, 44 non-CDL.

Trustee Shepard asked about the detailed job postings on the website. Ms. Leveline stated that Ms. Kettman has created more precise job postings. These postings are condensed into CDL and Non CDL. Once an applicant chooses, there is a menu within the application for the applicant to choose a shift from a drop-down menu. Mr. Dutkevicz thanked the Board for the wage raise and reiterated this is clearly making a difference in the number of new hires. However, he reminded the Board that BCRTA, as well as transit peers, experience a 50% retention rate after applicants graduate from class. Mr. Dutkevicz also spoke on the importance of hiring enough drivers so that drivers can have supplemental training as laid out in the strategic plan. As of now, there are not enough drivers to pull any of them off a shift for additional training. Supervisors are driving when there is an absence.

Ms. Leveline continued that we now have a training manager, one (1) full-time trainer and one (1) part-time trainer. Human Resources is now looking at references for another trainer that originally applied for a driver position. Mr. Morgan recognized the applicant as having trainer potential and referred them to the Training Department. The training classes have gotten so large that the next two (2) will be held at Miami University in Philips Hall. Once the students return to campus this will not be an option. Mr. Stenger is currently looking at holding training classes on the MCI bus, as these have internet access.

**e) Procurement**

Ms. Varney reported that BCRTA has contracted with the City of Oxford to do a bicycle path study. BCRTA is acting as the grantee in the procurement. Mr. Dutkevicz clarified that BCRTA will be the passthrough for the grant funds awarded to the City of Oxford for the bike path study to determine the proper way to connect paths and trailheads.

Ms. Varney concluded that the only other two procurements coming up are Chestnut Street related. These will be regarding the bus wash and furniture for the facility. Mr. Dutkevicz stated that grant money from ODOT will be sought for the bus wash. This will be for more than the wash, as the floors are not able to be finished due to the equipment that still needs to be installed.

**f) Director's Report**

**a. News & Updates**

**1. Increase Education & Advocacy**

**a. Demographics for Messaging**

Staff are continuing the process of collecting demographic survey data to learn more about who is riding BCRTA services and how they like to communicate. This survey data will also help establish which profiles are not using public transit. Over 300 responses have been collected so far. Data will inform messaging and medium choices going forward.

**b. Merchandising**

Staff are working with 3rd party vendors and our designers to begin selecting merch and products for sale associated with summer events and BCRTA's 30th anniversary.

**2. Enhance Revenues**

**c. Funding Education**

Staff expect to be able to organize a meeting with County Commission in late summer/early fall. A county-wide education campaign will likely follow.

**3. Engage Entrepreneurial Disruptive Tech**

**d. Attain Grant**

BCRTA has agreed to partner with NEORide and other transit agencies to seek a USDOT/FHWA Advanced Transportation Technology and Innovation (ATTAIN) grant. The partners seek to create a multimodal data exchange to address the gaps data collection; Facilitate NTD reporting.; Generate operational reports per key service indicators (to be defined); Develop capability for multimodal information tools (e.g., multi-agency electronic information signs at transfer centers); and Enhance TDS Middleware to support human service transportation (HST)/ non-emergency medical trips. BCRTA is providing data and in-kind match, no cash match is required.

**e. SMART Grant**

BCRTA, in cooperation with the Stark County Regional Transit Authority (SARTA), Western Reserve Transit Authority (WRTA), and NEORide has been **awarded** a SMART grant provided by USDOT.

The primary goal of this proposed demonstration project is to evaluate the effectiveness of and enhanced transit fleet safety from integrating advanced vehicle safety technologies on to vehicles in transit fleets; preventing death and injuries by reducing the number of accidents and the serious nature of those that cannot be avoided. This project utilizes two SMART grant technology areas - Connected Vehicles and Systems Integration - and addresses the need for collision avoidance on transit vehicles by retrofitting up to 3 vehicles (Ford e450 and Gillig 35' platforms) within each transit partner's current operating fleet vehicles with the TONY/MAX advanced vehicle safety system package. This system will enable collision avoidance that can also support bus yard management and includes data logging and telematics features that will allow the project team to collect data that will be shared following a Data Management Plan developed in accordance with the Public Access Plan and as

provided in the FY23 SMART Grant NOFO.

#### **4. Leverage Regional Partners**

##### **f. Middletown**

BCRTA staff continue to work closely with City of Middletown staff to streamline the transit relationship and leverage small urban funding. Staff are beginning to undertake discussions with City officials regarding the transfer of Middletown urbanized area grantee status to BCRTA.

##### **g. NEORide**

BCRTA continues to partner with NEORide to pursue joint grants, projects, and procurements that may be valuable to partners, including EZConnect and mobile ticketing. The SW Ohio EZ Connect group is asking participating agencies to commit to implementation fees for software costs associated with the project. This would represent about \$20K for BCRTA. Staff plans to support the project as this coordination is included in the strategic plan.

##### **h. Paratransit Coordination**

BCRTA is working closely with NEORide, SORTA, and TANK to pilot a regional one-seat ride program for eligible ADA riders. SORTA has agreed to fund the pilot to help riders cross borders in the tri-state area without changing buses or booking multiple rides.

#### **5. Lead Workforce Development**

##### **i. Barriers to Progress**

Subsequent to the May Board meeting, staff have initiated a process to increase driver wages by 20% to bring starting wages to be more competitive in the local market. Hiring queues have increased dramatically! Staff also adjusted positions closely related to driving and normalized the organization salary schedule to reflect these changes in mid-June.

##### **j. Autonomous Shuttle**

Staff are investigating the possibility of bringing an autonomous shuttle to the area in Fall 2025. The first pilot would focus on work with persistent staffing shortages, such as late-night SafeRide services within the City of Oxford and on the Miami University Campus. Obtaining an autonomous vehicle may also lead to workforce opportunities for training on autonomous tech and vehicle systems.

#### **6. Adapt to Market Demand**

##### **k. Chestnut Street Multimodal Station**

Following several months of dealing with poor soil conditions and change orders, staff are pleased to report that all change orders are still within the Board's originally authorized 2.5% contingency. That said, staff do expect that additional authorization will be needed before the project is completed to deal with the normal flow of unforeseen change orders due to coordination and other uncontrollable

circumstances.

Precast walls have been set and in-slab MEP is also underway. Roofing and slabs will follow with “dry-in” of the main building expected by late fall.

Information, updates and pictures are available at <https://www.butlercountyrta.com/projects/oxford-multimodal-facility/>

**I. 2023 Areas of Persistent Poverty (AOPP/HDC)**

BCRTA and City of Oxford were successful in obtaining \$150K to study bike/trail/pedestrian infrastructure related to transit within the City of Oxford. Oxford will provide the match and act as a subrecipient to BCRTA. BCRTA has also requested to add transit signal priority study to the scope of the project. An RFP for a consultant should be on the street in late spring/early summer.

**7. State of Good Repair**

**m. Ohio Workforce Mobility Grant**

ODOT has re-let new SFY requests for this program and staff have reapplied for the unfunded portion of the proposed Moser Court Parking area project that includes outdoor training space.

**n. State Capital Budget**

BCRTA submitted a request for 3M to State Rep. Carruthers office earlier this year, but it was not included in any capital appropriations. BCRTA also submitted the request to Senator Lang’s office in early April and was recommended to receive \$1M as part of the Ohio Senate Bill 288. BCRTA is still listed for 1M in the current version of the bill which was referred to committee on June 11, 2024.

**Coming Up**

**o. Fraud**

The Ohio Auditor of State will be getting BCRTA’s annual audit underway in June and July. As a reminder, all those tasked with governance of the organization, including trustees, are REQUIRED to complete the auditor’s Fraud questionnaire and return it. Please watch for this questionnaire via email and be sure to complete and return to the BCRTA’s auditor promptly.

**p. 30th Anniversary**

BCRTA is celebrating its 30th anniversary in 2024. Staff have created plans for a year-long recognition and celebration with scattered events and promotions. Please see the anniversary webpage for more information: <https://www.butlercountyrta.com/30>

**q. Triennial Review**

Staff completed BCRTA’s Triennial Review with FTA in late June. No findings or corrective action were identified for the agency. Please congratulate staff on a spotless review!

**Upcoming Procurements >\$25,000**

Item	Procuring Agency	Estimated Spend	Estimated Term	Reason for Purchase
Procurement, Maintenance, Finance Software Integrated Solution – Phase II	BCRTA	380K	5	New
MTS TDP Study	MTS	45K	Task	New
Moser Court Parking Lot Construction	BCRTA	3.5M	Task	New
Chestnut Station FF&E	BCRTA	250K	Task	New
Chestnut Station Bus Wash	BCRTA	TBD	Task	New
Onboard Tablets (81)	BCRTA	110K	Task	Scheduled Replacement
BCRTA & MTS Integrated Access Control & Security (Moser, MTS, Chestnut)	BCRTA & MTS	1M	5	New and Replacement

**VII. Adjourn**

Trustee Watt moved to adjourn; Trustee Foster seconded. The motion carried. The meeting was adjourned at 9:31 AM.

Respectfully submitted,




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Matthew M. Dutkevicz, Executive Director




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Chris Lawson, Board President

Appendix A  
Comments from Citizens



On the morning of June 24<sup>th</sup>, I was waiting at Miami Hamilton for the R3 that was due at 7:15. 7:20 came and the bus still hadn't come, which wasn't unusual, because sometimes the first round it runs a little late, but when it hadn't come by 7:25, I started to get a little suspicious. I checked both BuzTrakr and Transit, and it wasn't tracking, so I figured it might be having technical difficulties with the tablet again and it was expected to be resolved shortly so a push notification wasn't sent out. However, by 7:30, it still hadn't come, and this is highly unusual even with technical difficulties. It was at this point I got on the phone, and spoke to someone at the call center, who said it was running 17 minutes down, but it was on its way. I asked if she had an ETA to the stop I was at and was told no. Some people I talk to over at the call center put me on hold and contact dispatch to get more information. This person did not do this, and I felt that if she had, she would've had more depth into the situation. Given I didn't have an ETA, I had no choice but to "walk" back home, and catch the next bus. When I got on the next bus, I asked that driver if he knew what had happened to the R3 an hour before, and he replied that it had had some mechanical issues and left late as they had to switch the bus out. I told him that no push notification was ever sent out, and the person I talked to at the call center had no better information than I did. The driver replied that it was possible no push notification was ever sent out because they expected it to be resolved in a more timely manner than it ended up being solved, but I still said if the bus is running that late, us passengers need to be kept in the loop. He said he did agree with that, and apologized for my experience. It wouldn't have been that big of a deal except I had to clock in at 8:15, and the next bus after the one that didn't come doesn't get to Oxford until a little before 9, so I ended up being about 45 minutes late. Thankfully, my employer is understanding, as they know if the bus doesn't come, I don't have another way of getting there.

