

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

June 4, 2019

- Trustees: Sharon Hairston, President
David P. Williamson, Vice President
Vince Corrado
Adrienne L. Heard
Franz Hoge
Sharon D. Howard
John Lumpkin
Thomas Weckesser
- Excused: Belinda Matthews-Stenson
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Christopher Conard, Coolidge Wall, Co. LPA
Cathy Garner, Sr. Executive Administrative Assistant
Bob Ruzinsky, Chief Capital 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 3:00 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.

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	Excused
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 explained the Agenda was mailed in advance, and asked if there are any changes to the Agenda? Upon hearing no requests or corrections, Ms. Hairston DECLARED ACCEPTANCE of today's Meeting Agenda.

APPROVAL OF MAY 7, 2019 MEETING MINUTES

Ms. Hairston 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. Hairston DECLARED ACCEPTANCE of the May 7, 2019 Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met on May 21, 2019 and as a result the Finance/Personnel Committee is recommending seven (7) Action Items for approval by the Board of Trustees.

ACTION ITEM #2 – APPOLO VIDEO TECHNOLOGY UNINTERRUPTIBLE POWER SUPPLY

Mr. Lumpkin stated this item is for the purchase and installation of Apollo Video Technology Uninterruptible Power Supplies (UPS) for RTA's current fleet of 263 revenue vehicles, both fixed route and paratransit. The UPS is an accessory to RTA's existing Mobile Video System purchased from Apollo Video in 2016 at a cost of \$3.2 million.

In the event battery power to the camera system is lost, the UPS will allow the cameras to run for up to 30 additional minutes. This procurement is sole source because Apollo

is the original equipment manufacturer for RTA's video system, and only installations by Apollo's approved vendors will be covered under warranty. The procurement for UPS is being brought to the Board at this time because it supports RTA's core value of Safety for our customers and employees.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to AWARD a CONTRACT to Apollo Video Technology, LLC for Uninterruptible Power Supplies for up to \$215,752 plus a \$10,000 contingency for unforeseen conditions for a total award amount of \$225,752. Actual cost may vary based on the actual number of units purchased. This procurement will be funded with 80% Federal funds.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #3 – PURCHASE OF POLE CAGES

RTA requested bids for the purchase of pole cages for three (3) years. This project is consistent with RTA's core values of Safety, Integrity, and Stewardship as we demonstrate our commitment to improve the overhead trolley system infrastructure.

These pole cages are being manufactured to RTA's detailed specifications and are used in conjunction with the installation of the steel strain trolley poles. There are five (5) sizes of cages in this procurement.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard AWARD a CONTRACT to Owens Supply in the amount of \$99,660 for pole cages over a three (3) year period, and to RATIFY the previous purchases amount of \$17,388, for a grand total AWARD of \$117,048. These cages will be purchased as needed and will then be reimbursed by FTA for 80% of the cost.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #4 – PURCHASE, INSTALLATION, COMMISSIONING AND TESTING OF TWO (2) NEW IN-GROUND HOISTS

Mr. Lumpkin stated the purpose of this procurement is to purchase two (2) new in-ground hoists including installation, commissioning, and testing. The project will include removal and proper disposal of the existing concrete where the hoists will be installed. This project is consistent with RTA's core values of Safety and Stewardship as we demonstrate our commitment to maintain safety in our facilities.

The vendor is required to provide all labor, materials, and permits to successfully complete the project.

The State of Ohio competitively bids many items which public entities may purchase without going through additional competitive procedures. The hoists, installation, commissioning, and testing is on the State of Ohio contract with Rotary Lift.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Williamson to AWARD a CONTRACT to Rotary Lift for the purchase, installation, testing, and commissioning of two in-ground hoists in the amount of \$280,078 plus a 10% contingency to cover unforeseen situations of \$28,008 for a grand total AWARD of \$308,086. This procurement will be funded with 80% Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #5 – REVISED HUMAN RESOURCES POLICY #6, EQUAL EMPLOYMENT OPPORTUNITY

Mr. Lumpkin stated this policy relays RTA's commitment to all employment actions being administered without regard to race, color, religion, national origin, sex, age, genetic information, disability, veteran status or other protected class.

