

## Minutes

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

September 5, 2017

- Trustees: Adrienne L. Heard, President  
Sharon Hairston, Vice President  
Franz Hoge  
Sharon D. Howard  
John Lumpkin  
Thomas Weckesser  
David P. Williamson
- Excused: Vince Corrado
- Staff: Mark Donaghy, Chief Executive Officer  
Daron Brown, Director, Maintenance  
Chris Cole, Chief Operating Officer  
Cathy Garner, Sr. Executive Administrative Assistant  
Jonathan Hollingsworth, Hollingsworth & Washington, LLC  
Allison Ledford, Director, Special Projects  
Nikol Miller, Manager, Community Relations  
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.



is consistent with RTA's core values of Safety and Stewardship as we demonstrate our commitment to maintain our facilities in a state of good repair.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Hairston to AWARD a CONTRACT to NR Lee Restoration for the Wright Stop Plaza Roof Replacement and Restoration Project for a total of \$700,200 and an allowance of \$70,020 to allow for any additional work outside of the square foot quantities allowed for in the base bid documents for decking replacement, insulation issues, and other unknown conditions which may surface as old roofs are removed. This brings the total award recommendation to \$770,220. Final cost may be less if RTA does not exercise all options and/or no additional unknown damage is uncovered during the project. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

### **ACTION ITEM #3 – PURCHASE OF STEEL STRAIN TROLLEY POLES**

Mr. Lumpkin stated the purpose of this procurement is to contract with a vendor for the purchase of steel strain trolley poles. 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. The successful vendor will provide the steel strain poles per RTA's specifications to successfully complete projects. The poles will be delivered complete to RTA and then moved to the designated installation points as needed. The steel strain trolley poles will be received and stored as inventory and will be expensed to the various projects as they are used.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Williamson to AWARD a CONTRACT to Becker Electric for the Purchase of Steel Strain Trolley Poles for a total of \$750,008. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**ACTION ITEM #4 – CONCRETE SIDEWALK WORK ON FOUR WEST PROJECT**

Mr. Lumpkin stated under small purchasing procedures, RTA contracted with a vendor to complete concrete work associated with the Four West Project. Additional work is now needed which required the project be formally bid since this added work will now exceed \$100,000.

The successful contractor will be responsible for concrete work which will consist of a total of seventy-seven (77) sidewalk pads and a balance of approximately twenty-five hundred (2,500) square feet of concrete in a combination of curbs, aprons, and ADA areas. This project is consistent with RTA's core value of Stewardship as we demonstrate our continued commitment to improve the overhead trolley infrastructure system.

Orders were placed under small purchases previously this year in the amount of \$99,988.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Hoge to AWARD a CONTRACT to From the Ground Up Construction, LLC for the Concrete Sidewalk Work on Four West Project in the amount of \$38,400, and to ratify previous purchases this year totaling \$99,988 for a grand total estimated amount of \$138,388. This procurement will be funded 80% through Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**ACTION ITEM #5 – EXERCISE OPTION ON DIESEL BUSES**

Mr. Lumpkin stated in January 2016, Board Trustees approved a multi-year purchase of diesel coaches. The original contract was approved for up to 90 diesel coaches, including anticipated technical enhancements for a total cost of \$42.3 Million. Board approval was also received for up to 67 option year coaches at a cost of \$31.8 Million for an estimated grand total of \$74.1 Million.

In September 2016, the RTA received authorization from the Board to work within the previously approved number of \$42.3 Million for the purchase of up to 94 diesel coaches from Gillig with the ability to approve price changes for various reasons. Vehicle quantities may be shifted between the years to meet funding availability and agency need. Staff recommends exercising Option Year 2 for fourteen (14), 40' Diesel Coaches and four (4) 30' Diesel Coaches.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Howard to EXERCISE Option Year 2 with Gillig for fourteen (14) 40' diesel coaches and four (4) 30' diesel coaches for a total of \$8,173,960 plus a 5% allowance of \$408,698 for enrichments with a grand total estimated cost of \$8,582,658. Additional approval will be requested prior to exercising any of the remaining coach options.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

#### **ACTION ITEM #6 – LAPTOPS AND CART**

Mr. Lumpkin communicated the purpose of this procurement is to contract with a vendor for the purchase of fifteen (15) laptops and one (1) cart for RTA. This equipment is needed to conduct mobile employee training since the MIS training room was repurposed with the remodeling of Wright Stop Plaza. This solution will allow the cart with laptops to be taken to any conference room for training purposes and will not require a permanently dedicated training room. This project is consistent with RTA's core value of Stewardship as we continue to use our resources wisely while training employees to utilize the various technology programs in which RTA has invested.

