

## Minutes

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

October 1, 2019

- Trustees: Sharon Hairston, President  
David P. Williamson, Vice President  
Adrienne L. Heard  
Franz Hoge  
Sharon D. Howard  
John Lumpkin (arrived at 3:07 p.m.)  
Belinda Matthews-Stenson  
Thomas Weckesser
- Excused: Vince Corrado
- 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 3:00 p.m. A quorum was present and proper notice of the meeting had been given.

### PLEDGE OF ALLEGIANCE

Ms. Hairston 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	Excused	Mr. Lumpkin	Excused
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. 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, however, since that time one modification is required. Ms. Hairston stated an item has been added – New Business Item #1 – Resolution No. 2019-10-2, Authorizing Staff to Seek FAST Act Flexible Funding to Support Transit Projects.

MOTION MADE by Ms. Heard and SECONDED by Ms. Matthews-Stenson to ACCEPT the Revised Agenda which includes New Business Item #1.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**APPROVAL OF SEPTEMBER 3, 2019 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 September 3, 2019 Meeting Minutes.

**PLANNING COMMITTEE REPORT (SHARON HOWARD)**

Ms. Howard reported the Finance, Personnel and Planning Committees met for a jointly held meeting on September 17<sup>th</sup> and as a result the Planning Committee is recommending two (2) Action Items for approval by the Board of Trustees.

**ACTION ITEM #2 - REVISED CUSTOMER & BUSINESS DEVELOPMENT POLICY  
#2 - MAJOR SERVICE AND FARE CHANGE**

Ms. Howard stated the purpose of this action item is for the RTA to revise its policy in response to recommendations from the Federal Transit Administration, by including its definition of a major fare change within the approved policy for major service changes. The policy will be used to determine what constitutes a major fare change and that both major service and fare changes follow RTA's Public Outreach and Participation Process.

MOTION MADE by Ms. Howard and SECONDED by Ms. Heard to ADOPT, revised Customer & Business Development Policy #2, Major Service and Fare Change.

MOTION CARRIED by voice vote.

Ayes: Seven                      Nays: None

**ACTION ITEM #3 - TRANSIT FARE STRUCTURE ADJUSTMENTS**

Ms. Howard stated the purpose of this action item is to improve accessibility by expanding payment options for RTA customers with the upcoming implementation of the new fare payment system. These changes require updates to the existing fare payment structure.

MOTION MADE by Ms. Howard and SECONDED by Mr. Weckesser to ADOPT ATTACHMENT A, Greater Dayton Regional Transit Authority Fare Structure, to be effective today, October 1, 2019. Furthermore, the MOTION AUTHORIZES the Chief Executive Officer to do all things necessary to implement the new fare structure, methods of payment and fare media.

MOTION CARRIED by voice vote.

Ayes: Seven                      Nays: None

**DISCUSSION ITEMS TO MENTION**

Ms. Howard stated at the committee meeting, Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department, which included an update on Dayton Public Schools LS service, beginning September 30, 2019.

Mr. Lumpkin arrived at 3:07 p.m.

**FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)**

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met on September 17<sup>th</sup> and as a result the Finance/Personnel Committee is recommending two (2) Action Items for approval by the Board of Trustees.

**ACTION ITEM #4 – BUS WASH, FUEL BAY AND SERVICE LANE RENOVATIONS**

Mr. Lumpkin stated the purpose of this procurement is for RTA to contract with qualified contractors for Bus Wash, Fuel Bay and Service Lane Renovations at the 600 Longworth Street and 601 Longworth Street facilities. This project is consistent with RTA's core values of Safety and Stewardship as our commitment to maintain our facilities in a state of good repair is demonstrated.

The successful contractor will provide needed renovations to enable three (3) new bus wash systems to be installed, two (2) at the 600 Longworth Street facility and one (1) at the 601 Longworth Street facility. The contractor will be responsible for all labor, materials, and required permits necessary to complete the project.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to AWARD a CONTRACT to Belgray, Inc. for a total of \$1,522,936 plus a 15% contingency of \$228,440 to cover unknown items that may arise once the renovation is underway for a grand total award up to \$1,751,376. This procurement will be funded 80% through Federal capital grant funds.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**ACTION ITEM #5 - RESOLUTION NO. 2019-10-1, AUTHORIZING STAFF TO SEEK FAST ACT FLEXIBLE FUNDING TO SUPPORT TRANSIT PROJECTS**

Mr. Lumpkin stated RTA has been notified by the Miami Valley Regional Planning Commission (MVRPC) regarding the solicitation of new transportation projects under the Congestion Mitigation Air Quality and Surface Transportation Program. Once submitted, applications for

the proposed new projects are to be reviewed and evaluated for possible inclusion in the State Transportation Improvement Program.