I felt that in light of this experience, extra training at the call center could be useful. The representatives could be trained to automatically contact dispatch in cases like this (like some already do) to get more information for the

passengers. If the representative I talked do would've done this, I possibly could've gotten a courtesy ride and gotten to work closer to the time I had to be there vs. Being 45 minutes late. It's impossible to get a \$5 microtransit trip at that hour of the day, so I had no choice but to catch the next bus. I did file a formal complaint about this, but I thought it would be good to bring it up here too. In no way am I blaming the call center representative I spoke to that morning, the dispatcher on duty at the time, or anyone else, I'm just saying it could've been handled better than it was, and the main reason for the compliant being filed and this being brought up today was the ordeal made me late for work.

Thank you for your time this morning!

**BCRTA**  
**Income Statement**  
**June 2024**

	<b>Year to Date Last Year</b>	<b>Year to Date This Year</b>	<b>Annual Budget</b>	<b>YTD % of Budget</b>
Passenger Fares	23,608	34,035	72,000	47.3%
Contract Fares	104,163	146,496	303,000	48.3%
Partnership Transit Rev (COM)	524,857	1,505,512	2,654,868	56.7%
Transit Development Rev (MU)	1,197,881	1,465,238	2,944,679	49.8%
Mgt./Cons. Services	68,678	148,345	296,688	50.0%
Interest & Other	123,160	189,202	335,420	56.4%
Agency Funding	43,237	25,152	47,598	52.8%
Park-n-Ride Program	242,436	-	-	0.0%
State Funding	270,960	-	-	0.0%
Federal Funding	2,735,883	1,943,213	4,462,472	43.5%
<b>Total Revenues</b>	<b>5,334,863</b>	<b>5,457,193</b>	<b>11,116,725</b>	<b>49.1%</b>
<b>Expenses</b>				
Wages	1,945,711	2,107,158	4,632,394	45.5%
Fringes	996,192	950,674	2,880,435	33.0%
Services	403,620	278,295	774,398	35.9%
Materials & Supplies	448,970	480,740	1,155,956	41.6%
Utilities	41,442	41,567	115,000	36.1%
Insurance	150,705	143,963	350,850	41.0%
Purchased Transportation	242,436	4,484	-	0.0%
Misc. Items	65,125	79,683	124,200	64.2%
Contingency	-	-	50,000	0.0%
<b>Total Expenses</b>	<b>4,294,200</b>	<b>4,086,564</b>	<b>10,083,233</b>	<b>40.5%</b>
<b>Gain/Loss before Depr, NP &amp; OPEB Exp</b>	<b>1,040,663</b>	<b>1,370,629</b>	<b>1,033,492</b>	<b>132.6%</b>
Est. Local Share of Depreciation Exp	170,922	170,922	341,843	50.0%
Est. Net Pension & OPEB Exp (Inc)	163,779	163,779	327,558	50.0%
<b>Total Gain/(Loss)</b>	<b>705,963</b>	<b>1,035,928</b>	<b>364,090</b>	<b>284.5%</b>

Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
<b>Checking - PNC (National City)</b>						
6/1/24			Beginning Balance			615,174.62
6/3/24	848040539	CRJ	Farebox Receipts	2,345.00		
6/3/24	FARES05312024	CRJ	Farebox Receipts	2,618.45		
6/3/24	06/03/24	GENJ	Service Charge		68.75	
6/4/24	12285	CDJ	Verizon Wireless		2,473.22	
6/4/24	12286	CDJ	Altafiber		144.93	
6/4/24	12287	CDJ	Amazon Capital Services		1,946.26	
6/4/24	12288	CDJ	American Public Transportation		10,000.00	
6/4/24	12289	CDJ	BCRTA Petty Cash		100.07	
6/4/24	12290	CDJ	Cincinnati Bell Technology Sol		516.43	
6/4/24	12291	CDJ	Cummins Bridgeway LLC		758.70	
6/4/24	12292	CDJ	Cornett's Pressure Cleaning		2,020.00	
6/4/24	12293	CDJ	Hunter Marketing		15,939.89	
6/4/24	12294	CDJ	Jani-King of Cincinnati LLC		550.00	
6/4/24	12295	CDJ	Minuteman Press - Fairfield		329.52	
6/4/24	12296	CDJ	Overhead Door of Greater Cinci		381.25	
6/4/24	12297	CDJ	Ohio Dept of Job & Family Serv		896.38	
6/4/24	12298	CDJ	Ohio Newspapers, Inc.		58.14	
6/4/24	12299	CDJ	Ohio Transit Risk Pool		53,075.75	
6/4/24	12300	CDJ	Ports Petroleum Co., Inc.		1,561.75	
6/4/24	12301	CDJ	Refitt's Garage & Towing Servi		700.00	
6/4/24	12302	CDJ	S&ME, Inc.		32,521.88	
6/4/24	12303	CDJ	Tri State Cleaning		300.00	
6/4/24	12304	CDJ	United Parcel Service		28.04	
6/5/24	ACH06052024	CDJ	SuperFleet Mastercard Program		61,557.21	
6/6/24	4156153968	CRJ	Federal Transit Administration	185,308.00		
6/6/24	4156154113	CRJ	Federal Transit Administration	693,115.00		
6/6/24	4156154186	CRJ	Federal Transit Administration	286.00		
6/6/24	AT-06/06/2024	CDJ	BCRTA PNC Card Purchases		5,436.13	
6/6/24	PRWE 05/31/24	GENJ	Tax Payment- Cash Requirements		29,430.16	
6/6/24	PRWE 05/31/24	GENJ	Empl. Dir. Dep. SPA - Cash Requirements		141,989.47	
6/6/24	PRWE 05/31/24	GENJ	ODC - Roth Check #10099		700.00	
6/6/24	PRWE 05/31/24	GENJ	Garnishment Check #10101		541.44	
6/6/24	PRWE 05/31/24	GENJ	ODC Check #10100		1,425.00	
6/6/24	PRWE 05/31/24	GENJ	Garnishment Check #10102		454.24	
6/6/24	PRWE 05/31/24	GENJ	Vendor Payments SPA - Cash Requirements		5,397.10	
6/7/24	12305	CDJ	Ricoh USA, Inc		34.43	
6/7/24	12306	CDJ	S&ME, Inc.		9,191.25	
6/7/24	12307	CDJ	Transportation Equipment Sales		1,020,433.73	
6/7/24	XFER06072024	CRJ	BCRTA Items	200,000.00		
6/11/24	12308	CDJ	Affordable Pest Control Inc.		56.00	
6/11/24	12309	CDJ	Alpine Valley Water Co., Inc.		57.75	
6/11/24	12310	CDJ	Richard L. Bowen & Associates,		35,880.20	
6/11/24	12311	CDJ	Cummins Bridgeway LLC		309.20	
6/11/24	12312	CDJ	Cintas Corporation		783.50	
6/11/24	12313	CDJ	Cornett's Pressure Cleaning		1,840.00	

6/11/24	12314	CDJ	Code Software LLC		3,221.40
6/11/24	12315	CDJ	Fuller Ford		504.89
6/11/24	12316	CDJ	Franks Glass, Inc.		215.00
6/11/24	12317	CDJ	GMV Syncromatics		30,927.00
6/11/24	12318	CDJ	Heritage-Crystal Clean, LLC		384.09
6/11/24	12319	CDJ	Isaac Wiles & Burkholder, LLC		4,676.50
6/11/24	12320	CDJ	Jake Sweeney Chrysler-Jeep Dod		45.38
6/11/24	12321	CDJ	KOI Auto Parts		5,849.59
6/11/24	12322	CDJ	Minuteman Press - Fairfield		469.72
6/11/24	12323	CDJ	ODACS, LLC		459.00
6/11/24	12324	CDJ	Ohio Newspapers, Inc.		2,496.96
6/11/24	12325	CDJ	Ohio Transit Risk Pool		6,359.36
6/11/24	12326	CDJ	Preferred Fire Protection, Inc		195.00
6/11/24	12327	CDJ	Refitt's Garage & Towing Servi		450.00
6/11/24	12328	CDJ	RLL LLC		112.50
6/11/24	12329	CDJ	Rumpke Of Ohio Inc.		314.88
6/11/24	12330	CDJ	Sedgwick Claims Management Ser		2,805.00
6/11/24	12331	CDJ	Tire Choice Auto Service Cente		34.95
6/11/24	12332	CDJ	The Chamber of Commerce Servin		385.00
6/11/24	12333	CDJ	United Parcel Service		27.98
6/11/24	4162137259	CRJ	Federal Transit Administration	508,762.00	
6/11/24	4162137377	CRJ	Federal Transit Administration	252,438.00	
6/11/24	01128594	CRJ	Butler County Veterans Service	13,357.30	
6/12/24	XFER06122024	CRJ	BCRTA Items - Xfer from checking to \$\$		300,000.00
6/18/24	202406022677	CDJ	Graybach, LLC		252,603.03
6/20/24	PRWE 06/14/24	GENJ	Garnishment Check #10106		393.43
6/20/24	PRWE 06/14/24	GENJ	ODC - Roth Check #10103		700.00
6/20/24	PRWE 06/14/24	GENJ	Empl. Dir. Dep. SPA - Cash Requirements		141,808.75
6/20/24	PRWE 06/14/24	GENJ	Tax Payment- Cash Requirements		27,427.79
6/20/24	PRWE 06/14/24	GENJ	Garnishment Check #10105		781.87
6/20/24	PRWE 06/14/24	GENJ	Vendor Payments SPA - Cash Requirements		5,281.72
6/20/24	PRWE 06/14/24	GENJ	ODC Check #10104		1,625.00
6/21/24	4171136509	CRJ	Federal Transit Administration	3,157,537.00	
6/21/24	12334	CDJ	Allied Fence Builders Inc		750.00
6/21/24	12335	CDJ	Bryce's Lawncafe & Landscaping		4,280.00
6/21/24	12336	CDJ	City of Hamilton - Utilities		2,728.20
6/21/24	12337	CDJ	Cornett's Pressure Cleaning		3,305.00
6/21/24	12338	CDJ	Duke Energy		19,520.90
6/21/24	12339	CDJ	Graybach, LLC		2,904,934.86
6/21/24	12340	CDJ	City of Hamilton - Hamilton Fi		105.00
6/21/24	12341	CDJ	Health Transit Pool of Ohio		75,000.00
6/21/24	12342	CDJ	Kronos SaaShr, Inc.		20.48
6/21/24	12343	CDJ	PERS		130,136.48
6/21/24	12344	CDJ	Port Technology LLC		6,702.40
6/21/24	12345	CDJ	Transit Alliance of Butler Cou		1,959.47
6/21/24	10448631	CRJ	Miami University - Accounts Pa	780.00	
6/21/24	10448975	CRJ	Miami University	245,389.95	
6/24/24	1104	CRJ	Transit Alliance of Butler Cou	2,360.75	