It is necessary to bring this procurement to the Board at this time due to previous expenditures for workstations and laptops made under small purchasing in the last twelve months totaling \$95,840.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a CONTRACT to Y&S Technologies for the Purchase of Laptops and a Cart for a total award amount of \$15,056. It is also recommended that the \$95,839 previously spent under small purchasing be

ratified, for a grand total award amount of \$110,895. This equipment will be funded with 80% Federal funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**ACTION ITEM #7 – TRAPEZE PROFESSIONAL AND TECHNICAL SERVICES**

Mr. Lumpkin stated Trapeze Software Group is the sole provider of the Trapeze OPS software. In February 2017 RTA placed the OPS Dispatch/Timekeeping system into production status. Since that time two additional reports were identified as being needed, and the payroll interface file created by OPS needs changes to meet the Personnel Data Systems (PDS) Vista HRMS system requirements. Trapeze is the only vendor that offers professional services to write reports and make configuration changes to the Trapeze OPS software.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a CONTRACT to Trapeze Software Group, Inc. in the not to exceed amount of \$148,700 for the purchase of Trapeze professional and technical services and ratification of the \$20,375 spent under small purchasing for a grand total award of \$169,075. This procurement will be funded with 80% Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**ADDITIONAL ITEMS TO MENTION:**

May 2017 Sales Tax Update

Mr. Lumpkin stated that at the Committee meeting, Mr. Robert Thomas reported May 2017 receipts are \$262,000 higher than May 2016. This equates to a 7.8% increase. This was very good news.

However, Year-to-Date May 2017 receipts are \$88,000 lower than Year-to-Date May 2016. This equates to a 0.5% decrease.

After five (5) months receipts total \$16.97 Million compared to a budget of \$17.80 Million. This reflects a

budget shortfall thus far of \$834,000. Staff will continue to report monthly sales tax information to the Committees.

July 2017 Financial Statements

Mr. Lumpkin also communicated that Mr. Thomas reported a July 2017 Net Loss after Local Depreciation of \$79,000 compared to a Budgeted Loss of \$247,000. July 2017 Year-to-Date Net Loss after Local Depreciation is \$1.0 Million compared to a Year-to-Date Budgeted Loss of \$1.8 Million. The details associated with the financial statements are included in today's Board Package. After seven (7) months of Operations, RTA realized an \$800,000 positive variance as compared to budget. However it is important to note that the budget reflects an annual total operating loss of \$2.9 Million dollars.

There is still work to be done in balancing RTA's Financial Results by year's end.

**PLANNING COMMITTEE REPORT (SHARON HOWARD)**

Ms. Howard stated the Planning Committee met for a jointly held meeting on August 15<sup>th</sup> and while the Planning Committee had no Action Items to bring before the Board today, the Committee has important updates to share.

**DISCUSSION ITEMS TO MENTION**

Ms. Howard stated that Mr. Policicchio provided a summary document of recent activities in the Customer and Business Development Department. Highlights of this month's report included information on the RTA Connect program, summer fare discounts, and the official launch of the Semester Pass partnership with Sinclair Community College.

Mr. Policicchio indicated that Sinclair has provided excellent support and is heavily promoting the partnership on campuses via many communication channels. Mr. Policicchio communicated that Staff will continue to participate in upcoming Sinclair campus activities to promote the Semester Pass and will provide one lucky student, faculty or staff member who took the most trips during the semester, a free Spring Pass.

Mr. Policicchio mentioned that staff is reviewing the feasibility of providing on board WiFi to customers. The

review will include a cost analysis, software support required and potential funding opportunities to support ongoing operational costs.

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

Mr. Donaghy stated he had a few informational items to share that occurred during the past few weeks. One of those items was having the pleasure of receiving a visit from Congressman Mike Turner. Mr. Donaghy mentioned that this is something that Staff has been actively working on for the past few weeks. Mr. Donaghy mentioned that it has been a while since Congressman Turner has been on site, even though he has been a supporter of RTA in the past.

Mr. Donaghy went on to say that Congressman Turner played a pivotal role in the passing of the “Fast Act” and the restoration of the Bus and Bus Facility Funding. Staff invited Congressman Turner to visit the Longworth Street Campus in order to make RTA’s case for some of the discretionary funding for Bus Replacement needs over the next couple of years. Mr. Donaghy believes that the visit was positive and the message was received by Congressman Turner and hopefully RTA will benefit as a result of this visit.

Mr. Donaghy communicated that the RTA Board was sent communication late last week regarding a meeting being held on the MCO Sales Tax issue. Mr. Donaghy stated there has been a great deal of concern in regards to the lack of activity on this subject. Counties and Regional Transit Authorities are trying to persuade lawmakers and the Kasich Administration to find a solution to the \$207 million cumulative funding shortfall. To follow-up, Mr. Donaghy stated that it was a good meeting. Mr. Donaghy explained that the federal government told Ohio it no longer could charge sales tax on services provided by Medicaid Managed-Care Organizations. That meant Counties and Regional Transit Authorities will not get the share of the sales tax that they had been receiving from managed-care services.