The Policy has been updated to reflect Federal Transit Administration program requirements. A newly required Chief Executive Officer Policy Statement is also attached.

At our Committees meeting, it was suggested that Mr. Chris Conard of Coolidge, Wall provide an opinion regarding the accuracy of the revised policy. Mr. Conard made suggestions on the Policy and Policy Statement, and that information has been distributed around the dais today.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to APPROVE Revised Human Resources Policy #6, Equal Employment Opportunity, which includes previous review by RTA's Legal Counsel.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #6 – REVISED HUMAN RESOURCES POLICY #11, SELF-INSURED RETIREE SURVIVOR BENEFIT

Mr. Lumpkin stated this policy provides a survivor benefit to certain retired employees of the RTA. Benefits are paid from the Employee's Self-Insured Death Benefit Plan which is maintained in an Irrevocable Trust Agreement.

The policy has been updated to reflect years of service requirements as detailed in the current Amalgamated Transit Union, Local #1385, Labor Agreement. The first four (4) bullet points have been updated to reflect 15 years of continuous service, as opposed to the previously stated 17 years of continuous service.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Heard to APPROVE the updated Human Resources Policy #11, Self-Insured Retiree Survivor Benefit.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #7 – MANAGEMENT INFORMATION SYSTEMS (MIS) POLICY #4, OPEN DATA & APPLICATION PROGRAMMING INTERFACES

Mr. Lumpkin stated RTA's mission is to provide great value, dependable service, and to be responsive, timely and accountable for all that we do. RTA is committed to increasing transparency, efficiency, public engagement,

and supporting technological innovation and economic growth.

Open Data and Application Programming Interfaces (APIs) are important as the RTA faces the critical challenge to plan and deliver a comprehensive, high-performing multimodal mobility network with the introduction of shared mobility services and technologies.

Through the thoughtful implementation of this Open Data and API Policy, RTA can improve the provision of services, increase transparency and access to public information, and enhance coordination and efficiencies among all mobility service and technology providers, partner organizations both private and public, along with the citizens of this region.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to APPROVE MIS Policy #4, Open Data & Application Programming Interfaces.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

ACTION ITEM #8 – MAINTENANCE ITEMS RELATED TO DAYTON PUBLIC SCHOOLS

Mr. Lumpkin stated this action item is being brought to the Board of Trustees contingent upon the Dayton Public School Board (DPS) approving a contract for student bus service with the RTA. It has been estimated that this proposed service will require up to 35 additional buses. Staff has determined that the one-time costs, involving multiple vendors, to restore up to 35 buses to meet the potential vehicle needs for this proposed service is estimated at \$800,000. Much of this estimated cost is for on-board electronic systems such as Radios, CAD/AVL, Cameras, DVRs and Modems, and other equipment necessary to restore the buses back into normal operating condition. Although a contract with DPS has not yet been negotiated, the cost of the bus service will be reimbursed.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to APPROVE funding, not to exceed \$800,000 plus a 10% contingency for a total of \$880,000 to restore up to 35 buses to normal operating condition for this proposed

service. The Board approval is contingent upon RTA securing a contract with the Dayton Public School Board for student bus service.

Ms. Heard commented that it is her understanding that the Dayton School Board recently met and are expecting to go forward with RTA providing bus service to their students, is that true?

Mr. Donaghy replied yes! To his knowledge the Dayton Public School Board did meet and approved moving forward on June 28th.

Ms. Heard asked if RTA had a contract as of yet?

Mr. Donaghy stated that RTA has a draft document.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

Mr. Lumpkin commented that if the contract is finalized students will not be transported to the Downtown Transit Center.

DISCUSSION ITEMS TO MENTION

February 2019 Sales Tax Update

Mr. Lumpkin stated that during the committees meeting, Ms. Julie Beard reported February 2019 Sales Tax receipts equal \$2.9 million.

- Receipts exceed February 2018 by \$55,000 or 1.9%.
- Receipts exceed February 2019 budget by \$35,000 or 1.2%.

