

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

April 7, 2020

- Trustees: Sharon Hairston, President
David P. Williamson, Vice President
Vince Corrado
Adrienne L. Heard
Franz Hoge
Sharon D. Howard
John Lumpkin
Belinda Matthews-Stenson
- Excused: Thomas Weckesser
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Christopher Conard, Coolidge Wall, Co. LPA
Cathy Garner, Sr. Executive Administrative Assistant
Brandon Policicchio, Chief Customer & Business Development Officer
Bob Ruzinsky, Deputy Chief Executive Officer
Mary K. Stanforth, Chief Financial Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Hairston called the meeting to order at 3:05 p.m. A quorum was present and proper notice of the meeting had been given. Ms. Hairston 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 will be conducted remotely by teleconference.

PLEDGE OF ALLEGIANCE

Ms. Hairston 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.irderta.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	Excused
Mr. Hoge	Yes	Mr. Williamson	Yes
Ms. Howard	Yes		

APPROVAL OF CONSENT AGENDA

Ms. Hairston stated Greater Dayton RTA (RTA) By-Laws require Board Trustees approval of today's Board Meeting Agenda. Ms. Hairston stated the Board Agenda was mailed in advance, and asked if there are changes to the Agenda? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of today's Board Meeting Agenda.

APPROVAL OF MARCH 3, 2020 MEETING MINUTES

Ms. Hairston asked if anyone requests a reading of the minutes or if there are corrections to the minutes? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of the March 3, 2020 Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met on March 24th and as a result the Finance/Personnel Committee is recommending five (5) Action Items for approval by the Board of Trustees. All five (5) Action Items are essential to the delivery of transportation services to the public.

ACTION ITEM #2 – UNLEADED FUEL

Mr. Lumpkin stated RTA's Connect fleet of small buses use unleaded fuel and it is critical that RTA is able to purchase this item. The estimated pricing is based on fuel prices at the time of bid, and actual costs based on current pricing will likely be lower. Staff recommends keeping the amounts in the award as they are, as pricing can just as easily go up in the future.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to AWARD a CONTRACT to Mansfield Oil Company of Gainesville, Inc. for Unleaded Gasoline 10% Ethanol. The differential for the base year is \$-0.0137 for an estimated \$2.0256 per gallon; the differential for option year one is \$-0.0123 for an estimated \$2.0270 per gallon; and the differential for option year two is \$-0.0105 for an estimated \$2.0288 per gallon. The total base year contract is estimated at \$791,199. Option year one is estimated at \$791,746 and option year two is estimated at \$792,449 totaling \$1,584,195 for the option years and a grand total of \$2,375,394 based on the projected annual usage of 390,600 gallons per year. The award will vary based upon usage and fluctuations in the Oil Price Information Service (OPIS) price index. The cost of Unleaded Fuel is included in RTA's Annual Operating Budget.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #3 - SAFETY AND SECURITY POLICY #3, SAFETY MANAGEMENT POLICY

Mr. Lumpkin stated this Policy is not only part of RTA's ongoing commitment to safety in the workplace, it is part of the Federal Transit Administration's (FTA) requirements for all agencies to strengthen (or in some cases develop) safety plans, practices, and policies. RTA remains ahead of the curve and we expect to meet and even exceed FTA standards in this new national focus area.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to APPROVE Safety and Security Policy #3 – Safety Management Policy.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #4 - OVERHEAD & UNDERGROUND TROLLEY REPAIR AND INSTALLATION

Mr. Lumpkin stated this item is part of RTA's 10-15 year plan to rebuild the electric bus power infrastructure system. Capital Electric Line Builders is an area firm and RTA currently does business with them. In fact, they did most of the work in the 1980's on that rebuild project. They are responsible, local, efficient, flexible, and get each job we give them done. This is a five (5) year award with two (2) option years. RTA will only award each year what the Board approves as part of the Capital Budget. RTA currently has \$2.5 million of Federal and State funds to cover work at 100% reimbursement (no RTA funds needed). We will be requesting additional State funds to match federal funds we will be placing on a grant soon to fund additional work at 100%. This will allow RTA to proceed with this important work, keep local contractors employed, and have it fully reimbursed to RTA.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to AWARD a CONTRACT to Capital Electric Line Builders, Inc. for the Overhead and Underground Trolley Repair and Installation for a five (5) year period not-to-exceed \$18.5 million, plus two (2) one year options not-to-exceed \$4.75 million each for a grand total not-to-exceed \$28 million. Any usage will be based on need and will not exceed the annual budgeted amount.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #5 - ELEVATOR REPLACEMENT

