

DRAFT Minutes

Greater Dayton RTA Board of Trustees
Public Board Meeting

February 2, 2021

- Trustees: David P. Williamson, President
John A. Lumpkin, Jr., Vice President
Vince Corrado
Sharon E. Hairston
Adrienne L. Heard
Sharon D. Howard
Belinda Matthews-Stenson
Thomas Weckesser
- Staff: Mark Donaghy, Chief Executive Officer
Bob Ruzinsky, Deputy Chief Executive Officer
Chris Cole, Chief Operating Officer
Christopher Conard, Coolidge Wall, Co., LPA
Cathy Garner, Senior Executive Administrative Assistant
Brandon Policicchio, Chief Customer & Business Development Officer
Mary K. Stanforth, Chief Financial Officer
- Others: Various citizens via teleconference.

Call Meeting to Order

Mr. Williamson called the meeting to order at 3:00 p.m. A quorum was present and proper notice of the meeting had been given. Mr. Williamson stated today's meeting is being conducted in accordance with Sub. HB 197 and the guidelines set forth by the Ohio Department of Health. Due to matters surrounding COVID-19, the meeting is being conducted remotely by teleconference.

PLEDGE OF ALLEGIANCE

Mr. Williamson led attendees in reciting the Pledge of Allegiance.

Greater Dayton Regional Transit Authority

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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
Ms. Howard	Yes	Mr. Williamson	Yes

APPROVAL OF CONSENT AGENDA

Mr. Williamson stated Greater Dayton Regional Transit Authority (RTA) By-Laws require Board Trustees approval of today's Board Meeting Agenda. Mr. Williamson asked if there are any changes to the agenda? Upon hearing no changes, Mr. Williamson DECLARED ACCEPTANCE of today's Board Meeting Agenda.

APPROVAL OF JANUARY 5, 2021 MEETING MINUTES

Mr. Williamson asked if anyone requests a reading of the minutes or if there are corrections to the minutes? Upon hearing no requests or corrections, Mr. Williamson DECLARED ACCEPTANCE of the January 5, 2021 Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (BELINDA MATTHEWS-STENSON)

Ms. Matthews-Stenson stated the Finance/Personnel and Planning Committees held a teleconference meeting on January 19th and as a result the Finance/Personnel Committee is recommending three (3) Action Items for the Board's consideration. All Action Items are essential to the delivery of transportation services to the public.

ACTION ITEM #2 – HYDRO EXCAVATION SERVICES

Ms. Matthews-Stenson stated the purpose of this procurement is for RTA to contract with a qualified vendor for Hydro Excavation Services. The contractor will be required to hydro excavate pole foundations that cannot be prepared using standard foundation excavation. This technique is utilized to avoid destroying underground items such as water lines and electrical systems.

This project and process are in accordance with our core value of Stewardship, by improving and maintaining our

infrastructure and using procedures to keep any disruption or damage to underground utilities and the surrounding areas to a minimum as we maintain our commitment to the community, environment, and customers.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Heard to APPROVE a CONTRACT AWARD to Badger Daylighting for Hydro Excavation Services for \$203,400 plus a 15% contingency of \$30,510 for an estimated total of \$233,910. This procurement will be funded with operating funds.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #3 – ARCHITECTURAL/ENGINEERING PROFESSIONAL SERVICES

Ms. Matthews-Stenson stated the purpose of this procurement is to contract with qualified architectural and engineering firm(s) to provide the RTA with professionals to lead various capital projects included in the budget. RTA anticipated awarding a five (5) year contract(s) with two (2) one-year options. This project is consistent with RTA’s core value of Stewardship as our commitment to managing our time, talent, and resources efficiently, and responsibly.

A qualification based procurement method was used where evaluation criteria other than price was used to determine the most qualified firm(s). After the top firms were selected by the evaluation team, pricing was requested.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Hairston to APPROVE CONTRACT AWARDS to Alan Scherr Associates, LLC and Champlin Architecture with an emphasis on architecture and engineering and to Barge Design Solutions with an emphasis on engineering for the hourly rates detailed in the Board package for five (5) years and two (2) option years. The total dollar amounts will not exceed the annual budgeted amounts. This procurement will be partially funded with Federal Capital and Operating Funds.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #4 – RESCIND SAFETY & SECURITY POLICY #1

Ms. Matthews-Stenson stated RTA Staff is updating the “Employee Standards of Performance” (SOP) document to address a number of issues requiring change, with plans to publish the new document in the next 90 days. Portions of Safety & Security Policy #1 are incorporated in the SOP which can cause confusion, and additionally, Staff is moving the offense of using electronic devices while operating an RTA vehicle from a Group II violation to the Zero Tolerance category.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Hairston to APPROVE RESCINDING Safety & Security Policy #1, effective on the date of implementation of the revised Employee Standards of Performance.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

PLANNING COMMITTEE REPORT (SHARON D. HOWARD)

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held teleconference meeting on January 19th and as a result the Planning Committee is recommending two (2) Action Items for the Board’s consideration.

