



Board of Trustees
Committee & Board
Packet
January 31, 2017

TO: Sandra M. Foster, President and all other Board Members

FROM: Richard M. Enty, Executive Director/Secretary-Treasurer

DATE: January 25, 2017

RE: MONTHLY UPDATE

Month	Cash Sales Tax 2015	Cash Sales Tax 2016	Cash Sales Tax 2017	OVER (UNDER)	Percent
Jan	3,581,215.27	3,841,753.97	3,699,567.18	(142,186.79)	-3.70%
Feb	3,528,319.09	3,602,929.61		(3,602,929.61)	-100.00%
Mar	4,487,866.45	4,560,452.70		(4,560,452.70)	-100.00%
Apr	3,133,426.60	3,190,477.28		(3,190,477.28)	-100.00%
May	3,109,527.19	3,252,123.31		(3,252,123.31)	-100.00%
Jun	3,801,088.04	4,470,105.24		(4,470,105.24)	-100.00%
Jul	3,640,092.96	3,690,063.41		(3,690,063.41)	-100.00%
Aug	3,757,991.65	3,725,602.49		(3,725,602.49)	-100.00%
Sep	3,902,861.21	4,282,103.74		(4,282,103.74)	-100.00%
Oct	3,640,575.90	3,954,973.56		(3,954,973.56)	-100.00%
Nov	3,818,020.13	3,828,091.77		(3,828,091.77)	-100.00%
Dec	3,789,375.25	3,807,198.45		(3,807,198.45)	-100.00%
Total	44,190,359.74	46,205,875.53	3,699,567.18	(42,506,308.35)	-91.99%
	2015	2016	2017		
Jan - Jan	3,581,215.27	3,841,753.97	3,699,567.18	(142,186.79)	
		7.28%	-3.70%		

In December 2016 METRO experienced just two preventable accidents. This represents a 60% decline (3) in preventable accidents compared with December 2015. For the entire year, preventable accidents increased by 3.92% over 2015 (53 v. 51). It is very noteworthy that there were ZERO Line Service preventable accidents in December 2016 and a 2.63% decline (1) in these accidents on Line Service versus 2015 (37 v. 38).

January 2017 cash sales tax receipts are 3.7% below the same time last year.

In 2016 METRO operated 4.80 million total Line Service vehicle miles, and 1.49 million total Paratransit vehicle miles for a total of 6.29 million miles (v. 5.7 million in 2015). By the standard industry metric of preventable accidents per 100,000 miles, with any figure under 1 being very good, our systemwide overall record changed from 0.82 (2015) to 0.84 (2016) preventables per 100,000 mi. However, we had a remarkable drop in this statistic for Line Service, from 0.83 to 0.77!!

We commend the entire METRO Team for improving our Line Service preventable accident rate per 100,000 miles in 2016!!!

~ And ~

Kudos to all operators driving Line Service for ZERO preventables in December!!!

The following resolutions will be presented at the upcoming Board meeting.

<u>Committee</u>	<u>Resolution Number</u>	<u>Authorizing</u>
Finance	2017-01	Appointing Trustees to Ohio Transit Risk Pool Board
Finance	2017-02	Appointing Trustees to Health Transit Pool Board
Finance	2017-03	Appointing Trustees to NEORide C.O.G. Board
Finance	2017-04	Signatories on METRO's Checking and Savings Accounts
Finance	2017-05	Contract Renewal with Downtown Akron Partnership
Finance	2017-06	Disposal or Transfer of METRO RTA Surplus Assets
Finance	2017-07	15% Discount for Major Bulk Ticket Purchases

Leadership Team Update

Both of METRO's collective bargaining agreements, with Transport Workers Union Local #1 (TWU) and Teamsters Local #348 will expire July 31, 2017. To kickoff our strategy work, METRO HR Director Christine Hoffer, our leader for the bargaining process, last week brought members of METRO's Leadership Team to meet with Helen Carroll, the labor attorney at Roetzel & Andress who has handled our past negotiations. This initial meeting was focused on brainstorming for the TWU contract.

In continued follow-up to METRO's 2015 Employee Engagement Survey, which gathered feedback on how METRO can further achieve high standing as an employer of choice, HR has initiated development of a program to "train the trainer." There will be various modules created in support of the Core Values where METRO instructors and anyone else who coaches or leads others here can learn how to present consistent information and messaging about how METRO can improve service to customers, including internal customers. One of the first training areas being focused on, as identified by the Engagement Survey, is Communication.

METRO's Data Systems/IT and Paratransit leaders are collaborating with Akron Public Schools to create ID card passes for over 600 high school students. They are among those initially identified as being eligible for the transit pass program recently authorized by METRO's Board and the Akron Schools Board of Education. Kudos to Mark Hobson/Finance and Bambi Miller/Paratransit/Customer Service and their staff, for working through challenging issues and providing very quick turnaround on getting the IDs created. We look forward to growing this important partnership with Akron Public Schools as a way to bring more young people aboard METRO and to retain them as customers over the years. This new program complements our METRO-Zip partnership with University of Akron, which allows students, faculty and staff to ride METRO at no cost by simply swiping their Zip Card in our fareboxes. It was, in part, the fact that some Akron Public School U of A Early College participants were benefitting from the METRO-Zip Program that helped convince APS to launch the new program with METRO.

Mark Hobson, METRO Data Systems Manager provides the following report on the continued roll-out of our Avail Technologies, Inc. Real-Time Bus Arrival Information and Automatic Passenger Counting System. During the first week of December a team from Avail, based in State College, PA, visited METRO to train employees on the newest version of the MyAvail software that was to be installed the second week of December. The installation went well and our employees started working with the new software version that second week. The new software upgrade added several modules to the MyAvail software that were done outside of MyAvail making our Planning Department's use of the software easier and more effective. The software upgrade also included enhancements that the dispatchers had asked for. Several minor issues were found with the new software which was reported to Avail. Avail responded with a software patch on December 23. In January 2017 several other minor issues were discovered and Avail will be patching the software on January 30th.

Metro and Avail are working through an action item list of around 10 items that need to be closed. One open item is messages that Avail is receiving from GFI. A farebox circuit board was sent to GFI so they could analyze the data and work with Avail to resolve the issue. Metro and Avail continue to have conference calls every week or so to work through the action items and close the ones we can.

Seven of the eight new buses METRO has purchased from Gillig Corporation/Hayward, CA have arrived. Costing \$505,000 each they feature, among other things, the most modern operator seat with enlarged cab space resulting from selection of a wider platform for farebox placement, brighter, white-lettered LED side and front destination signs, brighter turn signals and improvements to the Cummins Diesel engine. These buses will further lower our average fleet age below 4.3 years once the eight oldest - 12-year old - 1400 series New Flyer coaches are retired. The newest coaches will be numbered 2314 through 2321. In coming months METRO will pursue replacement of our ten MV-1 small Paratransit vehicles, which this year will reach the end of their five-year useful life. METRO has evaluated several different modern low-floor Paratransit vehicles as possible replacements. These vehicles were brought to METRO for display/testing by the vehicle manufacturers and we solicited feedback from METRO operators and mechanics who toured the vehicles. With an average vehicle age of 2.0 years, METRO's Paratransit customers and operators enjoy a fleet that is among the youngest in the industry.

Kudos to METRO's Board of Trustees AND retiring Director of Finance, Dean J. Harris, for such regularly scheduled replacement of our transit vehicles!!

On Friday, January 20, 2017, METRO closed on its purchase of the neighboring property, the former Akron Auto Recycling owned by Sally and Leonard Ekus. Our Kenmore Blvd. campus is able to support modernization of our circa 1982 maintenance and administrative facilities. The Board will be updated on this project including cost-benefit analyses in support of any and all construction authority requests.

**MONTHLY BOARD COMMITTEE MEETING AGENDAS
VERNON LANE ODOM BOARD ROOM
TUESDAY, JANUARY 31, 2017
8:00 A.M.**

8:00 A.M. FINANCE COMMITTEE

- 1) January 2017 Finance Report
- 2) Finance Resolution 2017-01 Appointing Trustees to Ohio Transit Risk Pool Board
- 3) Finance Resolution 2017-02 Appointing Trustees to Health Transit Pool Board
- 4) Finance Resolution 2017-03 Appointing Trustees to NEORide C.O.G. Board
- 5) Finance Resolution 2017-04 Signatories on METRO's Checking and Savings Accounts
- 6) Finance Resolution 2017-05 Contract Renewal with Downtown Akron Partnership
- 7) Finance Resolution 2017-06 Disposal or Transfer of METRO RTA Surplus Assets
- 8) Finance Resolution 2017-07 15% Discount for Major Bulk Ticket Purchases

8:20 A.M. MARKETING AND SERVICE PLANNING COMMITTEE

- 1) December 2016 Performance Report
- 2) Marketing Update
- 3) Other

8:30 A.M. RAIL OPERATIONS COMMITTEE

- 1) Questions on Rail Activities Report

8:35 A.M. SAFETY COMMITTEE

- 1) December 2016 Safety & Security Report
- 2) Other

8:40 A.M. HUMAN RESOURCES COMMITTEE

- 1) December 2016 Human Resources Report
- 2) Discussion on METRO Transit Security Function
- 3) Other

8:46 A.M. ADJOURN

**MONTHLY BOARD MEETING AGENDA
VERNON LANE ODOM BOARD ROOM
WEDNESDAY, JANUARY 31, 2017
9:00 A.M.**

ITEM 1: CALL TO ORDER:

ITEM 2: AUDIENCE PARTICIPATION:

Any individual or representative of a group may take two (2) minutes to address the Board on any topic on the agenda. Anyone desiring more time than provided herein, shall notify the Secretary-Treasurer by the Wednesday preceding the Board meeting so that he/she may be placed on the Agenda for a maximum of five (5) minutes. METRO's Board Meetings are held the last Wednesday of the month as stated within Resolution 2013-46 unless otherwise noted.

Diane Roebuck

ITEM 3: RECOGNITION

ITEM 4: BOARD MINUTES:

*Approval of Board Meeting Minutes of November, 26, 2016

ITEM 5: COMMITTEE REPORTS & RESOLUTIONS:

Finance Committee

Chair Report

*Resolution 2017-01 appointing trustees to the Ohio Transit Risk Pool.

*Resolution 2017-02 appointing trustees to the Health Transit Pool of Ohio.

*Resolution 2017-03 appointing trustees to the "NEORide" Council of Government.

*Resolution 2017-04 authorizing the signatories on METRO's checking and savings accounts.

*Resolution 2017-05 authorizing a contract with the DOWNTOWN AKRON PARTNERSHIP (DAP) and METRO for the cleaning and safety along Main Street and the RKP Transit Center.

*Resolution 2017-06 authorizing the disposal or transfer of certain Assets owned by the METRO Regional Transit Authority.

*Resolution 2017-07 authorizing a discount on bulk ticket and pass purchase.

Marketing & Service Planning Committee

Chair Report

Rail Operations Committee

Chair Report

Safety Committee

Chair Report

Human Resources Committee

Chair Report

ITEM 6: EXECUTIVE SESSION

ITEM 7: OTHER BUSINESS:

ITEM 8: OFFICERS' REPORT:

- President
- Executive Director

ITEM 9: CALL FOR ADJOURNMENT:

***Denotes items that need approval of the Board**

Next Scheduled Meeting – February 27, 2017

**METRO RTA
BOARD MINUTES
WEDNESDAY, NOVEMBER 30, 2016**

Trustees Present: Sandra Foster, Scott Meyer, Stephan Kremer, Donald Christian, Chuck Rector, Will Lutz, Renee Greene, Jack Hefner, Heather Heslop Licata, David Prentice, Robert De Journette

Trustees Absent: Nicholas Fernandez

Staff Present: Richard Enty, Dean Harris, Bambi Miller, Mike Davis, Molly Becker, Jason Popik, Roger Bacon, Robin Miller, Jessica Dreschel, Jarrod Hampshire, John Sutherland, Christine Hoffer, Phillip Richardson, Dana Gibitz, Yvonne Briggs

Guests Present:

CALL TO ORDER

Ms. Foster called the meeting to order at 9:00 a.m.

AUDIENCE PARTICIPATION

None

RECOGNITION

Crystal Neal – Star Performer Clerk 2016
Melissa Barna – Star Performer Specialist 2016
Sydney Jenkins – Core Values 2016

These three Customer Service employees were recognized for their outstanding performance. They were presented with gifts by their Director, Ms. Bambi Miller and had their pictures taken with the Executive Director and supervisors from the Customer Service Department by Ms. Jessica Dreschel from the Communications Department.

APPROVAL OF MINUTES

Ms. Foster asked for a motion to approve the October 26, 2016 minutes. Ms. Foster made a motion for approval, seconded by Mr. Hefner. The minutes were unanimously approved by the Board.

FINANCE COMMITTEE

Mr. Meyer said the Finance Committee did meet and all the financial affairs were in order.

Resolution 2016-25 authorizing a budget/appropriation measure for the calendar year 2017 was presented for approval. Mr. Meyer made a motion for approval, seconded by Mr. Hefner. Resolution 2016-25 was unanimously approved by the Board.

Resolution 2016-26 authorizing the Executive Director to make an award of a one (1) year contract for the purchase of UltraLow Sulfur Diesel Fuel for 2017. Mr. Meyer made a motion for approval, seconded by Mr. Christian. Resolution 2016-26 was unanimously approved by the Board.

MARKETING AND SERVICE PLANNING COMMITTEE

Mr. Lutz said the Marketing and Service Planning Committee met. Performance and Communications updates were presented. No further business for discussion at this time. More information on Moving METRO forward will be presented next month.

RAIL OPERATIONS COMMITTEE

Mr. Kremer said the Rail Committee met and there was one Resolution for approval. Resolution 2016-27 authorizing the Executive Director to make an award of a construction contract for the Canton railroad warning signal relocation project was presented for approval. Mr. Kremer made a motion for approval, seconded by Mr. Lutz. Resolution 2016-27 was unanimously approved by the Board.

SAFETY COMMITTEE

Mr. Prentice said the Safety Committee did meet. There were 18 accidents in October, eight of these were preventable. No further action was necessary at this time.