6/24/24	0052236704	CRJ	Ohio Department of Transportat	173,236.90		
6/24/24	01129140	CRJ	Butler County Veterans Service	12,422.08		
6/25/24	12346	CDJ	Cintas Uniforms		578.60	
6/25/24	12347	CDJ	Altafiber		143.73	
6/25/24	12348	CDJ	Best-One Tire of Mid America		4,576.00	
6/25/24	12349	CDJ	Cintas Uniforms		4,240.87	
6/25/24	12350	CDJ	Endeavor Business Media, LLC		325.00	
6/25/24	12351	CDJ	Minuteman Press - Fairfield		1,125.20	
6/25/24	12352	CDJ	Refitt's Garage & Towing Servi		600.00	
6/25/24	12353	CDJ	Tri State Cleaning		500.00	
6/25/24	12354	CDJ	United Parcel Service		27.92	
6/25/24	12355	CDJ	Verizon Wireless		66.03	
6/25/24	JBrandt HSA	GENJ	CK 1101 - J Brandt HSA Correction - PRWE 051724		40.79	
6/25/24	JBrandt HSA	GENJ	J Brandt HSA Correction - PRWE 051724		9.93	
6/28/24	PRWE 06/28/24	GENJ	Tax Payment- Cash Requirements		28,363.52	
6/28/24	PRWE 06/28/24	GENJ	Vendor Payments SPA - Cash Requirements		5,357.41	
6/28/24	PRWE 06/28/24	GENJ	Garnishment Check # 10109		662.17	
6/28/24	PRWE 06/28/24	GENJ	Empl. Dir. Dep. SPA - Cash Requirements		150,061.16	
6/28/24	PRWE 06/28/24	GENJ	Garnishment Check # 10110		493.46	
6/28/24	PRWE 06/28/24	GENJ	ODC Check # 10108		1,625.00	
6/28/24	PRWE 06/28/24	GENJ	ODC - Roth Check #10107		725.00	
			Current Period Change	5,449,956.43	5,579,408.14	-129,451.71
6/30/24			Ending Balance			485,722.91

**Savings - PNC (National City)**

6/1/24			Beginning Balance			81,820.29
6/3/24	06/03/24	GENJ	Service Charge		0.22	
6/17/24	MAS061724	CRJ	Farebox Receipts	7,126.20		
6/28/24	06/28/24	GENJ	Interest Income	0.65		
			Current Period Change	7,126.85	0.22	7,126.63
6/30/24			Ending Balance			88,946.92

**Savings - PNC Bank \$\$**

6/1/24			Beginning Balance			900,904.62
6/7/24	XFER06072024	CRJ	BCRTA Items - Xfer from \$\$ to checking		200,000.00	
6/12/24	XFER06122024	CRJ	BCRTA Items	300,000.00		
6/28/24	06/28/24	GENJ	Interest Income	7.08		
			Current Period Change	300,007.08	200,000.00	100,007.08
6/30/24			Ending Balance			1,000,911.70

**Investment - STAR Ohio**

6/1/24			Beginning Balance			7,171,244.37
6/28/24	06/28/24	GENJ	Interest Income	32,047.89		
			Current Period Change	32,047.89		32,047.89
6/30/24			Ending Balance			7,203,292.26

**BCRTA**  
**Balance Sheet**  
**June 2024**

**Assets**

Current Assets		Other Assets		
Checking - PNC	485,722.91	Net Pension Asset	23,736.00	
Savings - PNC	88,946.92	Deferred Outflows-Pensions	2,958,556.00	
Savings - PNC	1,000,911.70	Deferred Outflows-OPEB	434,010.00	
STAR Ohio	7,203,292.26			
Bid Deposit	53,023.76	Property & Equipment		
M&S Inventory	74,610.24	Vehicles	12,120,108.09	
Diesel Fuel Inventory	-	Buildings & Land	2,734,604.53	
Petty Cash	1,050.00	Furniture & Equipment	1,945,795.50	
Accounts Receivable	2,949,260.27	Amenities & Misc.	149,576.89	
Prepays	380,218.69	Software Subscriptions	558,004.24	
		WIP-<35' Buses	1,077,722.15	
		WIP-Building	73,444.19	
		WIP-Chestnut Fields	8,204,091.75	
		Accum. Depr./Amort.	(11,591,493.19)	
	<u>12,237,036.75</u>		<u>18,688,156.15</u>	Total Assets
				<u>30,925,192.90</u>

**Liabilities & Equity**

Current Liabilities		Long-term Liabilities		
Accounts Payable	1,341,990.11	Subscription Liability	299,110.89	
Payroll Payables	(17.19)	Net Pension Liability	6,546,369.00	
Other Payables	-	Net OPEB Liability	140,871.00	
Accrued PTO	193,720.15	Deferred Inflows-Pensions	5,553.00	
FTA Vehicle Funds	15,764.61	Deferred Inflows-OPEB	46,460.00	
Future Match Funds	-			
Unearned Tickets	33,822.87	Equity		
		Balance Equity	2,861,645.23	
		Federal Capital	22,095,100.00	
		State Capital	1,909,097.90	
		Local Capital	89,410.00	
		Retained Earnings	(6,024,333.40)	
		Net Income	1,370,628.73	
	<u>1,585,280.55</u>		<u>29,339,912.35</u>	Total Liabilities
				and Capital
				<u>30,925,192.90</u>

**BCRTA  
Cash Reserves**

**June 2024**

Current Assets	12,237,036.75
Current Liabilities	<u>(1,585,280.55)</u>
<b>Available Funds</b>	<b>10,651,756.20</b>

**Board Reserves**

Local Share Grant Obligations		
OH-2018-21-00 Super Grant	87,698.00	
OH-2021-56-00 Super Grant	1,564,205.00	
OH-2023-22-00 Mobility Management	50,226.50	
OH-2021-60-00 Chestnut Fields	2,938,139.00	
Less Miami University Chestnut Fields Match	(1,600,000.00)	
Less Projected Local Match	<u>(2,935,260.80)</u>	MU, R6, VA, UTP, OTPP
Match Required or (Overmatch)	105,007.70	
FTA Grants	105,007.70	Match Required
Working Capital Funds (2 Mths.)	1,672,205.50	
Capital Replacement Funds	2,808,924.00	2024 - 2028 Local Share of Projects Not Yet on Grants
Needed for Chestnut Fields @ Current Bid + 10% cont.	<u>1,326,325.50</u>	
<b>Total Board Reserves</b>	<b>5,912,462.70</b>	
<b>Non-Restricted Funds</b>	<b>4,739,293.50</b>	



**BCRTA**  
**Income Statement**  
**July 2024**

	<b>Year to Date Last Year</b>	<b>Year to Date This Year</b>	<b>Annual Budget</b>	<b>YTD % of Budget</b>
Passenger Fares	30,058	42,464	72,000	59.0%
Contract Fares	126,501	177,476	303,000	58.6%
Partnership Transit Rev (COM)	618,486	1,776,856	2,654,868	66.9%
Transit Development Rev (MU)	1,443,271	1,706,326	2,944,679	57.9%
Mgt./Cons. Services	80,125	173,070	296,688	58.3%
Interest & Other	145,546	222,686	335,420	66.4%
Agency Funding	56,071	25,152	47,598	52.8%
Park-n-Ride Program	288,654	-	-	0.0%
State Funding	270,960	-	-	0.0%
Federal Funding	3,242,162	2,430,076	4,462,472	54.5%
<b>Total Revenues</b>	<b>6,301,834</b>	<b>6,554,105</b>	<b>11,116,725</b>	<b>59.0%</b>
<b>Expenses</b>				
Wages	2,237,006	2,528,721	4,632,394	54.6%
Fringes	1,179,777	1,176,826	2,880,435	40.9%
Services	447,406	336,445	774,398	43.4%
Materials & Supplies	520,320	576,225	1,155,956	49.8%
Utilities	47,917	48,590	115,000	42.3%
Insurance	176,919	167,486	350,850	47.7%
Purchased Transportation	288,654	5,192	-	0.0%
Misc. Items	102,995	81,361	124,200	65.5%
Contingency	15,000	-	50,000	0.0%
<b>Total Expenses</b>	<b>5,015,994</b>	<b>4,920,847</b>	<b>10,083,233</b>	<b>48.8%</b>
<b>Gain/Loss before Depr, NP &amp; OPEB Exp</b>	<b>1,285,840</b>	<b>1,633,257</b>	<b>1,033,492</b>	<b>158.0%</b>
Est. Local Share of Depreciation Exp	199,409	199,409	341,843	58.3%
Est. Net Pension & OPEB Exp (Inc)	191,076	191,076	327,558	58.3%
<b>Total Gain/(Loss)</b>	<b>895,356</b>	<b>1,242,773</b>	<b>364,090</b>	<b>341.3%</b>

