

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

May 5, 2020

- Trustees: Sharon Hairston, President
David P. Williamson, Vice President
Vince Corrado
Adrienne L. Heard
Franz Hoge
Sharon D. Howard
John Lumpkin
Belinda Matthews-Stenson
Thomas Weckesser
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Christopher Conard, Coolidge Wall, Co. LPA
Cathy Garner, Sr. Executive Administrative Assistant
Brandon Policicchio, Chief Customer & Business Development Officer
Bob Ruzinsky, Deputy Chief Executive Officer
Mary K. Stanforth, Chief Financial Officer
- Others: Interested citizens (see attached sheet)

Call Meeting to Order

Ms. Hairston called the meeting to order at 3:01 p.m. A quorum was present and proper notice of the meeting had been given. Ms. Hairston stated today's meeting is being conducted in accordance with Sub. HB 197 and the guidelines set forth by the Ohio Department of Health. Due to matters surrounding COVID-19, the meeting will be conducted remotely by teleconference.

PLEDGE OF ALLEGIANCE

Ms. Hairston 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

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	Yes
Ms. Howard	Yes		

APPROVAL OF CONSENT AGENDA

Ms. Hairston stated Greater Dayton RTA (RTA) By-Laws require Board Trustees approval of today's Board Meeting Agenda. Ms. Hairston stated the Board Agenda was mailed in advance, and asked if there are changes to the Agenda? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of today's Board Meeting Agenda.

APPROVAL OF APRIL 7, 2020 MEETING MINUTES

Ms. Hairston asked if anyone requests a reading of the minutes or if there are corrections to the minutes? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of the April 7, 2020 Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met on April 23rd and as a result the Finance/Personnel Committee is recommending five (5) Action Items for approval by the Board of Trustees. All five (5) Action Items are essential to the delivery of transportation services to the public.

ACTION ITEM #2 – REVISED RULES OF THE ROAD

Mr. Lumpkin stated recently we have seen an increase in violations regarding RTA's Rules of the Road. As a result we are recommending an update to the document at this time to clearly communicate RTA's expectations.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to APPROVE RTA's Revised Rules of the Road

Roll call vote 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		

MOTION CARRIED 9-0.

ACTION ITEM #3 - SECURITY CAMERA SYSTEM

Mr. Lumpkin stated the purpose of this procurement is to contract with a qualified firm to install a complete Security Camera System for RTA facilities including the Longworth Campus, Wright Stop Plaza, all transit centers and all substations. This project is consistent with RTA's core values of Safety, by continuously improving safety for our customers and employees, and Stewardship, by properly managing our resources and maintaining our assets. The successful contractor is responsible for providing and installing all equipment, materials, training, software, licenses and manuals as indicated in the contract documents.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to APPROVE a contract AWARD to Security101 for Security Camera System in the amount of \$1,580,000 plus a 15% contingency of \$237,000 for any unknowns that may arise during this project and \$52,488 for a maintenance contract for firmware and software for a total award of \$1,869,488.

Roll call vote 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		

MOTION CARRIED 9-0.

ACTION ITEM #4 - ELECTRIC STORAGE BATTERIES

Mr. Lumpkin stated this procurement relates to Electric Storage Batteries for various RTA vehicles along with the proper disposal of any waste materials related to their use.

This project is consistent with RTA’s core values of Safety, Stewardship, and Quality Service as we demonstrate our commitment to maintaining and investing in our fleet, ensuring our environmental footprint is minimized, and making our customers a priority.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Corrado to AWARD a CONTRACT to D&S to Auto Parts for Electric Storage Battery Items No. 1 and No. 3 for a two-year contract at an estimated total of \$110,760.

Roll call vote 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		

MOTION CARRIED 9-0.

ACTION ITEM #5 - BRAKE KITS, BRAKE DRUMS, BRAKE SHOE AND LINING ASSEMBLIES, DISC BRAKE KITS, CALIPERS AND ROTORS

Mr. Lumpkin stated the purpose of this procurement is to purchase the necessary brake parts required to maintain RTA’s Fleet. This project is consistent with RTA’s core values of Safety and Stewardship by properly maintaining brake systems and by accurately managing our resources. The successful contractors are required to provide the required products on an as needed basis for a base year and two (2) one (1) year options.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to AWARD a CONTRACTS to:

- Gillig LLC in the amount of \$132,440 for the base year, \$142,058 for Option Year 1 and \$149,950 for Option Year 2 for a total of \$424,448 for Disc Brake Kits, and
- ABC Bus Company in the amount of \$58,059 for the base year, \$59,801 for Option Year 1 and \$61,595 for Option Year 2 for a total amount of \$179,455 for Calipers and Rotors.
- The grand total award is \$603,903.

Roll call vote 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		

MOTION CARRIED 9-0.