HUMAN RESOURCES

The Board went into Executive Session during the Human Resources Committee to discuss personnel matters. Ms. Licata reported that during the Executive Session it was decided to extend the Executive Director's contract for three years. She asked for a vote to approve this recommendation. The decision passed with one member, Mr. Lutz, opposing.

OTHER BUSINESS

None

OFFICERS' REPORT

President: Mr. Foster asked for a vote to change the meeting dates for 2017. It was agreed to change the days to Tuesday instead of Wednesday beginning with the January. Mr. Hefner made a motion for approval, seconded by Mr. Meyer.

Executive Director: Mr. Enty asked about cancelling the December 2016 meeting. Ms. Foster authorized the cancellation of meeting.

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:20 a.m.

CERTIFICATE OF COMPLIANCE

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

**SAUNDRA M. FOSTER
PRESIDENT**

**RICHARD M. ENTY, EXECUTIVE
DIRECTOR/SECRETARY-TREASURER**

Finance Committee

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CONSOLIDATED INCOME STATEMENT REPORT

SCHEDULED & SCAT SERVICES

METRO Regional Transit Authority

December-16

CURRENT MONTH				YEAR TO DATE					
ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE	REVENUES	ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE	YTD % CHANGE
337,293	420,000	439,338	-19.7%	Passenger Fares	4,100,559	4,448,000	4,428,054	-7.8%	-7.4%
44,228	38,000	19,680	16.4%	Advertising Revenue	475,218	465,000	417,915	2.2%	13.7%
<u>381,521</u>	<u>458,000</u>	<u>459,018</u>	<u>-16.7%</u>	Total Operating	<u>4,575,777</u>	<u>4,913,000</u>	<u>4,845,969</u>	<u>-6.9%</u>	<u>-5.6%</u>
-60,299	39,400	-8,812	-253.0%	Non-Transportation	787,143	542,000	953,041	45.2%	-17.4%
3,777	5,000	3,984	-24.5%	Rail Related Revenue	87,538	58,000	61,812	50.9%	41.6%
				Local Subsidy					
3,736,937	3,855,000	3,880,172	-3.1%	METRO Tax	46,519,602	45,731,000	44,896,182	1.7%	3.6%
110,425	60,000	119,194	84.0%	Local Contracted Services	1,160,333	690,000	809,188	68.2%	43.4%
9,371	14,000	10,758	-33.1%	State Subsidy	165,441	168,000	177,512	-1.5%	-6.8%
73,796	0	65,515	#DIV/0!	Federal Subsidy	4,683,361	4,642,165	4,243,338	0.9%	10.4%
<u>4,255,528</u>	<u>4,431,400</u>	<u>4,529,829</u>	<u>-4.0%</u>	TOTAL REVENUES	<u>57,979,195</u>	<u>56,744,165</u>	<u>55,987,042</u>	<u>2.2%</u>	<u>3.6%</u>
				EXPENSES					
2,491,840	2,339,937	2,558,429	6.5%	Wages and Salaries	22,055,895	22,478,186	20,586,041	-1.9%	7.1%
1,306,269	1,160,479	1,221,154	12.6%	Fringe Benefits	13,263,754	13,148,681	12,118,203	0.9%	9.5%
237,094	249,152	175,413	-4.8%	Services	2,317,013	2,799,726	2,516,684	-17.2%	-7.9%
395,960	275,674	146,866	43.6%	Materials and Supplies	3,296,138	3,068,800	2,764,074	7.4%	19.2%
136,816	210,413	202,500	-35.0%	Fuel	1,545,394	2,400,000	2,683,857	-35.6%	-42.4%
85,032	107,860	98,586	-21.2%	Utilities	739,511	1,015,760	913,740	-27.2%	-19.1%
217,934	116,900	132,012	86.4%	Casualty and Liability	1,450,188	1,416,000	1,262,850	2.4%	14.8%
157,912	113,400	125,008	39.3%	Purchased Transportation	1,718,313	1,357,500	1,229,441	26.6%	39.8%
124,143	56,620	76,049	119.3%	Other Expenses	683,718	721,000	560,366	-5.2%	22.0%
<u>5,153,000</u>	<u>4,630,435</u>	<u>4,736,017</u>	<u>11.3%</u>	TOTAL OPERATING EXPENSES	<u>47,069,924</u>	<u>48,405,653</u>	<u>44,635,256</u>	<u>-2.8%</u>	<u>5.5%</u>
(897,472)	(199,035)	(206,188)	350.9%	NET INCOME (LOSS) Before Depreciation	10,909,271	8,338,512	11,351,786	30.8%	-3.9%
1,424	1,424	3,047	0.0%	Depreciation Operating	32,675	32,675	36,563	0.0%	-10.6%
768,058	768,058	755,870	0.0%	Depreciation Capital	9,305,737	9,305,737	8,591,775	0.0%	8.3%
5,922,482	5,399,917	5,494,934	9.7%	TOTAL EXPENSES	56,408,336	57,744,065	53,263,594	-2.3%	5.9%
<u>(1,666,954)</u>	<u>(968,517)</u>	<u>(965,105)</u>	<u>-72.1%</u>	NET INCOME (LOSS) After Depreciation	<u>1,570,859</u>	<u>(999,900)</u>	<u>2,723,448</u>	<u>-257.1%</u>	<u>-42.3%</u>

METRO REGIONAL TRANSIT AUTHORITY

Balance Sheet

December

ASSETS		2016	2015	LIABILITIES AND CAPITAL		2016	2015
Current Assets:				Current Liabilities:			
Cash	13,389,488.46	28,255,534.35	Accounts Payable	1,230,686.18	477,082.75		
Short Term Investments	11,729,884.18	0.00	Accrued Payroll	2,501,344.42	2,217,865.18		
Capital Fund (Restricted)	7,506,319.55	6,506,359.55	Accrued Payroll Liabilities	244,107.85	933,362.86		
Rainy Day Fund (Restricted)	9,043,288.76	7,493,165.89	Capital Contract Payable	0.00	0.00		
Receivables:			Short Term Debt	0.00	0.00		
Trade, Less allowance	310,768.91	314,547.00	Other	291,397.70	90,965.02		
Federal Assistance	31,391.26	10,000.26	Total Current Liabilities	4,267,536.15	3,719,275.81		
State Assistance	0.00	0.00	Other Liabilities:				
Sales Tax Receivable	7,273,345.97	7,426,345.32	Long Term Debt	0.00	0.00		
Material & Supplies	1,383,905.93	3,447,863.97	Net Pension Liability	19,171,267.00	0.00		
Prepaid Expenses	3,052,054.15	0.00	Deferred Inflows	336,801.00	0.00		
Total Current Assets	53,720,447.17	53,453,816.34	Deferred Revenue	71,928.00	44,254.00		
Property, Facilities & Equipment			Other Estimated Liabilities	1,000.00	1,000.00		
Construction in Progress	12,862,209.58	5,226,587.66	Total Other Liabilities	19,580,996.00	45,254.00		
Land	4,288,301.36	4,283,301.36	Capital & Accumulated Earnings:				
Building & Improvements	45,132,113.46	45,144,709.46	Capital Grant: State & Federal	42,379,430.00	48,446,589.32		
Transportation Equipment	70,082,155.20	66,992,702.60	Accumulated Earnings	85,398,534.47	90,544,114.19		
Other Equipment	8,413,410.19	8,451,651.81	Total Grants & Accumm Earnings	127,777,964.47	138,990,703.51		
Rail right-of-way	10,653,206.00	10,653,206.00					
Rail Infrastructure	7,669,000.44	7,702,622.82					
Total	159,100,396.23	148,454,781.71					
Less allowance for depreciation	(64,697,399.21)	(59,212,966.91)					
Total	94,402,997.02	89,241,814.80					
Deferred Outflows	3,485,891.00	59,602.18					
Deferred Charges & Other Assets	17,161.43	-					
Total	3,503,052.43	59,602.18					
Total Assets	\$ 151,626,496.62	\$ 142,755,233.32	Total Liability and Earning	\$ 151,626,496.62	\$ 142,755,233.32		

METRO Regional Transit Authority
Dec-16

CURRENT MONTH					YEAR TO DATE			
ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE	FRINGE BENEFITS	ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE
311,949	380,099	323,943	-17.9%	P E R S	4,304,836	4,513,659	3,982,892	-4.6%
577,891	428,574	473,931	34.8%	HOSP-MEDICAL	5,773,802	5,143,084	4,851,536	12.3%
18,594	8,680	12,300	114.2%	DENTAL	177,923	104,116	111,072	70.9%
2,260	5,156	1,800	-56.2%	LIFE-INS	26,171	62,788	25,675	-58.3%
0	2,000	0	0.0%	UNEMPLOYMENT	1,496	12,000	10,365	-87.5%
28,142	67,710	41,055	-58.4%	W. COMPENSATION	379,999	807,076	760,698	-52.9%
14,429	4,357	6,102	231.2%	SICK LEAVE	129,263	47,554	94,456	171.8%
270,947	136,421	132,214	98.6%	HOLIDAY PAY	1,149,686	1,061,848	944553	8.3%
75,851	125,339	227,684	-39.5%	VACATION PAY	1,221,863	1,249,656	1,247,686	-2.2%
5,470	1,363	1,418	301.3%	UNIFORM ALLOWANCE	89,187	137,100	80,088	-34.9%
735	780	707	-5.8%	OTHERS *	9,538	9,800	9,182	-2.7%
1,306,268	1,160,479	1,221,154	12.6%	TOTAL FRINGE BENEFITS	13,263,764	13,148,681	12,118,203	0.9%

* INCLUDES PHYSICALS & TUITION ASSISTANCE

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**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-01

A resolution appointing trustees to the Ohio Transit Risk Pool.

WHEREAS, METRO Regional Transit Authority is a member of the Ohio Transit Risk Pool and is entitled to representation on the Board of Trustees of the Ohio Transit Risk Pool, and

WHEREAS, the Board of Trustees of METRO Regional Transit Authority desires to appoint the Executive Director/Secretary-Treasurer, Richard M. Enty, to the Board of Trustees of the Ohio Transit Risk Pool, and

WHEREAS, the Executive Director/Secretary-Treasurer desires to appoint Quentin Wyatt, Safety Manger as an alternate Trustee to the Board of Trustees of the Ohio Transit Risk Pool to serve and vote in the absence of the primary Trustee, and

WHEREAS, the Executive Director/Secretary-Treasurer desires to appoint Christine Hoffer, Director of Human Resources as an alternate Trustee to the Board of Trustees of the Ohio Transit Risk Pool to serve and vote in the absence of the primary Trustee.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority that:

1. The Board hereby consents to the appointment of Richard M. Enty, Executive Director/Secretary-Treasurer as Trustee to the Board of Trustees of the Ohio Transit Risk Pool.
2. The Board hereby consents to the appointment of Quentin Wyatt, Safety Manager and Christine Hoffer, Director of Human Resources as an alternate Trustees to the Board of Trustees of the Ohio Transit Risk Pool to serve and vote in the absence of the primary Trustee.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-02

A resolution appointing trustees to the Health Transit Pool of Ohio.

WHEREAS, METRO Regional Transit Authority is a member of the Health Transit Pool of Ohio and is entitled to representation on the Board of Trustees of the Health Transit Pool of Ohio, and

WHEREAS, the Board of Trustees of METRO Regional Transit Authority desires to appoint the Executive Director/Secretary-Treasurer, Richard M Enty, to the Board of Trustees of the Health Transit Pool of Ohio, and

WHEREAS, the Executive Director/Secretary-Treasurer desires to appoint Christine Hoffer, Director of Human Resources as an alternate Trustee to the Board of Trustees of the Health Transit Pool of Ohio to serve and vote in the absence of the primary Trustee, and

WHEREAS, the Executive Director/Secretary-Treasurer desires to appoint Angela Neeley, Director of Finance as an alternate Trustee to the Board of Trustees of the Health Transit Pool of Ohio to serve and vote in the absence of the primary Trustee.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority that:

1. The Board hereby consents to the appointment of Richard M Enty, Executive Director/Secretary-Treasurer as Trustee to the Board of Trustees of the Health Transit Pool of Ohio.
2. The Board hereby consents to the appointment of Christine Hoffer, Director of Human Resources and Angela Neeley, Director of Finance as alternate Trustees to the Board of Trustees of the Health Transit Pool of Ohio to serve and vote in the absence of the primary Trustee.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-03

A resolution appointing trustees to the “NEORide” Council of Government.

WHEREAS, METRO Regional Transit Authority is a member of the “NEORide” Council of Government and is entitled to representation on the Board of Trustees of the “NEORide” Council of Government, and

WHEREAS, the Board of Trustees of METRO Regional Transit Authority desires to appoint the Executive Director/Secretary-Treasurer, Richard M Enty as Trustee to represent METRO on the NEORide Board, and

WHEREAS, the Board of Trustees of METRO Regional Transit Authority desires to appoint Valerie Shea and Roger Bacon as alternates to the NEORide Board.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority that:

1. The Board hereby consents to the appointment of Richard M Enty, Executive Director/Secretary-Treasurer as Trustee to the Board of Trustees of the “NEORide” Council of Government.
2. The Board hereby consents to the appointment Valerie Shea, Director of Planning and Roger Bacon, Sr Planner as alternate Trustees to the Board of Trustees of the “NEORide” Council of Government to serve and vote in the absence of the primary Trustee.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M. ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-04

A resolution authorizing the signatories on METRO's checking and savings accounts.

