



**Greater Dayton RTA Board of Trustees**

**Public Board Meeting**

**Meeting Packet**

**Tuesday, March 5, 2024 – 3:00 p.m.**

**Greater Dayton RTA  
4 South Main Street - Dayton OH 45402  
3<sup>rd</sup> Floor Board Room**

Interpreters for hearing-impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, contact 425-8392.

# **Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

## **AGENDA**

### **Next Section**





**AGENDA**

Greater Dayton RTA Board of Trustees  
Public Board Meeting

Wright Stop Plaza  
4 South Main Street, 3<sup>rd</sup> Floor Board Meeting Room, Dayton, OH 45402

**Tuesday, March 5, 2024 – 3 p.m.**

- |   |                                 |
|---|---------------------------------|
| 1. Call to Order  | <b>John Lumpkin</b>             |
| 2. Pledge of Allegiance                                       | <b>John Lumpkin</b>             |
| 3. Roll Call  | <b>Mary Stanforth</b>           |
| 4. Approval of Consent Agenda                                 | <b>John Lumpkin</b>             |
| 5. Approval of February 6, 2023 Board Meeting Minutes         | <b>John Lumpkin</b>             |
| 6. Committees Reports   |                                 |
| <b><u>Finance/Personnel Committee</u></b>                     | <b>Belinda Matthews-Stenson</b> |
| Action Item #2 – Underground Storage Tank Replacement Project |                                 |
| Action Item #3 – Window Washing Services                      |                                 |
| Action Item #4 – Non-Revenue Vehicles                         |                                 |
| Report  |                                 |
| <b><u>Planning Committee</u></b>                              | <b>Tom Weckesser</b>            |
| Action Item #5 – Internet Access, Part 2                      |                                 |
| Action Item #6 – Apteian Maintenance and Upgrade              |                                 |
| Report  |                                 |
| 7. Chief Executive Officer’s Report                           | <b>Bob Ruzinsky</b>             |
| 8. Old Business   | <b>John Lumpkin</b>             |
| 9. New Business   | <b>John Lumpkin</b>             |
| 10. Public Comment  | <b>John Lumpkin</b>             |
| 11. Board Member Comments - Announcements                     | <b>Board Members</b>            |

**Greater Dayton RTA Board of Trustees – March 5, 2024**

12. Request for Executive Session – *as needed* **John Lumpkin**  
Reconvene to Regular Session
13. Adjourn **John Lumpkin**

<b>Suggested Next Meetings</b>
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**Board Meeting**

April 2, 2024	3 p.m.
May 7, 2024	3 p.m.
June 4, 2024	3 p.m.

**Committee Meetings**

March 19, 2024	Jointly Held Finance/Personnel & Planning- 8:30 a.m.
April 16, 2024	Jointly Held Finance/Personnel & Planning- 8:30 a.m.
April 18, 2024	Investment Advisory- 11:45 a.m.
May 21, 2024	Jointly Held Finance/Personnel & Planning- 8:30 a.m.

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, please call (937) 425-8392. Thank you.

**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**APPROVAL OF MINUTES**

**Next Section**





## Minutes

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

February 6, 2024

- Trustees: John Lumpkin, President  
Al Fullenkamp  
Sharon Hairston  
Belinda Matthews-Stenson  
Nikol M. Miller  
Grady L. Mullins  
Thomas Weckesser  
David P. Williamson
- Excused: Sharon D. White, Vice President
- Staff: Bob Ruzinsky, Chief Executive Officer  
Daron Brown, Chief Maintenance Officer  
Roland Caldwell, Chief Transportation Officer  
Christopher Conard, Coolidge Wall, Co. LPA  
Cathy Garner, Senior Executive Administrative Assistant  
Brandon Policicchio, Chief Customer and Business Development Officer  
Mary K. Stanforth, Chief Financial Officer  
Robert Stevens, Chief Labor Relations Officer
- Others: Interested citizens (see attached sheet)

### Call Meeting to Order

Mr. Lumpkin called the meeting to order at 3:07 p.m. A quorum was present and proper notice of the meeting had been given.

### PLEDGE OF ALLEGIANCE

Mr. Lumpkin led attendees in reciting the Pledge of Allegiance.



recommending four (4) Action Items for the Board's consideration.

**ACTION ITEM #2 - ENGINE OIL**

Ms. Matthews-Stenson stated the purpose of this procurement is to purchase engine oil for the diesel bus fleet and non-revenue diesel vehicles. This procurement supports our core values of Quality Service and good Stewardship of RTA's financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 7,764 gallons of engine oil per year. The total cost per year determines the lowest bidder.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser to APPROVE a CONTRACT AWARD to Hawkins Bailey Warehouse for engine oil with an estimated amount of \$69,333 for the base year, and \$69,333 for the option year, for a grand total of \$138,666. Actual costs will vary based on the number of gallons purchased.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**ACTION ITEM #3 - DIESEL EXHAUST FLUID**

Ms. Matthew-Stenson stated the purpose of this procurement is to purchase diesel exhaust fluid for the diesel bus fleet and non-revenue diesel vehicles. This procurement supports our core values of Quality Service and good Stewardship of RTA's financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 33,000 gallons of diesel exhaust fluid per year. The total cost per year determines the lowest bidder.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp to APPROVE a CONTRACT AWARD to PetroChoice, LLC for Diesel Exhaust Fluid with an estimated award amount of \$54,450



for the base year and \$57,750 and \$61,050 for the option years 1 and 2, respectively for a grand total of \$173,250. Actual costs will vary based on the number of gallons purchased.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**ACTION ITEM #4 – BUS GARAGE POST TENSION FLOOR ADDITIONAL WORK**

Ms. Matthews-Stenson stated in April 2023 Board Trustees approved a contract award to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Repair.

At this time, an additional \$14,770 is needed for additional required work, which was not in the original scope of work but was discovered during the project. There were also additional construction costs incurred during the project's original scope, which amounted to approximately \$18,000. A \$10,000 contingency is also being requested for any future unforeseen issues that could arise with this additional work.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser to APPROVE an additional CONTRACT AWARD to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Additional Work in the amount of \$32,770 plus a \$10,000 contingency for a total of \$42,770 which brings the total project cost to \$184,855.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**ACTION ITEM #5 – 601 LONGWORTH VEHICLE EXHAUST EXTRACTION SYSTEM**

Ms. Matthews-Stenson stated the purpose of this procurement is to select a firm to partner with RTA for the installation of a Vehicle Exhaust Extraction (VEE) system in the 601 Longworth Street garage.

