

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

December 5, 2017

- Trustees: Adrienne L. Heard, President
Sharon Hairston, Vice President
Vince Corrado
Franz Hoge
Sharon D. Howard
John Lumpkin
Belinda Matthews-Stenson
Thomas Weckesser
David P. Williamson (arrived at 3:11 p.m.)
- Staff: Mark Donaghy, Chief Executive Officer
Daron Brown, Chief Maintenance Officer
Sally Brown, Alternative Transit Solutions Manager
Joyce Carter, Interim Director, Human Resources
Chris Cole, Chief Operating Officer
Cathy Garner, Sr. Executive Administrative Assistant
Jonathan Hollingsworth, Hollingsworth & Washington, LLC
Deborah Howard, Procurement Manager
Nikol Miller, Manager, Community Relations
Brandon Policicchio, Chief, Customer and Business Development Officer
Mary Stanforth, Chief Financial Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Heard 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. Heard led attendees in reciting the Pledge of Allegiance.

ROLL CALL

Roll call was taken:

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

APPROVAL OF CONSENT AGENDA

Ms. Heard stated Greater Dayton RTA (RTA) By-Laws require Board approval of today’s Meeting Agenda. Ms. Heard explained the Agenda was mailed in advance.

Ms. Heard stated although not specified, the Board will have an Executive Session regarding a Labor matter as well as a personnel issue.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Hairston to APPROVE today’s Board Meeting Agenda as presented, with the above mentioned Executive Session details.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

APPROVAL OF NOVEMBER 9, 2017 BOARD MEETING MINUTES

Ms. Heard asked if anyone desired a reading of the minutes or if there were any corrections to the minutes? Upon hearing no requests or corrections, Ms. Heard DECLARED ACCEPTANCE of the November 9, 2017 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met for a jointly held meeting on November 17, 2017 and the Finance/Personnel Committee is recommending four (4) Action Items for approval by the Board of Trustees.

ACTION ITEM #2 – INVESTMENT ADVISOR

Mr. Lumpkin stated RTA requires an Investment Advisor to provide advice and assistance to RTA's Secretary-Treasurer and Investment Advisory Committee. This procurement supports RTA's Core Value of Stewardship as we manage our resources efficiently and responsibly.

Five (5) proposals were received and reviewed by the Evaluation Committee, and the criteria considered for each firm are as follows:

- Experience relevant to this type of project
- Competence of personnel
- Investment philosophy for public funds
- Reasonableness of cost
- Quality of proposal preparation

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Hairston to AWARD a contract to Meeder Investment Management for Investment Advisory Services. The cost is \$25,000 per year and includes safekeeping services up to a 0.01% annual fee rate. The contract term is three (3) base years with two (2) option years. The grand total contract award over the maximum five (5) year term will not exceed \$125,000. This contract is 100% funded thru RTA's Operating Budget.

MOTION CARRIED by voice vote.

Ayes: Six

Nays: None

Abstain: Two - Mr. Hoge and Mr. Lumpkin

ACTION ITEM #3 – FUEL FOR TRANSIT COACHES – ULTRA LOW SULFUR DIESEL

Mr. Lumpkin stated Ultra-Low Sulfur fuel is used daily to fuel RTA's diesel bus fleet and non-revenue vehicles. This procurement is being brought to the Board at this time because the current contract with Mansfield Oil Company of Gainesville, Inc. ends December 31, 2017.

This procurement supports our Core Value of good Stewardship of RTA's financial resources by ensuring that diesel fuel is purchased at a fair and reasonable price.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Hoge to AWARD a contract to Mansfield Oil Company for Ultra Low Sulfur Diesel Fuel with a differential of $-\$.0511$ on the Oil Price Information Service (OPIS) for an estimated award amount of $\$3,106,195$ for the base year; a differential of $-\$.0494$ on the OPIS for an estimated award amount of $\$3,108,511$ for Option Year 1; and a differential of $-\$.0475$ on the OPIS for an estimated award amount $\$3,111,101$ for Option Year 2; for an estimated grand total of $\$9,325,807$. Actual costs will vary based on the daily OPIS price, the number of gallons purchased, and quarterly adjustments made to the Ohio Petroleum Activity Tax. Funding for this procurement is included in the operating budget.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #4 – WIRELESS PHONE & DATA SERVICES AND WIRELESS DATA SERVICE FOR VEHICLES

Mr. Lumpkin stated the purpose of this procurement is to contract with a firm to provide wireless phone services; machine to machine data services; and set up a Virtual Private Network (VPN) tunnel including professional support services at RTA. Wireless phones are required to provide cellular communications when personnel are away from the office and for those working in the field. Machine to Machine (M2M) data service is required for revenue service vehicles to communicate with the Clever Devices real-time CAD/AVL system and to allow for GPS tracking of all non-revenue service vehicles. This procurement is being brought to the Board at this time because the current contract with Verizon Wireless ends December 31, 2017.