In reviewing the region's transportation needs, Staff has developed a project list that is eligible for flexible funding, and the proposal has been scrutinized in the context of MVRPC practices and policies. Competition for these funds is expected to be substantial and applications are due in the 4th quarter and require the Board's approval of the attached resolution.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to APPROVE Resolution No. 2019-10-1, authorizing the submittal of all necessary documents and the fulfillment of all other requirements, in order to obtain additional funding for projects approved by the Miami Valley Regional Planning Commission.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

### **DISCUSSION ITEMS TO MENTION**

#### **June 2019 Sales Tax Update**

Mr. Lumpkin stated that during the Committee Meeting, Ms. Beard reported June 2019 Sales Tax receipts equal \$3.5 million.

- Receipts exceed June 2018 by \$212,000 or 6.4%.
- Receipts exceed June 2019 budget by \$214,000 or 6.5%.

Year-to-Date (YTD) June 2019 Sales Tax receipts equal \$19.2 million.

- Receipts exceed YTD June 2018 by \$614,000 or 3.3%.
- Receipts exceed YTD June 2019 budget by \$604,000 or 3.3%.

It is very important to note that when comparing sales tax revenue to 2017 and previous years, funding is off by about \$4 million as a result of the lost Medicaid Managed Care Tax. We are on target with budget; however, the budget incorporates the reduction resulting from lost Medicaid Managed Care Tax.

**August 2019 Financial Statements**

Ms. Beard also reported for the Month of August 2019 RTA's Net Loss before federal and state depreciation is \$343,132. This compares to August 2018 Net Gain before federal and state depreciation of \$449,715. The \$792,847 negative shift is primarily due to lower operating revenues and higher insurance and purchased transportation, coupled with no state transitional aid for 2019.

Year-to-date August 2019 Net Loss before federal and state depreciation is \$952,469. This compares to YTD August 2018 Net Loss before federal and state depreciation of \$140,027. The \$812,442 negative shift is primarily due to the elimination of state transitional aid for 2019, offset by lower operating expenses and the significant change in the fair value of investments.

Financial results are on target regarding budget; however, it is critical to note that the budget reflects nearly \$3 million in losses. A long-term resolution to this financial imbalance is currently under discussion by the Board and Executive Staff.

**CHIEF EXECUTIVE OFFICER'S REPORT**

Mr. Donaghy mentioned, as the Board of Trustees is aware, Staff has agreed to extend RTA's agreement with Greyhound to allow them to continue to operate daily Greyhound bus service from the Northwest Transit Center through the month of October, 2019. This agreement was reached early Monday morning, September 30<sup>th</sup>. RTA's previous agreement with Greyhound was set to expire at midnight, September 30, 2019. RTA agreed to work with Greyhound on a time extension while they explore a new location for their Dayton operations. With this extension, Greyhound will continue to use the Northwest Transit Center, located at 2075 Shiloh Springs Road, Trotwood, through Thursday, October 31<sup>st</sup>. RTA will continue to provide updates to the Board.

Mr. Donaghy reported Dayton Public Schools (DPS) switched to Phase 2 of the new Limited Service (LS) high school busing yesterday. Mr. Donaghy wanted to throw a few roses to RTA Staff members for the successful launch! Mr. Donaghy thanked Mr. Roland Caldwell, Operations Director and his Staff for various duties as assigned. In

addition, Mr. Donaghy thanked Dr. Brenda Thomas, Human Resources Director, for diligently working to get drivers recruited and processed in a timely manner. Mr. Donaghy thanked Mr. Daron Brown, Maintenance Director as his staff did an excellent job in getting the buses prepared and ready to hit the streets, well in advance to the big day. Mr. Donaghy commented that if he had to report a problem during this process it might be regarding some confusion about the LS system, and which buses to board by students at the end of each school day. However, both DPS and RTA are working this week to work out this minor hiccup.

Mr. Donaghy shared that RTA was approached last week by some folks in Yellow Springs who wanted to do an event for the Oregon District business community. Mr. Donaghy stated the folks of Yellow Springs got together and invited the Oregon District Workers to Yellow Springs and treated them. RTA provided Shuttle Service to and from for this one day event. Mr. Donaghy commented that it was a wonderful idea and RTA was proud to be a part of it.

Mr. Donaghy shared that earlier today he was afforded the opportunity to teach a class at the University of Dayton (UD) to a group of Mechanical and Aerospace Engineering students. Mr. Donaghy reported the class was quite interesting as the students were very interested in all aspects of RTA and clean energy. Mr. Donaghy stated to look for more opportunities for UD Students and RTA Staff to work together in the future. Mr. Donaghy commented he really had a good time.