The garage is currently equipped with a building exhaust system that removes fumes from running vehicles; however, in the maintenance bays, the VEE systems are

added to capture the vehicle exhaust for prolonged idling periods. This system will support the AC Shop that is being moved from its current location to the 601 Longworth Street garage. This procurement supports RTA’s core value of Safety for our employees by continuously improving our facilities to ensure they are free from harmful chemicals and have a healthy and safe work environment.

MOTION MADE by Ms. Matthews-Stenson and SECONDED by Ms. Hairston to APPROVE a CONTRACT AWARD to J. Feldkamp Design Build for the installation of the VEE system in the 601 Longworth garage in the amount of \$124,400 plus a contingency of \$12,440 for any unknown costs, totaling \$136,840.

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

**Discussion Items to Mention**

Ms. Matthews-Stenson stated the November 2023 Financial Report as well as Small Purchases Information has been included in today’s Board package.

**PLANNING COMMITTEE REPORT (TOM WECKESSER)**

Mr. Weckesser stated the Finance/Personnel and Planning Committees held a meeting on January 16<sup>th</sup> and while we do not have any Action Items to bring forth, we do have important updates to share.

Mr. Weckesser stated at the meeting, Mr. Brandon Policicchio provided a summary document of recent activities in the Customer and Business Development Department.

Mr. Weckesser stated Mr. Policicchio shared that ridership continues to improve. In 2023, ridership was up 19% from the prior year. He explained that this was due to service improvements made over the last year, including expanding other services to meet the changing needs of RTA customers across Montgomery County. Overall, RTA continues to meet or exceed national trends in ridership.

## **CHIEF EXECUTIVE OFFICER’S REPORT**

Mr. Ruzinsky gave a PowerPoint presentation on the following items:

- New Connect Buses ordered 2 ½ years ago and received during 2023 that will be rolling out this Spring. These buses are very similar to those being retired with a few improvements.
- 24 more CDL Operators will soon complete training and will be added to the Transportation Board. This allows them to fill in for call offs and provide tripper service as needed while they continue to learn RTA routes.
- Operator staffing has returned to normal operating levels, pre-Covid.
- RTA is working to introduce a New Dayton West Circulator Service that will connect the Northwest, Westown, and South Transit Hubs.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

None

## **PUBLIC COMMENT**

Mr. Lumpkin stated anyone wishing to address the Board must speak on their own behalf. After you are recognized to speak you must come to the lectern or if you're physically unable to do so a handheld microphone will be brought to you. You must first state your name and address, after doing so, at that point you have 3 minutes to make your comments. A yellow light will come on when you have 30 seconds remaining, and the Secretary will say 30 seconds. When your three minutes are up, a red light will come on and the Secretary will say stop, and at that time you must stop talking and leave the lectern or surrender the microphone.

Mr. George J. Rocheleau – 1884 N. Longview Street, Beavercreek, Ohio 45432. Mr. Rocheleau stated that he sent a letter to RTA in December, 2023. However, Mr. Ruzinsky never received the letter. Mr. Rocheleau shared a variety of items of concerns that he wanted to speak about ranging from new bus stop shelters, trash receptacles, no smoking policy on RTA facilities, including at bus stops

and shelters, Montgomery County Fair route, and updated system maps.

Mr. Ruzinsky asked Mr. Rocheleau if he could leave a copy of the letter and Mr. Ruzinsky would reply to each question accordingly regarding his items of concern. Mr. Rocheleau replied yes he would be happy to leave a copy of his letter.

Mr. Ruzinsky thanked Mr. Rocheleau for attending today's meeting.

Mr. Kevin Frazier – 555 Recess Drive, Dayton, Ohio 45404. Mr. Frazier, President, RTA Amalgamated Transit Union, asked the Board of Trustees if Staff would reconsider reinstating the Senior Easy Ride Route/bus. Mr. Frazier stated he recently moved his father into his residence and having the availability of the Senior Easy Ride bus would be greatly appreciated not only for his father but also, for all seniors to get to and from various appointments. Additionally, Mr. Frazier doesn't understand why the overflow of operators currently on the extra RTA Board who were recently hired can't be utilized to operate a Senior Easy Ride Bus route. In closing, Mr. Frazier is unhappy that every time he makes a call to RTA regardless of the subject matter his calls are directed to the Director of Labor Relations.

**BOARD MEMBER COMMENTS  
- ANNOUNCEMENTS**

Mr. Lumpkin wished everyone Happy Black History Month.

Mr. Lumpkin stated RTA's Marketing Team honors various local Black Business Owners during Black History Month, which features their local black-owned businesses throughout Montgomery County. Mr. Lumpkin thanked Ms. Miller and the Staff for thinking of this endeavor.

Mr. Lumpkin stated the next Board meeting will be held at 3:00 p.m., on March 5, 2024, and the next Committee meeting will be held at 8:30 a.m., on February 20, 2024.

**EXECUTIVE SESSION**

None

**ADJOURNMENT**

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

MOTION CARRIED by voice vote.

Ayes: Eight

Nays: None

The meeting adjourned at 3:36 p.m.

**ATTEST**

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John Lumpkin  
President  
RTA Board of Trustees

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Mary K. Stanforth  
Secretary/Treasurer  
RTA Board of Trustees

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**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**ACTION ITEM #2**

**Next Section**



**Action Item #2      Underground Storage Tank Replacement Project**

The purpose of this procurement is to select a firm to partner with Greater Dayton Regional Transit Authority (RTA) for the replacement of underground storage tanks.

This project involves the following items:

- The removal of two (2) 20,000-gallon diesel tanks and one (1) 2,000-gallon motor oil tank.
- The purchase and installation of one (1) new 20,000-gallon diesel tank with two (2) high-volume submersible pumps installed for redundancy and one 2,000-gallon motor oil tank.
- An upgrade to the Veeder Root 450-Plus tank monitoring system applies to 600 Longworth and 601 Longworth locations.

This procurement supports our core values of Safety and good Stewardship of RTA's financial and environmental resources by ensuring that our facilities are well maintained and environmentally responsible.

Sealed bids for the Underground Storage Tank Replacement Project were solicited through Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 106 firms.

