

Minutes

**Greater Dayton RTA Board of Trustees
Public Board Meeting**

September 4, 2018

- Trustees: Adrienne L. Heard, President
Sharon Hairston, Vice President
Vince Corrado
Franz Hoge
Sharon Howard
John Lumpkin
Belinda Matthews-Stenson
Thomas Weckesser
David P. Williamson
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Chris Conard, Coolidge Wall, Co. LPA
Michele Conley, Manager, Planning
Cathy Garner, Sr. Executive Administrative Assistant
Mary Stanforth, Chief Financial Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Heard called the meeting to order at 3:00 p.m. A quorum was present and proper notice of the meeting had been given.

PLEDGE OF ALLEGIANCE

Ms. Heard led attendees in reciting the Pledge of Allegiance.

Greater Dayton Regional Transit Authority

4 S. Main Street Dayton, OH 45402 • 937-425-8400 P • 937-425-8416 F • www.iriderta.org

ROLL CALL

Roll call was taken:

| | | | |
|--------------|-----|----------------------|-----|
| Mr. Corrado | Yes | Mr. Lumpkin | Yes |
| Ms. Hairston | Yes | Ms. Matthews-Stenson | Yes |
| Ms. Heard | Yes | Mr. Weckesser | Yes |
| Mr. Hoge | Yes | Mr. Williamson | Yes |
| Ms. Howard | Yes | | |

APPROVAL OF CONSENT AGENDA

Ms. Heard stated Greater Dayton RTA (RTA) By-Laws require Board approval of today’s Meeting Agenda. Ms. Heard explained the Agenda was mailed in advance, however, since that time one change is required. Ms. Heard stated under Agenda Item #9, Free Rides on Election Day will be added for discussion.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Williamson to APPROVE today’s Amended Board Meeting Agenda.

MOTION CARRIED by voice vote.

Ayes: Nine Nays: None

APPROVAL OF AUGUST 7, 2018 BOARD MEETING MINUTES

Ms. Heard asked if anyone requests a reading of the minutes or if there are any corrections to the minutes? Upon hearing no requests or corrections, Ms. Heard DECLARED ACCEPTANCE of the August 7, 2018 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met for a jointly held meeting on August 21, 2018. As a result the Finance/Personnel Committee is recommending three (3) Action Items for approval by the Board of Trustees.

ACTION ITEM #2 – BUILDING 600 RENOVATION

Mr. Lumpkin stated RTA requires interior renovations of the 600 Longworth Street building which involves the 1st

floor administrative offices, the lower level area for the bus operators, additional restrooms, a fitness facility, records storage rooms, HVAC replacement, LED lighting, exterior window work and other related items. This project is consistent with RTA's core value of Stewardship as we properly manage our resources while maintaining Quality Service. This project is part of the 2018-2019 Capital Budget.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Corrado to AWARD a contract to AKA Construction for Building 600 Renovation and Alternates in the amount of up to \$4,049,400 plus a contingency amount of 15% to cover items that may arise during renovations for a grand total AWARD of up to \$4,656,810. RTA will only award the base bid to AKA at this time, while the alternates are evaluated. Contingency funds will be held until issues are identified and then funds will be released via change orders. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

ACTION ITEM #3 – DIESEL COACHES OPTION

Mr. Lumpkin reported that in January 2016, the RTA awarded a multi-year purchase of up to five (5) years for diesel coaches.

- Twenty-five (25) buses were ordered in the first year of the contract, and
- In 2017, a total of twenty-eight (28) buses were ordered.
- RTA would now like to exercise Option Year 3 for seventeen (17) 40' Diesel Coaches. The actual cost is dependent on the base bid price and the Producer's Price Index adjustment with a maximum 5% increase.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Hoge to APPROVE Staff's intent to exercise Option Year 3 for seventeen (17) 40' Low Floor Diesel buses for a total amount of \$7,990,510 plus a 5% allowance of \$399,526 for enrichments at a total estimated cost of \$8,390,036. This procurement will be funded with Federal

grant funds. Seven (7) buses are funded with 80% Federal funds and ten (10) buses are funded with 50% Federal funds. Additional concurrence will be requested prior to ordering any of the remaining twenty-four (24) buses from the base award. Further, Board approval will be requested before purchasing any of the sixty-seven (67) optional buses.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

