



**Jointly Held  
Finance/Personnel and Planning Committees  
Meeting Minutes**

**October 21, 2025**

**Members Present:** Sharon D. White  
Ashton Dupler  
Al Fullenkamp  
John A. Lumpkin, Jr. (arrived at 9:05 a.m.)  
Belinda Matthews-Stenson  
Nikol Miller (arrived at 8:35 a.m.)  
Grady Mullins  
Thomas Weckesser  
David P. Williamson

**Staff in Attendance:** Daron Brown  
Chris Conard, Coolidge Wall  
Noah Greer  
Julie Hoffman  
Deborah Howard  
Shanel Kilgore  
Brandon Policicchio  
Mary K. Stanforth  
Bob Stevens  
Aaron Taylor

Ms. White called the meeting to order at 8:30 a.m. and roll call was taken:

**Roll Call**

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

A quorum was present, and proper notice of the meeting had been given.

**Approval of September 16, 2025, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. White asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, MOTION made by Mr. Fullenkamp and SECONDED by Mr. Weckesser to APPROVE the September 16, 2025 Committees meeting minutes.

The MOTION was APPROVED by voice vote 7-0.

Ms. Miller arrived at the meeting at 8:35 a.m.

**Future Board Meeting Action Items**

**Action Item #2 – Diesel Buses**

Mr. Brown stated the purpose of this procurement is for Greater Dayton Regional Transit Authority (RTA) to purchase twenty-five (25) Gillig 35-foot buses. These buses will replace buses that will have reached the FTA’s useful life benchmark of twelve (12) years or 500,000 miles and are being ordered as part of RTA’s normal replacement plan for diesel buses.

Currently, RTA’s 2016 diesel buses are approaching 500,000 miles and will have exceeded the threshold before the replacement buses are received.

**Diesel fleet breakdown:**

- 24 – 2016 – 40’ diesel buses
- 24 – 2017 – 40’ diesel buses
- 24 – 2018 – 40’ diesel buses
- 4 – 2018 – 30’ diesel buses
- 17 – 2019 – 40’ diesel buses
- 7 – 2020 – 35’ diesel buses
- 11 – 2021 – 40’ diesel buses
- 28 – 2023 – 30’ diesel buses

**Total – 139 diesel buses**

RTA will be purchasing these 25 Gillig buses from the Washington State bus contract or the NeoRide bus contract; whichever contract provides the most cost-effective option. Delivery of these 25 Gillig buses is anticipated in the 1<sup>st</sup> or 2<sup>nd</sup> quarter of 2027. Funding for this procurement will be 80% federal and 20% local and is already included in the Capital Plan.

The price of a 35’ diesel bus has risen about 35% since April 2021, from \$508,665 to \$685,054 per bus, mostly driven by the annual Producer Price Index (PPI) percentage increase. Gillig’s quote for this purchase includes language that if Gillig incurs increased costs due to the current administration’s tariff policy, the price quoted will likely be increased to account for the tariffs.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract award to Gillig for the purchase of twenty-five 35' diesel buses at a cost of \$685,054 per bus, for a total of \$17,126,350 plus a 10% contingency in the amount of \$1,712,635 to address any tariff increases or vehicle enrichments for a grand total of \$18,838,985. This also authorizes the Chief Executive Officer (CEO) to purchase these buses from the contract which provides the most cost-effective option for RTA.

The MOTION was APPROVED by voice vote 8-0.

**Action Item #3 – Small Transit Vehicles**

Mr. Brown stated the purpose of this procurement is for RTA to purchase five (5) small transit buses and four (4) transit vans. RTA's Connect program uses small transit buses, also known as Light Transit Vehicles (LTV's), to support ADA (Paratransit) services as well as to provide response trips to customers and others under contract.

RTA is able to purchase vehicles from Ohio Department of Transportation (ODOT) vehicle contracts and will be doing so for this vehicle procurement. State term contracts and bid term contracts are contracts created through a competitive process and evaluated by the State of Ohio.

RTA is budgeting to replace a total of nine (9) of these vehicles in 2026. RTA is working with ODOT-authorized vendors to determine the best vehicle(s) based on reliability, price, and delivery dates. Authority is requested to purchase five small transit buses at a unit cost of \$153,000, and four transit vans at a unit cost of \$86,000.