At 10:00 a.m., on January 25, 2024, two (2) bids were received and publicly opened. The results were as follows:

<b>Firm</b>	<b>Reliable Construction Services Dayton, OH</b>	<b>Belgray, Inc. Wilmington, OH</b>
General	\$49,311	\$240,000
Existing Conditions	11,517	80,000
Concrete	74,289	85,000
Plumbing	309,828	500,000
Electrical	47,774	80,000
Earthwork	852,331	689,000
Utilities	39,090	40,320
<b>Base Bid Total</b>	<b>\$ 1,384,140</b>	<b>\$ 1,714,320</b>

The Finance/Personnel and Planning Committees discussed this Action Item on February 20, 2024 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating the bids received, the Chief Executive Officer recommends AWARD to Reliable Construction Services for the replacement of the underground storage tanks in the amount of \$1,384,140 plus a 15% contingency of \$207,621 for any unforeseen costs, totaling \$1,591,761.

**Board Meeting – 3/5/2024**  
Chief Maintenance Officer

### GD 23-15R Underground Storage Tank Replacement Project Bid List

2-J Supply Company	Dugan & Meyers Construction Co.
5-Star Heating and Cooling, Inc.	E. Lee Construction Inc.
A. C. Plumbing, Inc.	EES Facility Services
Abel Building Systems	Elford Inc.
Advanced Restoration Contractors, Inc.	Empat Manufacturing
Advanced Structural LLC	Energy Optimizers, USA
Air Duct Cleaning Co.	ERC Environmental Remediation
Allen Refrigeration	Extreme's Heating & Air
Allied Ott Equipment	Florock
AMA Services, LLC	Frebco Industrial Piping, Inc.
Apex Mechanical	Frye Mechanical, Inc.
Apex Mechanical Systems Inc.	Gaines Mechanical
Apex Painting & Wallcoverings	Gasoline Equipment Service Company
Applied Mechanical Systems	Green Systems Leasing, LLC
Architectural Louvers	HARRY GRAU & SONS
Architectural Reclamation	HGC Construction
Architectural Resources	Honeywell Building Solutions, Dayton
Arcon Builders	INIT Innovations in Transportation, Inc.
Associated Builders and Contractors, Inc.	Interstate Wire
Associated Hydro Excavating Inc.	J & J Environmental, Inc. dba Tele-Vac
ASW Pipeline	J.T. Lohrer Construction
ATCS	K&K Petroleum Maintenance
ATMOS360, INC.	Kirkwood Heating & Cooling, Inc.
Automated Solutions Group, LTD	Komar Industries Inc.
Barge Design Solutions	Korreck Plumbing
Becker Construction, Inc.	Musicks Service Station Maintenance, Inc
Belgray, Inc.	Northpointe Property Management LLC
Best Plumbing Specialists Inc.	Oberer Thompson Company
Big "K" Excavating	Oscar W. Larson Co
Bilbrey Construction Inc.	Petroleum Services Plus
Brian Bros. Painting & Restoration	PL Mechanical, LLC
Brumbaugh Construction, Inc.	PSC Crane & Rigging
Buckeye Elm Contracting	R. L. Fender Construction Co., Inc.
Buckeye Oil	REFUEL ENVIRONMENTAL SERVICES
C G Construction & Utilities	Reliable Construction
C&N Contractors, Inc.	Roby Services, Ltd
Calvary Contracting	S.M. Miller Construction CO, INC
Calvin Electric, LLC	Salinas Industries Inc.
Central Insulation Systems, Inc.	Scherzinger Drilling
Champion Cleaning Specialists, Inc. (CCSI)	Shook Construction Co.
Charles S. Jergens Construction	Signature Concrete Inc.
CHW Mechanical Services, LLC	Stoermer-Anderson, Inc.
Cincinnati Commercial Contracting, LLC	Stryver Manufacturing Inc
ClemCorp	Superior Mechanical Services Inc
COLLINS EQUIPMENT Corp	Superior Petroleum
Cotterman Roofing	Tank Integrity Services
Crescent Electric Supply Co.	Tanknology UST Environmental Compliance
D. C. Heating, Cooling & Plumbing LLC	Thermo Asphalt Repair Inc. dba Tar Inc.
Dayton Air Conditioning & Heating	Trisco Systems
Dayton Precision Testing	U.S.T. Environmental Contractor, Inc.
DeBra-Kuempel	Venture One Construction Inc.
DFS Diversified Facility Solutions	W. C. Jones Asphalt Paving Co.
Double Jay Construction	Wagner Industrial Electric, Inc.



**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**ACTION ITEM #3**

**Next Section**



**Action Item #3 Window Washing Services**

The purpose of this procurement is to select a qualified firm to partner with Greater Dayton Regional Transit Authority (RTA) for Window Washing Services at Wright Stop Plaza, 600 campus, and Transit Center locations.

The contract is for five (5) years, during which time the selected firm will be responsible for cleaning the inside and outside of the windows at all the locations listed above. This project is consistent with RTA's core value of providing good Stewardship by properly maintaining our facilities and ensuring the longevity of our capital resources.

Proposals for the Window Washing Services were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Requests for Proposals were sent to eleven (11) firms.

At 2:00 p.m., December 21, 2023, three (3) proposals were received. The Evaluation Committee reviewed the proposals to determine the best proposal using the following criteria:

- Qualifications
- Experience
- Reasonableness of cost
- References
- Quality of Proposal Preparation

The firm ranked the highest by the evaluation committee was Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad. The pricing received is as follows:

<b>Contract Years</b>	<b>Jack &amp; Joe's Window Cleaning, Inc. dba Squeegee Squad Columbus, MN</b>	<b>Bright View Exterior Solutions Farmersville, OH</b>	<b>**Central Window Cleaning Cleveland, OH</b>
Year One	\$27,620.00	*	*
Year Two	28,448.60	*	*
Year Three	29,302.14	*	*
Year Four	30,181.24	*	*
Year Five	31,086.72	*	*
<b>Grand Total</b>	<b>\$146,638.70</b>	*	*

\*FTA Procurement guidelines require that only the successful proposer's pricing data be disclosed publicly.

\*\*Nonresponsive.

This procurement will be funded through RTA's operating budget.

The Finance/Personnel and Planning Committees discussed this Action Item on February 20, 2024 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating the proposals received, the Chief Executive Officer recommends AWARD to Jack & Joe's Window Cleaning, Inc. dba Squeegee Squad for Window Washing Services at Wright Stop Plaza, 600 and 601 Longworth, and the Transit Centers for five (5) years totaling \$146,639 plus a 15% contingency for \$21,996 to address any additional cleanings that may arise during the contract for a total award of \$168,635.