WHEREAS, the following banks are approved designated depository for the bankable papers and funds of this Regional Transit Authority, including checks, drafts and current items of any character whatsoever, which shall be deposited in the name of this Regional Transit Authority endorsed with a rubber stamp or otherwise, and

Approved Banks	First Merit Bank	Fifth-Third Bank
	PNC Bank	Huntington Bank

WHEREAS, that any one of the following officers are hereby authorized to sign on behalf of the METRO Regional Transit Authority any and all checks, drafts, acceptances and other instruments and/or for payment and/or withdrawal of any and all monies, credits, items and property at any time held by said bank for the account of the METRO Regional Transit Authority, including those drawn to the individual order of any officers, without further inquiry or regard to the authority of said signers or use of said checks, drafts, and orders or proceeds thereof, and

Check Signing	Current Board President	Current Board Vice President
	Executive Director/Secretary-Treasurer	
	Director of Finance	

WHEREAS, that any one of those officers described in the proceeding paragraphs, as well as the Chief Accountant are hereby authorized on behalf of METRO Regional Transit Authority to issue stop payment orders pertaining to any and all instruments executed under the Authority of the preceding paragraph, and

WHEREAS, that this resolution, the terms and conditions appearing on the signature card(s) and regulations, together constitute the Deposit Agreement(s) between the METRO Regional Transit Authority and the Bank.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority that:

1. The Executive Director/Secretary-Treasurer is hereby authorized to execute said agreement(s).

2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M. ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**



TO: Sandra M. Foster, President and all other Board Members

FROM: Richard M. Enty, Executive Director/Secretary-Treasurer

DATE: January 25, 2017

RE: Downtown Akron Partnership Contract Renewal

Please see the attached detailed information regarding renewal of the METRO-Downtown Akron Partnership (DAP) contract. The annual cost of \$132,996 reflects a continued \$30,000 reduction in the amount METRO has historically paid DAP, with that amount being a contribution by DAP towards the operating cost of the Downtown DASH Circulator.

I represent METRO on DAP's Board and Board Executive Committee and have been very pleased with DAP's efforts to provide value for METRO's annual contribution. Suzie Graham, DAP Executive Director, frequently reinforces with her Board the importance of this partnership between METRO and DAP which began shortly after the Robert K Pfaff Transit Center opened in 2009.

Perhaps the most valuable aspect of the METRO-DAP relationship is that for the past 18-24 months, DAP has undergone development of its strategic plan and has spearheaded efforts to create a vision and principals for the revitalization of Downtown Akron. Consistent with Akron Mayor Horrigan's initiatives for creating new vibrancy in public spaces, DAP has worked hard to ensure that safety, cleanliness and access to public transit are central to any plans being developed for Downtown. In coming months, DAP will lead efforts to create a Downtown Plan and DAP will help ensure that METRO's interests are incorporated in that new plan.

It is staff's recommendation that the Board authorize execution of the 2017 contract agreement between METRO and Downtown Akron Partnership.





Downtown Akron Partnership

Greystone Hall
103 S. High St., 4th floor
Akron, OH 44308

phone: 330-374-7676 • fax: 330-374-7620
info@downtownakron.com • www.downtownakron.com

January 17, 2017

Sandra M. Foster, President, and all other Board Members

METRO Regional Transit Authority
416 Kenmore Blvd.
Akron, OH 44301

Dear METRO Board Members:

Thank you for METRO's continued investment in Downtown Akron Partnership as your partner in building downtown Akron as a vibrant, valuable downtown for all people.

Since 1996, Downtown Akron has elected to support a Special Improvement District (SID) with a non-profit, Downtown Akron Partnership (DAP), charged to utilize SID resources to best respond to the needs of the district. While METRO's property lies outside of the boundaries of the SID, the importance and impact of public transit in downtown is inseparable. METRO has maintained a significant Business Membership with us since 2009, when METRO's executive and board leadership determined that investing public dollars in the downtown corridor to improve cleanliness, safety and vibrancy for all of its constituency was a worthy way to leverage funds for mutual benefit.

The downtown neighborhood plays a critical role in the attraction and retention of people to a community. As our neighborhood makes continued strategic investments to catch the cycle of downtown revitalization we see across the nation, we recognize that strong public transit is a key component of an attractive, successful city. We also recognize the need to continue to work to connect our Akron residents to living wage work in the city with public transit. Our role as your partner is to provide meaningful direct and indirect services to you and your existing and will-be passengers to improve safety, cleanliness, and quality of life. It is also our role to promote the importance of public transit in building a walkable, equitable and forward-thinking community as a valuable place.

Our service to METRO materializes in a number of ways. We provide a number of quality direct services to METRO as well as a wide array of strategic and tangential benefits that help to ensure a strong connection between public transit and our community.

Tactical and direct services include the inclusion of METRO parcels, shelters and stops in the scope of our Ambassador Services portfolio. DAP clean and safe ambassadors work six days a week in the areas surrounding the Robert K. Pfaff Transit Center as well as in the core of downtown to remove trash and graffiti, power wash sidewalks, clean and maintain bus shelters, provide walking escorts and directions, assist in intervening in situations that require social services, and provide eyes and ears on the street to create a respectful and welcoming environment for your

passengers. In addition to Ambassador Services, we promote METRO services and events through our comprehensive events calendar and connection to more than 25,000 contacts using e-newsletters and social media networks.

We want to ensure a safe, enjoyable Akron experience for passengers on and off METRO property. In 2015, DAP recognized the necessity of managing the public space between the Robert J Pfaff Transit Center and the Special Improvement District and has accordingly invested resources to improve the experience for our most diverse, integrated and multimodal population. The "Love the Wall" campaign resulted in the initial investment of more than \$15,000 in a public art project for the space. DAP continues to maintain and refresh the artwork, remove graffiti and weed the space to provide an excellent experience for pedestrians. In addition, DAP has taken on contracting snow removal for the corridor after noting METRO passengers dangerously using Broadway as a pedestrian route to reach the Transit Center.

DAP promotes and connects METRO to employees, students and the general public in more than 1,200 welcome student packets, 1,300 employee and outreach information packets and at every public information appearance. We serve as a conduit for information from our stakeholders through our General Survey and provide feedback to our partners at METRO. DAP also coordinates efforts to improve quality of life for passengers in conjunction with Akron Police and UAPD. We routinely work with DAP-contracted SID shift supervisors to improve nightlife management practices and "after 6" safety in the district, providing a safe, walkable experience for METRO audiences.

Beyond the direct services DAP provides to UA through the efforts above, DAP recognizes METRO as a critical strategic partner in building a better Downtown Akron. We were proud to include METRO in our first ever Downtown Vision and Redevelopment Plan, and will be honored to enter the next phase of that process together in 2017. Additionally, DAP advocates for or actively includes METRO as a partner and contributor in planning for the TIGER Main Street project, Reimagining the Civic Commons grant, Freedom Trail, Cycletrack and each new downtown opportunity we pursue. We also continue to advocate for continued partnership between METRO and The University of Akron.

The voice and influence of METRO is represented in every DAP endeavor through the participation of METRO's Richard Enty on the Executive Committee of the DAP Board of Directors. In this way, METRO is seamlessly connected to the progress of the district, with public transit prominently recognized as a key asset to building a value and vibrancy. As we continue to see emphasis build and the built environment reflect a walkable and multimodal downtown neighborhood, it is important that METRO can rely on us as a partner in creating a welcoming and safe environment.

I would appreciate any opportunity to present this information to you in person so that I may answer any questions that you may have. I have attached a spreadsheet of actual costs from our 2015-2016 fiscal year and 2016-2017 budget for your review. I look forward to seeing you at your January Board of Directors Meeting. I am hopeful to continue this partnership through your leadership, and would be grateful for your continued support of our organization as a Business Member of the Downtown Akron Partnership.

Sincerely,

A handwritten signature in black ink, appearing to read "Suzie Graham". The signature is stylized with a large, sweeping loop at the end.

Suzie Graham

**Downtown Akron Partnership
METRO Services Contract - by the numbers**

**Clean and Safe
Direct Services**

		Annualized Activity (11 months actual data annualized)			
	Item	Number	Time (minutes)	Value	
Bus Stops and Shelters-Cleaning	20 shelters	3194	63871	\$22,312.11	
	13 stops	2129	21290	\$7,437.37	
Beautification - Maintenance Beautification - Maintenance	11 boxes	147	6615	\$2,310.84	\$660.00
Power Washing	March		240	\$83.84	
	April		780	\$272.48	
	May		240	\$83.84	
	June		8670	\$3,028.72	
	July		5040	\$1,760.64	
	August		720	\$251.52	
METRO Assistance		627	18818	\$5,745.82	
Graffiti Removal		317	4762	\$1,663.46	
METRO Escorts		7	196	\$59.96	
Safety Tours - METRO		312	28080	\$8,573.76	
Safety Tours - Major Bus Routes		1248	744880	\$22,863.36	
DASH Tours (started 8/29)		40	1200	\$392.80	
Direct Clean and Safe Services Total			905402	\$77,500.52	

METRO Services Contract - by the numbers

Direct Services - non METRO property

Maintenance of the Broadway connection to downtown

DAP recognized the necessity of managing the public space between the Robert J Pfaff Transit Center and the Special Improvement District and has accordingly invested resources to improve the experience for our most diverse, integrated and multimodal population.

Leveraged "Love the Wall" investment

\$14,000.00

Ongoing annual maintenance (cleaning, weeding, painting)

\$2,500.00

Snow removal/salting/ice treatment

\$1,600.00

Marketing

Advertising Investments

\$2,974.00

Promotional efforts for METRO DASH

\$2,500.00

Social Media METRO Promotion

\$2,000.00

Total Direct Services

\$103,074.52

This figure does not include the value of advocacy, inclusion in the Downtown Vision and Redevelopment Plan or Executive Committee of the DAP Board of Directors.

Indirect Services

District Ambassador Contract

\$398,000.00

SID Shift Supervisor (Thursday through Saturday evenings)

\$30,000.00

District Beautification/Vibrancy Investment

\$76,200.00

District Marketing/Promotional Efforts

\$115,700.00

Residential Services

\$17,000.00

Downtown Plan Phase I

\$60,000.00

Total Indirect Services

\$696,900.00

This figure represents shared services that provide benefit to METRO audiences in the neighborhood. It does not reflect any DAP Management and Operations costs or DAP investments in Business Development, First Night Akron, Akron Art Prize, Cycle track Maintenance, Holiday Programs, Passport Program, SID Management, Project Development.

DOWNTOWN AKRON PARTNERSHIP BUSINESS MEMBERSHIP AGREEMENT

THIS BUSINESS MEMBERSHIP AGREEMENT ("Agreement") is entered as of this 1 day of January, 2017, by and between **DOWNTOWN AKRON PARTNERSHIP, INC.**, an Ohio nonprofit corporation (the "DAP"), and METRO Regional Transit Authority, an Ohio corporation (the "Business Member"), under the following circumstances:

RECITALS

WHEREAS, consistent with the terms of this Agreement, DAP and the Business Member agree that the Business Member shall become a Business Member of the DAP in accord with the following terms and provisions of the Agreement;

NOW, THEREFORE, in consideration of the terms and conditions provided below, the parties hereto agree as follows:

1. **Annual Fee.** The Business Member shall pay a non-refundable monthly fee based on services provided by Downtown Akron Partnership. The annual fee will be paid by the 30th of each month. The membership fee is subject to change, cancellation, or renewal as of January 1, 2018 and is non-refundable. The Business Member is responsible for the monthly fee for the complete agreement regardless of whether or not the Business Member occupies the assessed property for the entire membership term.

2. **Business Member.** The Business Member's identification is necessary for membership purposes and is as follows:

- (a) **Owner Name:** METRO Regional Transit Authority
- (b) **Property Address:** 631 South Broadway Street, Akron, Ohio 44311
- (c) **Parcel Number:** 6762798
- (d) **Monthly Fee:** \$11,083.00
- (e) **Billing Address:** 416 Kenmore Boulevard, Akron, Ohio 44301

3. **Term.** The Business Membership shall become effective on January 1, 2017 (the "Commencement Date") and shall continue until January 1, 2018. At the end of the current term, the Business Member will be reevaluated. A new Agreement will be signed at the commencement of a new term and the Business Member is subject to review and a new assessment fee based on service delivery.

4. **Services Plan.** Business members will receive an individualized services plan (the "ISP") based on the needs of the member and the resources of DAP. The ISP is included in this Agreement as Schedule B.

5. **Membership Rights.** All of the Business Member's voting and membership rights are included in Article II of the Amended and Restated Code of Regulations of the Downtown Akron Partnership, Inc. This is included in this Agreement as Schedule C.

6. **Miscellaneous.** This Agreement is binding upon and shall inure to the benefit of the parties hereto and their respective successors, assigns and transferees. This Agreement may be amended only by a writing signed by the parties hereto. This Agreement in no way guarantees that the Business Member will be eligible for any outside programs, initiatives, or incentives provided by third parties.

7. **Assignment.** Except as otherwise contemplated herein, this Agreement shall not be assigned by any of the parties hereto without the written consent of the other parties. Nothing contained in this Agreement, express or implied, is intended to confer upon any person or entity, other than the parties hereto and their permitted successors, assigns and transferees any rights or remedies under or by reason of this Agreement.