Mr. Donaghy stated that RTA is advocating to the Federal Transit Administration (FTA), the Regional Office and the Ohio Department of Transportation (ODOT) for support in assisting in locating additional discretionary funds.



Finally, Mr. Donaghy mentioned that he and other Staff are embarking on meeting and hosting various Employee voluntary meetings to update and educate the entire workforce on current and future issues that will impact all of RTA. Topics will include our finances, capital needs, ridership trends, efforts we are implementing to best serve the community going forward and addressing financial (revenue) concerns.

## **OLD BUSINESS**

Ms. Heard asked Mr. Donaghy if he had any updates on RTA Board Appointments? Mr. Donaghy replied that RTA is on track in taking care of this request and should have confirmations within the next two weeks from Montgomery County. Mr. Donaghy stated that there is a minor debate on the expiration term for one of the Appointments, however that is being addressed by the County and they will notify RTA Staff as soon as that piece is addressed. Mr. Donaghy stated that he and Mr. Hoge have had conversations with the City of Kettering and while nothing has been confirmed to date both Mr. Donaghy and Mr. Hoge don't see where there would be a problem with Kettering's Appointment confirmation process.

## **NEW BUSINESS**

### **NEW BUSINESS – NOMINATING COMMITTEE REPORT**

Ms. Heard then turned the microphone over to Mr. Lumpkin who conveyed the following report for Mr. Corrado who could not attend today's Board meeting. The Nominating Committee consisted of the following: Mr. Corrado, Nominating Committee Chair and Members Ms. Sharon D. Howard and Mr. Lumpkin. Mr. Lumpkin stated in conjunction with RTA's Bylaws the following Officer and Committee assignments are brought forth for the 2017-2018 year.

#### **President:**

Adrienne Heard (serves as ex-officio on all committees)

#### **Vice President:**

Sharon Hairston (facilitates joint committee meetings)

**Planning Committee**

**Chair:** Sharon Howard

**Members:** Sharon Hairston and Tom Weckesser

**Finance & Personnel Committee**

**Chair:** John Lumpkin

**Members:** Vince Corrado, David Williamson and Franz Hoge

**Investment Advisory Committee**

**Chair:** David Williamson

**Members:** John Lumpkin, Adrienne Heard, Mark Donaghy and Mary Stanforth

Ms. Heard reminded everyone that ACTION on the above nomination recommendations will take place at the October, 2017 Committee meeting.

Ms. Heard then DECLARED ACCEPTANCE of the Nomination Recommendations from the Nominating Committee for the calendar year 2017-2018.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

**PUBLIC COMMENT**

Ms. Carla Pitsinger – 3329 Shadyview Road – Moraine, Ohio 45439. Ms. Pitsinger stated that she has been unable to obtain a recorded bus video from Staff resulting from an incident that occurred on September 1<sup>st</sup>. Ms. Pitsinger wanted to know how she should go about getting a copy.

Mr. Donaghy advised Ms. Pitsinger to speak with Mr. Rick Bailey after today's meeting and he would make sure that Ms. Pitsinger received a copy today.

**BOARD MEMBER COMMENTS  
- ANNOUNCEMENTS**

Mr. Williamson complimented the RTA Staff and all involved during the WSP Platform closure for property enhancements during July 22-30, 2017. Mr. Williamson stated that he often frequents the Transit Center area various times during the week and was very impressed with what he saw each time in passing the area.

Mr. Lumpkin asked Staff if they could take a look at a particular bus stop near Philadelphia and Salem Avenue. Mr. Lumpkin stated there is limited to no access for a bus in that particular area.

Mr. Donaghy stated that he would have Mr. Policicchio and his Staff go out and review the bus stop in question.

**ADJOURNMENT**

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

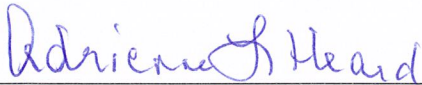
MOTION CARRIED by voice vote.

Ayes: Seven

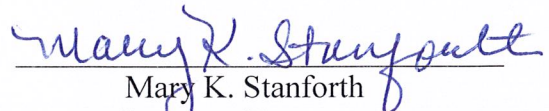
Nays: None

The meeting adjourned at 3:37 p.m.

**ATTEST**



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Adrienne L. Heard  
President  
RTA Board of Trustees



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Mary K. Stanforth  
Secretary/Treasurer  
RTA Board of Trustees

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