Year-to-Date (YTD) February 2019 Sales Tax receipts equal \$5.7 million.

- Receipts exceed YTD February 2018 by \$146,000 or 2.6%.
- Receipts exceed YTD February 2019 budget by \$130,000 or 2.3%.

April 2019 Financial Statements

Mr. Lumpkin stated Ms. Beard reported for the Month of April 2019 RTA's Net Gain after Local Depreciation is \$46,000 compared to a Budgeted Net Loss of 176,000. Operating revenues were \$61,000 above budget and operating expenses, excluding depreciation were \$130,000 under budget. RTA Local depreciation expense was \$74,000 over budget while non-operating revenues were \$105,000 better than budget.

RTA's YTD April 2019 Net Loss after Local Depreciation is \$726,000 compared to YTD Budgeted Net Loss of \$1.6 million. Operating revenues were \$75,000 above budget and operating expenses, excluding depreciation were \$497,000 under budget. RTA Local depreciation expense was \$127,000 over budget while non-operating revenues were \$430,000 better than budget.

PLANNING COMMITTEE REPORT (SHARON HOWARD)

Ms. Howard reported the Finance/Personnel and Planning Committees met for a jointly held meeting on May 21st and as a result the Planning Committee is recommending one (1) Action Item for the Board's consideration.

ACTION ITEM #9 – TRANSIT MOBILITY-AS-A-SERVICE PILOT PROGRAM

Ms. Howard stated the purpose of this action item is to move RTA forward in blurring the lines of mobility into one seamless, integrated network of services that enhances the customer experience for all.

In October 2018, RTA Board Trustees approved a sole source five (5) year strategic partnership agreement with 9280-0366 Quebec Inc. (also known as "Transit"), a multimodal trip planning app company. Since approval, RTA has been working with Transit on the planning and proposed implementation to pilot and launch a fully functional Mobility-as-a-Service platform for the region. This 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, scooters and other forms of shared mobility.

RTA estimates that in order to fully deploy the Mobility-as-a-Service platform with Transit, additional future investments of up to \$2,900,000 may be required. The execution of these future expenditures are dependent upon Board of Trustee approval and receipt of future capital and operating funding, which will be identified and allocated within RTA's current and future budgets.

MOTION MADE by Ms. Howard and SECONDED by Mr. Lumpkin to AWARD a CONTRACT to 9280-0366 Quebec Inc. (also known as Transit), for a five year, estimated grand total not to exceed \$1,158,000, for the Mobility-as-a-Service Pilot Program.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

DISCUSSION ITEMS TO MENTION

Ms. Howard stated at the committee meeting, Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department. These activities included the most recent events held for the What Drives You campaign and the launch of RTA's partnership with GoRide Health, powered by Ford.

Other updates included a breakdown of ridership on The Flyer, which has doubled since the launch of the service in November 2018. In the latest report on ridership, The Flyer is averaging more than 1,600 riders on weekdays and nearly 700 riders on Saturdays. To further support The Flyer service, this Friday evening from 6 to 8 p.m., the RTA is hosting a "Flyer Game Night" onboard the Flyer in conjunction with the Downtown Dayton Partnership's First Friday events.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Donaghy stated he has several informational items to share. Mr. Donaghy commented that it has been a busy couple of weeks here at RTA. Mr. Donaghy stated as you know there were months of planning and preparation for the "hate" event, also known as the KKK Rally. Mr. Donaghy wanted to express his thanks to Mr. Chris Cole, Mr. Roland

Caldwell and Mr. Daron Brown, as well as Staff from each of these departments on their tireless efforts in temporarily shutting down our services at the Downtown Transit Center and relocating them over to the Dayton library. Mr. Donaghy reported that the move went very well given the circumstances.