ACTION ITEM #5 – CONNECT ON-DEMAND PROGRAM ADOPTION AND EXPANSION

Ms. Howard explained that in 2017, the Board of Trustees approved to enter into agreements with qualified transportation providers to deliver a mobility on demand pilot program, called Connect On-Demand. The overarching goal of the On-Demand program is to enhance and increase mobility access by serving previously underserved and unserved communities. Since first launching and with over one hundred thousand trips completed, the On-Demand program continues to ensure customers have access to quality, convenient and direct multi-modal mobility services.

Not only has On-Demand provided quality service, but due to the program’s low operating cost, RTA was able to redirect some of its bus fleet and operating funds to create better service on other routes and support the creation of The Flyer. On-Demand has also successfully complemented RTA’s existing service with over 70% of customer trips connecting to and from bus routes, creating an effective first and last mile connection.

MOTION MADE by Ms. Howard and SECONDED by Ms. Heard to ADOPT the Connect On-Demand program as a regular RTA service offering, including the expansion and creation of services. Future Connect On-Demand budgets will be approved by the Board of Trustees as part of the annual budget process based on estimated need, thereby allowing for flexibility in annual amounts.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #6 – CONNECT ON-DEMAND

Ms. Howard stated at the Committee meeting Mr. Policicchio explained RTA is seeking approval to enter into partnership agreements with qualified mobility providers to support the Connect On-Demand program.

RTA solicited proposals through various sources and sent information directly to 27 transportation providers. In the end, RTA received three proposals. RTA evaluated these proposals based on the requirements outlined within the scope of work and reasonableness of cost. A price analysis was also performed, and all provider fares were determined fair and reasonable.

The recommended transportation providers will represent RTA and must meet safety, performance and quality measures set by RTA. This not only applies to the transportation providers recommended today but any future qualified providers that may be added to the program.

MOTION MADE by Ms. Howard and SECONDED by Ms. Heard to AWARD a contract to Anton’s Cab Service, LLC, Raiser, LLC (Uber), and Lyft, Inc. for a total estimated award not to exceed \$600,000 per year, or \$3,000,000 for a five-year period. Funds will be divided as needed between the providers based upon customer choice of provider. In addition, the MOTION AUTHORIZES the Chief Executive Officer to carry out all actions necessary to add additional qualified providers as needed throughout the duration of the contract period.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

Planning Update:

Ms. Howard stated at the Committee meeting Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department.

Ms. Howard stated Mr. Policicchio shared that starting yesterday, RTA customers were offered a more cost-friendly payment experience with the introduction of fare capping via Tapp Pay, RTA’s mobile ticketing app. With fare capping, customers will be limited, or capped, in the amount they pay within a given timeframe once they have

ridden enough times to accumulate the equivalent of a daily or 31-day monthly pass. This means no matter how many essential trips a customer takes throughout a given day or rolling 31-day period, any additional trips during that period of time will be no charge.

INVESTMENT ADVISORY COMMITTEE REPORT (THOMAS WECKESSER)

Mr. Weckesser stated the Investment Advisory Committee met on January 21st for an informative session regarding current topics in the investment arena, RTA's investment portfolio and sales tax revenue. The Committee does not have any Action Items to bring forward, however, we do have important informational items to share.

Meeder Investment's Economic Update and Financial Presentation

At the meeting, Ms. Eileen Stanic began her presentation stating 2020 was a year for the record books with the following highlights:

- NASDAQ had the fastest greater than 10% decline, occurring over 3 days,
- For the first time in history prices of oil futures were negative,
- The longest economic expansion of 128 months ended in February,
- Various Standard & Poors quickest declines in history (10%, 20% and 30% declines),
- Largest single quarterly change in Gross Domestic Product (GDP) 2nd Quarter, -31%,
- Largest weekly initial jobless claims number ever, at 6.9 Million,
- Unemployment went from 4.4% in March to its highest rate ever 14.7% in April,
- Largest monthly decrease in retail sales, -15% in April,
- Largest monthly increase in retail sales, +18% in May, and
- Most expensive economic stimulus package ever at \$2.2 Trillion.