ACTION ITEM #4 – PERSONNEL DATA SYSTEMS PROFESSIONAL AND TECHNICAL SERVICES

Mr. Lumpkin stated that Personnel Data Systems (PDS) is the sole provider of the Vista Human Resources Management System software, which the RTA implemented in 2010. RTA is working to upgrade the Vista software to the new Version 7 which incorporates significant change in the data base architecture and user interface. PDS is the only vendor that offers professional services to upgrade and support the Vista software.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Hairston to AWARD a contract to Personnel Data Systems in the not-to-exceed amount of \$24,880 for the purchase of professional and technical services. Further, the MOTION RATIFIES the \$24,939 spent under small purchasing procedures, for a Grand Total AWARD of \$49,819. The Vista 7 Upgrade Assistance will be funded with 100% local operating funds. The Open Enrollment Implementation and Vista Analytics will be funded with 80% Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

Discussion Items to Mention

May 2018 Sales Tax Update

Mr. Lumpkin stated that at the Committee meeting Mr. Thomas reported May 2018 Sales Tax receipts equal \$3,289,933 and State of Ohio Transitional Aid is \$383,788. The Grand total of \$3,673,721 reflects a 1.8% or \$64,449

decrease versus May 2017. When comparing to the May 2018 Budget we are down \$35,050 or 1.1%.

Year-to-Date (YTD) May 2018 Sales Tax receipts equal \$15,243,945 and State of Ohio Transitional Aid is \$1,918,939. The YTD Grand total of \$17,162,884 reflects a 1.1% or \$194,993 increase versus YTD May 2017. As compared to YTD Budget we are down \$279,016 or 1.8%. Staff will continue to monitor and report on Sales Tax on a regular basis.

July 2018 Financial Statements

At the meeting Mr. Thomas reported that for the month of July 2018 RTA's Net Loss after Local Depreciation is \$358,982 compared to a Budgeted Net Loss of \$248,552.

RTA's YTD Net Loss after Local Depreciation is \$589,741 compared to a YTD Budgeted Net Loss of \$93,208. Operating revenues were \$103,866 (2.2%) above budget. Operating expenses, excluding depreciation, were \$116,538 (0.3%) over budget. RTA local depreciation expense was \$26,550 (2.0%) under budget. Finally, non-operating revenues (expenses) were \$510,412 (1.5%) under budget.

The details and variance explanations associated with the financial statements are included in today's Meeting Package.

PLANNING COMMITTEE REPORT (SHARON HOWARD)

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held meeting on August 21, 2018 and the Planning Committee is recommending two (2) Action Items for approval by the Board of Trustees.

ACTION ITEM #5 - TITLE VI PROGRAM AND SERVICE EQUITY ANALYSIS

Ms. Howard stated with RTA receiving U.S. Department of Transportation and Federal Transit Administration (FTA) funding, RTA must comply with Title VI and Environmental Justice regulations. This is to insure the RTA provides fair and equitable service. While the RTA is in compliance with the FTA Title VI program through November 30, 2018 it is required that the Board review and

approve the Title VI Program and service equity reviews since the last submission on October 1, 2015.

MOTION MADE by Ms. Howard and SECONDED by Ms. Matthews-Stenson to APPROVE the 2018 Title VI Program including the service equity reviews since the last submittal on October 1, 2015.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

ACTION ITEM #6 - RIVERFRONT PLAN PROCLAMATION

Ms. Howard stated the Dayton Riverfront Plan was created from a partnership-driven revitalization effort that brought together Five Rivers MetroParks, Miami Conservancy District, The City of Dayton, Montgomery County, Miami Valley Regional Planning Commission, the Downtown Dayton Partnership and the Greater Dayton RTA. Five Rivers MetroParks is requesting Greater Dayton RTA Board of Trustees pass a proclamation in favor of the Dayton Riverfront Plan.

Ms. Heard asked that before a vote be taken that Ms. Howard please read the Proclamation for the audience.

Ms. Howard replied certainly. Ms. Howard then read the Proclamation.

Mr. Williamson stated before today's vote that a few grammatical corrections be made prior to Ms. Heard's signing.

MOTION made by Ms. Howard and SECONDED by Mr. Williamson to APPROVE the Riverfront Plan Proclamation, including follow-up grammatical corrections.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

Discussion Items to Mention

Ms. Howard communicated that in addition, at the committee meeting, Mr. Policicchio provided a summary

document of recent activities in the Customer & Business Development Department.

