

Minutes

Greater Dayton RTA Board of Trustees Public Board Meeting

August 6, 2019

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

Call Meeting to Order

Ms. Hairston called the meeting to order at 3:15 p.m. A quorum was present and proper notice of the meeting had been given.

PLEDGE OF ALLEGIANCE *Greater Dayton Regional Transit Authority*

Ms. Hairston led attendees in reciting the Pledge of Allegiance.

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ROLL CALL

Roll call was taken:

Mr. Corrado	Excused	Mr. Lumpkin	Excused
Ms. Hairston	Yes	Ms. Matthews-Stenson	Yes
Ms. Heard	Excused	Mr. Weckesser	Yes
Mr. Hoge	Yes	Mr. Williamson	Yes
Ms. Howard	Excused		

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 JUNE 4, 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 June 4, 2019 Meeting Minutes.

FINANCE/PERSONNEL COMMITTEE REPORT (DAVID WILLIAMSON)

Mr. Williamson stated the Finance/Personnel and Planning Committees met on July 26, 2019 and as a result the Finance/Personnel Committee is recommending five (5) Action Items for approval by the Board of Trustees.

ACTION ITEM #2 – LIFE AND DISABILITY INSURANCE

Mr. Williamson stated the purpose of this procurement is to obtain coverage for Life and Disability Insurance for full-time non-union employees, full-time hourly employees represented by the American Federation of State, County and Municipal Employees (AFSCME), and full-time hourly employees represented by the Amalgamated Transit Union (ATU). RTA will purchase term life insurance for all full-time employees, and employees then have the option of purchasing additional coverage at their expense. This is in accordance with RTA’s Core Value, Stewardship, where

we manage our time, talent, and resources efficiently and responsibly.

MOTION MADE by Mr. Williamson and SECONDED by Ms. Matthews-Stenson to AWARD a CONTRACT to OCHS for a two (2) year period for Long-Term Disability Insurance for an estimated annual cost of \$291,523 for a total of \$583,046, and a five (5) year period for Life Insurance for an estimated annual cost of \$101,280 for a total of \$506,400 for a grand total of \$1,089,446. Annualized estimates are based on the census at the time of Request for Proposal release. This procurement is being funded thru the Operating budget.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

ACTION ITEM #3 – DAYTON POLICE AGREEMENT

Mr. Williamson stated a proposed agreement with the Dayton Police Department will continue promoting the safety of operations in and around RTA's Wright Stop Plaza in accordance with RTA's core values of Safety and Quality Service. Dayton Police Officers will continue to provide general police services and respond to altercations, customer disputes, assaults and other breaches of the peace that may occur on or around Wright Stop Plaza. The Police will also respond to similar situations on RTA bus routes and at bus stops. The proposed agreement will provide services for 17 months beginning August 2019 and ending December 2020, which is tied to the expiration of the current Dayton Police union contract.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Hoge to AWARD a CONTRACT to the Dayton Police Department for security services for 17 months in an amount not-to-exceed \$588,000. This is from August 2019 thru December 2020. In addition, the Board of Trustees AUTHORIZES up to \$208,000 to extend this agreement for up to six (6) months beginning January 2021 should the need arise. Finally, the MOTION includes RATIFICATION of the \$55,000 addition to the current agreement for a total award of \$851,000.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

ACTION ITEM #4 – DIESEL COACHES OPTION

Mr. Williamson stated in January 2016, the Board of Trustees approved the multi-year purchase of up to five (5) years for diesel coaches for the RTA. 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. This project is consistent with RTA's core value of Stewardship as our commitment to manage our resources is demonstrated.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Hoge to APPROVE RTA's intent to EXERCISE Option Year four (4) for up to 30, 30-40' Low Floor Diesel buses for a total of \$14,857,980 plus a 5% allowance of \$742,899 for enrichments at a total estimated cost of \$15,600,879.

This will complete the base award order, with RTA receiving 92 buses, and eight (8) of the 67 authorized option buses. The fleet demands of the new Dayton Public Schools service will be monitored to determine if any additional option buses need to be ordered before the five (5) year FTA limitation on option buses is reached, which would be January 4, 2021. Board approval will be obtained before purchasing any additional options buses. RTA has transferred a small number of options to other agencies. RTA will make most of the remaining options available to other systems over the upcoming year to assist in ODOT's efforts to improve Ohio's Public Transit Fleet. There is no cost to RTA to transfer options.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

ACTION ITEM #5 – ROOF REPLACEMENT AT 901 BUILDING AND PATTERSON AND WYOMING SUBSTATIONS

Mr. Williamson stated the purpose of this procurement is for RTA to contract with qualified contractors for phase two of the Roof Replacement at the 901 Building, and the Patterson and Wyoming Substations. This project is consistent with RTA’s core values of Safety, Stewardship, and Quality Service as we demonstrate our commitment to maintain our facilities in a state of good repair and make our customers a priority. The successful contractor will provide needed Roof Replacement at the 901 Building, and the Patterson and Wyoming Substations. The contractor will be responsible for all labor, materials, and required permits necessary to complete the project.

