

Greater Dayton RTA Board of Trustees  
Public Board Meeting

October 2, 2018

Trustees: Sharon Hairston, President  
David P. Williamson, Vice President  
Vince Corrado  
Adrienne L. Heard (arrived at 3:04 p.m.)  
Franz Hoge  
Sharon Howard  
John Lumpkin  
Belinda Matthews-Stenson  
Thomas Weckesser

Staff: Mark Donaghy, Chief Executive Officer  
Chris Cole, Chief Operating Officer  
Chris Conard, Coolidge Wall, Co. LPA  
Cathy Garner, Sr. Executive Administrative Assistant  
Brandon Policicchio, Chief Customer & Business Development Officer  
Bob Ruzinsky, Chief Capital Officer  
Mary 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.

**ROLL CALL**

Roll call was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Yes
Ms. Hairston	Yes	Ms. Matthews-Stenson	Yes
Ms. Heard	Excused	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 approval of today’s Meeting Agenda. Ms. Hairston explained the Agenda was mailed in advance, and asked if there are any corrections to the Agenda? Upon hearing no requests or corrections, Ms. Hairston DECLARRED APPROVAL of today’s Meeting Agenda.

**APPROVAL OF SEPTEMBER 4, 2018 BOARD MEETING MINUTES**

Ms. Hairston asked if anyone requests a reading of the minutes or if there are any corrections to the minutes? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of the September 4, 2018 Board Meeting Minutes.

**PLANNING COMMITTEE REPORT (SHARON HOWARD)**

Ms. Howard stated the Finance/Personnel and Planning Committees met for a jointly held meeting on September 18, 2018 and the Planning Committee is recommending one (1) Action Item for approval by the Board of Trustees.

**ACTION ITEM #2 - TRANSIT - MOBILITY AS A SERVICE (MAAS) PILOT PROGRAM**

Ms. Howard stated the purpose of this Action Item is for the RTA to enter into a five (5) year strategic partnership agreement with Transit, a multi-modal trip planning app company. Together, this partnership will pilot and launch a fully functional Mobility-as-a-Service platform for the region. The platform will allow for the phased integration of various mobility components, such as fixed route, paratransit, on demand, human service transportation, bike share, taxi, transit network companies, car-share and other forms of shared mobility. It is understood that RTA’s future fare payment system vendors will work exclusively with



Transit in order to deliver the fully functional Mobility-as-a-Service platform.

This action item aligns with RTA’s core values of Quality Service and Stewardship and moves RTA towards blurring the lines of mobility into one seamless, integrated network of services that enhances the customer experience for all.

MOTION MADE by Ms. Howard and SECONDED by Mr. Hoge to APPROVE the five (5) year strategic partnership agreement with Transit, a multi-modal trip planning app company, to pilot and launch a fully functional Mobility-as-a-Service platform for the region. This includes full authority to establish agreements, determine appropriate funding sources and revenue sharing models that will be reflected within RTA’s short and long-term budgets. This pilot’s budget will be brought to the RTA Board of Trustees for approval in the 1st quarter of 2019.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**Discussion Items to Mention**

Ms. Howard communicated Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department.

The highlight of the meeting was the announcement of the new downtown circulator called “The Flyer”. This new service, set to launch on November 5<sup>th</sup>, will be free to the public and will run every 10 minutes throughout downtown Dayton and the University of Dayton. A celebration and official kick off of The Flyer service will take place on November 9<sup>th</sup> at 10 AM on Courthouse Square and all are welcome to join!

Other announcements included changes in operating hours for the RTA call center and RTA’s various back to school events held at the campuses of Dayton, Sinclair and Wright State.

Ms. Heard arrived at 3:04 p.m.

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

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met for a jointly held meeting on September 18<sup>th</sup> and as a result the Finance/Personnel Committee is recommending four (4) Action Items for approval by the Board of Trustees.

### **ACTION ITEM #3 – SURVEYING – ENGINEERING AND RELATED SERVICES**

Mr. Lumpkin stated RTA desires to obtain a qualified consultant to provide professional surveying/engineering and related services to support various projects.