**Board Meeting – 3/5/2024**  
Chief Maintenance Officer

**GD RFP 23-27 Window Washing Services**

<b>Company</b>
Apply Pressure
Wash My Windows
Bright View Exterior Solutions
Classy Windows and Power Washing
Club Level Cleaning LLC
Ohio Window Cleaning Inc.
Squeegee Squad
Majestic Window Cleaning
Limpar Cleaning Solutions
ACP Facility Services
Scott's Window Cleaning

# **Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

## **ACTION ITEM # 4**

**Next Section**





# **Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**





## **ACTION ITEM # 5**

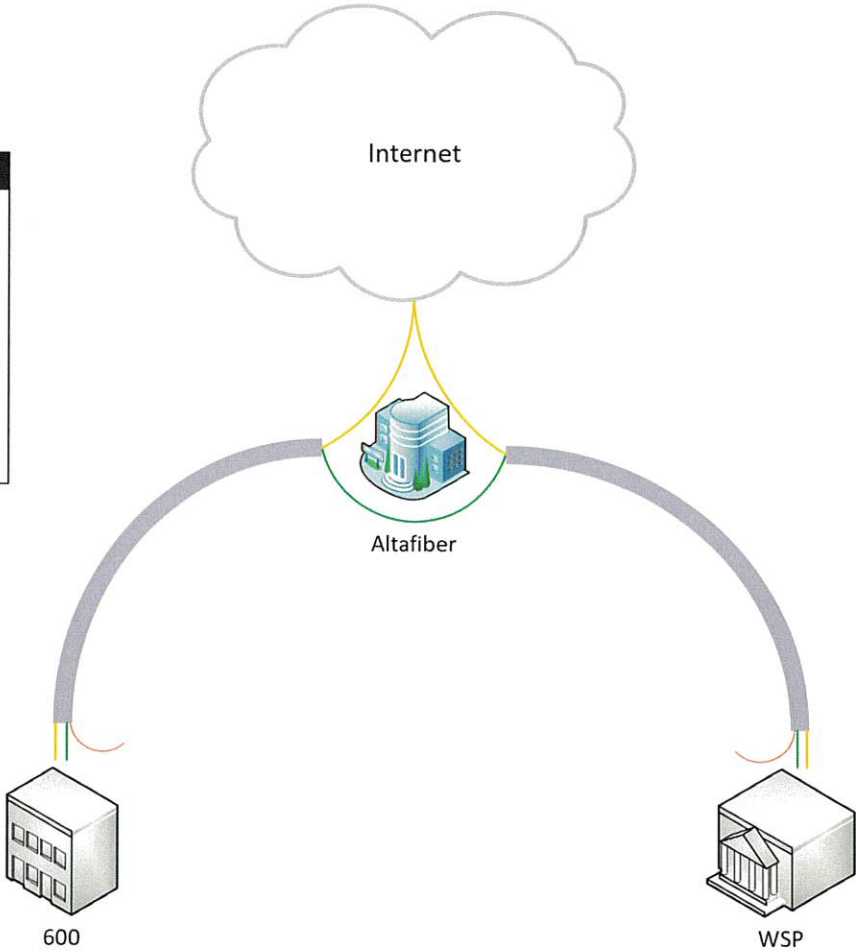
**Next Section**





# Network connection between 600 Longworth and Wright Stop Plaza

LEGEND	
<b>Existing Contract</b>	
	Fiber Conduit (12 Strand)
	Internet (2 Strand ea)
<b>New Contract</b>	
	Point to Point (2 Strand ea)
<b>Future</b>	
	Unused Fiber (8 Strand ea)





**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**ACTION ITEM # 6**

**Next Section**



**ACTION ITEM #6      Aptean Upgrade and Software Maintenance**

Greater Dayton Regional Transit Authority (RTA) has utilized the Ross Enterprise accounting system software for nearly 35 years. Procurement, Inventory, and Accounting use the software daily. It includes general ledger, accounts payable, accounts receivable, fixed assets, purchasing, and receiving. Major upgrades were performed on the system in 2007 and 2018-2020.

Given the rising support costs of the current Aptean financial system, RTA plans to evaluate the feasibility of selecting an Enterprise Resource Planning (ERP) system to evaluate replacement options for the current HRIS and financial systems in use by RTA. This replacement plan will take approximately two years to accomplish.

Meanwhile, an upgrade to the Aptean system is needed to bring the system and underlying infrastructure current, as the existing version is on an unsupported version of Windows and SQL. The software maintenance is also due to expire at the end of March and must be renewed. This project supports RTA's core value of Stewardship of the financial resources entrusted to our care.

The cost for Aptean to perform this work is as follows:

**UPGRADE**

<b>Phase</b>	<b>Amount</b>
Initiation	\$ 18,340
Analysis	9,432
Configuration	89,604
Deployment	37,990
Support and PM	30,916
<b>TOTAL</b>	<b>\$186,282</b>

**MAINTENANCE**

Aptean quoted a price of \$120,497.97 for one year of maintenance, as they refuse to do multi-year maintenance agreements.

As this is a sole-source procurement, a cost analysis was performed to determine if the pricing received is fair and reasonable. Aptean's pricing for the upgrade was found to be high, and negotiations are ongoing until we can agree on a fair and reasonable price. The pricing for the maintenance increased by almost 17% from last year but was found to cover more products, which deems it fair and reasonable.

The cost of the upgrade will be paid with operating funds. The cost for maintenance will be funded with segregated funds.

The Finance/Personnel and Planning Committees discussed this Action Item on February 20, 2024 and support the Chief Executive Officer's recommendation to the Board of Trustees.

After reviewing and evaluating this procurement, the Chief Executive Officer recommends a contract AWARD to Aptean, Inc. for the upgrade of the software in the estimated amount of \$186,282 plus a 20% contingency in the amount of \$37,256 and the maintenance for one (1) year in the amount of \$120,498 for a not to exceed total of \$344,036.