Updates included information on RTA's "What Drives You" campaign, upcoming changes for Limited Service routes for Dayton Public Schools students, transportation for the National Night Out, United Way Campaign and the Ohio Department of Transportation's training for transit Customer Advocacy Groups.

CHIEF EXECUTIVE OFFICER'S (CEO) REPORT

Mr. Donaghy commented that he had two informational items to share. Mr. Donaghy stated that he was with a group of community leaders last week for a Civic Leader tour from Wright Patterson Air Force Base (WPAFB) to MacDill Air Force Base in Tampa, Florida. Mr. Donaghy stated that he wanted to thank the folks at WPAFB 445th Air Wing. Mr. Donaghy commented on one of the things he learned which was the electronics on RTA buses are quite technologically advanced!

Attendees may have heard about the organization called "Drive Ohio." The organization is actually an extension of the Ohio Department of Transportation (ODOT) and the intent of Drive Ohio is to be the "go to resource" for connected and autonomous vehicle technology. Mr. Donaghy stated Mr. Jim Barna, former Deputy Director at ODOT, has transferred from his position to Drive Ohio. Mr. Barna will take the lead and represent transit in the State of Ohio. Mr. Barna asked Mr. Donaghy if RTA and Staff might be interested in participating in some upcoming transit related projects here in Dayton, in the near future, and Mr. Donaghy replied yes! Mr. Donaghy commented that Drive Ohio is already working on some projects in Marysville, Ohio. In addition, Drive Ohio recently did some autonomous work on I-71 with semi-truck traffic and the turn pike. Drive Ohio is currently searching for areas for autonomous driving in Montgomery County. At this time the Circulator route is being looked at as an option. Mr. Donaghy stated that there will be more to come on this project in the coming months. Mr. Donaghy commented that the City of Dayton will be partnering with RTA on this project and it's RTA's hope that the University of Dayton will agree to join and be a partner, as well.

OLD BUSINESS

None

NEW BUSINESS ITEM #1 – NOMINATING COMMITTEE REPORT

Ms. Heard turned the microphone over to Mr. Corrado. Mr. Corrado communicated that as Chairperson of the Nominating Committee, and in accordance with the RTA Bylaws, the Boards' Nominating Committee consisting of: Ms. Sharon Howard, Mr. John Lumpkin and Mr. Vince Corrado, wish to nominate Ms. Sharon E. Hairston as President and Mr. David P. Williamson as Vice President for the 2018-2019 year.

The newly elected officers shall be voted on today and installed at the October 2, 2018 Board meeting.

In addition, the newly elected officers shall be tasked with establishing Chairs for each of our Committees (Planning, Finance & Personnel, and Investment) as well as member assignments for each committee.

The Committee thanks Ms. Adrienne L. Heard for her dedicated service as our President the last two years! Please know that Ms. Heard's leadership has been very much appreciated, and furthermore, we look forward to this succession transition knowing that Ms. Heard will be able to support the Board as she continues to advise and serve as a Board Member. Mr. Corrado thanked Ms. Hairston and Mr. Williamson for their willingness to serve and further the mission and vision of RTA.

Ms. Heard asked if there were any additional nominations from what was presented by the Nominating Committee?

Hearing none, Ms. Heard then closed the nominations for President and Vice President.

Ms. Heard DECLARED ACCEPTANCE of the following recommendations: Ms. Sharon E. Hairston as President and Mr. David P. Williamson as Vice President for the 2018-2019 year. Ms. Heard stated that the above nominations which will take effect October 2, 2018.

NEW BUSINESS ITEM #2 – FREE RIDES ON ELECTION DAY

Ms. Heard stated that voting is a fundamental right and as a good community partner it behooves RTA to help our citizens exercise this right. Ms. Heard then asked Mr. Chris Conard to provide background from a legal point of view regarding this endeavor.

Mr. Conard stated that his firm was asked to look into the legalities of providing free rides on Election Day and in doing so, Mr. Conard stated that there is nothing in Ohio Law that would prevent it. It is consistent with the Mission of RTA to provide public transportation to enhance the community, and certainly participation in an election is something that would accomplish that. In addition, several States including Texas, North Carolina, Kansas, Michigan, Arkansas, Florida, New Mexico, Minnesota and Maine have adopted similar policies.