Examples of some of the projects contemplated by RTA over the next five (5) to seven (7) years include:

- Electric System Infrastructure Improvements
- General Substation Improvements
- Electric Trolley Bus Pole Replacements
- Transit Centers & Facility Improvements
- General Transit Enhancements
- Bus Stop, Bus Pull-offs, and Shelter Layouts

Some, but not all, tasks which the selected surveying-engineering firm may be requested to perform are:

- Provide field and plan data for installations of Electric Trolley Bus items
- Pole staking
- Right-of-way layout
- Bus shelter layout and staking
- Road layout/mapping, curbs, sidewalk, poles, trees, etc.
- Strategic and Master Planning
- Miscellaneous survey work

Once the RTA identifies a project/task, the Surveying firm under contract will be requested to submit a proposal for said project/task. RTA will retain the right not to use the firm under contract if an agreement on the proposal cannot be reached. This procurement is consistent with RTA's core value of Stewardship, as we demonstrate our commitment to manage our resources efficiently and responsibly.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Hoge to AWARD a contract to Brumbaugh Engineering & Surveying, LLC for a five-year period at a not to exceed total of \$250,000, plus \$50,000 for Option Year 1 and \$50,000 for Option Year 2, for a grand total not to exceed amount of \$350,000. Surveyor-Engineering & Related Services will be paid with operating funds as well as capital funds if services are part of a larger capital project. Expenditures are estimated to be \$50,000 per year under this contract.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

**ACTION ITEM #4 – FIVE (5) YEAR GLOBAL CONCRETE CONTRACT**

Mr. Lumpkin stated the purpose of this procurement is for the RTA to establish a long-term contract with a qualified firm for concrete work throughout RTA's facilities, infrastructure and amenities.

This work includes, but is not limited to:

- new concrete
- upgrades to existing concrete areas and/or replacement of concrete areas such as driveways, bus lanes, small retaining walls and sidewalk pads.

This project is consistent with RTA's core value of Stewardship by properly managing our resources and maintaining our assets.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to AWARD a contract to Belgray, Inc. for the Five Year Global Concrete Contract in the amount of \$1,258,976 for the base years for Known Concrete Work and Miscellaneous Concrete work and \$892,649 for option years one (1) and two (2) for Known Concrete Work and Miscellaneous Concrete Work and \$681,062 for the term of the contract for Potential Concrete Work for a grand total of \$2,832,688. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None



**ACTION ITEM #5 – GROUP DENTAL INSURANCE**

Mr. Lumpkin stated the purpose of this procurement is to provide continued dental insurance for RTA employees. Proposals were requested for group dental insurance for all salaried and hourly employees. Proposers were asked to provide Fully Insured rates and/or Self Funded/Administrative Services Only rates.

One of RTA’s core values is Our People, and providing dental insurance at affordable rates to employees recognizes their importance while upholding our responsibility to good stewardship of financial resources.

Mr. Bob Stevens and Ms. Beth Bailey of McGohan, Brabender presented this item at our Committees meeting, and the associated details are included in today’s Board package.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a contract to Superior Dental Care for Self-Funded/ASO Group Dental Administrative fees and estimated claims for the following total annual estimated amounts:

- Year 1 Total Fees and Claims = \$270,368
- Year 2 Total Fees and Claims = \$280,370
- Year 3 Total Fees and Claims = \$290,772
- The Grand Total Fees and Claims for 3 years is \$841,510

The actual award amount will vary based on the census. Group Dental Insurance is included in the Operating budget.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

**ACTION ITEM #6 – RESOLUTION NO. 2018-10-1, FAST ACT FLEXIBLE FUNDING**

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 the project, Cost of Buying Twenty Five (25) Small Transit Buses. This is RTA's only project for this funding solicitation and RTA will provide the required local match funds of \$475,000.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to APPROVE Resolution No. 2018-10-1, 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 MVRPC. This specifically relates to FAST Act Flexible Funding.

MOTION CARRIED by voice vote.

Ayes: Nine

Nays: None

**Other Items to Mention:**

**June 2018 Sales Tax Update**

The information was not available at the Committees meeting. However, after the meeting Ms. Stanforth reported via email that June 2018 Sales Tax receipts equal \$3,318,939 which is 1.5% or \$50,000 lower than the June 2018 Budget.

Year-to-Date June 2018 Sales Tax receipts equal \$18,562,884 which is 1.7% or \$329,000 lower than the YTD June 2018 Budget. Results continue to track very close to budget and Staff will continue to monitor and report on Sales Tax on a regular basis.

**August 2018 Financial Statements**

At the meeting Mr. Lumpkin stated Ms. Stanforth reported that for the month of August 2018 RTA's Net Income after Local Depreciation is \$449,715 compared to Budgeted Net Loss of \$113,410. Operating revenues were \$10,000 above budget while operating expenses, excluding depreciation, were \$115,000 over budget. RTA Local depreciation expense was \$5,000 over budget while non-operating revenues were \$673,000 above budget. The non-operating revenue positive variance was the biggest contributing factor in the month's positive result.