**Board Meeting – 3/5/2024**  
Chief Customer and Business  
Development Officer

**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**JOINT FINANCE/PERSONNEL  
AND PLANNING COMMITTEE  
REPORT**

**Next Section**





**Jointly Held  
Finance/Personnel and Planning Committees  
Meeting Minutes**

**February 20, 2024**

**Members Present:** Sharon Hairston, Chair  
Al Fullenkamp  
John A. Lumpkin, Jr.  
Belinda Matthews-Stenson  
Grady Mullins  
Thomas Weckesser  
David P. Williamson

**Excused:** Nikol Miller  
Sharon D. White

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Sally Brown  
Roland Caldwell  
Julie Hoffman  
Ben Mazer, Coolidge Wall  
Jessica Olsen  
Shawn Prince  
Mary K. Stanforth  
Tamea Weisman

**Citizen in Attendance:** John Gower

Ms. Hairston called the meeting to order at 8:35 a.m. and roll call was taken:

**Roll Call**

Ms. Hairston -	Yes
Mr. Fullenkamp -	Yes
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Yes
Ms. White -	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

**Approval of January 16, 2024 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Ms. Hairston asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, Ms. Hairston DECLARED the January 16, 2024 minutes are APPROVED.

**Board Action Items**

**Action Item #2 - Underground Storage Tank Replacement Project**

Mr. Brown stated the purpose of this procurement is to select a firm to partner with Greater Dayton Regional Transit Authority (RTA) for the replacement of underground storage tanks.

This project involves the following items:

- The removal of two (2) 20,000-gallon diesel tanks and one (1) 2,000-gallon motor oil tank.
- The purchase and installation of one (1) new 20,000-gallon diesel tank with two (2) high-volume submersible pumps installed for redundancy and one (1) 2,000-gallon motor oil tank.
- An upgrade to the Veeder Root 450-Plus tank monitoring system applies to 600 Longworth and 601 Longworth locations.

This procurement supports our core values of Safety and good Stewardship of RTA's financial and environmental resources by ensuring that our facilities are well maintained and environmentally responsible.

Sealed bids for the Underground Storage Tank Replacement Project were solicited through *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Invitations for Bid were sent to 106 firms.

At 10:00 a.m., on January 25, 2024, two (2) bids were received and publicly opened. The results were as follows:

<b>Firm</b>	<b>Reliable Construction Services Dayton, OH</b>	<b>Belgray, Inc. Wilmington, OH</b>
General	\$49,311	\$240,000
Existing Conditions	11,517	80,000
Concrete	74,289	85,000
Plumbing	309,828	500,000
Electrical	47,774	80,000
Earthwork	852,331	689,000
Utilities	39,090	40,320
<b>Base Bid Total</b>	<b>\$ 1,384,140</b>	<b>\$ 1,714,320</b>

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to

Reliable Construction Services for the replacement of the underground storage tanks in the amount of \$1,384,140 plus a 15% contingency of \$207,621 for any unforeseen costs, totaling \$1,591,761.

The MOTION was APPROVED by voice vote 7-0.

**Action Item #3 - Window Washing Services**

Mr. Brown stated the purpose of this procurement is to select a qualified firm to partner with RTA for Window Washing Services at Wright Stop Plaza, 600 and 601 Longworth, and Transit Center locations.

The contract is for five (5) years, during which time the selected firm will be responsible for cleaning the inside and outside of the windows at all the locations listed above. This project is consistent with RTA’s core value of providing good Stewardship by properly maintaining our facilities and ensuring the longevity of our capital resources.

Proposals for the Window Washing Services were solicited through the *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Requests for Proposals were sent to eleven (11) firms.

At 2:00 p.m., December 21, 2023, three (3) proposals were received. The Evaluation Committee reviewed the proposals to determine the best proposal using the following criteria:

- Qualifications
- Experience
- Reasonableness of cost
- References
- Quality of Proposal Preparation

The firm ranked the highest by the evaluation committee was Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad. The pricing received is as follows:

<b>Contract Years</b>	<b>Jack &amp; Joe’s Window Cleaning, Inc. dba Squeegee Squad Columbus, MN</b>	<b>Bright View Exterior Solutions Farmersville, OH</b>	<b>**Central Window Cleaning Cleveland, OH</b>
Year One	\$27,620.00	*	*
Year Two	28,448.60	*	*
Year Three	29,302.14	*	*
Year Four	30,181.24	*	*
Year Five	31,086.72	*	*
<b>Grand Total</b>	<b>\$146,638.70</b>	*	*

\*FTA Procurement guidelines require that only the successful proposer’s pricing data be disclosed publicly.

\*\*Nonresponsive.

This procurement will be funded through RTA’s operating budget.

MOTION made by Ms. Matthews-Stenson and SECONDED Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad for Window Washing Services at Wright Stop Plaza,

600 and 601 Longworth, and the Transit Centers for five (5) years totaling \$146,639 plus a 15% contingency for \$21,996 to address any additional cleanings that may arise during the contract for a total award of \$168,635.

The MOTION was APPROVED by voice vote 7-0.

**Action Item #4 - Non-Revenue Vehicles**

Mr. Ruzinsky stated the RTA has a pool vehicle fleet that needs replacing due to age. This project has been delayed because we prioritized fleet replacements first.

Vehicles being replaced include:

- 5 – 2012 model year Dodge Durango
- 2 – 2014 model year Dodge Durango
- 2 – 2015 model year Dodge Durango
- 1 – 2015 model year Ford Focus
- 1 – 2016 model year Dodge Durango
- 1 – 2016 model year Ford Transit
- 1 – 2017 model year Dodge Durango
- 1 – 2020 model year Dodge Pickup (will be retained for other use)

These pool vehicles are used for travel between buildings and hubs, contractor oversight, staff supervision, project management, local meetings, community events, and other transit-related purposes. In addition to the 14 replacements, we will be adding a pool vehicle to the fleet for a total of 15. This project supports RTA's core value of Stewardship as we manage our resources.

RTA can purchase non-revenue vehicles from ODOT contracts and will be doing so for this vehicle procurement. State term contracts and bid term contracts are contracts created through a competitive process using Federal Transit Administration regulations and evaluated by the State of Ohio.

RTA obtained grant funding to replace these vehicles over the past few years. After evaluating the various vehicles available with ODOT-authorized vendors, it has been determined that the Ford Explorer is the best vehicle based on reliability, price, and delivery dates. The price received is \$38,740 per vehicle.

This contract will be funded with federal funds.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Montrose Ford for 15 Ford Explorer vehicles at \$38,740 per vehicle for \$581,100 plus a 10% contingency for additional vehicle options in the amount of \$58,110 for a total award of \$639,210.

The MOTION was APPROVED by voice vote 7-0.