Mr. Lumpkin stated this project is part of RTA’s ongoing efforts to put the 901 Ludlow Street building back into full service. The building currently houses RTA’s Safety & Training team. We will be moving the Line Shop and Facilities Maintenance to this building once renovations are complete. Replacing this freight elevator was part of the recommendations of the 2015 Facility Study and will allow legal and functional use of approximately 30,000 square feet of space. Planned use of the space includes: workshops, secure storage, offices, training space, and general meeting spaces. AKA Construction is a local Disadvantaged Business Enterprise (DBE) firm and has done a majority of the 600 Longworth Street renovation project. AKA Construction provides high quality work and they are a pleasure to work with. Moving forward with this project will help support the local economy and keep local folks employed. It is being funded with 80% federal funds which were awarded for facility updates. With the current national crisis, Staff may hold off on this item until the timing is better.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to AWARD a CONTRACT to AKA Construction, Inc. for \$409,440 plus a 15% contingency of \$61,416 for a total award of \$470,856.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

ACTION ITEM #6 - INCREASE FOR PREVIOUSLY AWARDED AS NEEDED ELECTRICAL SERVICES FOR RTA FACILITIES AND PROPERTIES

Mr. Lumpkin stated RTA’s underground main electrical service lines for 600 Longworth Street were damaged during the installation of an in-ground vehicle hoist. A temporary repair was made, but it does require us to replace the service from the street all the way into the center of the

building where all the main electrical equipment is located. Even before this incident, we were working to figure out 40 years of changes to the main equipment which has resulted in potential overloads, un-labeled or undocumented additions, and potential safety issues. The two (2) renovation projects at 600 Longworth included replacing wiring and branch circuit boxes in the renovation areas, but did not address the main service equipment and the service lines. The proposed work is extensive. RTA is fortunate in that we have previously awarded a contract for electrical services to two (2) qualified local firms. One of those firms, Calvin Electric, is the firm AKA Construction has used on both of the 600 Longworth renovation contracts as a sub-contractor. Calvin Electric does excellent work and has helped RTA with many improvements.

Adding funds to the existing contract will ensure one (1) qualified firm will have then done 100% of the work that will lead to the eventual replacement of all RTA electrical equipment in the main operating facility. Award of these additional funds to our existing contract will allow RTA to complete this work in a timely and professional manner. It will support the employment of local workers and help keep the economy going. It will be funded with 80% federal funds which were awarded for facility updates.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to APPROVE \$750,000 to be added to the funds previously awarded as part of the As Needed Electrical Services award for a REVISED CONTRACT AWARD of \$2,085,000.

Roll call vote was taken:

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

MOTION CARRIED 8-0.

DISCUSSION ITEMS TO MENTION

Mr. Lumpkin stated at the meeting, Year-to-date through February 2020 shows a loss of \$543,000 after the local capital charge. While better than budgeted for this time

period, it remains a loss. December 2019 sales tax collections were above budget as well as the prior year. This will help lower the loss for 2019. Going forward we will see large revenue declines which will likely have a negative impact on our ability to provide existing services without some additional funding.

PLANNING COMMITTEE REPORT (SHARON HOWARD)

Ms. Howard reported the Finance, Personnel and Planning Committees met for a jointly held meeting on March 24, 2020. The Planning Committee does not have any Action Items to present, however, the Committee does have important updates to share.

Ms. Howard stated at the meeting, Mr. Brandon Policicchio informed the committee that the System Redesign, Bike Share and Scooter Update will be presented at the April 23rd Committees meeting. Mr. Policicchio also provided a summary document of recent activities in the Customer & Business Development Department. The summary included an update on RTA's partnership with local 2020 Census efforts, which includes RTA Community Relations Manager Nikol Miller, serving as chairwoman of the Dayton-Montgomery County Complete Count Committee.