8. **Termination.** DAP has the right to terminate this Agreement at any time by providing ninety (90) days notice to the Business Member.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

**DOWNTOWN AKRON
PARTNERSHIP, INC.**

By: _____
Title _____

By: _____
Title _____

SCHEDULE A

SERVICES SITE PLAN

See attached

SCHEDULE B

INDIVIDUALIZED DOWNTOWN AKRON PARTNERSHIP

SERVICES PLAN

See attached

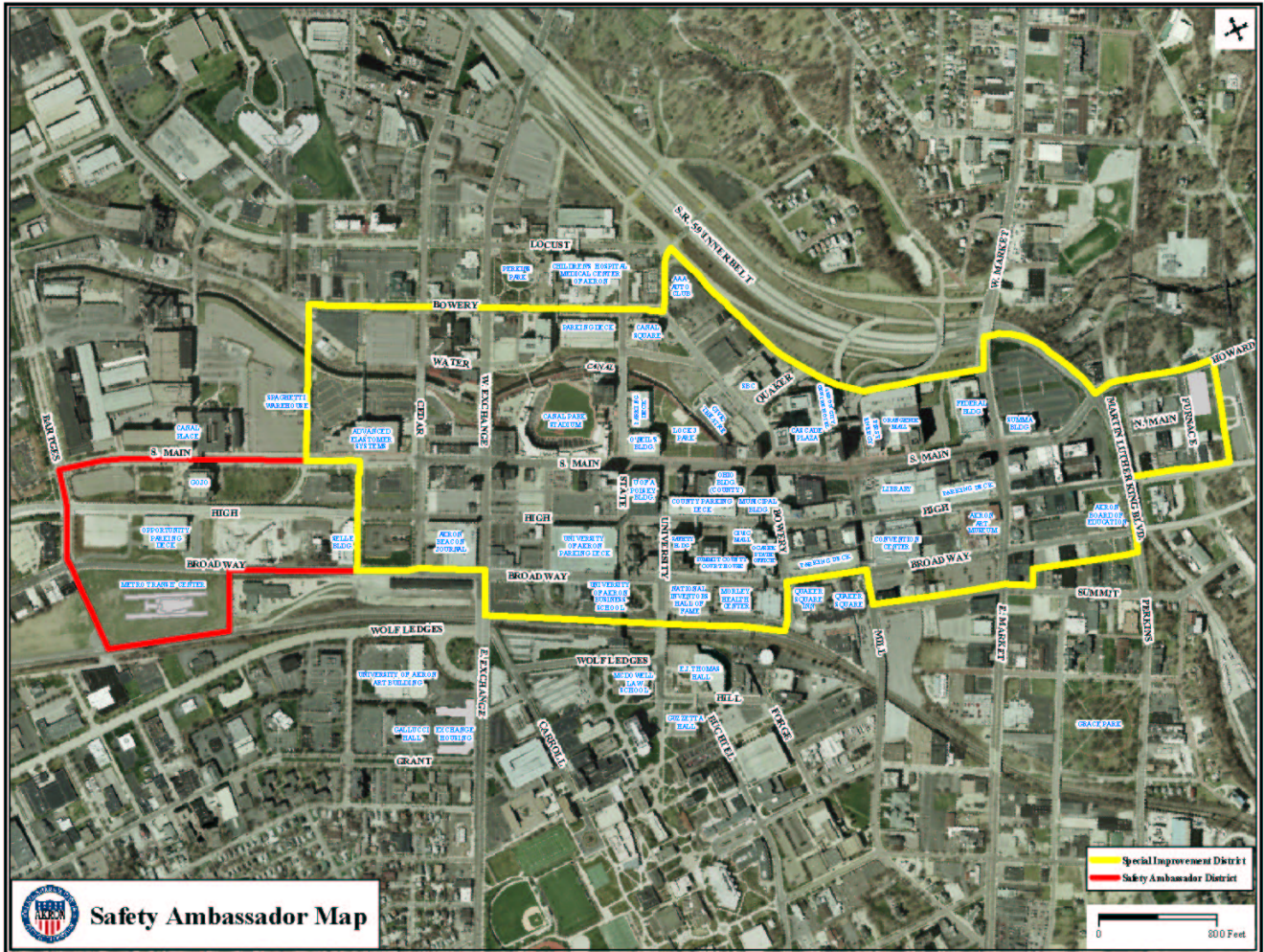
SCHEDULE C

**AMENDED AND RESTATED CODE OF REGULATIONS OF THE
DOWNTOWN AKRON PARTNERSHIP, INC.**

See Attached

SCHEDULE A

SERVICE AREA MAP



SCHEDULE B

Scope of Services - Cleaning

Block By Block will provide the following Environmental Maintenance Services in the Service Area.

The Clean Team will serve primarily as a custodial service with a secondary role as a public information resource to district visitors, workers, shoppers and residents. Unless otherwise specified, areas of responsibility for the staff include all pedestrian public rights of way, the sidewalks from the building line to the curb and alleys adjoining benefiting properties of the District Area from the building line to the opposing building line. Activities of the Ambassador staff may include:

- **Manual Removal of Litter And Debris** - Removal of litter, trash, and debris, and extending a distance of 18 inches beyond the curb into the street or alley, by mechanical or manual means, including: all types of paper, cigarette packages and butts, leaves, gravel or rocks, cans, cardboard, boxes, plastic refuse, bottles, broken glass, beverage spills, urine, feces, vomit, and any dead animals.
- **Weed Control** - Killing and removal of weeds and grass. Contractor shall spray weeds as needed with appropriate chemicals.
- **Handbill Removal** - Removal of handbills, stickers, posters and similar items from utility poles, mail boxes, courier boxes, newspaper or magazine boxes and kiosks, public telephones, parking meters and other fixtures.
- **Graffiti Removal** - Remove or cover graffiti from the first floor of buildings facing or visible from public rights of way, and from utility poles, mail boxes, courier boxes, newspaper or magazine boxes and kiosks, public telephones, parking meters and other fixtures, within 24 hours after the graffiti appears (subject to any delay necessary to obtain consent of the owner of any private property), using the least intrusive means available and approved by the property owner. Contractor will not perform graffiti removal on private property until the consent of the owner has been obtained. The District will aid Contractor in securing any necessary consent from the owner of any private property affected.
- **Power Washing** – utilizing a high pressure, hot water power washing unit specified district sidewalks will be power washed on a frequency as determined by the DAP and Block by Block. In addition to scheduled power washing Block by Block will make attempts to remove isolated stains and grease spots from sidewalks.
- **Special Projects** - Carry out a wide variety of special projects mutually agreed upon and deemed to be reasonable by both DAP and Block by Block. Such special projects may include:
 - Painting (fixtures, benches, light posts, parking lots, etc.)
 - Landscaping (planting, watering, mulching, etc.)
 - Setting up/break down of special event venues
 - Minor repair of fixtures not requiring technical expertise

Scope of Services - Safety

Block By Block will provide the following Safety related services within the boundaries of the service district.

- **Walking Patrols** - Ambassadors will be deployed to their assigned zones to patrol the area as a deterrent for unwanted activity, as well as to interact with businesses, residents and visitors. Ambassadors on walking patrol will be responsible for making Public Relations (PR) checks at various businesses each day to make a personal contact and to gather and share safety related information.
- **Bicycle Patrols** - Based on the deployment plan some Ambassadors will be assigned to patrol their area on bicycle. Bicycle patrols will allow Ambassadors to cover more ground and provide extra visibility, without losing the ability to interact with the public or be disconnected from the environment. Ambassadors will use bicycles to patrol sidewalks, alleys and the many surface parking lots of the service district to deter unwanted activity and offer assistance.
- **Public Relations Checks** - Ambassadors will be responsible for stopping in to visit a specified number of businesses per shift. The duration of each public relations check should be no more than five minutes per business, which should be spent speaking with the manager of the business to gather and share security related information and concerns. A list of businesses in which public relations checks were conducted will be reported daily. The Public Relations checks also provide an opportunity for Ambassadors to get a quick break from poor weather conditions, while remaining productive.
- **Addressing Quality of Life Crimes** – Ambassadors will be responsible for interacting with persons creating quality of life issues, to advise them of local ordinances and requesting compliance. All Ambassadors are trained in ‘situational protocol’ to appropriately handle situations in a firm, yet courteous, manner.
- **After Hours Escorts** - This service would allow district workers to request this service by calling the on-duty Team Leader on the publicized cellular phone number to have an Ambassador meet them at their place of business or residence and walk them to their destination.
- **Information Sharing** – Working with the local Police Department the Ambassadors will be utilized to share information to educate stakeholders on safety/security related issues. For instance, if the police department has crime prevention brochures, the Ambassadors can be utilized to distribute this information.
- **Reporting** - Ambassadors will be responsible for completing Daily Activity Reports and submitting them to DAP as specified. The daily statistics will be compiled weekly and provided to the customer. The Ambassadors will gather information on any incidents or criminal activity that is considered to be out of the ordinary and forward such information in the form of an Incident Report. Criminal activity includes “Quality of Life” crimes, such as public intoxication, open container, loitering, trespassing, public urination and aggressive panhandling.
- **Hospitality Services** - When analyzing the tasks which consume the time of Ambassadors they spend the majority of their day patrolling the service district on the lookout for unwanted activity and deterring criminal behavior. These patrols provide a tremendous opportunity to interact with pedestrians in order to be friendly, good will representatives of the service district, share information and make recommendations.

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**AMENDED AND RESTATED CODE OF REGULATIONS
OF
DOWNTOWN AKRON PARTNERSHIP, INC.**



REVISED 2013

AMENDED AND RESTATED CODE OF REGULATIONS

OF

DOWNTOWN AKRON PARTNERSHIP, INC.

ARTICLE I.

OFFICES

Section I.1 Business Offices. The principal office of the corporation shall be located in Akron, Ohio. The corporation may have such other offices, either within or outside Akron, as the board of DIRECTORS may designate or as the affairs of the corporation may require from time to time.

ARTICLE II.

MEMBERS

Section II.1 Classification, Qualification and Election of Members. The corporation shall have one class of voting members. Membership shall be open to the general public. Any individual, partnership, firm or corporation desiring to promote the common purpose and goals of the corporation and its members may apply for membership in the corporation. New members may be elected to membership at any time by the board of DIRECTORS or in such manner as the board of DIRECTORS may determine. Members shall be elected without regard to race, creed, religion, sex or national origin.

Section II.2 Dues. The board of DIRECTORS may establish such membership initiation fees, periodic dues, and other assessments, and such rules and procedures for the manner and method of payment, the collection of delinquent dues and assessments, and the proration or refund of dues and assessments in appropriate cases as the board of DIRECTORS shall deem necessary or appropriate.

Section II.3 Transfer of Membership. Membership in the corporation is nontransferable; however, membership of any corporation or other entity shall continue without regard to changes in the leadership or other personnel of that member. Members shall have no ownership rights or beneficial interests of any kind in the assets of the corporation.

Section II.4 Annual Meeting of Members. An annual meeting of the members shall be held during the month of February at the time and place, either within or outside Ohio, determined by the board of DIRECTORS, for the election of DIRECTORS, and the transaction of such business as may come before the meeting.

Section II.5 Special Meetings. Special meetings of the members for any purpose or purposes, unless otherwise prescribed by statute, may be called by the President or the board of DIRECTORS, and shall be called by the President at the request of members having at least 10 percent of the votes entitled to be cast at such meetings.

Section II.6 Place of Meeting. Each meeting of the members shall be held at such place, either within or outside Ohio, as may be designated in the notice of meeting, or, if no place is designated in the notice, at the principal office of the corporation in Ohio.

Section II.7 Notice of Meeting. Except as otherwise prescribed by statute, written notice of each meeting of the members stating the place, day and hour of the meeting, and, in the case of a special meeting, the purpose or purposes for which the meeting is called, shall be delivered not less than five nor more than thirty days before the date of the meeting, either personally or by regular U.S. mail, by or at the direction of the President, or the Secretary, to each member entitled to attend such meeting. If mailed, such notice shall be deemed delivered when deposited in the United States mail, addressed to each member at such member's address as it appears in the records of the corporation, with postage thereon prepaid. Any member may waive notice of any meeting before, at or after such meeting. The attendance in person or by proxy of a member at a meeting shall constitute a waiver of notice of such meeting, except where a member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

Section II.8 Proxies. At each meeting of the members, a member entitled to vote thereat may vote by proxy executed in writing by the member or by such member's duly authorized attorney in fact. Such proxy shall be filed with the Secretary of the corporation before or at the time of the meeting. No proxy shall be valid after eleven months from the date of its execution, unless otherwise provided in the proxy.

Section II.9 Quorum. Except as otherwise required by the laws of Ohio or the articles of incorporation, one-tenth of the members entitled to vote shall constitute a quorum at each meeting of the members, and the affirmative vote of a majority of the members represented at a meeting at which a quorum is present and entitled to vote on the subject matter shall be the act of the members. If less than a quorum of the members are represented at a meeting, a majority of the members so represented may adjourn the meeting from time to time for a period not to exceed sixty days at any one adjournment without further notice other than an announcement at the meeting. At such adjourned meeting, at which a quorum shall be present or represented, any business may be transacted which might have been transacted at the meeting as originally notified.

Section II.10 Voting.

(a) Each voting member is entitled to one vote on each matter submitted to a vote of the members entitled to vote thereon.

(b) Members may vote by mail, but only in connection with the election of DIRECTORS, for or against a proposed amendment to the articles of incorporation and for or against

a proposed plan of merger, consolidation or liquidation. However, any action by mail vote shall require at least a majority of the votes which members are entitled to cast in such election.

Section II.11 Action Without a Meeting. Any action required or permitted to be taken at a meeting of the members or any committee thereof may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the members entitled to vote with respect to the subject matter thereof. Such consent (which may be signed in counterparts) shall have the same force and effect as a unanimous vote of the members entitled to vote thereon.

Section II.12. Special Business Members. Special business members shall have all the rights of members under Article II. The specific terms of membership for special business members are to be determined and agreed upon by each individual special business member and the executive committee of the corporation.

ARTICLE III. BOARD OF DIRECTORS

Section III.1 Composition of Board of DIRECTORS. The business and affairs of the corporation shall be managed by its board of DIRECTORS. The members of the corporation shall elect not more than forty-five (45) DIRECTORS from persons nominated in accordance with Section 5.2, and representing, to the extent possible, persons or entities with an interest in Downtown Akron. All of the DIRECTORS shall be full voting members of the board of DIRECTORS. Each trustee shall serve until his or her successor shall have been elected, appointed or otherwise designated and shall have qualified, or until the trustee's earlier death, resignation or removal.

Section III.2 Classification and Election of DIRECTORS. At the first annual meeting of the membership, classification of the DIRECTORS shall be made by dividing them into three classes, each class to be as nearly equal in number as possible. The term of office of the DIRECTORS of the first class shall expire at the first annual meeting of the board of DIRECTORS held after such classification; the term of office of the DIRECTORS of the second class shall expire at the second annual meeting thereafter; and the term of office of the DIRECTORS of the third class shall expire at the third annual meeting thereafter. At each annual meeting of the membership after such classification, the number of DIRECTORS equal to the number of the class whose term expires at the time of such meeting shall be elected by the membership to hold office until the third succeeding annual meeting. DIRECTORS shall be removable by a vote of two-thirds of the DIRECTORS in office.

Section III.3 Vacancies. Any trustee may resign at any time by giving written notice to the Chairman, to the President, or to the Secretary of the corporation. Such resignation shall take effect at the time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Any vacancy occurring in the board of DIRECTORS shall be filled in the manner by which the predecessor was elected, appointed or otherwise designated.