Mr. Donaghy stated right on the heels of the “hate” event was the Tornado events. Mr. Donaghy then provided a brief update on what RTA is doing in regards to Tornado relief efforts. Mr. Donaghy communicated that an informational document was created that was very helpful to staff and the community. Three components of RTA’s infrastructure had significant damage that RTA’s line crew is currently working on. Mr. Donaghy stated that the problem with the infrastructure entailed lots of debris and tree limbs on the wire all over the system. Our Staff has been clearing the debris ever since. Mr. Donaghy stated the Northwest Transit Center did suffer significant physical damage to the roof of the building, additionally, there were light fixtures and signage that were broken, and one end at the front part of the building became separated. Mr. Donaghy stated that it was indeed a challenge however, Staff was able to secure the building and RTA Engineers have already developed a fix that will take care of the front end damage. Mr. Donaghy stated that until about 8:30 p.m. last night there was no power at the Northwest Transit Center, generators were taken to the facility with an attempt by someone to steal the generators. Mr. Donaghy reported that an assault to one of our RTA employees also occurred in regards to the generator. Mr. Donaghy then went on to say that we have a total of about 15 employees who were affected by the tornado with twelve of them having seen major catastrophic damages to their homes. Three of them suffered total losses of their homes.

Mr. Donaghy commented the RTA has been preparing internally for some time regarding the possibility of reestablishing bus service for Dayton Public School students. The proposal to restore LS service for DPS is being considered by their board. Mr. Donaghy made a recommendation to RTA’s Board to proceed in moving forward with preparations, knowing that the DPS board must approve the recommendation of the superintendent before RTA can execute any purchases. It would make perfect sense for us to do all we can do short of committing

funds so that our efforts are not rushed later stated Mr. Donaghy. Mr. Donaghy gave “shout out’s to the Maintenance and Operations Teams for doing what they do so well!

Mr. Donaghy stated RTA’s biggest challenge would be: moving the hiring process into high gear as we will likely need 24-30 traditional operators in addition to the Connect positions we are currently filling and to prepare the purchases for the necessary equipment so that they can be executed immediately upon notice to proceed from DPS.

Mr. Donaghy stated that interestingly Staff received a Public Records Request today from the Dayton Daily News asking about the analysis that was done in developing the price proposal. Mr. Donaghy stated that Staff will be responding to this request however, he is not sure what this is all about. Mr. Donaghy stated that these are limited stop trips that do not come through Wright Stop Plaza’s Transit Center, however, they are open to the public which is required by Federal Rules and Regulations. These routes will have published timetables. Mr. Donaghy stated that RTA is working quickly with the Staff from Dayton Public Schools to ensure everything goes smoothly.

Mr. Donaghy commented that he and Mr. Ruzinsky have been very involved with new State Funding Law. Mr. Donaghy stated both have attended meetings and have been advocating on how the money will be split. Mr. Donaghy stated that both he and Mr. Ruzinsky have met with the Ohio Department of Transportation (ODOT) and another meeting is scheduled in the near future. Mr. Donaghy stated that thus far everything looks good as the final numbers are leaning towards \$76.5 million Statewide and the draft formulas that ODOT is using would be very beneficial to RTA. Mr. Donaghy will continue to keep everyone posted as things continue to develop.

Mr. Donaghy stated that notably missing today is Mr. Brandon Policicchio, Chief Customer and Business Development Officer and Mr. Tim Harrington, Manager, MIS Department are both at the City of Dayton’s Smart City event and both have been working with this endeavor.

Mr. Donaghy stated that RTA was named a three-time winner by the 2019 Hermes Creative Awards, an

international awards competition that recognizes outstanding communications and design work. The awards are administered and judged by the Association of Marketing and Communication Professionals. The RTA received the highest honor, the Platinum Award, for its print media with integrated marketing and product branding of The Flyer service. More than 6,000 submissions were entered and judged for the 2019 awards and RTA came home with three of them. Mr. Donaghy congratulated Ms. Jessica Olson and her Team and Ms. Cara Miller, RTA's Marketing Designer. Mr. Donaghy stated since its launch in November 2018, the RTA's Flyer service has doubled its number of daily riders, now surpassing more than 1,600 riders each weekday and more than 700 riders on Saturdays. The Flyer has been a "grand slam" for RTA, commented Mr. Donaghy!

