

**Minutes**

**Greater Dayton RTA Board of Trustees  
Public Board Meeting**

August 7, 2018

- Trustees: Adrienne L. Heard, President  
Vince Corrado  
Franz Hoge  
Sharon Howard  
John Lumpkin (arrived at 3:12 p.m.)  
Belinda Matthews-Stenson  
Thomas Weckesser  
David P. Williamson
- Excused: Sharon Hairston, Vice President
- Staff: Mark Donaghy, Chief Executive Officer  
Amy Blankenship, Coolidge Wall, Co. LPA  
Chris Cole, Chief Operating Officer  
Cathy Garner, Sr. Executive Administrative Assistant  
Brandon Policicchio, Chief, Customer and Business Development Officer  
Bob Ruzinsky, Chief Capital 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.

**Greater Dayton Regional Transit Authority**

4 S. Main Street Dayton, OH 45402 • 937-425-8400 P • 937-425-8416 F • [www.irderta.org](http://www.irderta.org)

**ROLL CALL**

Roll call was taken:

Mr. Corrado	Yes	Mr. Lumpkin	Excused
Ms. Hairston	Excused	Ms. Matthews-Stenson	Yes
Ms. Heard	Yes	Mr. Weckesser	Yes
Mr. Hoge	Yes	Mr. Williamson	Yes
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, however, since that time one change is required. Ms. Heard stated under Agenda Item #6, Committee Reports, the Planning Committee will be presented before the Finance Personnel Committee. Additionally, an Executive Session is not required.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Hoge to APPROVE today's Amended Board Meeting Agenda as amended above per Ms. Heard.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**APPROVAL OF JUNE 5, 2018 BOARD MEETING MINUTES**

Ms. Heard 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. Heard DECLARED ACCEPTANCE of the June 5, 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 July 17<sup>th</sup> and the Planning Committee is recommending two (2) Action Items for approval by the Board of Trustees.

**ACTION ITEM #6 - MOBILITY ON DEMAND (MOD) PILOT PROGRAM**

Ms. Howard stated the purpose of this action item is for the RTA to pilot a new business model for American with Disabilities Act (ADA) Complementary and Countywide Connect Paratransit Services as well as other specialized transportation services currently offered. The objective of this new business model will be to provide to RTA eligible customers, same day, on demand services. This action item aligns with RTA’s core values of Quality Service and Stewardship and moves RTA towards the goal of becoming the region’s Mobility Manager.

MOTION MADE by Ms. Howard and SECONDED by Mr. Hoge to AUTHORIZE RTA’s Chief Executive Officer to execute this new service delivery model beginning in September 2018. The goal of the three (3) year pilot program will be to test and determine long-term feasibility of this business model which can lead to one seamless, integrated network of services that enhances the customer experience for all.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**ACTION ITEM #7 - MOBILITY PARTNERSHIP PILOT PROGRAM**

Ms. Howard stated the purpose of this action item is to expand and increase accessibility to underserved populations within RTA’s service area. In order to meet this purpose, we are recommending amendments to the Connect Mobility Partnership Pilot program that was approved in April 2017. Amendments include changes to the program structure and extension of the program for an additional year.

MOTION MADE by Ms. Howard and SECONDED by Mr. Hoge to APPROVE the amendments and one year extension of the RTA Connect Mobility Partnership Pilot Program.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**Discussion Items to Mention**

Ms. Howard communicated that in addition, at the committee meeting, Mr. Donaghy provided a summary document of recent activities in the Customer & Business Development Department.

Updates included information on the June 29<sup>th</sup> “What Drives You” campaign kickoff that occurred during the “RTA Experience” on Courthouse Square. On June 7<sup>th</sup> the Bus History Association, consisting of more than 60 bus enthusiasts descended upon Dayton for a tour of RTA facilities, bus system, and to learn about the electric trolley buses. The Bus History Association is an international group with members from across the U.S. and Canada. Each visitor received some RTA keepsakes and the tour commenced on RTA’s vintage one ten, General Motors body trolley.

**FINANCE/PERSONNEL COMMITTEE REPORT (FRANZ HOGE/JOHN LUMPKIN)**

Mr. Hoge stated the Finance/Personnel is recommending four (4) Action Items for approval by the Board of Trustees.

**ACTION ITEM #2 – GENFARE TICKET VENDING MACHINE UPGRADE**

Mr. Hoge stated RTA currently has an automated fare collection system, including six (6) Ticket Vending Machines (TVM) made by Genfare. The TVMs accept credit cards and the pin pad used in the machines is no longer manufactured and requires an upgrade to ensure serviceability. The new pin pad includes Europay, Mastercard and Visa credit card functionality. Upgrading the TVMs is necessary to provide the level of Quality Service to which RTA riders are accustomed.