ACTION ITEM #6 - TRAPEZE ANNUAL MAINTENANCE AGREEMENTS

Mr. Lumpkin stated RTA contracts with Trapeze Software Group, Inc. for support of RTA owned Trapeze software. This demonstrates good stewardship by using our resources wisely. At this time, RTA desires to renew maintenance agreements for our software products for a five-year period.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to APPROVE a CONTRACT to Trapeze Software Group, Inc. for maintenance of the various Trapeze products for a five-year period in the total amount of \$1,700,454. Software maintenance is included in RTA's Operating budget.

Roll call vote 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		

MOTION CARRIED 9-0.

FINANCIAL UPDATE

Mr. Lumpkin stated at the meeting Ms. Stanforth provided the following financial highlights:

- Sales Tax Receipts for the month of January 2020 are up \$253,000 or 9% as compared to last year. RTA expects very large declines starting with March 2020 receipts due to COVID-19.
- March results include a \$2.1 Million State to Federal Assistance reclassification. State Assistance was subsequently accrued as income for 2019 year end statements. The overall impact is \$2.1 Million of additional revenue/funding for 2019.

- Year-to-Date Pre Local Capital Loss of \$114,000, After Local Capital Loss of \$834,000. Operating Revenues overall less than expected/budgeted – however expense trending downward as well. Positive result when compared to budgeted loss.
- RTA is currently paying around 80 cents per gallon on diesel and unleaded fuel.

The complete March 2020 Financial Report was included in today's Board meeting package:

PLANNING COMMITTEE REPORT (SHARON HOWARD)

Ms. Howard reported the Finance, Personnel and Planning Committees met for a jointly held meeting on April 23, 2020. The Planning Committee does not have any Action Items to present, however, the Committee does have important updates to share.

Ms. Howard stated at the committee meeting, Mr. Brandon Policicchio provided a summary document of recent activities in the Customer & Business Development Department. Mr. Policicchio stated RTA continues to focus all Marketing and Communications during the national crisis on keeping RTA employees, customers, and others updated with needed information. As a public service organization, RTA continues to focus all efforts on serving the public and keeping them informed.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Donaghy communicated that in light of the COVID-19 crisis the Board continues to receive as needed updates, therefore the only comment he would like to make is to once again thank every RTA employee for their dedicated commitment and efforts during this entire COVID-19 crisis. Finally, Mr. Donaghy stated he and RTA's Board of Trustees share the same sentiments when stating each are extremely pleased with the entire RTA Staff in all they are doing every day during the pandemic.

OLD BUSINESS

Ms. Hairston stated she has one follow-up item regarding a customer complaint. Ms. Hairston asked that Mr. Donaghy address the complaint.

Mr. Donaghy stated from a prior meeting Ms. Sonya Johnson, Customer – 1093 Sunshine Court - Dayton, Ohio, who is in attendance today, had complained to the RTA Board of Trustees that no follow-up had been made on her complaint regarding her issues that had occurred on Connect Service. Mr. Donaghy stated the report that he was about to share was relatively simple and that he wanted to correct the statement that no follow-up was made. Mr. Donaghy stated follow-up was made to Ms. Johnson on: January 29th, March 3rd, March 4th, and April 8th, 2020. Additionally, Mr. Donaghy communicated that Mr. Cole met with Ms. Johnson late last week. Mr. Donaghy stated to that degree, Mr. Donaghy feels the issue at hand has been addressed to the extent that is required and the matter is hereby closed.

Mr. Donaghy continued by stating the document he is reading from to Ms. Johnson is dated April 21, 2020 by Mr. Roland Caldwell.

Ms. Hairston stated at this point we are going to continue to proceed with the agenda.

NEW BUSINESS

None

PUBLIC COMMENT

Ms. Althea Asadullah – 3117 Haberer Avenue – Dayton, Ohio. Ms. Asadullah commented that she is not happy with RTA's Customer Service policies and procedures as the 10 minute before and 20 minute after rule is not being followed. Ms. Asadullah also expressed her concern of having to tell bus drivers where her drop off location is after she boards the Connect Service vehicles. Ms. Asadullah further stated due to COVID-19 she is being told that she is not allowed to sit in the front seats if they are folded down which makes it difficult for her visual disability impairment. Finally, Ms. Asadullah stated that she has several matters that have not been addressed from December 17th, 18th, and 22nd by Staff and she would like those concerns to be addressed.

Mr. Donaghy asked Ms. Asadullah if she could stay after the meeting to speak with Mr. Brandon Policicchio so that each of her concerns could be further addressed in detail.

Ms. Asadullah replied yes.

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

None

EXECUTIVE SESSION

None


ADJOURNMENT

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

MOTION CARRIED by voice vote 9-0.

The meeting adjourned at 3:30 p.m.

ATTEST



Sharon Hairston

Sharon Hairston
President
RTA Board of Trustees

Mary Kay Stanforth

Mary Kay Stanforth
Secretary/Treasurer
RTA Board of Trustees

cg