MOTION MADE by Mr. Williamson and SECONDED by Mr. Weckesser to AWARD a CONTRACT to Simplified Living LLC dba Heartland Construction for a total of \$689,000 plus a 15% contingency of \$103,350 to cover unknown items that may come up upon removal of existing roofing for a total award up to \$792,350. This procurement will be funded 80% through Federal capital grant funds.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

ACTION ITEM #6 – BUILDING 600 RENOVATIONS ADDITIONAL CONTINGENCY

Mr. Williamson stated on September 4, 2018 the Board approved a contract with AKA Construction, Inc. in the amount of up to \$4.65 Million for renovations of RTA’s 600 Longworth Street Building. Renovations included the 1st floor administration offices, the lower level area for the operators, additional restrooms, a fitness facility, records storage rooms, HVAC replacement, LED lighting, exterior window work, work in Maintenance, and other related items.

MOTION MADE by Mr. Williamson and SECONDED by Ms. Matthews-Stenson to INCREASE the Contingency Funds for the Building 600 Renovations construction project in the amount of \$315,400 for a grand total award of \$4,869,810. These funds will be available as needed to handle any costs associated with changes to the project

previously awarded to AKA Construction, Inc. This action item will be funded with 80% Federal grant funds.

MOTION CARRIED by voice vote.

Ayes: Five

Nays: None

The RTA Board of Trustee's Meeting was paused due to emergency fire alarm sirens going off inside building. (3:30 p.m.)

After building checks were conducted the fire alarm was deemed a false alarm.

RTA Board of Trustees meeting reconvened. (3:35 p.m.)

DISCUSSION ITEMS TO MENTION

2018 Audited Financial Statements

The Committees met with Charles E. Harris and Associates in Executive Session to discuss the 2018 Audited Financial Statements. The Audit Opinion was Unqualified which is very good, and there were no adjustments or findings. This is consistent with audits from prior years.

Marsh & McLennan Insurance Update

Mr. Marc Reynolds and Ms. Shirley Snedeker of Marsh & McLennan Agency provided a mid-year review of RTA insurance and related claims. Mr. Reynolds detailed loss control and risk management services, claims services, subrogation activities and May 2019 tornado claims. With regard to subrogation, Marsh collects an average of \$102,000 annually on behalf of RTA. An updated stewardship report was also provided.

Mr. Donaghy and Committee members thanked Mr. Reynolds and Ms. Snedeker for their excellent work!

April 2019 Sales Tax Update

Mr. Williamson stated at the meeting, Ms. Beard reported for the Month of April 2019 RTA's 2019 Sales Tax receipts equal \$3.1 million.

- Receipts exceed April 2018 by \$34,000 or 1.1%.
- Receipts exceed the April 2019 budget by \$25,000 or 0.8%.

Year-to-Date (YTD) April 2019 Sales Tax receipts equal \$12.3 million.

- Receipts exceed YTD April 2018 by \$385,000 or 3.2%.
- Receipts exceed YTD April 2019 budget by \$350,000 or 2.9%.

June 2019 Financial Statements

Ms. Beard reported for the month of Month of June, 2019 the Net Income before federal and state depreciation is \$740,000. This is \$609,000 better than the budgeted gain of \$131,000. The overall positive variance is largely due to lower wages & benefits expense along with higher net sales tax proceeds. The \$88,000 net increase in the fair value of investments was a major contributing factor as well.

Year-to-date June, 2019 Net Loss before federal and state depreciation is \$23,000. This is \$1.64 Million better than the budgeted loss of \$1.66 Million. The overall positive variance is largely due to lower wages & benefits, lower materials & supplies and lower fuel & lubricants. The \$515,000 net increase in the fair value of investments was a major contributing factor as well. Local depreciation expense exceeded budget by \$276,000.

Mr. Hoge stated that he was delighted as Mr. Williamson stated regarding that RTA exceeded budget and sales tax collections as RTA did last year, however, Mr. Hoge believes that we must recognize the fact that if we look at historically for the month of April RTA collected \$400,000 less than we did in 2017 as well as 2016 for the month. Additionally, for the year-to-date in 2019, as of the month of April RTA collected approximately \$1,000,000 less than in 2017 and \$1,400,000 in 2016. Mr. Hoge stated that these numbers should really be put in perspective as there is a big difference in what RTA truly collected.

Ms. Hairston stated that Mr. Hoge is absolutely correct in stating these numbers do indicate major reductions, which greatly impact RTA's non-operating income. Ms. Hairston commented this is due to a sales tax change reduction.

PLANNING COMMITTEE REPORT (DAVID WILLIAMSON)

Mr. Williamson reported the Finance/Personnel and Planning Committees met for a jointly held meeting on July 26th and the Planning Committee has no Action items to present today, however, there are important informational items to share.

