



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

**November 18, 2025**

**Members Present:** Belinda Matthews-Stenson  
Ashton Dupler  
Al Fullenkamp  
John A. Lumpkin, Jr.  
Nikol Miller (arrived at 8:32 a.m.)  
Grady Mullins  
Thomas Weckesser (arrived at 8:34 a.m.)  
Sharon D. White (arrived at 8:32 a.m.)  
David P. Williamson

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

Ms. Matthews-Stenson called the meeting to order at 8:31 a.m. and roll call was taken:

**Roll Call**

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

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

**Approval of October 21, 2025, Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. Matthews-Stenson asked if attendees request a reading of the minutes or have corrections to the minutes? Upon hearing no requests or corrections, Ms. Matthews-Stenson DECLARED APPROVAL of the October 21, 2025 meeting minutes.

Ms. Miller and Ms. White arrived at the meeting at 8:32 a.m.

Mr. Weckesser arrived at the meeting at 8:34 a.m.

**Future Board Meeting Action Items**

**Action Item #2 – Adoption of Fiscal Year 2026 Operating and Capital Budgets**

Mr. Ruzinsky made a detailed presentation regarding Greater Dayton Regional Transit Authority's (RTA) proposed 2026 Operating and Capital Budgets. RTA's total Operating Revenues for 2026 are projected at \$88.5 million while total Operating Expenses are projected at \$84.4 million. This budget scenario reflects a gain of \$4.1 million before local capital charges and a balanced budget after local capital charges.

Passenger fares represent 9% of projected operating revenues, while sales tax represents 56%, federal and state assistance equal 31%, and investment income and other equal 4%. Regarding operating expenses, wages and fringe benefits are 71% of the projected total, contract services are 10%, materials and supplies (which includes fuel) are 9%, and insurance, utilities and all other are 10%. The 2026 operating budget includes funds for wage increases and increased health insurance and other benefit costs.

Regarding the Capital Budget, expenditures for 2026 are projected at \$62.7 million with \$18.9 million funded by RTA. 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 Ms. Miller that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of the 2026 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 2026 expenditures.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #3 – Authorizing Ohio Transit Risk Pool Shock Loss Fund Payments**

Mr. Ruzinsky stated RTA is a member of the Ohio Transit Risk Pool (OTRP). OTRP allows members to contribute additional amounts, over and above annual premiums, to a Shock Loss Fund. The Shock Loss Fund provides a set aside for larger, sometimes catastrophic, claims. Statistical averages indicate the Pool can expect a larger claim of this magnitude every 3 to 5 years. Each Agency's share of the OTRP Shock Loss Fund is tracked by agency and all investment earnings are credited to each agency on an annual basis while the funds remain invested by OTRP.

Each OTRP member is required to maintain at least one times annual costs to the Shock Loss Fund and as recently amended may contribute up to a total of ten (10) additional times their annual OTRP contribution. OTRP is a public agency and is subject to the same investing and audit requirements as RTA and the other members of the pool.

To continue to provide for future Shock Losses, the Chief Executive Officer seeks authority to deposit funds in the account when financially feasible and within annual budget parameters. This will help ensure RTA can absorb any future share of major losses within the pool without an unexpected budget impact. If at any point in the future RTA withdraws from the pool, unused Shock Loss Funds would be returned to RTA by action of the OTRP Board.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees AUTHORITY be granted to the Chief Executive Officer to fund RTA's Shock Loss fund, up to the maximum amount, when it is financially feasible and within annual budget parameters.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #4 – Resolution No. 2025-12-1, Fiscal Year (FY) 2026 Annual Appropriations**

Ms. Stanforth stated Trustees' adoption of the FY 2026 Operating and Capital Budgets will establish budget limits for the upcoming year. Trustees' approval of the attached Resolution No. 2025-12-1 will appropriate needed funds to conduct the activities approved in the Budget documents.

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. 2025-12-1, Fiscal Year 2026 Annual Appropriations.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #5 – 2026 Meeting Schedule**

Mr. Ruzinsky stated as set forth in RTA Bylaws, the Board of Trustees Meeting Dates occur on the first Tuesday of each month. The Finance/Personnel and Planning Committees meeting dates occur on the third Tuesday of each month. Lastly, the Investment Advisory Committee meets quarterly on the third Thursday during the months of January, April, July and October.