**OLD BUSINESS**

None

**NEW BUSINESS**

**NEW BUSINESS ITEM #1 - RESOLUTION NO. 2019-10-2, AUTHORIZING STAFF TO SEEK FAST ACT FLEXIBLE FUNDING TO SUPPORT TRANSIT PROJECTS**

Mr. Williamson stated RTA has been notified by the Miami Valley Regional Planning Commission regarding the solicitation of new transportation projects under the Congestion Mitigation Air Quality, Transportation Alternatives, and Surface Transportation Program. Once submitted, applications for the proposed new projects are to

be reviewed and evaluated for possible inclusion in the State Transportation Improvement Program.

In reviewing the region's transportation needs, Staff has developed a project that is eligible for flexible funding, and the proposal has been scrutinized in the context of MVRPC practices and policies. The project specifically relates to the Bike Share Program.

Competition for these funds is expected to be substantial; applications are due October 9<sup>th</sup> and require the Board's approval of Resolution No. 2019-10-2.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Lumpkin to APPROVE Resolution No. 2019-10-2, authorizing the submittal of all necessary documents and the fulfillment of all other requirements, in order to obtain additional funding for projects approved by the MVRPC.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

Mr. Hoge stated the project description is an update of the current Bike Share programming including E-Bikes and so forth. What is RTA's responsibility as it relates to the Bike Share Program that RTA is currently affiliated with?

Mr. Donaghy replied that MVRPC was looking for an organization to partner with Bike Miami Valley due to them not being able to directly apply for these funds without someone like RTA or the City of Dayton. Mr. Donaghy reported that Bike Miami Valley has been conducting a study over the last year regarding what the future might look like with other modes of transportation and how to make the Bike Share Program more effective. The E-Bikes would be additions to the system to try to enhance it as the program moves forward. Mr. Donaghy stated there would also be new upgrades to the existing bikes that are now 5 years old. Bike Miami Valley is heavily reliant upon its sponsors stated Mr. Donaghy.

Ms. Heard asked if the program required matching funds to help offset the cost.



Mr. Donaghy replied yes, however, there will be no funds matched from RTA.

Mr. Hoge asked if RTA is currently repairing existing bikes and will that continue.

Mr. Donaghy replied yes, as long as it doesn't require any additional man power.

Mr. Hoge asked if RTA will utilize its existing facility.

Mr. Donaghy replied yes.

## **PUBLIC COMMENT**

None

## **BOARD MEMBER COMMENTS - ANNOUNCEMENTS**

Ms. Howard expressed her congratulations and excitement to RTA Staff on partnering with the American Cancer Society and the pink transit bus looks great! Ms. Howard stated that this is just another example of how RTA connects with the Community.

Mr. Weckesser also wanted to commend Staff on the beautiful Breast Cancer Awareness bus.

Mr. Williamson wanted to give "a shout out" to Mr. Tim Harrington, MIS Manager, on being named lead champion at a golf league they both are involved with.

Mr. Hoge reiterated previous comments in regards to the Breast Cancer Awareness bus and what it symbolizes. Mr. Hoge stated that sometime in the near future he would like to see a bus promoting Prostate Cancer awareness.

Mr. Lumpkin agreed with Mr. Hoge and also commented how nice the "Pink Bus" looks. Mr. Lumpkin stated that he and his family rode the scooters for the first time this past weekend and everyone loved them!

Ms. Heard commented that she appreciated the way the situation was handled with Greyhound.

Ms. Hairston stated she completely agrees with comments from Board Members regarding the “Pink Bus” and that this is just one more example of RTA’s importance and involvement in our community!

Ms. Hairston stated the upcoming meetings listed below:

Board Meetings

November 5, 2019 3 p.m.  
December 3, 2019 3 p.m.

Investment Advisory Committee Meeting

October 17, 2019 11:45 a.m.

Finance, Personnel & Planning Committees Meetings

October 22, 2019 8:30 a.m.  
November 19, 2019 8:30 a.m.  
December 17, 2019 8:30 a.m.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

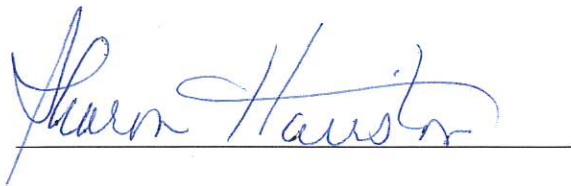
MOTION MADE by Ms. Howard and SECONDED by Mr. Weckesser to ADJOURN the meeting.

MOTION CARRIED by voice vote.

Ayes: Eight Nays: None

The meeting adjourned at 3:34 p.m.

**ATTEST**



Sharon Hairston  
President  
RTA Board of Trustees



Mary K. Stanforth  
Secretary/Treasurer  
RTA Board of Trustees