Date	Reference	Jrnl	Trans Description	Debit Amt	Credit Amt	Balance
<b>Checking - PNC (National City)</b>						
7/1/24			Beginning Balance			485,722.91
7/1/24	07/01/24	GENJ	Service Charge		68.75	
7/2/24	FARES06302024	CRJ	Farebox Receipts	3,365.56		
7/3/24	12356	CDJ	Amazon Capital Services		1,152.04	
7/3/24	12357	CDJ	American Red Cross		38.00	
7/3/24	12358	CDJ	Alpine Valley Water Co., Inc.		105.55	
7/3/24	12359	CDJ	BCRTA Petty Cash		270.88	
7/3/24	12360	CDJ	Bethesda Healthcare, Inc.		1,959.39	
7/3/24	12361	CDJ	Cincinnati Bell Technology Sol		517.46	
7/3/24	12362	CDJ	Cornett's Pressure Cleaning		1,575.00	
7/3/24	12363	CDJ	Franks Glass, Inc.		215.00	
7/3/24	12364	CDJ	Health Transit Pool of Ohio		75,000.00	
7/3/24	12365	CDJ	Hunter Marketing		15,206.01	
7/3/24	12366	CDJ	Interstate Billing Service, In		611.82	
7/3/24	12367	CDJ	Isaac Wiles & Burkholder, LLC		1,005.50	
7/3/24	12368	CDJ	Jani-King of Cincinnati LLC		550.00	
7/3/24	12369	CDJ	Mobilcomm Inc.		292.00	
7/3/24	12370	CDJ	Minuteman Press - Fairfield		400.93	
7/3/24	12371	CDJ	Miami University Parking Servi		250.00	
7/3/24	12372	CDJ	ODACS, LLC		160.00	
7/3/24	12373	CDJ	Ohio Newspapers, Inc.		98.84	
7/3/24	12374	CDJ	Ricoh USA, Inc		46.81	
7/3/24	12375	CDJ	Treasurer State of Ohio		378.00	
7/3/24	12376	CDJ	Verizon Wireless		2,417.79	
7/3/24	12377	CDJ	Woodhull LLC		784.90	
7/3/24	0000300347	CRJ	City of Middletown	326,844.36		
7/3/24	AT-07/03/2024	CDJ	BCRTA PNC Card Purchases		11,855.42	
7/5/24	ACH07052024	CDJ	SuperFleet Mastercard Program		56,659.80	
7/5/24	4184157855	CRJ	Federal Transit Administration	46,473.00		
7/5/24	4184157760	CRJ	Federal Transit Administration	401,530.00		
7/5/24	4184157643	CRJ	Federal Transit Administration	51,763.00		
7/8/24	XFER07082024	CRJ	BCRTA Items - Xfer from checking to \$\$		800,000.00	
7/9/24	Garn Adj TW	GENJ	VOID CK # 10027 - T Williams	240.75		
7/9/24	Garn Adj TW	GENJ	CK # 1103 - T Williams		240.75	
7/10/24	12378	CDJ	Cummins Bridgeway LLC		544.45	
7/10/24	12379	CDJ	Fuller Ford		181.53	
7/10/24	12380	CDJ	United Parcel Service		27.92	
7/10/24	851515904	CRJ	Farebox Receipts	1,957.50		
7/15/24	1018-1	CRJ	BCRTA Items	39.10		
7/15/24	300528	CRJ	City of Middletown	284,342.96		
7/15/24	52387553	CRJ	Ohio Department of Taxation	11,121.42		
7/15/24	52387554	CRJ	Ohio Department of Taxation	10,953.12		
7/16/24	12381	CDJ	Cintas Uniforms		455.60	
7/16/24	12382	CDJ	Affordable Pest Control Inc.		56.00	
7/16/24	12383	CDJ	Richard L. Bowen & Associates,		35,880.20	
7/16/24	12384	CDJ	Cardio Partners Inc		3,597.00	

7/16/24	12385	CDJ	Cintas Corporation			723.65		
7/16/24	12386	CDJ	City of Hamilton - Utilities			2,836.51		
7/16/24	12387	CDJ	Clarke Power Services, Inc.			1,450.45		
7/16/24	12388	CDJ	Cintas Uniforms			3,554.47		
7/16/24	12389	CDJ	Franks Glass, Inc.			337.97		
7/16/24	12390	CDJ	KOI Auto Parts			4,839.53		
7/16/24	12391	CDJ	Mobilcomm Inc.			190.00		
7/16/24	12392	CDJ	Mr. Tire Auto Service Centers			2,320.92		
7/16/24	12393	CDJ	PERS			93,641.82		
7/16/24	12394	CDJ	Performance Wraps LLC			7,567.00		
7/16/24	12395	CDJ	Rumpke Of Ohio Inc.			350.62		
7/16/24	12396	CDJ	S&ME, Inc.			5,701.25		
7/16/24	12397	CDJ	Transit Alliance of Butler Cou			1,476.37		
7/18/24	PRWE 07/12/24	GENJ	Tax Payment- Cash Requirements			29,046.46		
7/18/24	PRWE 07/12/24	GENJ	ODC Check #10113			1,625.00		
7/18/24	PRWE 07/12/24	GENJ	Empl. Dir. Dep. SPA - Cash Requirements			153,466.61		
7/18/24	PRWE 07/12/24	GENJ	ODC - Roth Check #10112			725.00		
7/18/24	PRWE 07/12/24	GENJ	Garnishment Check #10111			300.02		
7/18/24	PRWE 07/12/24	GENJ	Vendor Payments SPA - Cash Requirements			5,357.41		
7/18/24	PRWE 07/12/24	GENJ	Empl. Check #1104 W Planzer			465.23		
7/18/24	PRWE 07/12/24	GENJ	Garnishment Check #10114			682.35		
7/18/24	PRWE 07/12/24	GENJ	Garnishment Check #10115			457.59		
7/23/24	J Peters ACH Return	GENJ	Empl. Check #1105 J Peters			500.00		
7/23/24	J Peters ACH Return	GENJ	J Peters ACH Return PRWE 071224		500.00			
7/24/24	12398	CDJ	Bethesda Healthcare, Inc.			284.00		
7/24/24	12399	CDJ	Transit Fittings of North Amer			322.31		
7/24/24	12400	CDJ	Cornett's Pressure Cleaning			3,965.00		
7/24/24	12401	CDJ	City of Hamilton - Hamilton Fi			105.00		
7/24/24	12402	CDJ	Kronos SaaShr, Inc.			933.45		
7/24/24	12403	CDJ	Ports Petroleum Co., Inc.			1,561.75		
7/24/24	12404	CDJ	Performance Wraps LLC			4,870.00		
7/24/24	12405	CDJ	Spooky Nook Sports, Inc.			250.00		
7/24/24	12406	CDJ	Tri State Cleaning			400.00		
7/24/24	12407	CDJ	Treasurer State of Ohio			897.75		
7/24/24	12408	CDJ	United Parcel Service			36.49		
7/24/24	449392	CRJ	BCRTA Items		25.00			
7/24/24	01130023	CRJ	Butler County Veterans Service		12,516.20			
7/24/24	07242024	CRJ	BCRTA Items		40.00			
7/25/24	202407591253	CDJ	Graybach, LLC			85,743.50		
7/26/24	XFER07262024	CRJ	BCRTA Items		900,000.00			
7/26/24	12409	CDJ	Graybach, LLC			986,050.21		
7/30/24	242110000031	CRJ	Miami University		245,389.95			
7/30/24	07302024	CRJ	BCRTA Items		30.00			
7/31/24	ACH 7/31/2024	CRJ	Federal Transit Administration		1,255,209.00			
			Current Period Change		<u>3,552,340.92</u>	<u>2,415,639.03</u>	<u>1,136,701.89</u>	
7/31/24			Ending Balance					<u>1,622,424.80</u>

Savings - PNC (National City)

7/1/24			Beginning Balance			88,946.92
7/1/24	07/01/24	GENJ	Service Charge		0.22	
7/23/24	MAS072324	CRJ	Farebox Receipts	7,368.51		
7/31/24	07/31/24	GENJ	Interest Income	0.82		
			Current Period Change	<u>7,369.33</u>	<u>0.22</u>	<u>7,369.11</u>
7/31/24			Ending Balance			96,316.03

**Savings - PNC Bank \$\$**

7/1/24			Beginning Balance			1,000,911.70
7/8/24	XFER07082024	CRJ	BCRTA Items	800,000.00		
7/26/24	XFER07262024	CRJ	BCRTA Items - Xfer from \$\$ to checking		900,000.00	
7/31/24	07/31/24	GENJ	Interest Income	12.80		
			Current Period Change	<u>800,012.80</u>	<u>900,000.00</u>	<u>-99,987.20</u>
7/31/24			Ending Balance			900,924.50

**Investment - STAR Ohio**

7/1/24			Beginning Balance			7,203,292.26
7/31/24	07/31/24	GENJ	Interest Income	33,210.09		
			Current Period Change	<u>33,210.09</u>		<u>33,210.09</u>
7/31/24			Ending Balance			<u>7,236,502.35</u>

**BCRTA**  
**Balance Sheet**  
**July 2024**

**Assets**

Current Assets

Checking - PNC	1,622,424.80
Savings - PNC	96,316.03
Savings - PNC	900,924.50
STAR Ohio	7,236,502.35
Bid Deposit	53,023.76
M&S Inventory	66,882.48
Diesel Fuel Inventory	-
Petty Cash	1,050.00
Accounts Receivable	2,450,457.69
Prepays	353,224.55
	<hr/>
	12,780,806.16

Other Assets

Net Pension Asset	23,736.00
Deferred Outflows-Pensions	2,958,556.00
Deferred Outflows-OPEB	434,010.00

Property & Equipment

Vehicles	12,120,108.09
Buildings & Land	2,734,604.53
Furniture & Equipment	1,954,745.50
Amenities & Misc.	149,576.89
Software Subscriptions	558,004.24
WIP-<35' Buses	1,078,482.15
WIP-Building	73,444.19
WIP-Chestnut Fields	9,257,872.30
Accum. Depr./Amort.	(11,591,493.19)
	<hr/>
	19,751,646.70

Total Assets  
32,532,452.86

**Liabilities & Equity**

Current Liabilities

Accounts Payable	1,346,684.47
Payroll Payables	278,308.71
Other Payables	-
Accrued PTO	193,720.15
FTA Vehicle Funds	15,764.61
Future Match Funds	-
Unearned Tickets	34,237.87
	<hr/>
	1,868,715.81

Long-term Liabilities

Subscription Liability	299,110.89
Net Pension Liability	6,546,369.00
Net OPEB Liability	140,871.00
Deferred Inflows-Pensions	5,553.00
Deferred Inflows-OPEB	46,460.00

Equity

Balance Equity	2,861,645.23
Federal Capital	22,933,621.00
State Capital	2,131,772.93
Local Capital	89,410.00
Retained Earnings	(6,024,333.40)
Net Income	1,633,257.40
	<hr/>
	30,663,737.05

Total Liabilities  
and Capital  
32,532,452.86

**BCRTA  
Cash Reserves**

**July 2024**

Current Assets	12,780,806.16
Current Liabilities	<u>(1,868,715.81)</u>
<b>Available Funds</b>	<b>10,912,090.35</b>

**Board Reserves**

Local Share Grant Obligations		
OH-2018-21-00 Super Grant	87,698.00	
OH-2021-56-00 Super Grant	1,564,205.00	
OH-2023-22-00 Mobility Management	100,029.50	
OH-2021-60-00 Chestnut Fields	2,728,509.00	
Less Miami University Chestnut Fields Match	(1,600,000.00)	
Less Projected Local Match	<u>(2,841,412.15)</u>	MU, R6, VA, UTP, OTPP
Match Required or (Overmatch)	39,029.35	
FTA Grants	39,029.35	Match Required
Working Capital Funds (2 Mths.)	1,672,205.50	
Capital Replacement Funds	2,808,924.00	2024 - 2028 Local Share of Projects Not Yet on Grants
Needed for Chestnut Fields @ Current Bid + 10% cont.	<u>1,333,501.25</u>	
<b>Total Board Reserves</b>	<b>5,853,660.10</b>	
<b>Non-Restricted Funds</b>	<b>5,058,430.25</b>	



**TO:** BCRTA Board of Trustees  
**FROM:** Meagan Varney, Procurement & Compliance Specialist  
**RE:** *Action Item – 2023-047 Chestnut Street Multimodal Station*

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September 10, 2024

### **STRATEGIC PLAN GOAL / OBJECTIVE**

- Adapt to Market Demands
- Leverage Regional Partnerships

### **RECOMMENDATION**

Adoption of a resolution amending BCRTA Resolution 23-10-02 authorizing the Executive Director on behalf of BCRTA to adjust the construction contract with **Graybach, LLC** an additional \$710,764.50 for an amount not to exceed \$24,995,218.50.