The sustainability of an economic recovery remains dependent on the path of the COVID-19 virus and the successful administration of the vaccine. The Federal

Reserve continues to reiterate their forecast of keeping the overnight federal funds target in the current range of 0.0% - 0.25% through 2023.

During the 4th quarter 2020, both the Institute for Supply Management manufacturing and non-manufacturing indices held in positive territory. Oil and diesel prices have recently started to creep up but still remain below 2019 levels. The December 2020 retail price of diesel was \$2.50 per gallon or about \$75 per barrel.

Consumer spending remains below pre-COVID levels. While the unemployment rate has improved to 6.7%, initial jobless claims have increased recently. Ms. Stanic stated this is yet another sign of economic turmoil brought on by restrictions in activity, set by the government, aimed at combating the virus spread.

Many economists generally see the 2021 economy as starting off slow but then gaining momentum as the year progresses and the Covid-19 vaccine is distributed. Inflation as measured by the core personal consumption expenditure (PCE) index dropped to 1.40%. Inflation expectations remain below the Fed's target of 2%.

Interest rates remain at historic lows with the 2 year US Treasury yielding 0.12% and the 5 year US Treasury yielding 0.36%. The yield on STAR Ohio dropped to 0.12%.

RTA Investment Portfolio Update

The par value of RTA's investment portfolio at December 31, 2020 was \$33.26 Million and carried a weighted average maturity of 2.25 years. The weighted average yield on the portfolio is 0.87% and the Annual Interest Income Projected on the current portfolio is \$289,000.

Meeder's recommendation to the Committee was:

- RTA securities totaling \$3.4 Million mature in the 1st quarter 2021. Assuming cash flow permits, the recommendation is to reinvest these funds in permissible securities with the objective of maintaining the weighted average maturity of the portfolio around 2 years.

Committee members unanimously agreed with Meeder's recommendation and this will be the path followed until the next Investment Advisory Committee meeting which is scheduled for April 22, 2021.

Sales Tax

Mr. Weckesser stated Ms. Stanforth reported October 2020 Sales Tax receipts equal \$3.82 million. This represents an increase of \$430,000 over October 2019.

Year-to-Date (YTD) October 2020 Sales Tax receipts equal \$33.76 million. This represents an increase of \$1 Million over YTD October 2019.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Donaghy stated he did not have anything further to report since his update from last week, however, if there are any questions he is happy to answer.

OLD BUSINESS

None

NEW BUSINESS ITEM #1 - RESOLUTION NO. 2021-2-1 -APPOINTMENT OF CHIEF EXECUTIVE OFFICER

Mr. Williamson stated the position of Chief Executive Officer (CEO) of the Greater Dayton Regional Transit Authority has been filled by Mr. Mark Donaghy since January 1, 2006. The CEO, Mark Donaghy, has informed the Board of Trustees of his intention to retire from his position as CEO and as an employee of the RTA effective April 1, 2021. The Board, following a history of long and distinguished service to the RTA by Mr. Donaghy, reluctantly accepts the notice from Mr. Donaghy with best wishes for his retirement.

The Board of Trustees has determined that it is in the best interests of the RTA to promote Deputy CEO Robert Ruzinsky to the position of Chief Executive Officer.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Lumpkin to APPROVE the APPOINTMENT of Mr. Robert Ruzinsky as Chief Executive Officer at an annual salary of \$230,000, effective April 1, 2021. As an officer of the agency, Mr. Ruzinsky will serve at the pleasure of the

Board under conditions and terms established by the Chief Executive Officer Employment Agreement.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

PUBLIC COMMENT

None

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

The Board of Trustees took a moment individually to thank and congratulate both Mr. Mark Donaghy on his retirement and Mr. Bob Ruzinsky on his appointment to Chief Executive Officer!

Ms. Howard thanked Staff for their diligence in adding Board members to RTA's Press Release distribution list.

Ms. Matthews-Stenson congratulated the Finance Team and Staff on receiving another perfect Audit.

Mr. Williamson mentioned upcoming RTA meetings:

- Jointly Held Finance/Personnel & Planning – February 16, 2020 – 8:30 a.m.
- Board Meeting – March 2, 2021 – 3:00 p.m.

ADJOURNMENT

Mr. Williamson DECLARED the meeting ADJOURNED
at 3:40 p.m.

ATTEST



David P. Williamson
President
RTA Board of Trustees



Mary Kay Stanforth
Secretary/Treasurer
RTA Board of Trustees

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