Section III.4 Regular Meetings. A regular annual meeting of the board of DIRECTORS shall be held during the month of February at the time and place, either within or outside Ohio, determined by the board, for the election of the corporation's officers, and the transaction of such business as may come before the meeting. The board of DIRECTORS may provide by resolution the time and place, either within or outside Ohio, for the holding of additional regular meetings.

Section III.5 Special Meetings. Special meetings of the board of DIRECTORS may be called by or at the request of the Chairman, the President or any five DIRECTORS. The person or persons authorized to call special meetings of the board of DIRECTORS may fix any place as the place, either within or outside Ohio, for holding any special meeting of the board called by them.

Section III.6 Notice. Notice of each meeting of the board of DIRECTORS stating the place, day and hour of the meeting shall be given to each trustee at the trustee's business address, or other address designated by such trustee in writing, at least five days prior thereto by the mailing of written notice by first class, certified, or registered mail, or at least two days prior thereto by personal delivery of written notice or by telephonic, telegraphic, telex or facsimile notice (and the method of notice need not be the same as to each trustee). If mailed, such notice shall be deemed to be given when deposited in the United States mail, with postage thereon prepaid. If transmitted by telex or facsimile, such notice shall be deemed to be given when the transmission is completed. Any trustee may waive notice of any meeting before, at or after such meeting. The attendance of a trustee at a meeting shall constitute a waiver of notice of such meeting, except where a trustee attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. Neither the business to be transacted at, nor the purpose of, any meeting of the board of DIRECTORS need be specified in the notice or waiver of notice of such meeting unless otherwise required by statute.

Section III.7 Presumption of Assent. A trustee of the corporation who is present at a meeting of the board of DIRECTORS at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless such trustee's dissent shall be entered in the minutes of the meeting or unless the trustee shall file a written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof or shall forward such dissent by certified mail to the Secretary of the corporation immediately after the adjournment of the meeting. Such right to dissent shall not apply to a trustee who voted in favor of such action.

Section III.8 Quorum and Voting. A majority of the DIRECTORS shall constitute a quorum for the transaction of business at any meeting of the board of DIRECTORS, and the vote of a majority of the DIRECTORS present in person at a meeting at which a quorum is present shall be the act of the board of DIRECTORS. If less than a quorum is present at a meeting, a majority of the DIRECTORS present may adjourn the meeting from time to time without further notice other than an announcement at the meeting, until a quorum shall be present. No trustee may vote or act by proxy at any meeting of DIRECTORS.

Section III.9 Compensation. DIRECTORS shall not receive compensation for their services as such, although the reasonable expenses of DIRECTORS of attendance at board meetings may be paid or reimbursed by the corporation. DIRECTORS shall not be disqualified to receive reasonable

compensation for services rendered to or for the benefit of the corporation in any other capacity.

Section III.10 Meetings by Telephone. Members of the board of DIRECTORS or any committee thereof may participate in a meeting of the board or committee by means of conference telephone or similar communications equipment by which all persons participating in the meeting can hear each other at the same time. Such participation shall constitute presence in person at the meeting.

Section III.11 Action Without a Meeting. Any action required or permitted to be taken at a meeting of the DIRECTORS or any committee thereof may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the DIRECTORS or committee members entitled to vote with respect to the subject matter thereof. Such consent (which may be signed in counterparts) shall have the same force and effect as a unanimous vote of the DIRECTORS or committee members.

Section III.12 Ex-Officio DIRECTORS. In addition to the persons elected or appointed to the board of DIRECTORS pursuant to Section 3.1, each member of the board of DIRECTORS of Downtown Akron Special Improvement District, Inc., shall serve as an ex-officio trustee of the corporation. The ex-officio DIRECTORS shall be given notice of and may attend all regular and special meetings of the board of DIRECTORS of the corporation, but shall have no vote at any such meeting. Ex-officio DIRECTORS shall not be counted in determining whether a quorum exists at any meeting of the board of DIRECTORS.

ARTICLE IV. OFFICERS AND AGENTS

Section IV.1 Number and Qualifications. The elected officers of the corporation shall be a Chairman, a Vice-Chairman, a Secretary, and a Treasurer. The board of DIRECTORS may also appoint or provide for the appointment of such other officers, assistant officers and agents, including one or more Vice-Presidents, a controller, assistant secretaries and assistant Treasurers, as it may consider necessary. One person may hold more than one office at a time, except that no person may simultaneously hold the offices of President and Secretary.

Section IV.2 Election and Term of Office. The elected officers of the corporation shall be elected by the board of DIRECTORS at each regular annual meeting. If the election of officers shall not be held at such meeting, such election shall be held as soon as convenient thereafter. Each officer shall hold office until the officer's successor shall have been duly elected and shall have qualified, or until the officer's earlier death, resignation or removal.

Section IV.3 Compensation. Except for the President, the officers of the corporation shall not receive compensation for their services as such, but may be reimbursed for the reasonable expenses incurred by them in connection with the performance of their office. The officers shall not be disqualified to receive reasonable compensation for services rendered to or for the benefit of the corporation in any other capacity. The compensation of the President, if any, shall be as fixed from

time to time by the board of DIRECTORS, and he or she shall not be prevented from receiving a salary by reason of the fact that he or she is also a trustee of the corporation.

Section IV.4 Removal. Any officer or agent may be removed by the board of DIRECTORS whenever in its judgment the best interests of the corporation will be served thereby, but such removal shall be without prejudice to the contract rights, if any, of the person so removed. Election or appointment of an officer or agent shall not in itself create contract rights.

Section IV.5 Vacancies. Any officer may resign at any time, subject to any rights or obligations under any existing contracts between the officer and the corporation, by giving written notice to the Chairman, the President or to the board of DIRECTORS. An officer's resignation shall take effect at the time specified in such notice, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. A vacancy in any office, however occurring, may be filled by the board of DIRECTORS for the unexpired portion of the term.

Section IV.6 Authority and Duties of Officers. The officers of the corporation shall have the authority and shall exercise the powers and perform the duties specified below and as may be additionally specified by the Chairman, the President, the board of DIRECTORS or this code of regulations, except that in any event each officer shall exercise such powers and perform such duties as may be required by law.

(a) Chairman. The Chairman shall (i) preside at all meetings of the board of DIRECTORS, and at all meetings of the Executive Committee; (ii) create ad hoc committees of the board of DIRECTORS, in addition to the committees established under Article V, as the Chairman deems appropriate from time to time, and appoint the members and chairman of each such committee, (iii) act as a representative of the corporation in community affairs and promote the corporation's purposes in the community, (iv) see that all orders and resolutions of the board of DIRECTORS are carried into effect; and (v) perform all other duties incident to the office of Chairman and as from time to time may be assigned to the Chairman by the board of DIRECTORS.

(b) President. The President shall, subject to the direction and supervision of the Chairman and the board of DIRECTORS, (i) be the chief executive officer of the corporation and have general and active control of its affairs and business and general supervision of its officers, agents and employees; (ii) see that all orders and resolutions of the board of DIRECTORS are carried into effect; (iii) attend all meetings of the board of DIRECTORS and Executive Committee (save when the Chairman elects to meet in executive session without the President), and (iv) perform all other duties incident to the office of President and as from time to time may be assigned to the President by the Chairman or the board of DIRECTORS.

(c) Vice Chairman. The Vice Chairman shall preside at Executive Committee meetings in the absence of the Chairman, and shall assist the Chairman as necessary or in the absence of the Chairman.

(d) Secretary. The Secretary shall (i) keep the minutes of the proceedings of the board of DIRECTORS and any committees of the board; (ii) see that all notices are duly given in

accordance with the provisions of this code of regulations or as required by law; (iii) be custodian of the corporate records and of the seal of the corporation; and (iv) in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the President or the board of DIRECTORS. Assistant secretaries, if any, shall have the same duties and powers, subject to supervision by the Secretary.

(e) Treasurer. The Treasurer shall oversee the care and custody of the corporation funds, the methods and systems of accounting, maintenance of the books and records of account, and the preparation of tax returns and related documents, and perform all other duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by the Chairman or the board of DIRECTORS. The Treasurer shall, upon request of the board, prescribe and maintain a system of internal audit, present to the Chairman and the board of DIRECTORS statements of account showing the financial position of the corporation and the results of its operations, and make such reports to it as may be required at any time. Assistant Treasurers, if any, shall have the same powers and duties, subject to supervision by the Treasurer.

(f) Vice-Presidents. The Vice-President or Vice-Presidents, if any, shall assist the President and shall perform such duties as may be assigned to them by the President. The Vice-President (or if there is more than one, then the Vice-President designated by the board of DIRECTORS, or if there be no such designation, then the Vice-Presidents in order of their election) shall, at the request of the President, or in the President's absence or inability or refusal to act, perform the duties of the President and when so acting shall have all the powers of and be subject to all the restrictions on the President.

Section IV.7 Surety Bonds. The board of DIRECTORS may require any officer or agent of the corporation to execute to the corporation a bond in such sums and with such sureties as shall be satisfactory to the board, conditioned upon the faithful performance of such person's duties and for the restoration to the corporation of all books, papers, vouchers, money and other property of whatever kind in such person's possession or under such person's control belonging to the corporation.

ARTICLE V. COMMITTEES

Section V.1 Executive Committee.

(a) The Chairman shall, within thirty (30) days following the annual meeting of the members of the corporation, appoint an executive committee which shall consist of the following persons: (i) the Chairman; (ii) the Vice Chairman; (iii) the Secretary; (iv) the Treasurer; (v) the chairman of each committee created by the board of DIRECTORS under Section 5.3 or by the Chairman under Section 4.6(a)(ii), and (vi) such additional persons appointed by the Chairman as shall make the total number of persons appointed under this subsection 5.1(a) equal to thirteen. The President shall serve as an ex-officio non-voting member of the Executive Committee.

(b) The executive committee shall advise and aid administration of the corporation in all matters affecting the business and interests of the corporation, and when the board of DIRECTORS is not in session, the executive committee shall have and may exercise all the powers of the board of DIRECTORS, except as specifically reserved by resolution of the board of DIRECTORS.

(c) Meetings of the executive committee may be held without written call or notice at such times and places as the executive committee may from time to time fix. At any meeting of the executive committee, a majority of the members thereof shall constitute a quorum.

(d) Any action of the executive committee, to be effective, must be authorized by an affirmative vote of a majority of the committee members present. Minutes shall be kept of the executive committee meetings and they shall be presented to the board of DIRECTORS from time to time for its information. The board of DIRECTORS shall have the authority to rescind or disaffirm any action taken by the executive committee; provided, however, that any action taken pursuant to prior authorization by the board of DIRECTORS shall not thereby be rendered invalid.

Section V.2 Nominating Committee. The Chairman shall, not later than thirty 30 days prior to the annual meeting of the corporation, appoint a nominating committee comprised of members of the board of DIRECTORS. Such nominating committee shall recommend and nominate persons for election to fill vacancies resulting from expiring terms on the board of the DIRECTORS. The names of the persons so nominated by the nominating committee shall be submitted to the members at the annual meeting of the members of the corporation or at a special meeting of the members of the corporation to be held within thirty (30) days following the regular annual meeting of the corporation. No nominations may be made at the meeting other than those submitted by the nominating committee.

Section V.3 Other Committees. The board of DIRECTORS may also determine the need for and appoint such other committees on an ad hoc basis as they may deem proper. The Chairman shall appoint the members and chairman of each such committee.

ARTICLE VI. INDEMNIFICATION

Section VI.1 Authorized Indemnification. The corporation shall indemnify each person who is or was a trustee, officer, or employee of the corporation, or of any other corporation which he served as such at the request of the corporation, against any and all liability and expense and from any claim, action, suit, or proceeding, civil or criminal, or in connection with an appeal relating thereto, in which he may become involved, as a party or otherwise, by reason of his being or having been a trustee, officer or employee of the corporation or of such other corporation, or by reason of any past or future action taken or not taken in his capacity as such trustee, or officer, or employee, whether or not he continues to be such at the time such liability or expense is incurred, provided such person acted in good faith, in or not opposed to what he reasonably believed to be the best interests of the corporation or such other corporation, as the case may be; and in addition, in any criminal

action or proceeding, had no reasonable cause to believe that his conduct was unlawful, or in any action or suit brought by or in the right of the corporation, has not been adjudged to be liable for negligence or misconduct in the performance of his duty to the corporation. As used in this Section, the terms "liability" and "expense" shall include, but shall not be limited to, attorney's fees and disbursements and amounts of judgments, fines, or penalties against, and amounts actually and reasonably paid in settlement by such trustee, officer, or employee, other than amounts paid to the corporation itself or to such other corporation served at the corporation's request. The termination of any claim, action, suit, or proceeding, civil or criminal, by judgment, settlement (whether with or without court approval), or conviction or upon a plea of guilty or of nolo contendere, or its equivalent, shall not create a presumption that a trustee, officer, or employee, did not meet the standards of conduct set forth in the first sentence of this Article. Any such trustee, officer or employee referred to in this Article who has been successful, on the merits or otherwise, with respect to any claim, action, suit, or proceeding of the character described herein shall be entitled to indemnification as of right to the extent successful.

Section VI.2 Advancement of Expenses. Expense incurred with respect to any such claim, action, suit, or proceeding shall be advanced by the corporation prior to the final disposition thereof upon receipt of an undertaking by or on behalf of the recipient to repay such amount if it shall ultimately be determined that he is not entitled to indemnification under this Article.

Section VI.3 Savings Clause; Limitation. If this Article VI or any Section or provision hereof shall be invalidated by any court on any ground, then the corporation shall nevertheless indemnify each party otherwise entitled to indemnification hereunder to the fullest extent permitted by law or any applicable provision of this Article that shall not have been invalidated. Notwithstanding any other provision of this code of regulations, the corporation shall neither indemnify any person nor purchase any insurance in any manner or to any extent that would jeopardize or be inconsistent with the qualification of the corporation as an organization described in Section 501(c)(3) of the Internal Revenue Code, or that would result in the imposition of any liability under section 4941 of the Internal Revenue Code.