On an infrequent basis it is necessary to change or cancel a regularly scheduled meeting date.

After a comprehensive review of planned Agency activities, the attached 2026 Board and Committees meeting dates are recommended for approval by the Board of Trustees.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. White that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees APPROVAL of the attached 2026 Meeting Schedule, with one change to the 11/5/2026 meeting, and making it 11/3/2026.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #6 – HVAC Guaranteed Maintenance**

Mr. Brown stated the purpose of this action item is to award a contract for the preventative maintenance and repair of the HVAC and mechanical systems located at all RTA owned and operated facilities.

Under this pricing model, the contractor shall provide ALL Parts, ALL Labor, ALL Scheduled PMs, ALL Repairs, ALL Service Calls, ALL Emergency Calls, ALL Consumables for PM and Repair Services for one (1) fixed Monthly Fee.

The successful contractor will be responsible for servicing the following systems:

- A. All HVAC, mechanical, electrical, pneumatic, and temperature control systems.
- B. Water treatment program for the closed-loop systems.
- C. Boiler room maintenance program including the hot water boilers, motors, air valves, water valves, VAVs, and controls.
- D. Carbon Monoxide and Nitrous Oxide monitoring systems at all RTA properties where systems have been installed.
- E. Vehicle exhaust systems at all RTA properties where systems have been installed (RTA to maintain and replace exhaust hoses).
- F. Energy Management Systems (EMS) at all RTA properties where systems have been installed.
- G. Pumps, sump pumps, water coolers, water heaters, and other mechanical equipment as itemized on the “Inventory of Equipment”.
- H. Annual Backflow preventer testing and certification.

Sealed bids were solicited through the *Dayton Daily News*, *Dayton Weekly News*, *Transit Talent*, and OpenGov procurement website. The invitations for bids were sent to 124 firms.

At 11:00 a.m., on October 30, 2025, three (3) bids were received.

<b>Bid Pricing</b>	<b>DeBra-Kuempel</b>	<b>Rieck Services</b>	<b>Osterfeld Champion</b>
BASE YEAR 1	\$320,000	\$389,952	\$832,087
BASE YEAR 2	336,000	409,450	882,086
BASE YEAR 3	352,800	429,912	935,011
BASE YEAR 4	370,400	451,404	991,112
BASE YEAR 5	388,900	473,976	1,050,578
OPTION YEAR 1	408,400	497,676	1,113,613
OPTION YEAR 2	428,800	521,484	1,180,430
OPTION YEAR 3	450,000	547,560	1,251,256
<b>TOTAL</b>	<b>\$3,055,300</b>	<b>\$3,721,414</b>	<b>\$8,236,173</b>

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to DeBra-Kuempel for HVAC Guaranteed Maintenance for a five (5) year base contract totaling \$1,768,100

and three (3) one-year options totaling \$1,287,200 plus a 10% contingency of \$305,530 for a grand total of \$3,360,830.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #7 – Plumbing Services – As Needed**

Mrs. Hoffman stated that the purpose of this action item is to award contracts for as-needed plumbing services for RTA facilities and properties.

The successful contractors will be responsible for providing the following plumbing services:

- General Plumbing Repairs
- Installation of Plumbing Fixtures
- Drain Cleaning Services
- Backflow Prevention
- System Maintenance

The award will be made to two contractors to ensure coverage in cases of emergency repair. Sealed bids for As-Needed Plumbing Services were solicited through OpenGov and advertised in the *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Invitations for Bid were sent to sixty-seven (67) firms.

At 10:00 am, on October 28, 2025, two (2) bids were received and publicly opened. The bid result is as follows:

<b>Hourly Rate Table by Position</b>		<b>Osterfeld Champion Services Dayton, Ohio</b>	<b>Triton Services Mason, Ohio</b>
<b>Year 1</b>	Journeyman	\$119.50	\$105.00
	Apprentice	\$79.50	\$90.00
	Master Plumber	\$125.25	\$120.00
	Supervisor	\$128.00	\$120.00
<b>Year 2</b>	Journeyman	\$125.50	\$108.00
	Apprentice	\$83.50	\$93.00
	Master Plumber	\$131.25	\$120.00
	Supervisor	134.00	\$120.00
<b>Year 3</b>	Journeyman	\$131.50	\$111.00
	Apprentice	\$87.50	\$96.00
	Master Plumber	\$137.25	\$120.00
	Supervisor	\$141.00	\$120.00
<b>Option Year 1</b>	Journeyman	\$137.50	\$114.00
	Apprentice	\$91.50	\$99.00
	Master Plumber	\$143.25	\$120.00
	Supervisor	\$147.00	\$120.00
<b>Option Year 2</b>	Journeyman	\$143.50	\$117.00
	Apprentice	\$95.50	\$102.00
	Master Plumber	\$149.25	\$120.00
	Supervisor	\$153.00	\$120.00