**Action Item #5 - Internet Access, Part 2**

Mr. Prince stated the purpose of this procurement is to award a sole source contract to Altafiber, formerly Cincinnati Bell, for the network connection between RTA 600 Longworth Street facility and Wright Stop Plaza for a three (3) year period.

To support the organization's growing data needs, a more robust and reliable network connection is needed between Wright Stop Plaza and 600 Longworth Street. The current connection is provided by



a microwave antennae system prone to down/degraded performance based on weather and atmospheric changes. This project is consistent with RTA's core value of providing good Stewardship by properly managing our resources efficiently.

Altafiber was chosen as RTA's new internet provider from a prior competitive procurement selection. When running the new fiber to our facilities, the vendor (as standard practice) included additional pairs of fiber for future use. Using this existing infrastructure allows for turning on the service with no additional groundwork (trenching, penetrating the buildings, etc.) to be done. The need for the new fiber/connection was discovered after the original project was underway.

RTA is also attempting to put this new connection in place before the roof work project at 600 Longworth Street, which will temporarily take the existing microwave solution offline, leaving the sites disconnected while work takes place. This solution would remove that risk.

Pricing was received from Altafiber for \$1,105 per month per port (10GB) for Wright Stop Plaza and 600 Longworth Street, totaling \$2,210 per month for a total of \$79,560 for a three (3) year period. Based on a cost comparison to the current contract for Internet Service only for \$929 per month (1GB) and \$859 per month (500MB), the cost for this procurement is deemed fair and reasonable.

MOTION made by Mr. Weckesser and SECONDED by Mr. Williamson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Altafiber for Internet Access, Part 2, at \$2,210 per month for a 3-year period for \$79,560. It is also recommended that the \$97,680 awarded under Small Purchasing Procedures be ratified for a grand total award amount of \$177,240.

The MOTION was APPROVED by voice vote 7-0.

#### **Action Item #6 - Apteon Upgrade and Software Maintenance**

Mr. Prince stated RTA has utilized the Ross Enterprise accounting system software for nearly 35 years. Procurement, Inventory, and Accounting use the software daily. It includes general ledger, accounts payable, accounts receivable, fixed assets, purchasing, and receiving. Major upgrades were performed on the system in 2007 and 2018-2020.

Given the rising support costs of the current Apteon financial system, RTA plans to evaluate the feasibility of selecting an Enterprise Resource Planning (ERP) system to evaluate replacement options for the current HRIS and financial systems in use by RTA. This replacement plan will take approximately two years to accomplish.

Meanwhile, an upgrade to the Apteon system is needed to bring the system and underlying infrastructure current, as the existing version is on an unsupported version of Windows and SQL. The software maintenance is also due to expire at the end of March and must be renewed. This project supports RTA's core value of Stewardship of the financial resources entrusted to our care.

The cost for Apteau to perform this work is as follows:

**UPGRADE**

Phase	Amount
Initiation	\$ 18,340
Analysis	9,432
Configuration	89,604
Deployment	37,990
Support and PM	30,916
<b>TOTAL</b>	<b>\$186,282</b>

**MAINTENANCE**

Apteau quoted a price of \$120,497.97 for one year of maintenance, as they refuse to do multi-year maintenance agreements.

As this is a sole-source procurement, a cost analysis was performed to determine if the pricing received is fair and reasonable. Apteau's pricing for the upgrade was found to be high, and negotiations are ongoing until we can agree on a fair and reasonable price. The pricing for the maintenance increased by almost 17% from last year but was found to cover more products, which deems it fair and reasonable.

The cost of the upgrade will be paid with operating funds. The cost for maintenance will be funded with segregated funds.

MOTION made by Mr. Weckesser and SECONDED by Ms. Matthews-Stenson that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Apteau, Inc. for the upgrade of the software in the estimated amount of \$186,282 plus a 20% contingency in the amount of \$37,256 and the maintenance for one (1) year in the amount of \$120,498 for a not to exceed total of \$344,036.

The MOTION was APPROVED by voice vote 7-0.

**Customer and Business Development Update**

The Customer and Business Development Department update was provided in today's meeting packet.

Mr. Ruzinsky made a presentation on RTA revenues and provided comparative data and analysis regarding the possibility of future fare structure changes.

**December 2023 Financial Report**

Ms. Stanforth stated the December 2023 Financial Report was provided in today's meeting packet. Passenger fares are \$1.9 million over budget because of post-pandemic increased ridership. Total revenue is \$4 million under budget due to higher passenger fares, interest and sales tax, offset by lower federal and state assistance. Total expenses are \$4.6 million under budget due to lower paid employee absences, fringe benefits, contract services, materials & supplies and contingency costs. Those positive variances are offset by higher employee wages and purchased transportation costs. RTA's service loss

is \$2.2 million after twelve months, which compares to a budgeted service loss of \$2.8 million. The overall financial result tracks favorably compared to budget.

**Small Purchasing Information**

Ms. Weisman stated the Small Purchasing Information was included in today’s meeting packet. There were no questions regarding small purchases.

**CEO Update**

Mr. Ruzinsky made a presentation on Wright Stop Plaza and plans to complete construction in the concourse.

**Request for Executive Session**

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Fullenkamp to RECESS into Executive Session for the purpose of discussing personnel matters.

**Roll Call**

Ms. Hairston -	Yes
Mr. Fullenkamp -	Yes
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Yes
Ms. White -	Excused
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0. The Meeting RECESSED into Executive Session at 9:55 a.m.

**Reconvene to Regular Session**

MOTION made by Mr. Williamson and SECONDED by Mr. Weckesser to RECONVENE into Regular Session.

**Roll Call**

Ms. Hairston -	Yes
Mr. Fullenkamp -	Yes
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Yes
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Yes
Ms. White -	Excused
Mr. Williamson -	Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 10:26 a.m.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committees meetings are scheduled for March 19 and April 16, 2024.

**Adjournment**

With no further business, Ms. Hairston DECLARED the meeting ADJOURNED at 10:27 a.m.