ARTICLE VII. MISCELLANEOUS

Section VII.1 Account Books, Minutes, Etc. The corporation shall keep correct and complete books and records of account and shall keep minutes of the proceedings of its board of DIRECTORS and committees. All books and records of the corporation may be inspected by any trustee, or that trustee's authorized agent or attorney, for any proper purpose at any reasonable time.

Section VII.2 Fiscal Year. The fiscal year of the corporation shall be as established by the board of DIRECTORS.

Section VII.3 Conveyances and Encumbrances. Property of the corporation may be assigned, conveyed or encumbered by such officers of the corporation as may be authorized to do so by the board of DIRECTORS, and such authorized persons shall have power to execute and deliver

any and all instruments of assignment, conveyance and encumbrance; however, the sale, exchange, lease or other disposition of all or substantially all of the property and assets of the corporation shall be authorized only in the manner prescribed by applicable statute.

Section VII.4 Designated Contributions. The corporation may accept any designated contribution, grant, bequest or devise consistent with its general tax-exempt purposes, as set forth in the Articles of Incorporation. As so limited, donor-designated contributions will be accepted for special funds, purposes, or uses, and such designations generally will be honored. However, the corporation shall reserve all right, title and interest in and to and control of such contributions, as well as full discretion as to the ultimate expenditure or distribution thereof in connection with any such special fund, purpose, or use. Further, the corporation shall acquire and retain sufficient control over all donated funds (including designated contributions) to assure that such funds will be used to carry out the corporation's tax-exempt purposes.

Section VII.5 Conflicts of Interest. If any person who is a trustee or officer of the corporation is aware that the corporation is about to enter into any business transaction directly or indirectly with such person, any member of that person's family, or any entity in which that person has any legal, equitable or fiduciary interest or position, including without limitation as a trustee, officer, shareholder, partner, beneficiary or trustee, such person shall (a) immediately inform those charged with approving the transaction on behalf of the corporation of such person's interest or position, (b) aid the persons charged with making the decision by disclosing any material facts within such person's knowledge that bear on the advisability of such transaction from the standpoint of the corporation, and (c) not be entitled to vote on the decision to enter into such transaction.

Section VII.6 Loans to DIRECTORS and Officers Prohibited. No loans shall be made by the corporation to any of its DIRECTORS or officers. Any trustee or officer who assents to or participates in the making of any such loan shall be liable to the corporation for the amount of such loan until it is repaid.

Section VII.7 Amendments. The power to alter, amend or repeal this code of regulations and adopt a new code of regulations shall be vested in the board of DIRECTORS.

Section VII.8 Severability. The invalidity of any provision of this code of regulations shall not affect the other provisions hereof, and in such event this code of regulations shall be construed in all respects as if such invalid provision were omitted.

**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-05

A Resolution authorizing a contract with the DOWNTOWN AKRON PARTNERSHIP (DAP) and METRO for the cleaning and safety along Main Street and the RKP Transit Center.

WHEREAS, METRO is a member of the Downtown Akron Partnership; and

WHEREAS, this partnership includes METRO participating with DAP in cost incurred by DAP to keep clean the area along Main Street and the RKP Transit Center and provide safety patrols; and

WHEREAS, DAP has requested as part of their agreement that METRO share of those cost are \$153,000; and

WHEREAS, DAP has agreed to continue to assist in providing funding the Downtown Circulator by offsetting the annual cost by \$20,004; and

WHEREAS, the term of this contract will be for one year, January 1, 2017 to December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority, that:

1. A contract be awarded to Downtown Akron Partnership in the amount not to exceed \$132,996.
3. The Executive Director/Secretary-Treasurer is authorized to execute all documents related to this resolution.
4. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M. ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-06

A resolution authorizing the disposal or transfer of certain assets owned by the METRO Regional Transit Authority.

WHEREAS, pursuant to the Authority's Property Disposition Procedures dated August 19, 1994, and

WHEREAS, the following listed items no longer have a useful life and will be advertised and disposed of:

Item #	Description
1	Radio equipment

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The Executive Director/Secretary-Treasurer is hereby authorized to dispose of such items.
2. The Executive Director/Secretary-Treasurer is hereby authorized to trade in any vehicle for a similar item for a fair and reasonable price.
3. The Executive Director/Secretary-Treasurer is hereby authorized to dispose of any remaining items as established within the Authority's approved Disposition Policy.
4. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M. ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

To: Sandra M. Foster, President and all other Board Members
From: Angela M. Neeley, Transitional Director of Finance/Assistant Secretary-Treasurer
Date: January 31, 2017
RE: Discount for bulk ticket purchases over \$50,000

It is the recommendation of the staff to offer a 15% discount to organizations whose ticket purchases totaled at least \$50,000 during the 2016 calendar year. The discount would apply to the following organizations: Akron Board of Education, Children’s Services, Community Health, and the Department of Job and Family Services (DJFS). The total impact of the discount would be \$39,814; and would be effective with any bulk ticket purchases made beginning February 1, 2017.

The staff feels that this is a good starting point and we could always revisit this topic again in the future. We wanted to focus on those entities that purchased \$50,000 or more in bulk tickets last year as our starting point. This action would give DJFS an additional 5% discount, on top of their current 10% discount. We will send out a letter to each qualifying organization to formally make them aware of the discount.



**COMMITTEE ASSIGNMENT:
FINANCE**

RESOLUTION 2017-07

A resolution authorizing a discount on bulk ticket and pass purchases.

WHEREAS, METRO has been requested by local agencies to provide a discount for bulk ticket and pass purchases, and

WHEREAS, these agencies provide services and assistance to Summit County residents, and

WHEREAS, by offering a discount to these agencies they will be able to provide more effective service to their clients, and

WHEREAS, METRO desires to increase the ridership on our service,

WHEREAS, NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of the METRO Regional Transit Authority that:

1. The Executive Director/Secretary-Treasurer is authorized to offer a fifteen (15%) percent discount on the sale of tickets and passes to an agency, effective February 1, 2017, based on a minimum purchase of \$50,000 retail value during the prior calendar year.
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 31, 2017

**SAUNDRA M. FOSTER,
PRESIDENT**

**RICHARD M. ENTY,
EXECUTIVE DIRECTOR/
SECRETARY-TREASURER**

Marketing & Service Planning Committee

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**December 2016
Performance Reports
Combined Service**

Current Month			Year to Date			
2016	2015	Percentage Changed		2016	2015	Percentage Changed
Service Day Data						
21	22	-4.55%	Weekdays Operated	255	256	-0.39%
5	4	25.00%	Saturdays Operated	53	51	3.92%
3	4	-25.00%	Sundays Operated	51	52	-1.92%
Passenger Data						
379,998	432,021	-12.04%	Total Passengers	5,176,363	5,321,782	-2.73%
15,636	17,143	-8.79%	Average Weekday Passengers	17,567	17,956	-2.17%
6,947	8,030	-13.48%	Average Saturday Passengers	7,777	8,317	-6.49%
3,862	4,285	-9.85%	Average Sunday Passengers	4,176	4,408	-5.26%
Service Level Data						
636,132	536,154	18.65%	Total Vehicle Miles	6,753,555	6,530,519	3.42%
468,324	496,226	-5.62%	Total Vehicle Revenue Miles	5,682,743	5,830,023	-2.53%
0.81	0.87	-6.80%	Average Passengers per Vehicle Revenue Mile	0.91	0.91	-0.21%
41,298	39,065	5.72%	Total Vehicle Hours	470,285	458,275	2.62%
35,930	36,616	-1.87%	Total Vehicle Revenue Hours	433,979	431,286	0.62%
10.58	11.80	-10.36%	Average Passengers per Vehicle Revenue Hour	11.93	12.34	-3.34%
Financial Data						
\$188,580	\$232,180	-18.78%	Cash Fares	\$2,365,986	\$2,661,295	-11.10%
\$148,712	\$207,158	-28.21%	Ticket and Pass Revenue	\$1,743,999	\$1,766,759	-1.29%
\$110,425	\$119,194	-7.36%	Other Fare Related Revenue	\$1,087,406	\$809,188	34.38%
8.7%	11.8%	-26.30%	Percentage Total Farebox Recovery	11.0%	11.7%	-6.27%
\$11.01	\$9.55	15.24%	Average Cost per Vehicle Revenue Mile	\$8.32	\$7.66	8.63%
\$143.46	\$129.43	10.84%	Average Cost per Vehicle Revenue Hour	\$108.99	\$103.58	5.22%
\$13.56	\$10.97	23.65%	Average Cost per Passenger	\$9.14	\$8.39	8.86%
Safety Data						
2	5	-60.00%	Preventable Accidents	53	56	-5.36%
7	5	40.00%	Nonpreventable Accidents	66	74	-10.81%
9	10	-10.00%	Total Accidents	119	130	-8.46%

**December 2016
Performance Reports
SCAT/ADA Paratransit Service**

Current Month			Year to Date			
2016	2015	Percentage Changed	2016	2015	Percentage Changed	
Service Day Data						
21	22	-4.55%	Weekdays Operated	255	256	-0.39%
5	4	25.00%	Saturdays Operated	53	51	3.92%
3	4	-25.00%	Sundays Operated	51	52	-1.92%

Passenger Data						
21,262	22,562	-5.76%	Total Passengers	267,964	268,927	-0.36%
733	752	-2.51%	Average Passengers per Day	746	749	-0.36%
84.6	71.0	19.15%	Average Saturday ADA Passengers	79.6	77.7	2.47%
40.0	31.5	26.98%	Average Sunday ADA Passengers	37.1	30.5	21.42%
64.3	57.1	12.69%	Average Total ADA Passengers	57.7	57.5	0.36%
5,381	5,347	0.64%	Total Purchased Transportation Pass.	70,345	54,131	29.95%

Service Level Data						
119,486	123,338	-3.12%	Total METRO Vehicle Miles	1,490,357	1,617,362	-7.85%
38,965	34,720	12.23%	Total Purchased Trans. Vehicle Miles	458,218	341,512	34.17%
158,451	158,058	0.25%	Total Vehicle Miles	1,948,575	1,958,874	-0.53%
130,218	132,622	-1.81%	Total Revenue Miles	1,630,912	1,657,311	-1.59%
0.16	0.17	-4.02%	Average Pass. per Revenue Vehicle Mile	0.16	0.16	1.25%
11,554	12,031	-3.96%	Total Vehicle Hours	142,870	142,282	0.41%
9,296	9,873	-5.84%	Total Vehicle Revenue Hours	117,901	118,013	-0.09%
2.3	2.3	0.09%	Average Pass. per Vehicle Revenue Hour	2.3	2.3	-0.26%
93%	95%	-2.11%	On-time Performance - METRO	94%	93%	0.18%
92%	94%	-2.13%	On-time Performance - Purchased Transportation	93%	92%	0.90%

Financial Data						
\$45,003	\$45,953	-2.07%	Cash Fares	\$559,718	\$546,476	2.42%
\$6,790	\$9,305	-27.03%	Ticket and Pass Revenue	\$71,522	\$59,139	20.94%
\$66,722	\$104,286	-36.02%	Other Fare Related Revenue	\$756,611	\$588,863	28.49%
14.7%	20.7%	-28.69%	Percentage Total Farebox Recovery	15.7%	14.7%	6.30%
\$7.09	\$6.61	7.18%	Average Cost per Vehicle Revenue Mile - METRO	\$6.09	\$5.22	16.58%
\$4.05	\$3.60	12.56%	Average Cost per Vehicle Revenue Mile - Purchased Transportation	\$3.74	\$3.60	3.95%
\$97.66	\$86.13	13.40%	Average Cost per Vehicle Revenue Hour - METRO	\$83.24	\$73.21	13.70%
\$59.10	\$53.10	11.29%	Average Cost per Vehicle Revenue Hour - Purchased Transportation	\$53.36	\$50.89	4.86%
\$40.74	\$37.62	8.29%	Average Cost per Passenger - METRO	\$36.13	\$31.99	12.93%
\$29.35	\$23.38	25.52%	Average Cost per Passenger - Purchased Transportation	\$24.38	\$22.71	7.32%
2.0	2.0	0.00%	Average Small Bus Age	2.5	2.0	23.33%

Safety Data						
2	1	100.00%	Preventable Accidents	16	14	14.29%
3	0	300.00%	Nonpreventable Accidents	21	16	31.25%
5	1	400.00%	Total Accidents	37	30	21.49%

**December 2016
Performance Reports
Line Service**

Current Month

Year to Date

Current Month		Percentage Changed		Year to Date		Percentage Changed
2016	2015			2016	2015	
Service Day Data						
21	22	-4.55%	Weekdays Operated	255	256	-0.39%
5	4	25.00%	Saturdays Operated	53	51	3.92%
3	4	-25.00%	Sundays Operated	51	52	-1.92%

Passenger Data

358,736	409,459	-12.39%	Total Passengers	4,908,399	5,052,855	-2.86%
14,903	16,391	-9.08%	Average Weekday Passengers	16,821	17,207	-2.24%
6,863	7,959	-13.78%	Average Saturday Passengers	7,698	8,240	-6.58%
3,822	4,253	-10.13%	Average Sunday Passengers	4,139	4,377	-5.45%

Service Level Data

477,681	378,096	26.34%	Total Vehicle Miles	4,804,980	4,571,645	5.10%
338,106	363,604	-7.01%	Total Vehicle Revenue Miles	4,051,831	4,172,712	-2.90%
338,106	363,859	-7.08%	Total Scheduled Vehicle Revenue Miles	4,054,535	4,231,021	-4.17%
1.06	1.13	-5.78%	Average Passenger per Revenue Vehicle Mile	1.21	1.21	0.04%
29,744	27,034	10.02%	Total Vehicle Hours	327,415	315,993	3.61%
26,634	26,743	-0.41%	Total Vehicle Revenue Hours	316,078	313,273	0.90%
26,634	28,559	-6.74%	Total Scheduled Vehicle Revenue Hours	316,193	332,366	-4.87%
13.5	15.3	-12.03%	Average Passenger per Vehicle Revenue Hour	15.5	16.1	-3.72%
78%	87%	-9.74%	On-time Performance	84%	87%	-3.38%