RTA's August Year-to-Date Net Loss after Local Depreciation is \$140,027 compared to YTD Budgeted Net Loss of \$206,618. Operating revenues were \$114,000 above budget while operating expenses, excluding depreciation, were \$232,000 over budget. RTA Local depreciation expense was \$22,000 under budget while non-operating revenues were \$163,000 above budget. At the end of August, we are on-target to achieve a balanced operating result by year's end.

## **CHIEF EXECUTIVE OFFICER'S (CEO) REPORT**

Mr. Donaghy commented that he had a few informational items to share. Mr. Donaghy reported that last week he and several staff members attended the American Public Transit Association's (APTA) annual meeting in Nashville. Mr. Donaghy commented that Mr. Brandon Policicchio was one of twenty-four people selected last year from across the country to participate in a year-long leadership program. Mr. Donaghy stated Mr. Policicchio's team made a presentation at the annual meeting that was very well received.

Mr. Donaghy reported the following morning he sat in on a Procurement session including RTA's own Deborah Howard, as one of the panelists. Mr. Donaghy stated the session was a great mixture of attendees from all across the country. Mr. Donaghy commented that several officials from the Federal Transit Administration (FTA) were present in this session.

Mr. Donaghy also stated that he and Mr. Policicchio got the opportunity to personally meet with Ms. Kay Jane Williams, Acting Administrator of the FTA. Mr. Donaghy and Mr. Policicchio were invited to an Awards session for transit systems who were awarded money this year under the discretionary bus and bus facility program. Mr. Donaghy commented that you might recall funding was zeroed out under MAP 21. Through many efforts including The Bus Coalition, which RTA is very heavily involved with, funding was restored with the support of Congressman Mike Turner, under what is now called Fast Act. Mr. Donaghy stated RTA's award is \$5.7 million dollars for electric bus purchases. The rumor was if you received money one year don't expect to receive money the next year. The Government receives about \$2 Billion in



requests for funding. RTA received \$2 million last year for the purchase of diesel buses and this year RTA received one of the largest awards in the country! Mr. Donaghy stated that there were only a couple of transit agencies that received larger awards. There were two other Ohio Transit Systems that received awards both under \$200,000. Mr. Donaghy stated that the significance of the award was incredible. Mr. Donaghy communicated that he can't emphasize the importance of building good relationships with our peers. Mr. Donaghy thanked Mr. Ruzinsky for being a big part of that component! Mr. Ruzinsky has established excellent relationships at the State and Federal levels!

Mr. Donaghy stated that he would like to go into Executive Session to update the Board on a Personnel Matter.

Ms. Hairston replied okay.

## **OLD BUSINESS**

None

## **NEW BUSINESS - 2018-2019 RTA BOARD ASSIGNMENTS**

Ms. Hairston stated that the following assignments are confirmed for 2018-2019:

**President:**

Sharon Hairston (serves as ex-officio on all committees)

**Vice President:**

David Williamson (facilitates jointly held committees meeting)

**Planning Committee Chair:** Sharon Howard

Planning Committee Members - Belinda Matthews-Stenson and David Williamson

**Finance & Personnel Committee Chair:** John Lumpkin

Finance & Personnel Committee Members - Vince Corrado and Franz Hoge

**Investment Advisory Committee Chair:** Thomas Weckesser

Investment Advisory Committee Members - Adrienne Heard, Mark Donaghy and Mary Stanforth

**PUBLIC COMMENTS**

None

**BOARD MEMBER COMMENTS  
- ANNOUNCEMENTS**

None

**EXECUTIVE SESSION**

Ms. Hairston stated there is a request to go into Executive Session to discuss the investigations of allegations made by a former employee and to discuss security arrangements by the RTA. Ms. Hairston stated there will be NO ACTION taken when the Board reconvenes into regular session.

MOTION MADE by Ms. Hairston and SECONDED by Ms. Howard 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 3:28 p.m.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Howard 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 4:02 p.m.

**ADJOURNMENT**

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

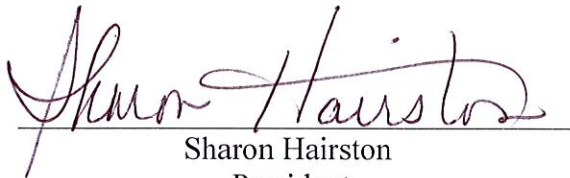
MOTION CARRIED by voice vote.

Ayes: Nine

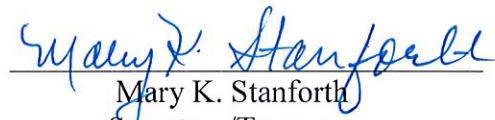
Nays: None

The meeting adjourned at 4:03 p.m.

**ATTEST**



Sharon Hairston  
President  
RTA Board of Trustees



Mary K. Stanforth  
Secretary/Treasurer  
RTA Board of Trustees

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