### **FINANCIAL CONSIDERATIONS**

- The original agreement is a single prime contract for construction and project coordination services, with a total expenditure, including the 2.5% contingency, not to exceed \$24,284,454.00. These expenditures are funded with a variety of discretionary and formula funds.
  - The contingency amount itself amounts to \$592,303.75, of which \$487,886.91 has been spent. The amount of contingency remaining is \$104,417.09.
  - Over the course of the project, BCRTA has spent approximately \$54,200.00 on change orders per month.
  - Change orders currently pending amount to \$162,862.24, \$58,445.15 over the presently authorized contingency amount.
- Given the amount required to approve the pending change orders and the average amount spent monthly for the duration of the project at this time, BCRTA anticipates that the additional funding required for substantial completion will amount to an additional 3% of the total project cost, a total contingency budget of 5.5% of the original project bid.

### **BUSINESS PURPOSE**

To continue construction of the multimodal transportation center at Chestnut Street in Oxford, Ohio on Miami University's campus, a one-stop transfer location for BCRTA's services in Oxford as well as connections to Middletown and Hamilton and is designed as a community gathering

space for intermodal trips by foot, bike, scooter, and bus. This facility will also serve intermodal trips by train by sharing common space and a walking path with the Amtrak train platform due to be built in 2026. To ensure BCRTA and the Prime Contractor are able to complete construction on the current timeline, authorization for these additional funds is required.

### **PROCUREMENT CONSIDERATIONS**

Based on the total expenditures for Change Orders on the project so far, estimates and recommendations from the Architect, Graybach LLC has the capacity to continue performance under this contract without necessitating further additional funds, absent additional unforeseen circumstances.

### **LEGAL CONSIDERATIONS**

- Section 306.43 of the Ohio Revised Code authorizes BCRTA to contract for the provision of goods and services.
- Sections 9.33 through 9.332 of the Ohio Revised Code authorize BCRTA to contract with construction managers.



## BCRTA Resolution No. 24-09-01

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### **Amending BCRTA Resolution No. 23-10-02 to Authorize Additional Funds for Construction and Project Coordination Services for Chestnut Street Multimodal Station.**

**Whereas** on October 18, 2023 BCRTA authorized the BCRTA Executive Director to execute a contract between BCRTA and Graybach LLC for the provision of construction services and project coordination for the duration of construction of the Chestnut Street Multimodal Station, in the amount of twenty three million six hundred and ninety two thousand one hundred and fifty dollars (\$23,692,150.00) plus an additional 2.5% contingency for an amount not to exceed twenty-four million, two hundred and eighty-four thousand, four-hundred and fifty-four dollars (\$24,284,454, the “contingency”); and

**Whereas** the contingency totaled five-hundred and ninety-two thousand three-hundred and three dollars and seventy-five cents (\$592,303.75); and

**Whereas** BCRTA has approved twenty-seven (27) change orders for unforeseen but necessary work at this stage of construction for a total of four-hundred and eighty-seven thousand, eight-hundred and eighty-six dollars and ninety-one cents (\$487,886.91), leaving one-hundred and four thousand four-hundred seventeen dollars and nine cents (\$104,417.09) remaining of the approved contingency; and

**Whereas** there are twelve (12) change orders currently pending review and approval in the amount of one-hundred and sixty-two thousand, eight-hundred sixty-two dollars and twenty-four cents (\$162,862.24), resulting in an overage of fifty-eight thousand four hundred forty-five dollars and fifteen cents (\$58,445.15) over the approved contingency; and

**Whereas** BCRTA has spent an average of fifty-four thousand, two hundred dollars (\$54,200.00) per month on change orders and there are ten (10) months remaining until substantial completion of construction, with additional change orders that will require approval.

#### **Now therefore be it resolved:**

**SECTION 1:** The BCRTA Board of Trustees hereby authorizes the BCRTA Executive Director to amend resolution 23-10-02 to increase the total authorized project amount from twenty-four million, two hundred and eighty-four thousand, four-hundred and fifty-four dollars (\$24,284,454) to twenty-four million, nine-hundred ninety-five

thousand, two-hundred and eighteen dollars and fifty cents (\$24,995,218.50) without additional board approval.

**SECTION 2:** All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent part thereof.

**SECTION 3:** It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meeting open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Adopted September 18, 2024:



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Chris Lawson, Board President



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Matthew Dutkevich, Executive Director



**TO:** BCRTA Board of Trustees

**FROM:** Meagan Varney, Procurement & Compliance Specialist

**RE:** *Action Item – 2023-053, Chestnut Street On-Call Inspections and Testing Agency*

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September 10, 2024

### **STRATEGIC PLAN GOAL / OBJECTIVE**

- Adapt to Market Demands
- Leverage Regional Partnerships

### **RECOMMENDATION**

Adoption of a resolution amending BCRTA Resolution 23-11-07 authorizing the Executive Director on behalf of BCRTA to adjust the Contract with S&ME, Inc. Cincinnati an additional \$58,850.97 for a total amount not to exceed \$124,623.47.

### **FINANCIAL CONSIDERATIONS**

- The contract subject to adjustment is the current agreement for all on-call inspection and testing services for the duration of the Chestnut Street Multimodal Station and Shared Services Facility construction project, with the original total expenditure not to exceed \$45,510.00, which included a 20% contingency.
- The contract was adjusted previously to an amount not to exceed \$65,722.50 to account for unforeseen soil testing and labor hours required by the testing agency that resulted when the foundation from the previous building was discovered by the prime contractor during excavation and water was flowing throughout the project site.
- BCRTA requires further adjustment to the amount previously approved to an amount not to exceed \$124,623.47 to account for soil testing and labor hours related to ensuring the recently discovered fuel tank is either safely removed or abandoned in place according to BUSTR regulations.
- The amount requested for the increase also includes additional labor hours required by S&ME's experts as well as several rounds of testing that were unanticipated when the contract was originally agreed.

### **BUSINESS PURPOSE**

To ensure we can proceed with testing on the project without requiring additional board approval in future. While BCRTA considered the likely variability in costs associated with these types of contracts and projects when it requested the additional contingency, the exact testing

and inspection needs of construction projects cannot be anticipated and require adjustment as needed to ensure the project remains in compliance. Additionally, the discovery of the third fuel tank and its proximity to the newly construction facility requires additional soil testing and labor hours that could not have been predicted by BCRTA or S&ME at the time of the original contract but are required to ensure the project remains in BUSTR compliance.

### **PROCUREMENT CONSIDERATIONS**

Based on BCRTA's personal experience with this vendor and their agreed upon contract pricing, S&ME, Inc. Cincinnati have the capacity to continue performance under this contract without necessitating further additional funds, absent additional unforeseen circumstances.

### **LEGAL CONSIDERATIONS**

- Section 306.43 of the Ohio Revised Code authorizes BCRTA to contract for the provision of goods and services.
- The Bureau of Underground Storage Tank Regulations (BUSTR) supervises the appropriate investigation and cleanup of suspected and confirmed releases from underground storage tanks to protect human health and preserve the environment for the citizens of Ohio.

## BCRTA Resolution No. 24-09-02

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### **Amending BCRTA Resolution 23-11-07 to Authorize Additional Funds for the Inspections and Testing for the Chestnut Street Multimodal Facility Construction Project.**

**Whereas** on November 15<sup>th</sup>, 2023, the BCRTA Board of Trustees adopted Resolution 23-11-07 authorizing the Executive Director to execute a contract with S&ME, Inc. to act as on-call inspection and testing agency for the duration of the Chestnut Street Multimodal Station Construction Project for an amount not to exceed thirty-seven thousand, nine-hundred twenty-five dollars (\$37,925.00); and

**Whereas** on April 17<sup>th</sup>, 2024, the BCRTA Board of Trustees adopted Resolution 24-04-03 amending Resolution 23-11-07 and authorizing the BCRTA Executive Director to adjust the total not to exceed amount due to S&ME Inc., Cincinnati for the provision of on-call inspection and testing services for the Chestnut Street Multimodal Facility Construction Project for the duration of the Project to sixty-five thousand, seven hundred and twenty-two dollars and fifty cents (\$65,722.50) to account for additional testing and assistance in obtaining soil compliance due to an unforeseen foundations discovered after construction began; and

**Whereas** during excavation of an area close to the building to accommodate utility work, the prime contractor and one of the subcontractors discovered a third fuel tank that was unknown to all parties prior to the beginning of the project; and

**Whereas** engineers for the construction project confirmed that the fuel tank is full of fuel and ground water and must either be removed or abandoned in place and all soil tested for contamination according to BUSTR regulations; and

**Whereas** S&ME has invoiced BCRTA for sixty-one thousand eight-hundred and twelve dollars and thirteen cents (\$61,812.13) which leaves only three-thousand, nine-hundred and sixty dollars and thirty-eight cents (\$3,960.38) remaining in authorized funds; and

**Whereas** the remaining contingency amount, originally authorized in Resolution 23-11-07 and extended in 24-04-03, is not adequate to cover the unforeseen nature of the testing required for the existing conditions and remainder of the project; and

**Whereas** S&ME has provided a breakdown of additional tests and labor hours anticipated to be incurred by their staff for the remainder of the project at fifteen thousand one-hundred and fifty-five dollars and eighty-eight cents (\$15,155.88) and a breakdown of the soil tests and labor required for the additional fuel tank issue in the amount of thirty-eight thousand three hundred and forty-five dollars (\$38,345.00).

**Now therefore be it resolved:**

**SECTION 1:** That the BCRTA Board of Trustees hereby amends Resolution 23-11-07 to authorize the BCRTA Executive Director to adjust the total not to exceed amount due to **S&ME Inc., Cincinnati** for the provision of on-call inspection and testing services for the Chestnut Street Multimodal Facility Construction Project

for the duration of the Project to one hundred and twenty-four thousand six hundred and twenty-three dollars and forty-seven cents (\$124,623.47).