**ATTEST**

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**Sharon Hairston, Chair**

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**Mary K. Stanforth, Committee Secretary**



**AGENDA**

**Greater Dayton RTA Board of Trustees  
Finance/Personnel and Planning Committees Meeting  
Wright Stop Plaza  
4 South Main Street, 2<sup>nd</sup> Floor Conference Room, Dayton OH 45402  
Tuesday, February 20, 2024 – 8:30 a.m.**

**Call Meeting to Order** **Sharon White, Chair**

**Roll Call/Declare Quorum** **White**

I. Approval of January 16, 2024 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes **White**

II. Board Action Items

**Finance/Personnel**

- Action Item #2 – Underground Storage Tank Replacement Project
- Action Item #3 – Window Washing Services
- Action Item #4 – Non-Revenue Vehicles

**Matthews-Stenson**  
Brown  
Brown  
Ruzinsky

**Planning**

- Action Item #5 – Internet Access, Part 2
- Action Item #6 – Aptean Maintenance and Upgrade

**Weckesser**  
Prince  
Prince

III. Informational / Discussion Items

**Planning**

- Customer and Business Development Update
- Ridership Update
- Revenue Discussion

**Weckesser**  
Policicchio  
Policicchio  
Policicchio

**Finance/Personnel**

- December 2023 Financial Report
- Small Purchasing Information

**Matthews-Stenson**  
Stanforth  
Howard

IV. Chief Executive Officer Update

- Wright Stop Plaza Update

**Ruzinsky**

V. Request for Executive Session – *As Required*

**White**

Reconvene to Regular Session

Next Regular Meetings – March 19 and April 16, 2024

VI. Adjournment

**White**

Interpreters for hearing impaired individuals are available upon request. Requests should be made at least 5 days prior to the date of the meeting. For more information, please call (937) 425-8392. Thank you.



**Jointly Held  
Finance/Personnel and Planning Committees  
Meeting Minutes**

**January 16, 2024**

**Members Present:** John A. Lumpkin, Jr.  
Al Fullenkamp  
Sharon Hairston  
Grady Mullins  
David P. Williamson

**Excused:** Sharon D. White  
Belinda Matthews-Stenson  
Nikol Miller  
Thomas Weckesser

**Staff in Attendance:** Bob Ruzinsky  
Daron Brown  
Roland Caldwell  
Chris Conard, Coolidge Wall  
Deborah Howard  
Brandon Policicchio  
Alex Smith

Mr. Lumpkin called the meeting to order at 8:42 a.m. and roll call was taken:

**Roll Call**

Ms. White -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Mr. Lumpkin -	Yes
Ms. Matthews-Stenson -	Excused
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

**Approval of November 21, 2023 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes**

Mr. Lumpkin asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, a MOTION was made by Mr. Williamson and SECONDED by Ms. Hairston to APPROVE the November 21, 2023 minutes.

The MOTION was APPROVED by voice vote 5-0.

**Board Action Items**

**Action Item #2 – Engine Oil**

Mr. Brown explained the purpose of this procurement is to purchase engine oil for the diesel bus fleet and non-revenue diesel vehicles for Greater Dayton Regional Transit Authority (RTA). This procurement supports our core values of Quality Service and good Stewardship of RTA’s financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 7,764 gallons of engine oil per year. The total cost per year determines the lowest bidder.

Sealed bids for the purchase of Engine Oil for a one-year period with a one-year option were solicited through the *Dayton Daily News*, *Dayton Weekly*, and *Transit Talent*. Invitations for Bid were sent to 86 vendors.

At 10:00 a.m. on December 14, 2023, seven (7) bids were received and publicly opened. The results are as follows:

<b>VENDOR</b>	<b>Year 1 Unit Price</b>	<b>Year 1 Total Amt.</b>	<b>Option Year Unit Price</b>	<b>Option Year 1 Total Amt.</b>
Hawkins Bailey Warehouse Bedford, IN	\$8.93	\$69,332.52	\$8.93	\$69,332.52
Apollo Oil Winchester, KY	\$8.99	\$69,798.36	\$9.24	\$71,739.36
PetroChoice, LLC King of Prussia, PA	\$9.00	\$69,876.00	\$9.50	\$73,758.00
Safety-Clean Systems, Inc Norwell, MA	\$10.25	\$79,581.00	\$10.65	\$82,687.00
RelaDyne Hebron, KY	\$10.29	\$79,891.56	\$10.49	\$81,444.36
Dayton Tool Crib Dayton, OH	\$10.85	\$84,239.40	No Bid	-
Mansfield Oil Company Troy, OH	\$12.27	\$95,264.28	\$12.57	\$97,593.48

Funding for this procurement is included in the operating budget.

MOTION made by Mr. Fullenkamp and SECONDED by Ms. Hairston that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to Hawkins Bailey Warehouse for engine oil with an estimated award amount of \$69,333 for the base year, and \$69,333 for the option year, for a grand total of \$138,666. Actual costs will vary based on the number of gallons purchased.

The MOTION was APPROVED by voice vote 5-0.

**Action Item #3 – Diesel Exhaust Fluid**

Mr. Brown explained the purpose of this procurement is to purchase diesel exhaust fluid for the diesel bus fleet and non-revenue diesel vehicles for Greater Dayton RTA. This procurement supports our core values of Quality Service and good Stewardship of RTA’s financial resources by ensuring that our fleet is well maintained and available for service.

Vendors were required to base their bids on the estimated quantity of 33,000 gallons of diesel exhaust fluid per year. The total cost per year determines the lowest bidder.

Sealed bids for the purchase of diesel exhaust fluid for a one-year period with two one-year option years were solicited through the *Dayton Daily News*, *Dayton Weekly*, and *Transit Talent*. Invitations for Bid were sent to 86 vendors.

At 11:00 a.m. on December 14, 2023, five (5) bids were received and publicly opened. The results are as follows:

<b>VENDOR</b>	<b>Year 1 Unit Price</b>	<b>Base Year Total Amount (33,000 gal)</b>	<b>Option Year 1 Unit Price</b>	<b>Option Year 1 Total Amount (33,000 gal)</b>	<b>Option Year 2 Unit Price</b>	<b>Option Year 2 Total Amount (33,000 gal)</b>
PetroChoice, LLC King of Prussia, PA	\$1.65	\$54,450.00	\$1.75	\$57,750.00	\$1.85	\$61,050.00
Mansfield Oil Troy, OH	\$1.79	\$59,070.00	\$1.89	\$62,370.00	*No Bid	-
Brenntag Mid-South Hebron, OH	\$1.85	\$61,050.00	\$1.85	\$61,050.00	\$1.85	\$61,050.00
Apollo Oil Winchester, KY	\$1.99	\$65,670.00	\$2.24	\$73,920.00	\$2.49	\$82,170.00
RelaDyne Hebron, KY	\$2.09	\$68,970.00	*No Bid	-	*No Bid	-

Funding for this procurement is included in the operating budget.

