



Minutes

Greater Dayton RTA Board of Trustees
Public Board Meeting

November 7, 2024

- Trustees: John A. Lumpkin, Jr., President
Ashton S. Dupler
Al Fullenkamp
Belinda Matthews-Stenson
Grady L. Mullins
Thomas Weckesser
David P. Williamson
- Excused: Sharon D. White, Vice President
Nikol M. Miller
- Staff: Bob Ruzinsky, Chief Executive Officer
Daron Brown, Chief Maintenance Officer
Roland Caldwell, Chief Transportation Officer
Christopher Conard, Coolidge Wall, Co. LPA
Cathy Garner, Senior Executive Administrative Assistant
Brandon Policicchio, Chief Customer and Business Development Officer
Mary K. Stanforth, Chief Financial Officer
Robert Stevens, Chief Labor Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Mr. Lumpkin 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

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

ROLL CALL

Roll call was taken:

Mr. Dupler	Yes	Mr. Mullins	Yes
Mr. Fullenkamp	Yes	Mr. Weckesser	Yes
Mr. Lumpkin	Yes	Ms. White	Excused
Ms. Matthews-Stenson	Yes	Mr. Williamson	Yes
Ms. Miller	Excused		

APPROVAL OF CONSENT AGENDA

Mr. Lumpkin stated Greater Dayton Regional Transit Authority (RTA) By-Laws require Board Trustees approval of today’s Board Meeting Agenda. The Agenda was mailed in advance, and Mr. Lumpkin asked if there are any changes to the Agenda?

Upon hearing no requests or changes MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp to APPROVE today’s Board Meeting Agenda.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

APPROVAL OF OCTOBER 1, 2024 BOARD MEETING MINUTES

Mr. Lumpkin asked if anyone requests a reading of the minutes or are there corrections to the minutes?

Upon hearing no requests or changes, Mr. Lumpkin DECLARED APPROVAL of the October 1, 2024 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (BELINDA MATTHEWS-STENSON)

Ms. Matthews-Stenson stated the Finance/Personnel and Planning Committees held a meeting on October 22nd and as a result, the Finance/Personnel Committee is recommending six (6) Action Items for the Board’s consideration.

ACTION ITEM #2 – ADOPTION OF FISCAL YEAR 2025 OPERATING AND CAPITAL BUDGETS

Ms. Matthews-Stenson stated RTA’s total Operating Revenues for 2025 are projected at \$84.4 million while total Operating Expenses are projected at \$84.2 million. This budget scenario reflects a gain of \$164 thousand before local capital charges and a loss of \$3.7 million after local capital charges.

Regarding the Capital Budget, expenditures for 2025 are projected at \$56.3 million with \$26.7 million funded by RTA. Pandemic funds held in reserve are included in RTA’s funding amount. Capital projects include the categories: Electric System Infrastructure, Revenue Vehicles & Equipment, Transit Hubs & Facility Improvements and Equipment, Technology, Amenities & Other. All projects must follow FTA procurement rules and be approved by the Board of Trustees (for individual projects over \$100 thousand) or the Chief Executive Officer (for projects under \$100 thousand). This ensures the Board has a second level of approval, in addition to approving the overall Capital Budget each year.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp to APPROVE the 2025 Operating and Capital Budgets. This APPROVAL allows the Secretary-Treasurer to file the appropriate documents with the Montgomery County Auditor and to receive a certificate authorizing 2025 expenditures.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #3 – RESOLUTION NO. 2024-11-1, FISCAL YEAR 2025 ANNUAL APPROPRIATIONS

Ms. Matthews-Stenson stated the Board of Trustees' adoption of the Fiscal Year 2025 Operating and Capital Budgets establishes budget limits for the upcoming year. Trustees' approval of Resolution No. 2024-11-1 will appropriate the needed funds to conduct the activities approved in the Budget documents.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser to APPROVE Resolution No. 2024-11-1, Fiscal Year 2025 Annual Appropriations.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #4 – RESOLUTION NO. 2024-11-2, FISCAL YEARS 2025 AND 2026, 49 UNITED STATES CODE 5307, 5337, 5339 & OTHER FEDERAL CAPITAL ASSISTANCE GRANTS

Ms. Matthews-Stenson stated 49 United States Code (USC) 5307 authorizes grants for capital, operating, and planning assistance.