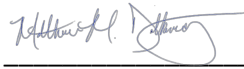
**SECTION 2:** All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby replaced as to the inconsistent part thereof.

**SECTION 3:** It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meeting open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Adopted September 18, 2024:



Chris Lawson, Board President



Matthew Dutkevich, Executive Director

## **BCRTA Resolution No. 24-09-03**

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### **Accepting the Resignation and 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:**

SECTION 1: The BCRTA Board of Trustees hereby accepts the resignations and removes from the Board of Directors of the TABC:

- Ms. Amelia Glenchur; and
- Ms. Missy O'Brien.

SECTION 2: The BCRTA Board of Trustees appoints the following individuals to one (1), three-year term each as a member of the Board of Directors of the TABC:

- Ms. Kimberly Whitton, United Way, New Appointment
  - Term to expire June 1, 2026
- Mr. Gregory Bisdorf, 17 Strong, New Appointment
  - Term to expire June 1, 2027
- Ms. Tammi Ector, Serve City, New Appointment
  - Term to expire June 1, 2027
- Ms. Amy Miller, Ohio means Jobs, New Appointment
  - Term to expire June 1, 2025
- Ms. Sherry Lind, Catholic Charities and Elderly Services, New Appointment
  - Term to expire June 1, 2025.
- DeAnna Shore, Middletown Safety Council, New Appointment
  - Term to expire June 30, 2027

SECTION 3: All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby repealed as to the inconsistent part thereof.

SECTION 4: It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting

of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meeting open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Adopted: September 18, 2024



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Chris Lawson, Board President



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Matthew Dutkevicz, Executive Director





**TO:** BCRTA Board of Trustees

**FROM:** Shawn Cowan, Director of Customer Care and Public Engagement

**RE:** *Action Item – NEORide CRM Software for EZConnect*

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September 18, 2024

**STRATEGIC PLAN GOAL / OBJECTIVE**

Leveraging Strategic Partnerships: BCRTA requires access to the NEORide EZConnect CRM database to participate in the regional call center and customer data-sharing project.

**RECOMMENDATION**

Approval of a resolution authorizing the Executive Director on behalf of BCRTA to execute a participation contract with NEORide for a Customer Relations Management system supporting the EZConnect one-call, one-click call center, and the Regional Paratransit Pilot Project.

**FINANCIAL CONSIDERATIONS**

- This is a contract for services for a term of (1) year with an optional renewal up to four (4) years. The total expenditure for the five (5) years will not exceed \$110,467.80.
- The total cost of year one (1) is \$19, 963.30, including implementing and hosting the CRM system to manage the EZconnect regional customer database. Costs are shared with SORTA and other NEORide partners. NEORide procures and estimates the costs, with proportional cost sharing by all contract partners.

One-time Implementation cost by CapTech					9,250
	Users	Cost/year	Total Before Grants	Grant Funded	Total
July 1, 2024 - June 30, 2025	6	2,142.66	12,855.96	2,142.66	10,713.30
July 1, 2025 - June 30, 2026	13	2,142.66	27,854.58	10,456.91	17,397.67
July 1, 2026 - June 30, 2027	13	2,142.66	27,854.58	10,456.91	17,397.67
July 1, 2027 - June 30, 2028	13	2,142.66	27,854.58	0	27,854.58
July 1, 2028 - June 30, 2029	13	2,142.66	27,854.58	0	27,854.58
					<b>110,467.80</b>

**BUSINESS PURPOSE**

Regional cooperation is cited as part of BCRTA's current strategic plan. BCRTA cannot participate in EZconnect data sharing without access to the CRM database.

This project involves implementing a CRM system using the Salesforce platform to enhance customer relationship management for BCRTA and NEORide users. The project will include a discovery phase, core account feature development, site build, and integration with third-party services, including Mailchimp, Via,

and EZfare. The goal is to have Version 1.0 of the CRM system live by September 2024, with full integration completed by October 2024.

**PROCUREMENT CONSIDERATIONS**

BCRTA will have the option to renew annually and may decrease the number of expected users based on first-year performance.

**LEGAL CONSIDERATIONS**

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

## BCRTA Resolution No. 24-09-04

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### **Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Execute a Participation Agreement with NEORide Council of Governments to purchase a Customer Relations Management Software System.**

**Whereas** Butler County Regional Transit Authority (BCRTA) is an RTA created by resolution of the Commissioners of Butler County Ohio, under Chapter 306 et seq. of the Ohio Revised Code; and

**Whereas** the Butler County Regional Transit Authority (BCRTA) strives to enhance the quality and efficiency of its services for the benefit of its customers and the broader community; and

**Whereas** the NEORide Council of Governments has offered a regional partnership opportunity through the joint procurement of a Customer Relations Management (CRM) system; and

**Whereas** the use of the CRM system will enable BCRTA to improve customer service operations, enhance communication with riders, and optimize the management of customer interactions; and

**Whereas** this CRM system will allow BCRTA to participate in the regional pilot program in collaboration with Cincinnati Metro, further advancing regional integration and service improvements and allowing data sharing; and

**Whereas** entering into this agreement is a strategic move that aligns with the long-term goals of BCRTA to leverage strategic partnerships for the betterment of transit services and to foster collaboration with regional transit partners;

#### **NOW, THEREFORE, BE IT RESOLVED**

1. **SECTION 1:** The Butler County Regional Transit Authority Board of Trustees hereby Authorizes the BCRTA Executive Director to execute an agreement with NEORide for the purchase of a CRM Software-as-a-Service model in the amount of \$110, 467.80 plus a 10% contingency for a total of \$121,514.58 without additional board approval over a five (5) year period.
2. **SECTION 2:** All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby replaced as to the inconsistent part thereof.

3. **SECTION 3:** It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meeting open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Approved: September 18, 2024



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Chris Lawson, Board President



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Matthew Dutkevich, Executive Director

## BCRTA Resolution No. 24-09-05

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### **Authorizing the Butler County Regional Transit Authority (BCRTA) Executive Director to Enter into a Grant Agreement with the State of Ohio through the Ohio Office of Budget and Management (OBM).**

**Whereas** pursuant to Section 200.20 of Substitute House Bill 2 (the “Act”), the 135th General Assembly of the State of Ohio has appropriated funds in the amount of \$717,800,000 to OBM in appropriation item 042509, One Time Strategic Community Investments; and

**Whereas** pursuant to Section 200.30 of the Act, OBM shall use the One Time Strategic Community Investments to provide grants for the projects listed in that section in the amounts listed; and

**Whereas** pursuant to Section 200.30 of the Act, OBM, prior to disbursing a grant to a Recipient, shall enter into an Agreement with the Recipient; and

**Whereas** pursuant to Section 200.30 of the Act, the BCRTA was appropriated \$1,000,000 for the project titled “Outdoor Workforce Training”.

#### **Now therefore be it resolved:**

**SECTION 1:** The BCRTA Board of Trustees hereby authorizes the BCRTA Executive Director to enter into a Grant Agreement with the State of Ohio through the Ohio Office of Budget and Management for \$1,000,000 in furtherance of completing BCRTA’s proposed outdoor training and parking area, also known as the “Outdoor Workforce Training” area project.

**SECTION 2:** All prior legislation, or any parts thereof, which is/are inconsistent with this Resolution is/are hereby replaced as to the inconsistent part thereof.

**SECTION 3:** It is hereby found and determined that all formal actions of this Board concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Board, and that all deliberations of this Board and any of its committees that resulted in such formal actions were in meeting open to the public, in compliance with all legal requirements of the laws of the State of Ohio.

Adopted: September 18, 2024



Chris Lawson, Board President



Matthew Dutkevich, Executive Director

# METRIC DASHBOARD

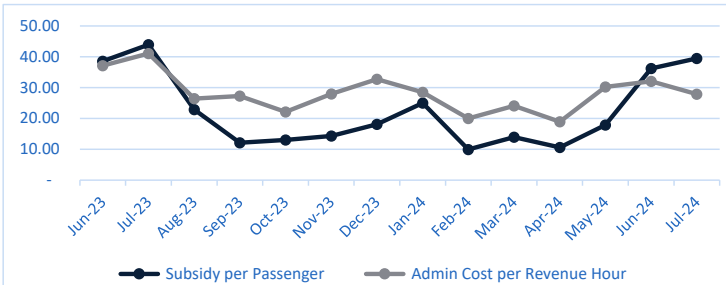
July 2024

## Leveraging Competitive Funding & Partnerships

Average Fleet Age

**6.24**

Since Last Month (0.39) -6.25%  
Since Last Year 0.74 11.86%



## Enhancing Connectivity

BCRTA Transit App Users

**1,973**

Since Last Month (52) -2.64%  
Since Last Year 26 1.32%

BGO App Rides/Total BGO Rides

**32.38%**

Since Last Month 2.17% 6.71%  
Since Last Year 11.74% 36.25%

BCRTA Transit App Downloads

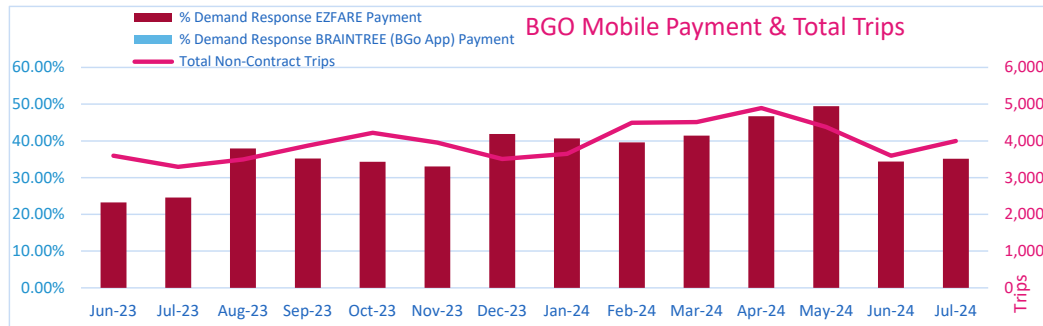
**488**

Since Last Month (451) -92.42%  
Since Last Year - 0.00%

BGO App Downloads

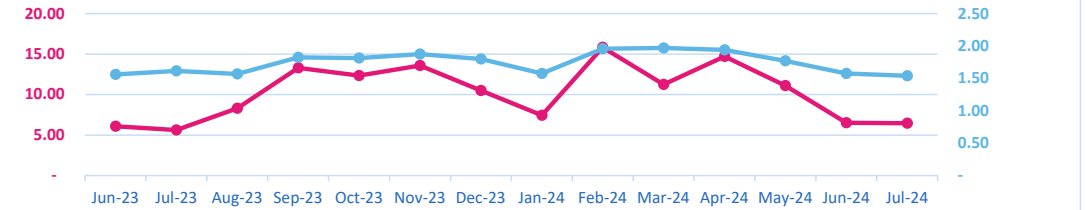
**285**

Since Last Month (54) -18.95%  
Since Last Year 86 30.18%



## Improving Mobility & Eliminating Barriers

Pax per Revenue Hour



## Accidents & Injuries



Target Operator Staffing

**79%**

Since Last Month -3.30%  
Since Last Year 5.41%  
12 Month Average 72.61%  
GOAL 100.00%

Denials & Refusals/Total BGO

**29.78%**

Since Last Month -3.12%  
Since Last Year 2.92%  
12 Month Average 35.79%  
GOAL 0.00%

## Supporting Employers

CincyLink Total Trips

**2,733**

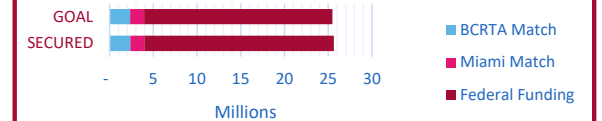
Since Last Month 368 13%  
Since Last Year 178 7%

BGO Employment Trips

**2,021**

Since Last Month 125 6.19%  
Since Last Year 199 9.85%

## Developing Multimodal Infrastructure



Days Until Chestnut Fields Completed

**392**



# Strategic Plan Updates & Director's Notes

September 2024

## 1 Increase Education & Advocacy

### Merchandising

BCRTA experienced some limited success with partner sales of 30<sup>th</sup> anniversary merch over the summer. Now that Summer of Celebration has ended, staff are testing an online portal for merch sales that will integrate with the future customer loyalty program.