This contract will be funded with competitive 5310 ODOT funding.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. Miller that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of a contract award to an authorized ODOT vehicle contract vendor for five (5) small transit buses at a cost of \$153,000 each not to exceed \$765,000 and four (4) transit vans at \$86,000 each not to exceed \$344,000, for a total cost of \$1,109,000 plus a 10% contingency of \$110,900 for a grand total of \$1,219,900.

The MOTION was APPROVED by voice vote 8-0.

**Action Item #4 – Resolution No. 2025-11-1, Fiscal Years 2026 and 2027, 49 United States Code 5307, 5337, 5339 & Other Federal Capital Assistance Grants**

Mrs. Hoffman stated that 49 United States Code (USC) 5307 authorizes grants to public transit systems in urbanized areas for capital, operating, and planning assistance based on formulas used in the statute.

49 USC 5337 and 5339 authorizes grants to public transit systems in urbanized areas for capital assistance to support and maintain fixed guideway assets (5337) and other capital assets (5339) in a state of good repair. The 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. These funds are based on formulas used in the statute.

Resolution No. 2025-11-1 provides authorization to file Fiscal Years 2026 and 2027, USC 5307, 5337, 5339 and other Federal Capital Assistance Grants.

The projects applied for will be consistent with RTA approved capital and operating budgets. Prior year funding levels for programs were \$18.74 million for 5307, \$19.52 million for 5337 and \$1.18 million for 5339. 2026 and 2027 annual funding is anticipated to be similar amounts. All projects will be from RTA approved Fiscal Year 2026 and/or 2027 Capital and Operating Budgets.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of the attached Resolution No. 2025-11-1, authorizing the filing of 49 USC 5307, 5337, 5339 and Other Federal Capital Grant Applications for RTA Fiscal Years 2026 and 2027 with the Federal Transit Administration. Furthermore, the CEO 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.

The MOTION was APPROVED by voice vote 8-0.

**Action Item #5 – Resolution No. 2025-11-2, State Fiscal Years 2027 and 2028, Ohio Urban Public Transportation Grant Program Applications**

Mrs. Hoffman stated 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. The RTA intends to use state awarded funds for Preventive Maintenance or other Capital Projects based on budget need. Because of the State Fiscal Year (SFY) (July 1 through June 30), eligible projects can be selected from either the RTA’s 2026, 2027, or 2028 list of eligible projects.

Historically RTA has applied under the Urban Transit Program, as well as the Ohio Transit Preservation Partnership Program. In addition, RTA has 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. Dupler that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of the attached Resolution No. 2025-11-2, authorizing the filing of various applications for eligible projects under State of Ohio Public Transportation Grant Programs for State Fiscal Years 2027 (July 2026 – June 2027) and 2028 (July 2027 – June 2028).

The MOTION was APPROVED by voice vote 8-0.

**Action Item #6 – Administrative Compensation Guide**

Mr. Policichio stated RTA has an Administrative Compensation Guide for non-union employees. Periodically, if not annually, the Compensation Guide is reviewed and adjusted. A recommendation has been made to adjust the current Compensation Guide across the board by 3.5%. There are no implied or expressed guarantees on wage increases.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of the attached 2026 Administrative Compensation Guide.

The MOTION was APPROVED by voice vote 8-0.

**Customer and Business Development Update**

Mr. Policicchio stated the Customer and Business Development highlights report was included in today's meeting packet.

**Capital Presentation**

Mrs. Hoffman provided a presentation of the proposed capital budget and projects. She stated that the full capital budget would be brought to the next committee meeting for review and approval.

**August 2025 Financial Report**

Ms. Stanforth stated the August 2025 Financial Report was provided in today's meeting packet. Total revenues are \$1.0 million over budget as a result of higher passenger fares, sales tax and interest on investments. Total expenses are \$4.8 million under budget because of lower wages and benefits, services, materials & supplies, purchased transportation and miscellaneous expenses. RTA's service gain after local capital charge is \$3.2 million, which compares to a budgeted loss of \$2.6 million.

**Small Purchasing Information**

Ms. Howard stated the Small Purchasing Information was included in today's meeting packet.

Mr. Lumpkin arrived at the meeting at 9:05 a.m.

**Acting Chief Executive Officer's Report**

Mr. Policicchio stated that there were no updates to provide at this time.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committees meetings are scheduled for November 18 and December 16, 2025.

**Adjournment**

With no further business, Ms. White DECLARED the meeting ADJOURNED at 9:07 a.m.

ATTEST

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**Sharon D. White, Chair**

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**Brandon Policicchio, Committee Secretary**