Financial Data

\$143,577	\$186,228	-22.90%	Cash Fares	\$1,806,268	\$2,114,819	-14.59%
\$141,922	\$197,853	-28.27%	Ticket and Pass Revenue	\$1,672,477	\$1,707,620	-2.06%
\$43,703	\$14,908	193.15%	Other Fare Related Revenue	\$330,795	\$220,325	50.14%
7.6%	10.1%	-24.76%	Percentage Total FareBox Recovery	9.9%	11.1%	-10.36%
\$12.86	\$10.91	17.93%	Average Cost per Vehicle Revenue Mile	\$9.49	\$8.76	8.26%
\$163.31	\$148.32	10.11%	Average Cost per Vehicle Revenue Hour	\$121.63	\$116.74	4.19%
\$12.12	\$9.69	25.16%	Average Cost per Passenger	\$7.83	\$8.00	-2.09%
4.3	4.3	0.00%	Average Big Bus Age	4.6	4.3	6.78%

Safety Data

0	4	-100.00%	Preventable Accidents	37	42	-11.90%
4	5	-20.00%	Nonpreventable Accidents	45	58	-22.41%
4	9	-55.56%	Total Accidents	82	100	-18.00%

December 2016

Line Service Categories

Current Month		Percentage		Year to Date		Percentage
2016	2015	Changed		2016	2015	Changed
URBAN (1 - 34)						
319,877	375,582	-14.83%	Total Monthly Passengers	4,436,254	4,627,519	-4.13%
29	30	-3.33%	Service Days	359	359	0.00%
11,030.2	12,519.4	-11.90%	Average Daily Passengers	12,357.3	12,890.0	-4.13%
16.8	19.3	-12.91%	Passengers per Vehicle Hour	19.1	19.9	-4.25%
1.5	1.7	-12.71%	Passengers per Vehicle Mile	1.7	1.7	-3.52%
\$9.21	\$6.89	33.58%	Total Operating Cost Per Passenger	\$5.97	\$5.17	15.49%
SUBURBAN (101-104, 110)						
10,889	13,222	-17.64%	Total Monthly Passengers	151,391	162,140	-6.63%
21	22	-4.55%	Service Days	256	256	0.00%
518.5	601.0	-13.73%	Average Daily Passengers	591.4	633.4	-6.63%
4.42	4.71	-6.20%	Passengers per Vehicle Hour	5.06	4.99	1.53%
0.18	0.20	-10.04%	Passengers per Vehicle Mile	0.21	0.21	-3.18%
\$40.90	\$33.80	21.03%	Total Operating Cost Per Passenger	\$26.50	\$25.00	6.01%
EXPRESS (60 & 61)						
7,331	8,071	-9.17%	Total Monthly Passengers	100,779	106,287	-5.18%
21	22	-4.55%	Service Days	256	256	0.00%
349.1	366.9	-4.85%	Average Daily Passengers	393.7	415.2	-5.18%
8.1	8.5	-4.66%	Passengers per Vehicle Hour	9.2	9.7	-5.63%
0.3	0.3	-5.52%	Passengers per Vehicle Mile	0.4	0.4	-6.02%
\$26.01	\$21.10	23.26%	Total Operating Cost Per Passenger	\$16.91	\$14.93	13.30%
CIRCULATOR (50, 51, 53, & 59)						
6,417	7,602	-15.59%	Total Monthly Passengers	85,103	97,741	-12.93%
29	30	-3.33%	Service Days	359	359	0.00%
221.3	253.4	-12.67%	Average Daily Passengers	237.1	272.3	-12.93%
3.9	4.4	-11.83%	Passengers per Vehicle Hour	4.2	4.2	-0.42%
0.3	0.3	-11.35%	Passengers per Vehicle Mile	0.3	0.3	5.16%
\$69.48	\$41.30	68.22%	Total Operating Cost Per Passenger	\$36.62	\$28.21	29.80%
DASH (54)						
5,949	N/A	N/A	Total Monthly Passengers	34,279	N/A	N/A
21	N/A	N/A	Service Days	92	N/A	N/A
283.3	N/A	N/A	Average Daily Passengers	372.6	N/A	N/A
0.9	N/A	N/A	Passengers per Vehicle Hour	1.2	N/A	N/A
4.7	N/A	N/A	Passengers per Vehicle Mile	4.5	N/A	N/A
\$19.03	N/A	N/A	Total Operating Cost Per Passenger	\$14.80	N/A	N/A
GROCERY (91 - 95)						
1,705	1,611	5.83%	Total Monthly Passengers	20,847	21,252	-1.91%
21	22	-4.55%	Service Days	256	256	0.00%
81.2	73.2	10.93%	Average Daily Passengers	81.4	83.0	-1.93%
5.6	5.9	-5.69%	Passengers per Vehicle Hour	3.5	7.0	-49.30%
1.2	1.1	9.54%	Passengers per Vehicle Mile	1.2	1.5	-19.36%
\$68.92	\$69.08	-0.23%	Total Operating Cost Per Passenger	\$50.44	\$53.51	-5.74%
Sunday Line Service						
11,467	17,012	-32.59%	Total Monthly Passengers	211,070	227,602	-7.26%
3	4	-25.00%	Service Days	52	52	0.00%
3,822.3	4,253.0	-10.13%	Average Daily Passengers	4,059.0	4,377.0	-7.27%
12.1	13.0	-7.08%	Passengers per Vehicle Hour	13.0	13.4	-2.71%
0.1	1.0	-95.07%	Passengers per Vehicle Mile	0.4	1.1	-61.38%
\$9.22	\$12.59	-26.72%	Total Operating Cost Per Passenger	\$5.93	\$8.38	-29.31%
Saturday Line Service						
34,314	31,837	7.78%	Total Monthly Passengers	407,972	420,220	-2.91%
5	4	25.00%	Service Days	52	51	1.96%
6,862.8	7,959.3	-13.78%	Average Daily Passengers	7,845.6	8,239.6	-4.78%
14.9	16.8	-11.52%	Passengers per Vehicle Hour	17.1	17.4	-1.56%
1.3	1.3	-3.67%	Passengers per Vehicle Mile	1.47	1.41	4.41%
\$7.37	\$9.67	-23.71%	Total Operating Cost Per Passenger	\$4.62	\$6.43	-28.04%
Call-A-Bus						
146	154	-5.19%	Total Monthly Passengers	1725	2768	-37.68%
U of A ZipCard						
15878	19164	-17.15%	Total Monthly Passengers	230485	236886	-2.70%

2016 MONTHLY RIDERSHIP BY ROUTE

Route#	Description	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	% Change	Dec-15
1	West Market	43,338	45,150	47,383	47,328	47,931	47,059	47,508	53,159	48,348	51,773	48,056	41,035	-17.3%	49,606
2	Arlington	40,186	41,692	43,764	41,871	40,522	41,240	42,148	47,402	45,457	47,183	45,207	36,003	-16.3%	43,039
3	Copley Rd/Hawkins	22,435	22,495	24,257	24,267	23,474	22,652	23,827	25,521	24,544	24,298	24,007	20,209	-11.3%	22,783
4	Dalla/N Hawkins	9,603	10,609	11,026	10,634	10,474	8,706	8,784	9,852	11,377	11,464	10,780	8,702	-13.0%	10,004
5	East Market/Eliet	6,405	6,949	7,041	6,900	6,693	6,322	5,418	6,787	6,924	7,068	7,304	5,982	-21.5%	7,625
6	East Market/Lakemore	16,042	17,558	18,074	17,390	18,632	17,395	17,475	19,735	19,033	19,912	17,796	15,402	-16.5%	18,444
7	Cuyahoga Falls Ave	12,864	13,514	15,212	14,492	14,405	14,037	13,651	15,908	14,953	15,401	14,641	12,677	-12.2%	14,442
8	Kenmore/Barberton	19,689	21,120	22,761	22,578	22,044	22,182	21,621	25,272	23,580	24,435	23,141	20,220	-6.2%	21,552
9	Wooster/East Ave	12,485	12,964	12,974	12,690	12,830	12,188	12,749	14,317	13,761	14,286	13,743	11,191	-7.8%	12,140
10	Howard/Portage Trail	19,472	20,750	21,530	21,910	21,877	23,140	22,828	25,910	23,823	24,109	22,067	18,467	-6.6%	19,774
11	South Akron	1,914	1,964	2,417	2,020	2,141	1,996	2,016	2,335	2,220	2,221	2,307	1,927	-18.3%	2,360
12	Tallmadge Hill	14,025	13,957	14,226	14,661	15,369	14,343	13,715	16,519	15,666	15,361	14,438	12,899	-30.9%	18,677
13	Grant/Firestone Park	15,821	15,257	15,164	14,826	14,824	14,474	14,368	16,083	15,479	16,130	14,499	13,129	-14.2%	15,296
14	Eucld/Barberton XP	19,311	20,519	22,202	21,953	22,329	22,153	21,869	24,844	23,637	23,971	22,946	19,224	-11.5%	21,717
17	Brown/Inman	15,745	17,588	18,340	18,455	17,221	16,430	15,555	18,174	18,123	18,250	17,031	15,360	-7.9%	16,686
18	Thornton/Manchester	14,943	15,360	16,087	16,127	15,138	14,328	14,417	16,512	16,168	16,177	14,951	12,881	-17.4%	15,588
19	Eastland	14,745	14,853	16,696	16,333	15,603	15,574	15,628	17,975	17,188	17,706	16,390	13,810	-26.8%	18,870
21	South Main	303	1,250	2,374	2,566	2,328	2,712	3,006	3,236	2,723	2,817	2,497	2,030	N/A	-
24	Lakeshore	4,153	4,321	4,023	4,380	3,995	3,985	4,153	4,865	4,500	4,704	4,512	3,840	-22.0%	4,924
26	W Exchange/White Pond	6,387	6,545	6,863	6,456	6,427	6,663	6,123	6,829	6,660	6,485	6,065	4,928	-36.4%	7,752
28	Merriman Valley	3,410	3,626	3,514	3,537	3,514	2,710	2,495	3,801	4,722	5,242	4,537	3,408	-10.2%	3,795
30	Goodyear/Darrow	9,942	9,946	10,695	10,743	10,503	9,457	9,266	10,650	11,161	11,330	10,957	9,157	-21.6%	11,682
33	State Rd/Wyoga Lake	4,480	4,412	5,035	4,944	4,921	4,909	4,618	5,657	5,188	5,078	5,035	4,319	-9.5%	4,771
34	Cascade Village/Uhler	14,210	14,578	15,981	15,262	14,819	15,098	14,998	16,941	15,866	16,470	15,143	13,077	-20.3%	16,415
50	Montrose Circulator	1,906	2,051	1,956	2,007	2,503	2,680	2,518	2,519	2,099	2,299	2,291	2,217	-11.6%	2,508
51	Stow Circulator	1,088	1,493	1,434	1,314	1,478	1,475	1,236	1,465	1,359	1,375	1,385	1,268	-0.4%	1,273
53	Portage/Graham	1,748	2,087	2,307	2,032	2,064	2,225	2,201	2,446	2,235	2,241	2,293	1,878	-19.1%	2,321
54	DASH Circulator	-	-	-	-	-	-	-	1,293	8,877	7,800	8,848	5,949	N/A	-
59	Chapel Hill Circulator	1,077	1,353	1,468	1,409	1,431	1,398	1,288	1,518	1,420	1,230	1,221	1,054	-29.7%	1,500
60	NCX Chapel Hill/Cleveland	1,632	1,830	1,803	1,800	1,708	1,663	1,207	1,681	1,561	1,608	1,420	1,255	-27.8%	1,738
61	NCX Montrose/Cleveland	6,423	6,927	7,617	7,000	6,564	7,584	5,402	7,609	7,037	6,837	6,535	6,076	-4.1%	6,333
101	Richfield/Bath	1,255	1,552	1,729	1,605	1,515	1,664	1,455	1,575	1,526	1,522	1,421	1,210	-14.9%	1,422
102	Northfield Express	2,579	3,028	3,385	3,035	3,036	3,597	2,935	3,612	3,348	3,138	2,921	2,419	-15.2%	2,853
103	Stow/Hudson	1,841	2,685	3,132	2,732	2,324	2,370	1,936	2,629	2,995	3,507	3,966	2,984	76.0%	1,695
104	Twinsburg Creekside	2,697	2,573	2,720	2,267	2,354	2,745	2,959	3,314	3,306	3,371	2,798	2,240	-13.4%	2,587
110	Green/Springfield	2,208	2,342	2,524	2,361	2,370	2,551	2,520	2,953	2,766	2,645	2,480	2,036	-11.7%	2,305
TOTAL:		366,362	384,898	407,714	399,885	395,361	389,705	383,893	440,898	429,630	439,444	415,629	350,463	-13.4%	404,477

Rail Operations Committee

TO: Sandra M. Foster, President and all other Board Members

FROM: Richard M. Enty, Executive Director/Secretary-Treasurer

DATE: January 25, 2016

RE: Rail Update

The following provides a brief update on matters concerning portions of METRO's 41 miles of existing and former railroad rights-of-way. An interactive map prepared by Federal Railroad Administration (FRA) shows METRO's rights-of-way but misidentifies their ownership. They are the Akron Secondary, extending south from Hudson to via Cuyahoga Falls and Stow to Akron, the Freedom Secondary, extending west from the Portage County border to downtown Akron via Tallmadge and the Sandyville Line extending north from Canton to Akron via Green.

A full description and inventory of METRO's rail holdings may be found here:

[http://www.akronmetro.org/Data/Sites/2/pdf/final-metro-rail-freight-system-study-\(optimized\).pdf](http://www.akronmetro.org/Data/Sites/2/pdf/final-metro-rail-freight-system-study-(optimized).pdf)

The FRA map may be found here:

<http://fragis.fra.dot.gov/GISFRASafety/>

Relocation of Warning Device in SW Canton: On Thursday, January 19, METRO staff met with Kyle Knudsen of Railroad Signal Services, Canton City engineers, METRO signal maintainers RTC, and Canton electricians from AlternALite to begin the relocation of warning devices at four (4) crossings in SW Canton. Current warning devices in SW Canton are set at the regulated distance for a two tracked rail line. However, the second track was removed before METRO assumed ownership of the line and the FRA/PUCO issued a citation in 2012. The project is the result of METRO staff working with the City of Canton engineer, METRO signal maintainers RTC, the ORDC, and the PUCO (FRA) to secure funding in exchange for closing two crossings in SW Canton. The project is scheduled for completion in May, 2017. The project costs are not to exceed \$467,754 and are 100% funded by the PUCO (\$262,574) and the ORDC (\$205,000).