49 USC 5337 and 5339 authorizes grants to public transit systems in urbanized areas for capital assistance to support and maintain fixed guideway assets and other capital assets in a state of good repair. RTA can use this funding for the purchase of electric trolley buses, modernization of trolley infrastructure, the capitalization of maintenance costs, and other supporting facilities & equipment projects as well as to maintain capital assets in a state of good repair.

Resolution No. 2024-11-2 provides authorization to file Fiscal Years 2025 and 2026, USC 5307, 5337, 5339 and other Federal Capital Assistance Grants. The projects applied for will be consistent with RTA approved capital and operating budgets.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Dupler to APPROVE Resolution No. 2024-11-2, authorizing the filing of 49 USC 5307, 5337, 5339 and Other Federal Capital Grant Applications for RTA Fiscal Years 2025 and 2026 with the Federal Transit Administration. Furthermore, the Chief Executive Officer is authorized to provide all necessary documents, execute grant contracts, amend the grant contracts if deemed necessary and fulfill all other requirements of the applications.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #5 – RESOLUTION NO. 2024-11-3, STATE FISCAL YEARS 2026 AND 2027 OHIO URBAN PUBLIC TRANSPORTATION GRANT PROGRAM APPLICATIONS

Ms. Matthews-Stenson stated the Ohio Department of Transportation (ODOT) provides financial assistance to public transportation systems in Ohio through the Ohio Urban Public Transportation Grant Program. Current funding opportunities are offered under the Urban Formula Program and the Preservation Partnership Program. RTA intends to use state awarded funds for Preventive Maintenance or other Capital Projects based on budget need. Projects can be selected from RTA’s 2025, 2026, or 2027 list of eligible projects.

Historically RTA has applied under the Urban Transit Program, as well as the Ohio Transit Preservation Partnership Program. In addition, we have applied for funding under some Ohio EPA programs, which are open to Ohio public transit systems; other funding opportunities may arise and will be considered for application based on program requirements and current need.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Williamson to APPROVE Resolution No. 2024-11-3, authorizing the filing of various applications for eligible projects under State of Ohio Public Transportation Grant Programs for State Fiscal Years 2026 and 2027.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #6 – WIRELESS PHONE & DATA SERVICES & DATA SERVICE FOR VEHICLES CHANGE ORDER

Ms. Matthews-Stenson stated in January of 2021, the Board of Trustees approved the above-named project with AT&T. The purpose of this action item is to execute a change order for that contract. Changes in technology on the buses have steadily increased the amount of data going between the vehicles and Greater Dayton RTA’s network. This includes video, audio files, general data and soon more dynamic live maps.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser to APPROVE a contract change order to AT&T Wireless for \$113,839 to cover current coverage costs plus the new rates for the remainder of the Wireless Phone & Data Services & Data Service for Vehicles contract.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #7 – SURVEYOR SERVICES

Ms. Matthews-Stenson stated the purpose of this procurement is to award a five (5) year contract for professional surveying, engineering and related services to support various projects contemplated by Greater Dayton RTA. This includes a multi-million-dollar investment in improvements and upgrades to the electrical infrastructure and facilities over a five-year planning window.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp to APPROVE a five (5) year CONTRACT AWARD to Brumbaugh Engineering & Surveying and Environmental Design Group for the hourly rates listed for a total amount of \$350,000 for Surveyor Services.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

Other items to mention:

Ms. Mathews-Stenson stated the August 2024 Financial Report as well as Small Purchases Information has been included in today's Board package.

PLANNING COMMITTEE REPORT (TOM WECKESSER)

Mr. Weckesser stated the Finance/Personnel and Planning Committees met for a jointly held meeting on October 22nd, and as a result, the Planning Committee is recommending four (4) Action Items for the Board's consideration.

ACTION ITEM #8 – APPROVAL OF TITLE VI PROGRAM

Mr. Weckesser stated that as a recipient of U.S. Department of Transportation, Federal Transit Administration funding, the RTA must comply with Title VI and Environmental Justice regulations. This is to ensure RTA provides fair and equitable service and amenities delivery and installation, meaningful customer outreach plans, and periodic service equity review processes.