At the meeting, Mr. Policicchio stated RTA has changed the focus of all Marketing and Communications for the duration of the national crisis to keep RTA employees, customers, and others updated with needed information. As a public service organization, RTA will focus all efforts on serving the public and keeping them informed.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Donaghy communicated that in light of the COVID-19 crisis the Board is receiving daily updates, therefore comments will be limited today. Mr. Donaghy stated he absolutely wanted to take this moment to thank every RTA employee for their commitment and efforts during the COVID-19 crisis. RTA continues to be able to run full service under these extreme circumstances. Further, Mr. Donaghy went on to say he knows of no other Ohio transit system that has been able to run full service. Mr. Donaghy stated as a result RTA is not having any of the crowding issues that is happening as reported in other states. Mr.

Donaghy commented that just this morning Staff had an issue with one bus that was overcrowded traveling to the P&G facility, and in learning of this, another bus was added to that route in order to continue practicing safe distancing. Mr. Donaghy stated that he was very proud of all the employees at RTA! Mr. Donaghy also wanted to throw a rose to a local business, Develop Dayton, for stepping up and for making RTA one of their priority recipients for providing Staff with much needed hand sanitizer. Mr. Donaghy thanked the Leadership Team for their visibility during this crisis as he has seen staff in full action, talking and most importantly engaging and listening to customers and staff in making sure all needs are met during this pandemic. Most recently RTA begin providing a temporary solution to fix the problem of drivers being protected from the public by installing clear plastic curtains. RTA's maintenance team quickly went to work on this project and the drivers very much appreciated this!

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Ms. Sonya Johnson – 1093 Sunshine Court – Dayton, Ohio. Ms. Johnson commented that she has not received final resolution from management regarding being told that she could not ride any RTA vehicles until she could prove that she does not have bed bugs.

Mr. Donaghy responded to Ms. Johnson that Mr. Cole will speak with her after the meeting to address her concerns.

Ms. Johnson replied okay.

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Ms. Heard stated that she continues to be pleased and proud to be associated with Greater Dayton RTA! The Management, Staff and Employees continue to impress with their response to the COVID-19 crisis.

Ms. Heard stated the creativity with which the transit services are delivered is extraordinary. Attendance has been exemplary during this difficult time.

Mr. Hoge then stated he wanted to also compliment RTA Management, Staff and Employees. Mr. Hoge stated that he is thankful, pleased, honored and proud of RTA's excellent response to the COVID-19 crisis.

Upon saying that – Mr. Hoge then made a MOTION and Ms. Heard SECONDED the motion to properly RECOGNIZE RTA Employees for their Excellent and Creative Response to providing public transit in light of the COVID 19 crisis.

Mr. Williamson AMENDED the MOTION to include the direction that the Chief Executive Officer is requested to Share with all RTA Employees, how pleased the Board of Trustees is with the Excellent and Creative Response to providing public transit service. The Board is Thankful, Pleased, Honored and Proud of the employee response to the crisis!

Roll call vote was taken:

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

MOTION CARRIED 8-0.

Ms. Howard commented that Staff is doing a really good job of sharing good content on what they are doing on social media about the work that RTA is doing for the community, so if you are on social media, it would really help broaden the reach of those messages if we all took the time to utilize our social media platform and share or forward those comments. Ms. Howard stated the more we do the broader our reach becomes! Ms. Howard stated she really believes the community needs to know that RTA demonstrates every day we are more than a transportation provider!

Finally, Ms. Hairston stated she heard on the radio something to the effect that led one to believe that RTA has reduced services, however, in fact it is just the opposite.

Ms. Hairston encouraged staff to help get the word out regarding the additional needs being met by RTA with increasing service needs with assisting Dayton Public Schools and helping to provide lunch for hundreds of DPS students and that RTA's regular service remains in full effect!

EXECUTIVE SESSION

None

ADJOURNMENT

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

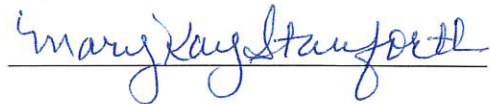
MOTION CARRIED by voice vote 8-0.

The meeting adjourned at 3:42 p.m.

ATTEST



Sharon Hairston
President
RTA Board of Trustees



Mary Kay Stanforth
Secretary/Treasurer
RTA Board of Trustees

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