### Ride with Hamilton Mayor

On August 29<sup>th</sup>, Matthew Dutkevicz rode the R6 with Hamilton Mayor Pat Moeller, St. Clair Township Trustee John Johnson, and Amy Smith from Ohio Means Jobs Butler County. The trip was busy and informational for all. Guests were pleased to meet riders on their way to work and learn about the many job opportunities along the route.

## 2 Enhance Revenues

### Funding Education

Matthew Dutkevicz met with the County Administrator in late August to discuss engaging the County Commission more directly on transit issues. Staff expect to attend a work session in November for additional input.

## 3 Engage Entrepreneurial Disruptive Tech

### SMART Grant

BCRTA, in cooperation with the Stark County Regional Transit Authority (SARTA), Western Reserve Transit Authority (WRTA), and NEORide has been awarded a SMART grant provided by USDOT.

Matthew Dutkevicz and Luke Morgan attended an Autonomous Vehicle launch event at Western Reserve Transit Authority in Youngstown, OH on August 22 to view the proposed grant technology and learn more about autonomous vehicles. The grant partners also held a meeting to discuss project timeline and needs.

The primary goal of this proposed demonstration project is to evaluate the effectiveness of and enhanced transit fleet safety from integrating advanced vehicle safety technologies on to vehicles in transit fleets; preventing death and injuries by reducing the number of accidents and the serious nature of those that cannot be

# Strategic Plan Updates & Director's Notes

September 2024

avoided. This project utilizes two SMART grant technology areas - Connected Vehicles and Systems Integration - and addresses the need for collision avoidance on transit vehicles by retrofitting up to 3 vehicles (Ford e450 and Gillig 35' platforms) within each transit partner's current operating fleet vehicles with the TONY/MAX advanced vehicle safety system package. This system will enable collision avoidance that can also support bus yard management and includes data logging and telematics features that will allow the project team to collect data that will be shared following a Data Management Plan developed in accordance with the Public Access Plan and as provided in the FY23 SMART Grant NOFO.

## Attain Grant

BCRTA has agreed to partner with NEORide and other transit agencies to seek a USDOT/FHWA Advanced Transportation Technology and Innovation (ATTAIN) grant. The partners seek to create a multimodal data exchange to address the gaps data collection; Facilitate NTD reporting.; Generate operational reports per key service indicators (to be defined); Develop capability for multimodal information tools (e.g., multi-agency electronic information signs at transfer centers); and Enhance TDS Middleware to support human service transportation (HST)/ non-emergency medical trips. BCRTA is providing data and in-kind match, no cash match is required.

## 4 Leverage Regional Partners

### Middletown

Matthew Dutkevicz presented to Middletown City Council on September 3, 2024 regarding the BCRTA becoming the recipient for Middletown UZA funds rather than the City. Questions were limited. Interim City Manager Nathan Cahall indicated a resolution may be forthcoming in late September or early October. An MOU for the change is under legal review by all interested parties including FTA.

### Space Planning

As part of BCRTA's ongoing search for a solution to space constraints, BCRTA has engaged with Miami University Regionals staff to discuss opportunities to partner at the new advanced manufacturing education, training, research, and workforce hub at the former Vora Technology Park. Miami staff have offered very competitive lease rates in addition to credits to offset any capital improvement needs. This opportunity may present long-term benefits as the area may become a hub for education and services. Staff are prepared to research total cost implications barring any objections from the Board.



# Strategic Plan Updates & Director's Notes

September 2024

## Paratransit Coordination

BCRTA is working closely with NEORide, SORTA, and TANK to pilot a regional one-seat ride program for eligible ADA riders. SORTA has agreed to fund the pilot to help riders cross borders in the tri-state area without changing buses or booking multiple rides.

## 5 Lead Workforce Development

### Barriers to Progress

After the May Board meeting, staff initiated a process to increase driver wages 20% to bring starting wages to be more competitive in the local market. Hiring queues have increased dramatically. Staff also adjusted positions closely related to driving and normalized the organization salary schedule to reflect these changes in mid-June. The change has made significant impact, improving total staffing to its best position since 2013. Training and office space continues to create bottlenecks and be an issue. Several training events are currently being held offsite when possible.

### New Director of Maintenance & Capital Infrastructure

BCRTA will welcome Paul Williams to the role of Director of Maintenance & Capital Infrastructure on October 8. Paul is a Butler County native and resident but comes to BCRTA with experience from IndyGo, Cincinnati Metro, and the construction industry. In this new role, Mr. Williams will oversee the existing vehicle maintenance department in addition to taking responsibility for capital planning and projects, FTA's Transit Asset Management requirements, maintenance department development, maintenance procurement streamlining, and alternative fuel vehicle plans an implementation.

### Autonomous Shuttle

Staff are investigating the possibility of bringing an autonomous shuttle to the area in Fall 2025. The first pilot would focus on work with persistent staffing shortages, such as late-night SafeRide services within the City of Oxford and on the Miami University Campus. Obtaining an autonomous vehicle may also lead to workforce opportunities for training on autonomous tech and vehicle systems.

## 6 Adapt to Market Demand

### Chestnut Street Multimodal Station

Chestnut Street Station construction continues to expand and move forward. Staff will welcome Trustees for a tour of the site immediately following the September Board meeting.

# Strategic Plan Updates & Director's Notes

September 2024

Recently, roof decking has been completed and concrete should be poured in the parking garage. Layouts for framing have also begun in the office and terminal areas.

Unfortunately, another improperly abandoned fuel tank was discovered in late August on the west side of the site that was not known. BCRTA will have to abandon the tank in place or remove according to current regulations. Staff are investigating mechanisms to recover costs for this expense. As previously discussed, staff will be seeking additional contracting authority at the September meeting for the construction as well as the testing agency.

Information, updates and pictures are available at

<https://www.butlercountyrta.com/projects/oxford-multimodal-facility/>

## 2023 Areas of Persistent Poverty (AOPP/HDC)

BCRTA and City of Oxford were successful in obtaining \$150K to study bike/trail/pedestrian infrastructure related to transit within the City of Oxford. Oxford will provide the match and act as a subrecipient to BCRTA. BCRTA has also requested to add transit signal priority study to the scope of the project.

