

Minutes

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

January 3, 2019

- Trustees: Sharon Hairston, President
David P. Williamson, Vice President
Vince Corrado
Adrienne L. Heard (arrived at 3:11 p.m.)
John Lumpkin
Belinda Matthews-Stenson
Thomas Weckesser
- Excused: Franz Hoge
Sharon Howard
- Staff: Mark Donaghy, Chief Executive Officer
Chris Cole, Chief Operating Officer
Chris Conard, Coolidge Wall, Co. LPA
Cathy Garner, Sr. Executive Administrative Assistant
Bob Ruzinsky, Chief Capital 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

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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	Excused	Mr. Williamson	Yes
Ms. Howard	Excused		

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 DECLARED APPROVAL of today's Meeting Agenda.

APPROVAL OF DECEMBER 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 December 4, 2018 Board Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (JOHN LUMPKIN)

Mr. Lumpkin stated the Finance/Personnel and Planning Committees met for a jointly held meeting on December 18th and as a result the Finance/Personnel Committee is recommending three (3) Action Items for approval by the Board of Trustees.

ACTION ITEM #2 – PERSONNEL DATA SYSTEMS MULTI-YEAR MAINTENANCE AGREEMENT

Mr. Lumpkin stated Personnel Data Systems, or PDS, is the provider of the Vista HR Management System software which RTA implemented in 2010. RTA is currently updating the software to Version #7. On an annual basis, RTA contracts with PDS for software support. At this time, MIS desires to renew the maintenance agreement for a five-year period. The purchase of a support agreement for the Vista software supports RTA's core value of Stewardship by properly maintaining the resources entrusted to our care.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to APPROVE a contract AWARD to Personnel Data Systems for maintenance of the Vista software for a five-year period in the total amount of \$91,424. The Maintenance Agreement will be funded thru the Operating Budget.

MOTION CARRIED by voice vote.

Ayes: Six

Nays: None

ACTION ITEM #3 – THIRD PARTY ADMINISTRATOR FOR AUTOMOBILE LIABILITY

Mr. Lumpkin stated this procurement seeks a qualified third party administrator to assist with RTA's self-insured automobile liability retention program with respect to automobile liability claims and claims expense. The successful administrator will handle all claims management services required by the RTA. Examples include: analyzing claims to determine validity and compensation, and making payments related to valid claims. This procurement is consistent with RTA's core value of Stewardship.

MOTION MADE by Mr. Lumpkin and SECONDED by Mr. Weckesser to AWARD a CONTRACT to TriStar as a Third Party Administrator for Automobile Liability as follows: Base Year at \$139,170; Option Year One at \$139,170; Option Year Two at \$144,041; Option Year Three at \$149,082 and Option Year Four at \$154,300 for a grand total of \$725,763. This contract will be funded thru the Operating Budget.

MOTION CARRIED by voice vote.

Ayes: Six

Nays: None

ACTION ITEM #4 – REVISED PROCUREMENT POLICY #8, PURCHASING AUTHORIZATION

Mr. Lumpkin stated this policy defines purchasing and contract authorization limits extended to specific job titles at RTA. The Policy has been updated to reflect current authorization limits which are consistent with current industry best practice.

MOTION MADE by Mr. Lumpkin and SECONDED by Ms. Matthews-Stenson to APPROVE REVISED Procurement Policy #8, Purchasing Authorization.

MOTION CARRIED by voice vote.

Ayes: Six

Nays: None

Other Items to Mention:

September 2018 Sales Tax Update

At our meeting, Ms. Beard reported September 2018 Sales Tax receipts equal \$3,252,667 and State of Ohio Transitional Aid is \$172,957. The Grand Total of \$3,425,624 reflects a 1.9% or \$66,000 decrease versus September 2017. Fortunately, we are up \$81,496 versus September 2018 budget.

Year-to-Date (YTD) September 2018 Sales Tax receipts equal \$28,093,692 and State of Ohio Transitional Aid is \$3,444,243. The YTD Grand Total of \$31,537,934 reflects a 1.7% or \$522,812 increase versus YTD September 2017. As compared to YTD 2018 Budget, we are up \$437,636 (positive variance).

November 2018 Financial Statements

Ms. Beard reported for the month of November 2018 RTA's Net Loss after Local Depreciation is \$142,207 compared to Budgeted Net Gain of \$108,088. Operating revenues were \$7,866 above budget while operating expenses, excluding depreciation, were \$290,709 over budget. RTA Local depreciation expense was \$7,432 under budget while non-operating revenues were \$25,116 above budget. Operating expense over-runs created the month's negative result.