Road Construction Project at 3rd St SW in Canton: The City of Canton has successfully petitioned the PUCO for the closure of 2nd St SW in Canton which serves as a freight access road for two electrical supply companies. In return for the closure METRO will construct a roadway on the path of an abandoned rail turnout to provide freight access for the two electrical supply companies. The project is funded at 100% by the PUCO and is capped at \$102,000. Engineering estimates for the roadway are \$86,000. The project needs to be bid and completed by June, 2017. An access license agreement for the roadway has been drafted and will be presented to Tim Furbay of Furbay Electrical Supply.

Bridge Repair: Bridge inspectors in 2015 and again in 2016 met with METRO staff and strongly recommended that Bridge 435, over Furnace Rd., be repaired. Currently there is a 10 mph slow order and weight restriction on the bridge. The bridge connects Northside Station with the rest of the Sandyville Line, including access to the Hazel St interconnect with Wheeling and their repair shops which are used by the CVSR. Design work was completed in 2016 for construction in late summer/fall of 2017. The project is in the budget and is estimated to cost \$250,000.

Bridge Design for Repair: Bridge 434 over the Little Cuyahoga River also has a 10 mph slow order due to its degraded condition. Funding for bridge design is in METRO's 2017 budget and will be completed in 2017 at an approximate cost of \$100,000. Construction is planned for 2018-19.

Akron Secondary: This project proposes to restore freight rail service to Specialty Metals by rehabilitating just over 3 miles of existing right-of-way. This would include approximately \$350,000 for Powers Creek bridge repairs, new ballast (stones), new rail crossings and lining and surfacing of existing rail. METRO's law firm, Roetzel and Andress, is currently researching the requirements under which METRO can lease its track.

Rail Vision Study: Like many companies, METRO maintains on-call consulting contracts with firms having the expertise needed to prepare architectural, engineering, construction and legal plans, documentation and services. One such firm is Bergmann Associates. In addition to preparing plans for the restoration of freight rail service on the Akron Secondary, Bergmann and subcontractor R. L. Banks and Associates is conducting a study to identify the costs and benefits associated with METRO's railroad holdings. This task order work, as authorized by Resolution 2016-08, was for preparation of a Rail Vision Study. The scope of work for that task order was provided to the METRO Board Rail Operations Committee last year. The goal of the study is to provide METRO decisionmakers with the information needed to decide how best to make cost-effective use of its rail assets. That would involve a number of possible options including continuing alone to develop rail freight business and funding all rail expenses, leasing some or all of its active freight rail segments, or selling or transferring all rail assets. To-date, asset evaluation has been completed and the real estate valuation is almost completed. The study will be completed for presentation at the March 28th board meeting.

Safety Committee

January 24, 2017

To: Richard Enty, Executive Director
Saundra Foster, Board President
Board Members

From: Christine Hoffer, Director of Human Resources
RE: December 2016 Safety and Security Report

METRO employees were involved in 9 accidents during December 2016, five (5) from SCAT, and four (4) from line service. Two (2) accidents were classified as Preventable and seven (7) as Non-Preventable. Both preventable accidents were SCAT vehicles. Operators with preventable accidents met with Manager of Safety Quentin Wyatt, who reviewed the onboard video and reasonable measures that could have been utilized to avoid the accident and prevent accidents in the future.

The department conducted two (2) make up annual Safety and Security Meetings in December.

In December the Akron Police and the Summit County Sheriffs responded to thirty (30) documented incidents at the Transit Center and on the buses. These incidents resulted in twelve (12) adult arrest and three (3) juvenile arrests. The arrests included misconduct at a transit facility, criminal trespass, assault, drug possession, and felony warrants. Akron Fire and EMS responded to the Transit Center on five (5) occasions to assist passengers with medical issues. Two (2) individuals were transported to detox from the transit center. The Random Stop Program conducted thirty-one (31) random stops and seventy-nine (79) shelter checks.

On December 14, 2016 an Operator was involved in a hit/skip where the vehicle left the scene after hitting the bus on Arlington Road. The vehicle was found and the individual was arrested for Hit/Skip, Driving under Suspension, and had a Warrant on file by our Random Stop Program Officers. The officers that day were able to respond quickly and find the individual and vehicle based on the operator's description.

Upcoming Events

- Ohio Transit Risk Pool (OTRP) will be conducting a Risk Management Audit on January 27, 2017.
- Shawn Metcalf will attend the OPTA Security Committee Meeting On January 27th At COTA.



DECEMBER 2016 ACCIDENT REPORT

Date	Preventable	Non-Preventable	SCAT	LINE	Property Damage	Personal Injury	Operator Cited	Disabling Damage	Details
12/9/2016	1		1		1				Bus Backed into Car
12/12/2016		1		1	1	1		1	Car Rear-Ended Stopped Bus
12/13/2016		1		1	1				Car Slid into Bus
12/14/2016		1							Car Slid into Bus
12/14/2016		1			1				Car Rear-Ended Stopped Bus
12/20/2016		1			1	1		1	Car Rear-Ended Stopped Bus
12/21/2016		1		1	1				Flat Tire Came off Rim on Highway
12/23/2013		1		1	1				Car Struck Turning Bus
12/28/2016	1				1				Bus Stuck in Yard Backing
SUM	2	7	5	4	8	2	0	2	
%	22.22	77.78	55.56	44.44	88.89	22.22	0.00	22.22	
TOTAL	9								

Human Resources Committee

January 24, 2017



TO: Richard Enty, Executive Director
Saundra Foster, Board President,
and All Other Board Members

FROM: Human Resources

RE: January 2017 Human Resources Report

During December 2016, there was one (1) voluntary termination (retirement) at METRO RTA. We also welcomed one (1) new employee in the Finance Department.

METRO employees participated in 873.50 training hours during the month of December 2016.

<u>*OHSA Recordable Rate</u>		<u>**DART Rate</u>	
2015 YTD	12.51	2015 YTD	9.08
2016 YTD	5.22	2016 YTD	3.09

**OSHA – Occupational Safety & Health Administration*

***DART – Days Away, Restricted Transfer*

During the Month of December 2016, there were three (3) reported work-related injuries requiring medical treatment, two (2) resulting in lost time.

Upcoming Events

The next HR Days in the Bullpen and at the Transit Center will be February 9th and 16th, respectfully.

The Annual Performance Review process for salaried employees is in progress through February 1, 2017.



HUMAN RESOURCES MONTHLY REPORT
METRO REGIONAL TRANSIT AUTHORITY
December 31, 2016

CURRENT MONTH	LAST MONTH	% CHANGE		CURRENT MONTH	LAST YEAR DEC 2015	% CHANGE
409	409	0.00%	TOTAL EMPLOYEES	409	387	5.68%
271	272	-0.37%	TOTAL OPERATORS	271	254	6.69%
247	248	-0.40%	FULL-TIME OPERATORS	247	227	8.81%
1	1	0.00%	EXTRA BOARD FILL-IN	1	1	0.00%
23	23	0.00%	SPECIAL SERVICE OPS	23	26	-11.54%
37	37	0.00%	MECHANICS	37	33	12.12%
16	16	0.00%	VEHICLE SERVICE	16	14	14.29%
68	67	1.49%	SALARIED STAFF	68	70	-2.86%
17	17	0.00%	OFFICE PERSONNEL	17	17	0.00%
159	159	0.00%	MALE NON-MINORITY	159	153	3.92%
111	111	0.00%	MALE MINORITY	111	100	11.00%
41.11%	41.11%	0.00%	% MINORITY	41.11%	39.53%	4.00%
71	71	0.00%	FEMALE, NON-MINORITY	71	70	1.43%
69	69	0.00%	FEMALE, MINORITY	69	64	7.81%
49.29%	49.29%	0.00%	% MINORITY	49.29%	47.76%	3.19%
44.01%	44.01%	0.00%	TOTAL MINORITY	44.01%	42.38%	3.85%
34.23%	34.23%	0.00%	TOTAL FEMALE	34.23%	34.63%	-1.16%

CURRENT MONTH	LAST YEAR DEC 2015	% CHANGE		Y-T-D 2016	Y-T-D 2015	% CHANGE
1	1	0.00%	NEW HIRES	40	30	33.33%
1	3	0.00%	TERMINATIONS	16	17	-5.88%
0	0		INVOLUNTARY TERM	2	7	
1	3		VOLUNTARY TERM	14	10	
0	9	0.00%	PROMOTIONS	29	4	0.00%
0	0	0.00%	TRANSFERS	2	0	0.00%
3	3	0.00%	ON-THE-JOB INJURIES	22	45	-51.11%
3	3	0.00%	# WORKERS COMP CLAIMS	22	45	-9.00%
5	2	150.00%	SIC/ACC CLAIMS	51	49	4.08%
6.73%	6.76%	-0.44%	% OP ABSENTEEISM	6.56%	6.55%	0.15%
873.50	2,176	-59.85%	# TRAINING HOURS	25,614.00	18,838.75	35.96%
1.22%	2.99%	-98.78%	% TRAINING/WORKING HRS	3.00%	2.19%	37.03%
71,850	72,724	-1.20%	TOTAL WORKING HOURS	853,556	860,216	-0.77%

**TRAINING HOURS
DECEMBER 2016**

CUSTOMER SERVICE

CUSTOMER SERVICES TRAINING 14.00

ADMINISTRATION/CUSTOMER SERVICE

ANNUAL SAFETY & SECURITY TRAINING 66.00

OPERATIONS

NEW OPERATOR TRAINING 32.00
COMMUNICATIONS & EXPERIENTIAL TRAINING 2.00
REFRESHER TRAINING 216.00
MCI REFRESHER TRAINING 2.00
STAFF MEETING 4.00
RETURN TO WORK FOR P.A.P. 8.00
GHOST RIDING (PARTA) 8.00

MAINTENANCE

ENGINE REPAIR (VARIOUS EMPLOYEES) 114.25
STEERING & SUSPENSION (VARIOUS EMPLOYEES) 26.75
BRAKE REPAIR 32.75
INSPECTIONS 43.00
HVAC REPAIR 18.00
EMP FANS 12.00
COOLING SYSTEMS & ELECTRICAL REPAIR 55.75
BODY SHOP 17.75
AIR SYSTEMS 44.25
EXHAUST SYSTEMS 29.50
ROAD CALLS 8.75
TROUBLESHOOTING 93.75
TRANSMISSION REPAIR 16.00
WHEELCHAIR LIFT REPAIR 3.50
SNOW REMOVAL 5.50

TOTAL FOR DECEMBER 2016 873.50

YEAR-TO-DATE TOTAL FOR 2016 25,614.00

Other

METRO REGIONAL TRANSIT AUTHORITY
MONTHLY ATTENDANCE / LABOR

MTD 2016	MTD 2015	(VAR)	DECEMBER	YTD 2016	YTD 2015	(VAR)
0	0	#N/A	NO PHYSICAL	0	6	#N/A
11	13	-15.4%	RANDOM	127	151	-15.9%
195	221	-11.8%	FMLA	2,338	2,496	-6.3%
35	40	-12.5%	TEMP ASSIGN	450	386	16.6%
318	234	35.9%	SICK	3,201	2,732	17.2%
90	87	3.4%	PERS LV	1,140	1,158	-1.6%
16	13	23.1%	LOA	148	146	1.4%
1	6	-83.3%	TRADE	34	36	-5.6%
8	6	33.3%	BIRTHDAY	107	90	18.9%
9	9	0.0%	UNION BUS	176	119	47.9%
12	10	20.0%	SUSPENSION	174	92	89.1%
10	10	0.0%	FUNERAL LV	88	108	-18.5%
1	0	#N/A	JURY DUTY	20	3	566.7%
0	0	#N/A	REPORT OFF	0	0	#N/A
0	0	#N/A	TRADE, UNION	13	0	#N/A
0	0	#N/A	OK OFFICE	16	27	-40.7%
0	0	#N/A	LICENSE EXP	7	1	600.0%
0	0	#N/A	EXCUSED	0	0	#N/A
1	0	#N/A	WITNESS TIME	9	5	80.0%
4	5	-20.0%	ADT POST ACCIDENT	46	50	-8.0%
0	0	#N/A	TRANSIT AMBASSADOR	0	0	#N/A
22	0	#N/A	TRANSITIONAL WORK	237	381	-37.8%
733	654	12.1%		8,331	7,987	4.3%
25	14	78.6%	MISS OUTS	223	179	24.6%
3,508	3,201	9.6%	UNSCHEDULED OT	54,628	56,047	-2.5%
406	410	-1.0%	SCHEDULED OT	4,808	4,923	-2.3%
141	177	-20.3%	PAD TIME	2,045	2,027	0.9%
9	83	-89.2%	MINIMUM DAILY GUAR	473	349	35.5%
27,087	25,849	4.8%	PLATFORM LINE TIME	315,364	306,686	2.8%
10,051	9,912	1.4%	SCAT PLATFORM TIME	112,038	118,318	-5.3%
1,259	1,185	6.2%	DEADHEAD TRAVEL	24,405	14,335	70.2%
63	46	37.0%	BOE PLT	826	782	5.6%
42,364	41,174	2.9%	TOTAL LABOR	518,688	513,615	1.0%
8.28%	7.77%		UOT/LABOR	10.53%	10.91%	
21	22	-4.5%	WEEKDAYS			
4	4	0.0%	SUNDAY			
5	4	25.0%	SATURDAY			
2,695	2,695	METRO	PULL OUT PERFORMANCE	1,921	1,849	SCAT
0	2	LATE		45	45	LATE
100.00%	99.93%	% ON TIME		97.66%	97.57%	% ON TIME