MOTION MADE by Mr. Hoge and SECONDED by Mr. Weckesser to AWARD a contract to Genfare, a division of SPX Corporation, in the total amount of \$44,003 for the upgrade of six (6) Ticket Vending Machines. This procurement will be funded with 100% operating funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

Mr. Lumpkin arrived at 3:12 p.m.

**ACTION ITEM #3 – AMERICAN PUBLIC TRANSPORTATION ASSOCIATION ANNUAL DUES**

Mr. Lumpkin stated the American Public Transportation Association’s (APTA) mission is to strengthen and improve public transportation and represent Transit’s interests in Washington, DC before Congress and the Administration. APTA and its members and staff work to ensure that public transportation is obtainable for Americans throughout the country. This expenditure is consistent with RTA’s Core Value of Stewardship as we manage our talent efficiently and responsibly.

RTA maintains a membership with APTA to use many of their programs, activities and services. There are opportunities for unlimited networking, professional development opportunities, workshops and seminars. One of the long-term benefits of APTA is the opportunity to shape long-term industry policy and legislation on transportation issues.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Williamson to APPROVE the American Public Transportation Association’s 2018-2019 dues in the amount of \$39,250. This procurement will be funded with 100% operating funds.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**ACTION ITEM #4 – RESOLUTION NO. 2018-8-1, 2018 CAPITAL ASSISTANCE GRANTS**

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

49 United States Code 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. The RTA can use this funding for the purchase of electric trolley buses, modernization of trolley infrastructure, the

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estimated grand total contract award of \$5,455,412. The award is subject to approval by the Federal Transit Administration of the Tire Lease Program versus the Tire Purchase Program. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**Discussion Items to Mention**

Mr. Lumpkin stated the following items were discussed at the Committee Meeting:

**April 2018 Sales Tax Update**

Ms. Stanforth reported April 2018 Sales Tax receipts equal \$3,059,755 which is 4.5% or \$143,000 lower than the April 2018 Budget.

Year-to-Date (YTD) April 2018 Sales Tax receipts equal \$11,954,012 which is 2.0% or \$244,000 lower than the YTD April 2018 Budget. Results are tracking very close to budget, however Staff is concerned about the downward trend. Staff will continue to monitor and report results on a regular basis.

**June 2018 Financial Statements**

Ms. Stanforth reported that for the month of June 2018 RTA's Net Income after Local Depreciation is \$221,510 compared to Budgeted Net Income of \$360,094. On the positive side, Operating revenues were \$24,000 above budget. However, Operating expenses excluding depreciation, were \$87,000 over budget, Local depreciation expense was \$13,000 over budget, and non-operating revenues were \$63,000 under budget.

RTA's June 2018 Net Loss after Local Depreciation is \$230,760 compared to YTD Budgeted Net Gain of \$155,344. On the positive side, Operating revenues were \$96,000 above budget. However, Operating expenses excluding depreciation, were \$89,000 over budget, and non-operating revenues were \$395,000 under budget.

The details and variance explanations associated with the financial statements are included in today's Meeting Package.

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

Mr. Donaghy commented that he had a few informational items to share. Mr. Donaghy stated more than 70 bus enthusiasts from the “Bus History Association” visited Dayton in June for a tour of RTA’s system. Several were high ranking officials from the New York City Metropolitan Transit Authority and one from Toronto Transit System. Mr. Donaghy stated these folks are very committed to the industry and were especially interested in RTA’s use of electric trolley buses.

Mr. Donaghy stated that Ms. Howard spoke earlier concerning the Action Items she presented and changes Staff wishes to make regarding the Connect Program. Mr. Donaghy commented that Ms. Sally Brown, Mr. Policicchio and himself spent most of the day in Lebanon, Ohio, in a meeting with the State Department of Medicaid, including the Deputy Director, discussing problems with citizens who are Medicaid eligible who may need same day services coincidentally, only to find out that no one wants to assist with this request. RTA is seeking the opportunity to create a seamless program for our community so that RTA will be able to accommodate same day services.

Mr. Donaghy commented that a few weeks back several RTA Staff members attended the Ohio Association of Regional Council’s Event in Columbus. This group hosted two Gubernatorial Candidates. Mr. Donaghy commented that this was a day-long event. The two Candidates were forced to answer questions regarding public transportation, which both spoke very favorably. Since that time one of the Candidates has mentioned the idea to support dedicated funding for public transportation.

Mr. Donaghy stated KIEPE was in town late last week and that the NexGen Project continues to move forward. Staff met with KIEPE and was able to get a lot of details worked out. Mr. Donaghy stated that by the first of the year the first production of buses will come off the line from Gillig and in early 2019 Staff will be looking to place the first bus on the street.