Ms. Hairston congratulated the Marketing Team on a job well done.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

None

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Ms. Heard stated that she lives in Trotwood and recently Ms. Heard explained how she had gotten lost on the east side of town due to construction and so she found a bus stop that said "temporary RTA Bus Stop" and she knew she was safe so she just waited for a bus and followed it. Ms. Heard went on to say that in her community in Trotwood she lives in the back of the platt and it was a while before anyone could get out due to all the debris blocking streets. Ms. Heard stated that when she was able to venture out into the community the first thing she saw was an RTA Bus on the grounds of a neighborhood church and Ms. Heard stated the bus read "Dayton Strong" and they were allowing you to charge your electronic devices on an air conditioned bus. Ms. Heard thought to herself "Wow...there we go again, RTA is here again when the community needs them". Ms.

Heard stated that she is so proud to be a part of the Board of Trustees and be associated with an organization that truly follows its mission! Ms. Heard thanked everyone at RTA for their role in helping the community in a time of need.

Mr. Lumpkin stated that in the wake of the Tornado and the events that have happened he witnessed an RTA Bus coming up Salem Avenue. Mr. Lumpkin commented that it was a little eerie seeing the bus come up Salem with no street lights, etc. Mr. Lumpkin encourages everyone to do a little in helping your neighbors as the relief efforts turn into redevelopment efforts and to keep those affected in your thoughts and prayers.

Mr. Hoge stated the both Ms. Heard and Mr. Lumpkin have beautifully summarized the true feelings he shares. Therefore, Mr. Hoge stated that he fully concurs with everything that they have said and that he hopes that all will get back to normal quickly and those hurt will heal quickly and they should remain in everyone's prayers as time passes.

Mr. Williamson asked Mr. Donaghy if all Routes are up and running?

Mr. Donaghy stated they are all running but there are a number of detours. Mr. Donaghy stated there are a few routes that are shut down but as each day passes the Routes continue to show improvements.

Mr. Williamson stated he echoes other Board Member comments that with the loss of food, clothing and shelter in many cases having a fundamental part of transportation is wonderful.

Ms. Hairston stated that she too was at the church on Olive and Denlinger Road helping to hand out items to the Tornado victims and was very appreciative and proud of RTA being on site and giving out items and providing cooling stations and for allowing citizens to charge their electronic devices. Ms. Hairston stated said it was good to see and be apart of it!

Mr. Corrado and Mr. Weckesser both commented how proud they were of RTA and the mission that followed from the Staff in assisting and coming to the rescue of many.

Ms. Howard commented that she first wanted to express her gratitude to RTA for standing up to the “Hate” event that was in our City a couple of weeks ago. Ms. Howard congratulated the Staff on using the buses as a tool to communicate strong and powerful messages as RTA did. Ms. Howard stated that she loved seeing the flashing lights across the buses “United Against Hate”! Ms. Howard reposted it on her Facebook page and she stated people across the country were sending “shout outs” in support! Ms. Howard stated a lot of companies stated nothing. It was good having in her opinion “rolling billboards”. Ms. Howard wanted to make one final comment and say that now that Staff has had the opportunity to catch their breath respectfully, it is her hopes that RTA is taking care of their employees who were affected by the devastating Tornado.

Mr. Donaghy stated that he can assure you that Staff is doing just that. Mr. Donaghy commented that each department within the organization has identified those affected and are taking necessary actions to accommodate Staff accordingly.

Mr. Donaghy thanked the Board for their confidence in allowing RTA to do the things that they do in this time of need.

Ms. Hairston stated that the following RTA Board and Committee meetings have been cancelled:

- Finance, Personnel and Planning Committee – June 18th – Cancelled
- Board of Trustees Meeting – July 2nd – Cancelled
- Investment Advisory Committee Meeting - July 18th – Cancelled

EXECUTIVE SESSION

None

ADJOURNMENT

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

MOTION CARRIED by voice vote.

Ayes: Eight


Nays: None

The meeting adjourned at 3:52 p.m.

ATTEST



Sharon Hairston
President
RTA Board of Trustees



Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

cg