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to Osterfeld Champion Service, Inc. and Triton Services, Inc. for three (3) base years totaling \$900,000 and two (2) one-year options totaling \$600,000 for a grand total of \$1,500,000 for as-needed plumbing services. The distribution of funds among the awarded vendors will be determined as needed based on availability, specialization, and job price.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #8 – On-Demand Transportation Services**

Ms. Brown stated the purpose of this action item is to award contracts to five (5) vendors for the provision of On-Demand Transportation Services, including both General Demand Response and ADA Paratransit Services. These services help ensure regional mobility for customers, including those with disabilities, through flexible, responsive ride options.

On-demand transportation services under this award are split into two categories: General On-Demand Transportation Services, which are open to the public, and ADA Paratransit Services, which are for eligible riders under the Americans with Disabilities Act of 1990.

Proposals for On-Demand Transportation Services were solicited via OpenGov and advertised in the *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Requests for Proposals were sent to 42 vendors.

At 10:00 AM, on Tuesday, October 14, 2025, seven (7) proposals were received. The Evaluation Committee reviewed the proposals to determine the qualified proposers using the following criteria:

- Background and Experience
- Capacity to Perform Scope of Work
- Reasonableness of Cost

The following firms submitted proposals for On-Demand Transportation Services:

<b>Proposer</b>	<b>Location</b>	<b>Proposed</b>
Lyft Inc	San Francisco, CA	General Demand
Uber Technologies Inc	San Francisco, CA	General Demand
UZURV	Richmond, VA	ADA Paratransit and General Demand
Valley Transport LLC	Dayton, OH	ADA Paratransit and General Demand
A-List Transportation	Cincinnati, OH	ADA Paratransit
Navarre Corporation*	Nashville, TN	ADA Paratransit
HBSS Connect Corp*	Lowell, MA	ADA Paratransit and General Demand

\*Navarre Corporation and HBSS Connect Corp did not meet the minimum requirements of the scope of work.

Multiple vendors were selected under this award to allow for more program flexibility and reliability. Among the vendors recommended for award, the per trip pricing for a standard three (3) mile trip ranges from \$11.91 to \$44.75 for general demand response and from \$47.50 to \$81.24 for ADA paratransit trips. Based on a variety of factors including demand, trip duration, and contract year with a typical trip estimate of approximately \$15.00 for general demand response and \$50.00 for ADA paratransit trips. RTA has negotiated pricing with each individual vendor due to each provider’s unique fare calculation methods.

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. White that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees that five-year contracts be AWARDED to Lyft Inc, Uber Technologies Inc, UZURV, Valley Transport LLC, and A-List Transportation for the services proposed in an amount not to exceed \$6,000,000. Distribution of funds among the awarded vendors will be determined as needed based on service levels, customer usage, and operational performance.

The MOTION was APPROVED by voice vote 9-0.

**Action Item #9 – Update to Customer and Business Development, Policy #2 – Major Service and Fare Change**

Mr. Policicchio stated the purpose of this action item is to update RTA’s Major Service and Fare Change policy. The policy is being updated to align with current practices within the industry.

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 Customer and Business Development Department, Policy #2 - Major Service and Fare Change.

The MOTION was APPROVED by voice vote 9-0.

**Customer and Business Development Update**

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

**September 2025 Financial Report**

Ms. Stanforth stated the September 2025 Financial Report was provided in today’s meeting packet.

**Small Purchasing Information**

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

**Chief Executive Officer’s Report**

Mr. Ruzinsky stated that there were no updates to be provided at this time.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committees meetings are scheduled for January 20, 2026.

**Adjournment**

With no further business, Ms. Matthews-Stenson DECLARED the meeting ADJOURNED at 9:05 a.m.

ATTEST

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Belinda Matthews-Stenson, Chair

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Brandon Policicchio, Committee Secretary