In closing, Mr. Donaghy stated that in case you missed it last week, it was Dayton’s Electric Transit 130<sup>th</sup> Birthday. It was really Dayton’s 151<sup>st</sup> Birthday actually, however

RTA has continuously been an Electric Bus City more than any other City in the United States, since the year 1888. Mr. Donaghy stated that this is a big deal, here in Dayton, Ohio!

**OLD BUSINESS**

None

**NEW BUSINESS ITEM #1 – RTA ALCOHOL AND SUBSTANCE ABUSE POLICY UPDATE**

Ms. Heard stated RTA has concluded a routine audit by the FTA of our program this week with an on-site visit by their contractor. During the visit the contractor recommended a number of changes to our policy document to address the latest FTA best practice recommendations which would require Board approval.

The Policy draft includes the proposed changes which appear in red, blue or green font color on all pages except #2 and #11. For reference, the red and blue changes were recommended by the contractor for FTA. The green changes are RTA staff recommendations to incorporate the RTA discipline policy (related to this policy) into the policy. FTA defers disciplinary policies to the local agency and does not get involved in their development.

Ms. Heard stated that this policy update supports RTA's Core Values of Safety, Stewardship and Our People as it will incorporate best practices in our efforts to maintain a substance-free environment for our customers and employees. The Chief Executive Officer recommends approval of this policy update.

MOTION MADE by Mr. Hoge and SECONDED by Ms. Howard to APPROVE the RTA Alcohol and Substance Abuse Policy Update as presented.

Mr. Hoge asked Mr. Donaghy which staff member has reviewed this Policy and Procedure?

Mr. Donaghy replied Mr. Chris Cole, Chief Operating Officer and Mr. Bob Stevens, Interim Human Resources Director.



MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

## **PUBLIC COMMENTS**

Ms. Carla Pitsinger – 3329 Shadyview Road –Moraine, Ohio. Ms. Pitsinger stated that she has copy from last year of a signed petition by Women Shelter residents who are requesting that a bus stop be placed at the Shelter. Ms. Pitsinger commented that she never received any follow-up and wanted to re-visit the possibility of having a bus stop placed at that location.

Mr. Donaghy, asked Ms. Pitsinger to meet with Mr. Policicchio after the meeting to discuss further.

Mr. Ellis Hutchinson – 211 S. Wilkerson - Apt. #210 – Dayton, Ohio. Mr. Hutchinson asked what is the policy on bringing strollers and various pets on RTA vehicles, as he feels that many animals being brought on buses are not service related animals. Mr. Hutchinson commented that he would like to see RTA adopt the same policy as the City of Dayton by having morning and afternoon meetings. Mr. Hutchinson also wanted to invite the community to attend an upcoming movie night event at the Oak and Ivory Park, near Edwin C. Moses Boulevard, this Friday evening at 7:30 p.m. Mr. Hutchinson stated that this is a free event and open to the public.

Mr. Donaghy stated RTA will make sure that bus service is available for those attending the movie night event.

Mr. Donaghy stated there has been a spike in service animals that board our buses. Mr. Donaghy stated this is a very delicate situation as RTA has very specific rules that we must follow in regards to service animals. Mr. Donaghy stated this situation is definitely something RTA is aware of and the matter is being addressed.

Ms. Heard stated that regarding Mr. Hutchinson's comments about the meeting times, RTA meets monthly on the third Tuesday at 8:30 a.m. for the Jointly held Committees meeting and on the first Tuesday at 3:00 p.m. for the RTA monthly Board meeting for his reference.

**BOARD MEMBER COMMENTS  
- ANNOUNCEMENTS**

Mr. Williamson commented that he had the pleasure of traveling for the past three weeks in China and he experienced first-hand their public transportation system. Mr. Williamson commented to Mr. Policicchio that everything there is Quick Response (Q.R.) Code related. Mr. Williamson stated that while he's aware RTA recently upgraded their bus tickets, know that in China this is their way of traveling.

Mr. Lumpkin stated the he apologized for being tardy to today's Board meeting.

Ms. Howard thanked RTA for always being ready and available as there have been many festivals this year throughout the community and RTA has been right there to accommodate.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

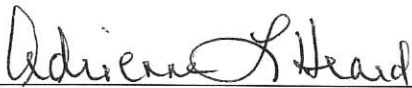
MOTION CARRIED by voice vote.

Ayes: Eight

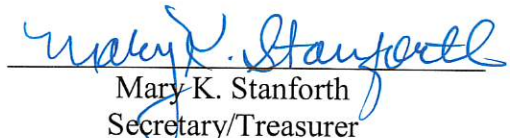
Nays: None

The meeting adjourned at 3:42 p.m.

**ATTEST**



Adrienne L. Heard  
President  
RTA Board of Trustees



Mary K. Stanforth  
Secretary/Treasurer  
RTA Board of Trustees