RTA's November Year-to Date (YTD) Net Loss after Local Depreciation is \$692,756 compared to YTD Budgeted Net Loss of \$138,708. Operating revenues were \$164,775 above budget while operating expenses, excluding depreciation, were \$788,412 over budget. RTA Local depreciation expense was \$42,800 under budget while non-operating revenues were \$89,789 above budget. When subtracting the Net Decrease in the Fair Value of Investments of \$360,263 we are tracking very close to budget.

Ms. Heard arrived at 3:11 p.m.

PLANNING COMMITTEE REPORT (DAVID P. WILLIAMSON)

Mr. Williamson stated the Finance/Personnel and Planning Committees met for a jointly held meeting on December 18th and the Planning Committee has no Action Items to present today, however, there are important informational items to share.

At the committee meeting, Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department.

Updates included the design of the 2018 RTA Holiday Bus, based off of a 1974 “Winter Wonderland” design. The bus included scenes of children ice skating and playing in the snow with, “It’s lovely weather for a snow ride together with you” on the side of the bus. The bus included holiday music and free candy canes for riders. The 2018 RTA Holiday Bus ran from the day after Thanksgiving through New Year’s Day.

Other updates were a good turnout of riders and the public who attended the annual Get Healthy for the Holidays event at the Wright Stop Plaza concourse on December 12. More than one hundred people attended the event, which included free health screenings done by Premier Health and flu shots from Kroger Pharmacy.

On December 17th, the RTA held two public hearings for the community to ask questions or leave comments and concerns about the list of proposed service changes for February 2019. Input was taken in person at the meetings and was also collected via email up until December 28th.

CHIEF EXECUTIVE OFFICER’S (CEO) REPORT

Mr. Donaghy commented that he had one item to report and it’s more great news! Mr. Donaghy reported that over the holiday RTA received notification from the Ohio Department of EPA that the Greater Dayton RTA would be receiving \$1.1 million dollars. Mr. Donaghy stated that the significance in this discretionary award implies that Mr. Ruzinsky’s work is finished relative to the bus replacement plan at this time. Mr. Donaghy stated that Staff is pleased

to report that our agency is fully funded regarding replacement buses. Mr. Donaghy further commented that he doesn't know any of his peer leaders in the industry who can boast about what RTA has been able to maintain. Mr. Donaghy stated there are many transit agencies seeking buses that RTA wants to retire. Mr. Donaghy thanked Mr. Ruzinsky for his expertise and leadership in making this happen.

Ms. Hairston stated "keep up the good work, Bob".

OLD BUSINESS

None

NEW BUSINESS ITEM #1 – EVALUATION OF A PUBLIC EMPLOYEE

Ms. Hairston stated the 2018 performance evaluation of Mr. Mark Donaghy, Chief Executive Officer of the Greater Dayton Regional Transit Authority, has been reviewed by the Board of Trustees. On items completely within his control he has been rated as Exceeds Expectations. On strategic goals and objectives that are achieved through his leadership of others, the progress towards these goals is on track in most areas and plans are in place to continue forward movement.

MOTION MADE by Mr. Corrado and SECONDED by Ms. Heard to APPROVE an AWARD of 3% effective January 1, 2019, resulting in a new salary in the amount of \$222,687 for Mark Donaghy, Chief Executive Officer.

MOTION CARRIED by voice vote.

Ayes: Seven

Nays: None

Mr. Donaghy expressed his thanks to the Board of Trustees.

Ms. Hairston commented to Mr. Donaghy you are welcome and thank you for your service to RTA and to the Community!

PUBLIC COMMENTS

None

BOARD MEMBER COMMENTS

- ANNOUNCEMENTS

Mr. Corrado commented that he wanted to congratulate Mr. Donaghy, Staff and Mr. Ruzinsky for all of their hard work. Mr. Corrado commented to Mr. Ruzinsky that he has eleven more months to repeat what he accomplished last year.

Mr. Lumpkin wanted to tell everyone Happy New Year! Mr. Lumpkin also wanted to congratulate the staff on all the positive accolades received over this year. It truly is a tribute to all of the Staff's hard work!

Ms. Heard stated that she had the opportunity to drive side-by-side next to the Holiday Bus. Ms. Heard stated that it was truly interesting and very enjoyable, adding that she even made her husband slow down so that they could take it all in. Ms. Heard commented that her husband commented on how nice, clean and courteous RTA buses were. Ms. Heard shared an example of the bus reading "out of service" and how courteous it was to see that. Ms. Heard stated that it is the littlest touches that takes RTA to the next levelthat's what we do, commented Ms. Heard. Ms. Heard stated that she is proud of RTA!

Ms. Hairston wished everyone Happy New Year!

ADJOURNMENT

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

MOTION CARRIED by voice vote.


Ayes: Seven

Nays: None

The meeting adjourned at 3:21 p.m.

ATTEST


for Sharon Hairston
President
RTA Board of Trustees


Cathy L. Garner
for Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

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