Ms. Heard asked if this was adopted as a policy would the Board have to have it reviewed by legal counsel?

Mr. Donaghy replied to Ms. Heard no, the Board would just need to take ACTION on implementing the concept.

Mr. Donaghy commented that in the past RTA has received requests such as this, however, the requests were always during Election week which has never been enough time to present something to the Board.

Mr. Donaghy stated that if the Board adopts this concept there would then be a policy document drawn up and after that Mr. Donaghy would then sign off on it.

Ms. Heard then commented that the Board would then have enough time to implement this concept this year?

Mr. Donaghy stated yes!

Ms. Heard asked Mr. Williamson if he would make the Motion.

Mr. Williamson replied, certainly!

MOTION MADE by Mr. Williamson and SECONDED by Ms. Howard that the Board of Trustees AUTHORIZE the

Chief Executive Officer and Staff to make provisions to provide Free Rides on Election Day 2018, and thereafter, on Election Day(s) as the policy so articulates.

Ms. Hairston asked if this new policy would be for primary elections or all elections that would take place in Montgomery County?

Mr. Donaghy stated that he would interpret the policy to reflect from this day forward that any election Montgomery County puts forth, whether it be a special primary or a general election that RTA provide free service. Mr. Donaghy stated that it is in his research that RTA will not incur much revenue loss for these occurrences.

Mr. Williamson stated that this was his point exactly! Mr. Williamson went on to say that the Motion is to give the CEO and Staff the authority to have the discretion in the future to be able to make the decision, so that Staff would not have to come back to the Board each and every election year to revisit these issues. Mr. Williamson stated further that if there is such an incident regarding a one-time small School Board Election for example: Farmersville, RTA does not have to provide Free Rides if they choose not to because that may be cost prohibitive. Mr. Williamson stated the Board approves of the overall concept, however, to clarify his understanding of the Motion, once again it is to give the CEO and Staff the Authority to exercise that discretion by creating a Policy regarding Free Rides on Election Day(s).

Mr. Lumpkin asked would RTA provide Free Rides on Election Day to the entire network or on specific routes near polling places?

Mr. Donaghy stated the best way for RTA to implement this endeavor would be to service the entire network plus para-transit service because some people may have to transfer to get to a polling place.

Ms. Howard agreed with Mr. Donaghy that it would be the easiest and most equitable way to handle this matter.

Ms. Matthew-Stenson asked what would the time frame be?

Mr. Donaghy stated arguably the time frame would be from 12:01 a.m. Election Day until the time the polls close. The polling hours would make the most sense, commented Mr. Donaghy. In closing, Mr. Donaghy stated that RTA would not make anyone stay Downtown after the polls closed.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS - ANNOUNCEMENTS

Mr. Hoge thanked the Board and Staff for well wishes.

Mr. Corrado wished the best to the newly elected RTA Board Officers.

Mr. Weckesser thanked Mr. Policicchio's team, specifically, Ms. Sally Brown, Ms. Michelle Garrett, Mr. Nathan Owens, Ms. Laura Estandia, Executive Director, Bike Miami Valley and also the staff of Bike Miami Valley. They traveled Downtown along with 2,200 incoming freshman students to various places in the downtown area such as, the Convention Center, the Levitt Center of whom provided entertainment for the University of Dayton (UD) incoming students. Mr. Weckesser stated the idea was to show the students how to utilize the many facets of public transit and make them familiar with the downtown area due to them being residents of the Miami Valley for the next four to five years.

Ms. Howard thanked RTA for assisting with the transition and closing of Good Samaritan Hospital and to share that Miami Valley hospital is now offering RTA bus passes at their campuses to make it easier for their employees. Ms. Howard stated that this has been extremely helpful.

EXECUTIVE SESSION

None

ADJOURNMENT

MOTION MADE by Ms. Matthews-Stenson and
SECONDED by Ms. Hairston to ADJOURN the meeting.

MOTION CARRIED by voice vote.

Ayes: Nine

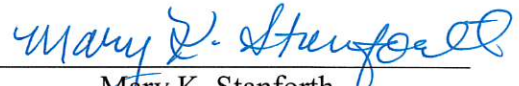
Nays: None

The meeting adjourned at 3:35 p.m.

ATTEST



Adrienne L. Heard
President
RTA Board of Trustees



Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

cg