While the RTA is in compliance with the FTA Title VI program through November 30, 2024 it is required that the Board review and approve the Title VI Program, and supporting service and fare equity reviews since the last submission in October, 2021. The program update is included in today's board packet.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson to APPROVE the 2024 Title VI Program, including the supporting service and fare equity reviews.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #9 – RECORD RETENTION POLICY

Mr. Weckesser stated the purpose of this action item is to create an agency-wide record retention policy. The policy will regulate record retention and disposal in accordance with record retention schedules developed by the Ohio Department of Administrative Services for general business functions of a government agency and Federal Transit Administration retention requirements.

The record retention schedules serve as a procedure for managing RTA records. It specifies the minimum length of time each type of record should be retained and outlines what should happen once the retention period has been met.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson to APPROVE Customer and Business Development, Record Retention Policy #9.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #10 – PUBLIC RECORDS POLICY

Mr. Weckesser stated the purpose of this action item is to update the RTA’s current public records policy. The policy is being updated to align with current Ohio Law.

MOTION MADE by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson to APPROVE updates to Human Resources, Public Records Policy #1.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

ACTION ITEM #11 – MASABI CONTRACT RENEWAL

Mr. Weckesser stated RTA intends to renew, and add to its current fare payment system, Tapp Pay. RTA’s current fare payment system provider is Masabi. Masabi was awarded a five-year contract in May 2019, for a grand total of \$2,377,612. To date, RTA has remained under budget and has achieved its original commitment to spending no more than 7% of all passenger fare revenues collected on the management of the fare collection system, and this will be possible again, under the proposed renewal with Masabi.

Since its implementation of Tapp Pay, RTA has found the Masabi system to be reliable, and has met the agency’s goals. In addition, the system design has delivered increased access to all, including low-income, unbanked, and underbanked customers, reduced fare collection costs reductions, provided more streamlined operating processes, and greater customer and operational efficiencies.

RTA’s contract renewal includes the addition of cEMV. cEMV is payment technology that uses near field communication to allow customers to make payments without inserting or swiping a debit/credit card and allows for the usage of smartphones to pay with Apple or Google Pay.

A cost analysis was performed which compared the proposals' software, implementation, and warranty costs, as well as revenue sharing, mobile transaction processing, and retail transaction processing costs, and Masabi's pricing was found to be fair and reasonable. Note that initial cEMV costs are fixed, and actual ongoing and variable costs will depend on the fares sold.

MOTION MADE by Mr. Weckesser and SECONDED by Mr. Fullenkamp to AWARD a contract to Masabi, LLC for an estimated grand total cost not to exceed \$2,540,473.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

Discussion Items to Mention

Mr. Weckesser stated at the meeting, Mr. Policicchio provided a summary document of recent activities going on in the Customer and Business Development Department.

CHIEF EXECUTIVE OFFICER'S REPORT

None.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Fullenkamp stated in accordance with the RTA Bylaws, the Board's Nominating Committee consisting of himself, Ms. Miller, and Mr. Williamson wish to nominate Mr. John A. Lumpkin as President and Ms. Sharon D. White as Vice-President for the calendar year 2024-2025.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Weckesser to APPROVE the above stated candidates as presented by the Nominating Committee.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

Mr. Lumpkin thanked everyone for their vote of confidence.

PUBLIC COMMENT

None.

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Mr. Williamson wanted to follow up regarding the Masabi contract. He stated that he is so impressed with Staff, as he knows this has been a slow rollout, and it's really hard to teach people new ways of doing things. However, TAPP Pay and its iterations following it have been very successful, and as we take a glimpse of the future, he believes that it will only get better for our customers.

Ms. Matthews-Stenson wanted to acknowledge two of our Board members. Ms. Nikol Miller was awarded the NCCJ Pillars Humanitarian Award, and Ms. Sharon White joined the University of Dayton's Board of Trustees. Congratulations to both!

Mr. Lumpkin stated that our next committee meeting is on November 19th, and our next Board meeting will be on December 3rd.

Mr. Ruzinsky stated that Staff is planning not to hold a December Committee meeting or a January Board meeting just for planning purposes, unless an emergency arises.

EXECUTIVE SESSION

None.

ADJOURNMENT

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

MOTION CARRIED by voice vote.

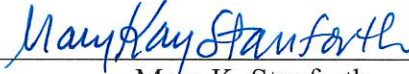
Ayes: Seven Nays: None

The meeting adjourned at 3:33 p.m.

ATTEST



John A. Lumpkin
President
RTA Board of Trustees



Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

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