Mr. Williamson stated at the committee meeting Mr. Policicchio provided a summary document of recent activities in the Customer & Business Development Department.

The highlight of the meeting was a discussion on RTA's upcoming service additions for Dayton Public Schools, starting on September 30th. Information was shared about the service and how students would access the new routes. RTA will be participating in the upcoming Dayton Public Schools Attendance and Enrollment Kickoff on Sunday, August 11th from 8am – 3pm at Ponitz Career Technology Center. During the event, RTA staff will share information on the service and provide “how to ride” information.

Another update shared was the new Flyer route, which started on July 15th. New routing was needed to accommodate larger buses added to the route due to increases in ridership. The new routing also provides more access to the University of Dayton campus.

CHIEF EXECUTIVE OFFICER'S REPORT

Mr. Donaghy stated he has several informational items to share. Mr. Donaghy stated that RTA received word earlier today that RTA received another clean Audit. Mr. Donaghy stated that this makes RTA's 12th clean Audit in a row. A big thank you and congrats go to Ms. Mary Stanforth, Chief Finance Officer and Mr. Bob Ruzinsky, Chief Capital Officer, and to each of their Team's for the work that went into getting this task completed and accomplishing another great Audit.

Mr. Donaghy commented that if you've been paying attention to the news then you would know that school will be starting very soon. Mr. Donaghy went on to say the article in the newspaper this morning indicates that RTA Staff is working very closely with Dayton Public Schools

and the new leadership. Mr. Donaghy stated their proposals improvements to school transportation. Mr. Donaghy stated that in just a few days look for students to return. Mr. Donaghy then communicated Staff is on track for September 30th regarding the launch of Limited Service (LS) and that RTA is now under contract.

RTA was one of many organizations in Montgomery County that participated in this year's Youth Works Program. This year RTA had seven (7) students that worked throughout RTA to gain knowledge and work experience. This couldn't have happen unless Staff had taken the students under their wings. Mr. Donaghy wanted to publicly thank Dr. Brenda Thomas for her hard work and efforts in ensuring this program was a success!

Mr. Donaghy commented that this year's Employee/Retiree Picnic, held this past Sunday, was again another success! Mr. Donaghy stated the Employee's Benefit Fund Committee Chair, led by Ms. Cathy Garner and her team, did a fantastic job and that the committee has already begun planning for next year's picnic!

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Carla Pitsinger – 2727 N. Gettysburg Avenue - Apt. #1 - Dayton Ohio. Ms. Pitsinger stated she was offended as she overheard an RTA driver and a customer's conversation on a recent bus trip. Ms. Pitsinger felt the language should have been exchanged in private and not in public amongst other customers onboard the bus. Ms. Pitsinger shared a letter with more detail regarding the conversation. Ms. Pitsinger also inquired to see if the video had been pulled regarding this incident.

Mr. Donaghy advised Ms. Pitsinger that her complaint had reached his desk and Mr. Roland Caldwell, Director, Transportation, is available to personally speak with Ms. Pitsinger after today's meeting.

**BOARD MEMBER COMMENTS
- ANNOUNCEMENTS**

Mr. Hoge repeated accolades to Ms. Stanforth and Ms. Garner for all that they did with regard to the Audit and the EBF/Retiree Picnic. Mr. Hoge commented that the EBF/Retiree picnic was simply stated an outstanding event! Mr. Hoge then communicated that as Mr. Donaghy had mentioned earlier getting a clean opinion for so many years is not an easy task! It speaks highly of the competency of the accounting department and it's indicative of management in total. Mr. Hoge stated there's an attitude of doing it and doing it well!

Mr. Williamson stated for the third time in three months that RTA has had to adjust routes and service, first for the Klan Rally and then for the Tornados, and now for the tragedy in the Oregon Street District. Mr. Williamson expressed his gratitude and appreciation to RTA for making it look seamless in keeping the buses intact and running on schedule in spite of these incidences. Mr. Williamson thanked all Staff for continuing to get people where they need to be without delay!

Ms. Hairston echoed Mr. Hoge's and Mr. Williamson's prior comments. Ms. Hairston stated that she was sorry this was her first year in a couple of years that she missed the company picnic, but heard that it was good. ☺

Ms. Hairston stated the following RTA Board and Committee meetings are scheduled for:

- Board of Trustee's Meetings – Tuesday, September 3rd, October 1st and November 5th at 3:00 p.m.
- Finance, Personnel and Planning Committees Meetings are: Tuesday, August 20th, September 17 and October 22nd at 8:30 a.m. Ms. Hairston stated Thursday October 17th is the Investment Advisory Committee Meeting – 11:45 a.m.

EXECUTIVE SESSION

None

ADJOURNMENT

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

MOTION CARRIED by voice vote.

Ayes: Five


Nays: None

The meeting adjourned at 3:55 p.m.

ATTEST



for Sharon Hairston
President
RTA Board of Trustees



Mary K. Stanforth
Secretary/Treasurer
RTA Board of Trustees

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