The wireless phone/data service supports our Core Value of Quality Service by allowing RTA personnel to stay in contact with other personnel and assist customers when needed. The M2M data service supports our strategic plan for reliability by allowing RTA to keep its customers informed of bus arrival status in real time.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to AWARD a CONTRACT to Verizon Wireless for a not to exceed amount of $\$265,189$ for three base years; an additional $\$176,793$ for two option

years for a five (5) year total of \$441,982; an additional \$61,692 contingency for increases in usage; and \$15,000 for purchase/upgrades of phone/tablet devices for a Grand Total not to exceed \$518,674 for five (5) years. Funding for this procurement is included in the operating budget.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #5 – UPDATED WRIGHT STOP PLAZA VERTICAL BUILDING ENVELOPE CONTINGENCY

Mr. Lumpkin stated on January 3, 2017 the Board approved a contract with NR Lee Restoration Ltd. of Delphos, Ohio in the amount of \$1,049,474 for phase one exterior renovations of RTA, 4 South Main Street Buildings, which serve as the administrative offices and main transportation hub. Other phases of planned exterior work include roof replacements/upgrades (awarded in September, also to NR Lee in the amount of \$770,200), replacements of store front window systems, underground shoring, east façade updates, exterior sidewalk replacements, concrete work, landscaping, lighting updates, awnings and other miscellaneous exterior projects. Overall, \$3.5 million is anticipated in total exterior investments.

The main tower building contains 18 sets of extremely large historic windows on the second and third floors which are some of the most visible architectural anchors of the building. Six (6) of the 18 sets measure over 17' across by 9' tall, the other 12 sets measure over 13' across by 9' tall. The 9 sets of these windows on the 3rd floor are all arched which add significant challenges. The bulk of these windows are constructed of cast iron and heavy plate glass. This construction technique is not used today. The remaining windows are a combination of steel and wood reflecting the different phases of building construction.

Mr. Williamson arrived at 3:11 p.m.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to AWARD additional contingency funds in the amount of \$225,000 to the previously approved NR Lee Vertical Building Envelope Restoration contract for an updated total award of \$1,274,474. This procurement is

being funded with 80% Federal grant funds and funds are available on current grants to cover this change.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

DISCUSSION ITEMS TO MENTION

August 2017 Sales Tax Update

Mr. Lumpkin stated at the committee meeting, Mr. Robert Thomas reported that August 2017 Sales Tax receipts equal \$3,065,645 and State of Ohio Transitional Aid is \$383,788. The Grand Total of \$3,449,433 reflects a 6.4% or \$209,000 increase versus August 2016.

Year-to-Date (YTD) August 2017 Sales Tax receipts equal \$26,755,549 and State of Ohio Transitional Aid is \$767,576. The YTD Grand Total of \$27,523,124 reflects a 0.6% or \$157,000 increase versus YTD August 2016.

October 2017 Financial Statements

Mr. Lumpkin also mentioned that at the meeting, Mr. Thomas reported for the month of October 2017 RTA's Net Loss after Local Depreciation is \$493,000 compared to October 2016's Net Loss of \$1,291,730.

Mr. Lumpkin stated, October 2017 YTD Net Loss after Local Depreciation is \$1,098,553 compared to YTD October 2016's Net Loss after Local Depreciation of \$710,831. The details associated with the financial statements are included in the Committee Package. After ten (10) months of Operations, RTA realized a \$387,722 negative variance as compared to 2016.

For clarification, Mr. Lumpkin stated that all of this information is reviewed in detail at the Committee Meeting.

PLANNING COMMITTEE REPORT (SHARON HOWARD)

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held meeting on November 19, 2017 and the Planning Committee is recommending One (1) Action Item for approval by the Board of Trustees.

ACTION ITEM #6 - RTA CONNECT – MONTGOMERY COUNTY BOARD OF DEVELOPMENTAL DISABILITIES PILOT PROGRAM

Ms. Howard stated the purpose of this Action Item is for the RTA to enter into a two-year mobility management services pilot program with the Montgomery County Board of Developmental Disabilities and certified Department of Developmental Disabilities transportation providers.

The goal of the pilot program is to develop and implement a regional Human Service Transportation mobility management operation with Montgomery County Board of Development Disabilities in order to improve transportation access within the region. The pilot program aligns with RTA’s Strategic Plan of working to adjust services to meet community demands through the development and implementation of a regional Human Service Transportation brokerage operation.

RTA staff met in August 2017 with two certified not for profit Department of Developmental Disabilities transportation providers-- Towards Independence and Choices in Community Living-- recommended by the county to discuss participation in this pilot program. At the conclusion of the meeting, all parties including the Montgomery County Board of Developmental Disabilities agreed to move forward with the pilot program along with assisting RTA in providing Connect paratransit and on-demand services in order to maximize productivity and efficiency during the pilot period.