# Strategic Plan Updates & Director's Notes

September 2024

## Work Plan

Task Name	Bucket	Owner	Progress	Priority	Start date	Due date	Labels
Anniversary Logo	1 - 30th Anniversary Program (Agenda)	Completed	Urgent		02/01/2024	02/29/2024	
Advertising/Promotion of Business	1 - 30th Anniversary Program (Agenda)	In progress	Medium		03/01/2024	03/31/2024	Completion Pending
Identify and Secure Sponsors (Engage Business Community)	1 - 30th Anniversary Program (Agenda)	Not started	Low		03/01/2024	03/31/2024	
Anniversary Event	1 - 30th Anniversary Program (Agenda)	Completed	Urgent		03/01/2024	03/31/2024	Completion Pending
Once a Month Anniversary Event	1 - 30th Anniversary Program (Agenda)	Completed	Urgent		03/01/2024	03/31/2024	Completion Pending
Bus Wrap (Not full) Anniversary Bus	1 - 30th Anniversary Program (Agenda)	Completed	Medium		03/01/2024	03/31/2024	
Coffee & Conversations Events	1 - Community Engagement	Not started	Medium		04/01/2024	07/01/2024	
Canvass Speaker Bureau (Rotary Meetings Etc.)	1 - Community Engagement	Not started	Important		04/01/2024	07/01/2024	
Community Advocates/Advisory Committee	1 - Community Engagement	Not started	Important		04/01/2024	07/01/2024	
Charter Presentation	1 - Community Engagement	Not started	Medium		03/01/2024	08/30/2024	
Oxford Engagement (for General Public)	1 - Community Engagement	Not started	Low		03/01/2025	03/31/2025	
State of The Authority	1 - Community Engagement	Not started	Low		03/01/2026	03/31/2026	
Define rider demographic vs. non-rider demographic	1 - Develop Educational/Advocacy Serv	In progress	Urgent		03/01/2024	07/31/2024	DELETED/Rescheduled
Determine the communications for each area/rider demographic	1 - Develop Educational/Advocacy Serv	In progress	Important		03/01/2024	08/31/2024	REMOVED by ProfReq
Create Advocacy Materials for Public Consumption	1 - Develop Educational/Advocacy Serv	Not started	Medium		07/01/2024	09/30/2024	
Fiscal Impact	1 - Develop the BORTA Story-Structural	In progress	Medium		04/01/2024	07/01/2024	Evergreen Target
Environmental Impact	1 - Develop the BORTA Story-Structural	Not started	Low		06/01/2024	08/31/2024	
Meeting with Elected Officials	1 - Develop the BORTA Story-Structural	In progress	Important		04/01/2024	11/30/2024	DELETED
							REMOVED by ProfReq/DELETED/Rescheduled
Create Talking Points & Content for Public Sharing	1 - Develop the BORTA Story-Structural	In progress	Important		03/01/2024	11/21/2024	
Collaborating Strategically (Water at the Biggie Table)	1 - Develop the BORTA Story-Structural	Not started	Low		10/01/2024	11/30/2024	
Create Online Store	1 - Merchandise	Completed	Low		07/01/2024	08/30/2024	
Create and Sell BORTA Merchandise	1 - Merchandise	In progress	Low		03/01/2024	12/01/2024	DELETED/Rescheduled
Establish Loyalty Program/Free Merch Relationship	1 - Merchandise	In progress	Low		03/01/2025	03/31/2025	Ahead of Schedule!
Leverage Retail Partners for Merch	1 - Merchandise	In progress	Low		04/01/2025	06/30/2025	
Engage the Parking & Transportation Advisory Council	1 - Miami University Program	In progress	Urgent		03/01/2024	03/31/2024	Evergreen Target
Explore Additional BMU Contacts (Employee Engagements/Education)	1 - Miami University Program	Not started	Important		03/01/2025	03/31/2025	
Annual bus wrap with BMU Competition?	1 - Miami University Program	Not started	Low		03/01/2025	03/31/2025	
Social Media Marketing/Build Ridership New Developments	1 - Miami University Program	Not started	Medium		03/01/2025	03/31/2025	
Mobility Options Awareness & Connections	1 - Miami University Program	Not started	Low		03/01/2025	03/31/2025	
Raising Student Orientation Profile	1 - Miami University Program	In progress	Low		04/01/2025	07/31/2025	
Investigate Funding Model and other communities	2 - Enhance Revenues	In progress	Medium		03/01/2024	03/31/2024	
Success Stories	2 - Enhance Revenues	In progress	Medium		03/01/2024	03/31/2024	
Leverage Unused/Unappreciated Local Transit Funds	2 - Enhance Revenues	In progress	Medium		03/01/2024	03/31/2024	Evergreen Target
Funding Education Campaign Tour	2 - Enhance Revenues	Not started	Important		03/01/2024	06/30/2024	Rescheduled
Develop Unfunded Service Scenarios	2 - Enhance Revenues	In progress	Important		04/01/2024	08/09/2024	Rescheduled
Stage 1 - Elected Official Support	2 - Enhance Revenues	Not started	Important		07/01/2024	10/04/2024	
Community Partnerships	2 - Enhance Revenues	Not started	Low		03/01/2025	03/31/2025	
Business Partnerships	2 - Enhance Revenues	Not started	Low		03/01/2025	03/31/2025	
1st Attempt at Long-Term Dedicated Funding	2 - Enhance Revenues	Not started	Important		03/01/2025	03/31/2025	
Stage 2 - Community Education	2 - Enhance Revenues	Not started	Important		03/01/2025	04/04/2025	
Community Campaign (Support Transit Mindset Stickers/Pledge)	2 - Enhance Revenues	Not started	Medium		04/01/2025	06/30/2025	
2nd Attempt for Long-term Dedicated Funding	2 - Enhance Revenues	Not started	Important		07/01/2025	09/30/2025	
IF Partners	3 - Engage Disruptive Technology	Not started	Medium		03/01/2025	03/31/2025	
Testing Partners	3 - Engage Disruptive Technology	Not started	Medium		03/01/2025	03/31/2025	
Engagement	3 - Engage Disruptive Technology	In progress	Medium		03/01/2025	03/31/2025	
Innovation Reputation (recruitment)	3 - Engage Disruptive Technology	Not started	Medium		03/01/2025	03/31/2025	
Work with Small Businesses and Entrepreneurs to Advance economic development for the future	3 - Engage Disruptive Technology	Not started	Medium		03/01/2025	03/31/2025	
Work with Entrepreneurial Centers, Incubators, Colleges/Universities	3 - Engage Disruptive Technology	Not started	Medium		03/01/2025	03/31/2025	
Funding (Ex. CNG Application for MASA Grant)	3 - Engage Disruptive Technology	In progress	Medium		03/01/2025	06/30/2025	
Advanced Mobility Hubs	3 - Engage Disruptive Technology	Not started	Medium		03/01/2026	03/31/2026	
Get BORTA on the map-Develop a Regional/National Reputation	3 - Engage Disruptive Technology	Not started	Medium		03/01/2026	03/31/2026	
Partners and Other Revenue Generation Opportunities	3 - Engage Disruptive Technology	Not started	Low		04/01/2026	06/30/2026	
MEMORIAL	4 - Public Partner Engagements	In progress	Medium		04/01/2024	06/30/2024	
Workforce Investment Board	4 - Public Partner Engagements	Not started	Medium		07/01/2024	09/30/2024	
Butler County (BOS)	4 - Public Partner Engagements	In progress	Low		03/01/2024	09/30/2024	
Warren County	4 - Public Partner Engagements	Not started	Low		03/01/2025	03/31/2025	
Clermont County	4 - Public Partner Engagements	Not started	Low		03/01/2025	03/31/2025	
Expand Oversight Responsibility and capabilities for Middletown Small Urban Area	4 - Leverage Regional Partners	In progress	Important		03/01/2024	03/31/2024	REMOVED by ProfReq
Utilize Other Transit Agencies to Identify "Win-Win" Scenarios	4 - Leverage Regional Partners	Not started	Low		03/31/2025	03/31/2025	
Engage in EZConnect Paratransit Technology Coordination	4 - Leverage Regional Partners	In progress	Low		03/01/2025	03/31/2025	
Engage in Regional Paratransit Coordination	4 - Leverage Regional Partners	In progress	Low			12/31/2025	
Update Program for Print Operator (create options: PE, Experimental, etc.)	5 - Lead Workforce Development	In progress	Important		03/01/2024	03/31/2024	DELETED
Expand Training Capacity	5 - Lead Workforce Development	In progress	Urgent		03/01/2024	03/31/2024	REMOVED by ProfReq/DELETED
							Evergreen Target/Completion Pending
Investing in Recruitment/Employee Advertising	5 - Lead Workforce Development	In progress	Important		03/01/2024	03/31/2024	
Better Understand the 4th Generation in the Workforce and Identify Needs for Employee Attraction	5 - Lead Workforce Development	In progress	Medium		03/01/2024	03/31/2024	DELETED/Completion Pending
Participate	5 - Lead Workforce Development	Completed	Important		03/01/2024	03/31/2024	
Salary Study	5 - Lead Workforce Development	Completed	Urgent			03/31/2024	Completion Pending
BORTA Value	5 - Lead Workforce Development	Completed	Medium		03/01/2024	03/31/2024	
Workforce Investment Act Recruiting	5 - Lead Workforce Development	Completed	Medium		04/01/2024	06/30/2024	
Implement Lessons Learned from the 4th Generation Research	5 - Lead Workforce Development	Completed	Important		04/01/2024	06/30/2024	
Differentiate Recruiting	5 - Lead Workforce Development	Completed	Important		04/01/2024	06/30/2024	
Internal Promotion Pathways	5 - Lead Workforce Development	Completed	Medium		04/01/2024	09/30/2024	DELETED
Structure Organization for Consistent Supervisor Relationship	5 - Lead Workforce Development	In progress	Important		03/01/2024	09/30/2024	REMOVED by ProfReq/Rescheduled
Onboarding Within the Department and with a Mentor (Post Training)	5 - Lead Workforce Development	Not started	Low		07/01/2024	09/30/2024	
Emotional Pull-1 Week/Quarter	5 - Lead Workforce Development	Not started	Medium		03/01/2024	10/01/2024	Rescheduled
Engage in DEI Commitment and Activities	5 - Lead Workforce Development	In progress	Medium		03/01/2024	10/01/2025	Rescheduled
Staff Training for Internal Customer Service (mentor/ambassador Training)	5 - Lead Workforce Development	Not started	Medium		04/01/2025	06/30/2025	
Vocational Schools as Targets	5 - Lead Workforce Development	Completed	Low		04/01/2025	06/30/2025	
Infrastructure	6 - Adapt To Market Demands	In progress	Medium		04/01/2024	06/30/2024	
Differentiate Our Service Delivery Strategy by Mode and Geography	6 - Adapt To Market Demands	In progress	Important		04/01/2024	06/30/2024	
Connecting with Other Modes of Transportation	6 - Adapt To Market Demands	In progress	Low		04/01/2024	06/30/2024	
Connecting with Other Transit Systems	6 - Adapt To Market Demands	In progress	Medium		04/01/2024	06/30/2024	
Create and Complete Community Service on Needs & Desires	6 - Adapt To Market Demands	Not started	Important		04/01/2024	06/30/2024	REMOVED by ProfReq/DELETED
Develop Good, Better, Best Scenarios	6 - Adapt To Market Demands	In progress	Important		04/01/2024	08/06/2024	DELETED
							REMOVED by ProfReq/DELETED
Gather Business Input	6 - Adapt To Market Demands	Not started	Important		07/01/2024	09/30/2024	ProfReq/DELETED
2022 Annual Report	To do	Completed	Urgent		03/01/2024	01/29/2024	Completion Pending
Reorganize Web Site to Support Strategic Plan Materials	To do	In progress	Urgent			05/24/2024	Completion Pending
2023 Annual Report	To do	In progress	Important		05/31/2024	09/30/2024	DELETED/Rescheduled/Completion Pending

# Strategic Plan Updates & Director's Notes

September 2024

## State of Good Repair

### Ohio Workforce Mobility Grant

ODOT re-let new SFY requests for this program and staff have reapplied for the unfunded portion of the proposed Moser Court Parking area project that includes outdoor training space. Announcements are expected in December or January.

### One Time Strategic Investment (House Bill 2)

BCRTA has been appropriated \$1M as part of House Bill 2 for the purpose of improving BCRTA's outdoor training and parking area at the Moser Court facility. Authority to execute the grant agreement is on the September agenda.

## Coming Up

### Audit

The Ohio Auditor of State has BCRTA's annual audit underway. Trustees should have received an engagement letter. As a reminder, all those tasked with governance of the organization, including trustees, are *REQUIRED* to complete the auditor's Fraud questionnaire and return it.

### Triennial Review

Staff completed BCRTA's Triennial Review with FTA in late June. No findings or corrective action were identified for the agency. Please congratulate staff on a spotless review!

### Upcoming Procurements >\$25,000

Item	Procuring Agency	Estimated Spend	Estimated Term	Reason for Purchase
AOPP Pedestrian and Bike Path Study on behalf of City of Oxford	BCRTA	150K	Task	New
Moser Court Parking Lot Construction	BCRTA	3.5M	Task	New
Chestnut Station FF&E	BCRTA	250K	Task	New
Chestnut Station Bus Wash	BCRTA	TBD	Task	New
Onboard Tablets (81)	BCRTA	110K	Task	Scheduled Replacement









# BCRTA Board Packet 09-18-2024 Final

Final Audit Report

2024-09-19

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