MOTION MADE by Ms. Howard and SECONDED by Ms. Matthews-Stenson to APPROVE the Montgomery County Board of Developmental Disabilities program for a pilot period of 24 months, beginning in January 2018.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

Ms. Hairston - Abstain

DISCUSSION ITEMS TO MENTION

Ms. Howard stated Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department. One highlight was the annual RTA Safety Fair held at Wright Stop Plaza on October 16,

2017. It was attended by more than 150 customers who learned personal safety tips and attended free classes taught by Dayton Police Department instructors. Mr. Policicchio also provided an update on our Agency's real-time bus arrival reporting program known as RTA RideTime—which launched last year. The report included the number of riders who have subscribed to receive text and email alerts about detours, delays and important information pertaining to the RTA—the system has acquired more than 600 users. The RTA communications team is currently using promotions for the 2017 Holiday Bus to encourage more riders to sign up for this beneficial program. Finally, the Communications Team will help host another value-based program for customers—the annual “Get Healthy for the Holidays” event—this Friday, December 8th at Wright Stop Plaza. Customers will have access to free health screenings to learn about their blood sugar and cholesterol levels, as well as receive information about healthy living, baby care and smoking cessation. The event is free and will run from 10 a.m. to 1 p.m.

Mr. Policicchio talked with our Committee regarding the public input received during the November 14th open sessions the RTA hosted at Wright Stop Plaza. The purpose of these sessions was for riders and community members to ask questions and voice concerns about the proposals made by the RTA to reduce service and raise fares in the first quarter of 2018. More than 390 official comments were recorded and are being taken into consideration as Staff considers options for how to handle the \$4.6 million loss of sales tax revenue from Managed Care Organizations. RTA staff members, including Mr. Donaghy and Mr. Policicchio, were able to sit down one-on-one with customers to answer questions, and more importantly give correct information about the proposals.

CHIEF EXECUTIVE OFFICER's (CEO) REPORT

Mr. Donaghy commented that he had a couple of informational items to share. Mr. Donaghy stated last week he was in Washington, DC for the APTA Legislative meeting. Mr. Donaghy reported that while there he also attended and met with the Bus Coalition Group which included a host of Capital Hill site visits. The group started in the Federal Transit Administration (FTA) office, meeting with the Administrator for 90 minutes of productive conversation. Mr. Donaghy stated that FTA is definitely

interested in working with the Coalition, and of course with individual Transit Systems with regard to the future of Transit Funding Programs.

Mr. Donaghy stated that he met with Congressman Bill Shuster, Chair, House Transportation and Infrastructure Committee. Mr. Donaghy stated that it was great seeing other elected officials that participated and joined the meeting with the Bus Coalition and Congressman Shuster.

Mr. Donaghy communicated that he had some good news to share regarding the NexGen buses. Mr. Donaghy stated that he finally has possession of the test report that Staff has been waiting on for the NexGen Buses. Mr. Donaghy reported that all 100 pages of the document provide the green light for this endeavor! Although, negotiations on pricing with Kiepe is ongoing the major hurdle is now complete. The next phase will be to place the order for the first 26 units. Mr. Donaghy stated that Staff is very excited!

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Ms. Florence O'Brien – 4032 N. Main Street, Dayton, Ohio. Ms. O'Brien would like to see the two steps on the Project Mobility grocery buses removed. Ms. O'Brien then wished everyone a Merry Christmas.

Mr. Jeff Hutchinson – 88 N. Brown School Road, Vandalia, Ohio. Mr. Hutchinson is a former RTA employee that retired on disability. Mr. Hutchinson is seeking an independent investigation with regards to the workers compensation doctor he dealt with at the time of his disability.

Ms. Heard stated that RTA will take Mr. Hutchinson's comments into consideration.

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Mr. Williamson apologized for his tardiness regarding today's meeting.

Mr. Hoge, along with the entire RTA Board of Trustees, wished everyone a safe and happy holiday season.

Ms. Howard commented how nice the holiday bus looks.

EXECUTIVE SESSION

Ms. Heard stated there is a request to go into Executive Session to discuss 1) A Personnel Matter and 2) Preparing for a bargaining session with employees. Ms. Heard stated that there will be no ACTION taken when the Board reconvenes into regular session.

MOTION MADE by Ms. Heard and SECONDED by Mr. Corrado to RECESS into Executive Session for the purposes specified.

Roll call was taken:

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

The meeting recessed at 3:31 p.m.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Lumpkin to RECONVENE into regular session.

Roll call was taken:

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

The meeting reconvened at 4:40 p.m.

ADJOURNMENT

MOTION MADE by Mr. Williamson and SECONDED
Mr. Lumpkin to ADJOURN the meeting.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

The meeting adjourned at 4:41 p.m.

ATTEST



Adrienne L. Heard
President
RTA Board of Trustees



Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

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