MOTION made by Mr. Williamson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to PetroChoice, LLC for Diesel Exhaust Fluid with an estimated award amount of \$54,450 for the base year and \$57,750 and \$61,050 for the option years 1 and 2, respectively for a grand total of \$173,250. Actual costs will vary based on the number of gallons purchased.

The MOTION was APPROVED by voice vote 5-0.



**Action Item #4 – Bus Garage Post Tension Floor Additional Work**

Mr. Brown explained that in April 2023, the Board of Trustees approved the contract award to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Repair.

The original contract was approved for \$107,640 plus a 20% contingency of \$21,528 for any unknowns that may arise during the repair process for a total award of up to \$129,168.

During this project, the total amount approved by the Board plus the standard change order authority for \$12,916.80 increased the project cost to \$142,084.80.

RTA would now like to add \$14,770 for additional required work, which was not in the original scope of work but was discovered during the project. Specifically, there is a concrete seam that is leaking water and must be repaired to maintain the integrity of the post tension floor. There were also some additional construction costs incurred during the project’s original scope, which amounted to approximately \$18,000. A \$10,000 contingency is also being requested for any future unforeseen issues that could arise with this additional work.

MOTION made by Mr. Williamson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an additional contract AWARD to CPS Construction Group, Inc. for Bus Garage Post Tension Floor Additional Work in the amount of \$32,770 plus a \$10,000 contingency for a total of \$42,770 which brings the total project cost to \$184,855.

The MOTION was APPROVED by voice vote 5-0.

**Action Item #5 – 601 Longworth VEE System**

Mr. Smith explained the purpose of this procurement is to select a firm to partner with Greater Dayton RTA for the installation of a Vehicle Exhaust Extraction (VEE) system in the 601 Longworth Street garage.

The garage is currently equipped with a building exhaust system that removes fumes from running vehicles; however, in the maintenance bays, the VEE systems are added to capture the vehicle exhaust for prolonged idling periods. This system will support the AC Shop that is being moved from its current location to the 601 Longworth Street garage. This procurement supports RTA’s core value of safety for our employees by continuously improving our facilities to ensure they are free from harmful chemicals and have a healthy and safe work environment.

Sealed bids for the 601 Longworth VEE System were solicited through *Dayton Daily News*, *Dayton Weekly News*, and *Transit Talent*. Invitations for Bid were sent to 52 firms.

At 10:00 a.m., on November 6, 2023, two (2) bids were received and publicly opened. The results were as follows:

Vendor	J. Feldkamp Design Build Cincinnati, OH	Starco, Inc. Dayton, OH
Material	\$ 62,200	\$ 86,919
Labor	\$ 62,200	\$ 45,000
Total Bid	\$ 124,400	\$ 131,919

MOTION made by Mr. Williamson and SECONDED by Mr. Fullenkamp that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to J. Feldkamp Design Build for

the installation of the VEE system in the 601 Longworth garage in the amount of \$124,400 plus a contingency of \$12,440 for any unknown costs, totaling \$136,840.

The MOTION was APPROVED by voice vote 5-0.

**Customer and Business Development Update**

Mr. Policicchio stated the Customer and Business Development Department update was provided in today's meeting packet. Mr. Policicchio also shared an update on ridership.

**November 2023 Financial Report**

The November 2023 Financial Report was included in today's meeting packet. Passenger fares are \$1.7 million over budget because of post-pandemic increased ridership. Total revenue is \$2.6 million over budget due to higher passenger fares, interest income and sales tax, offset by lower federal assistance. Total expenses are \$671,000 over budget because of higher employee wages and purchased transportation costs, offset by lower paid absences, fringe benefits, contract services and materials & supplies. RTA's service loss is \$894,000 after eleven months, which compares to a budgeted loss of \$2.9 million. The overall financial result is tracking favorably compared to budget.

**Small Purchasing Information**

Ms. Howard stated the Small Purchasing Information was included in today's meeting packet.

**CEO Update**

Mr. Ruzinsky shared an update from the recent American Bus Benchmarking Group (ABBG) visit.

**Request for Executive Session**

At 9:28 am a MOTION was made by Mr. Williamson and SECONDED by Mr. Fullenkamp to move into Executive Session to discuss the compensation of a public official.

Roll call was taken:

Ms. White -	Excused
Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Mr. Lumpkin -	Yes
Ms. Matthews-Stenson -	Excused
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Excused
Mr. Williamson -	Yes

**Adjournment from Executive Session**

At 10:00 am a MOTION was made by Ms. Hairston and SECONDED by Mr. Williamson to ADJOURN from the Executive Session. The MOTION was APPROVED by voice vote 5-0.

**Next Meeting**

The upcoming jointly held Finance/Personnel and Planning Committee meetings are scheduled for February 20 and March 19, 2024.


**Adjournment**

MOTION made by Ms. Hairston and SECONDED by Mr. Fullenkamp to ADJOURN the meeting.

The MOTION was APPROVED by voice vote 5-0.

Mr. Lumpkin DECLARED the meeting ADJOURNED at 10:00 a.m.

**ATTEST**



\_\_\_\_\_  
**John A. Lumpkin, Jr.**



\_\_\_\_\_  
**Brandon Polieicchio, Committee Secretary**

**Greater Dayton RTA Board of Trustees Packet**

**Meeting Date: Tuesday, March 5, 2024 – 3:00 p.m.**

**Wright Stop Plaza – 4 S. Main Street – Dayton OH 45402 – 3<sup>rd</sup> Floor Board Room**

**JOINT FINANCE/PERSONNEL AND  
PLANNING COMMITTEE  
DISCUSSION ITEMS**

**Next Section**





**Customer & Business Development Highlights**  
**Finance/Personnel & Planning Committee Meeting – 02/20/2024**

# INTERNAL COMMUNICATION GOES DIGITAL

Digital screens are being installed throughout RTA's buildings to improve internal communication messaging. The screens will replace printed poster boards placed in break areas and lobbies.

RTA is using BrightSign for content management on the screens.

Communications Specialist Katie Wedell and Senior Graphic Designer Cara Wood are creating training materials to use to train admins in each department on how to upload new images to their local screens. This will allow different departments to target messages to their employees without having to request a printed poster or flyer.

The communications team will oversee the content of the digital displays and will continue to push internal news and announcements to the screens along with the Info Hub app.

The digital displays will allow messages to get out faster, be updated quickly if necessary and be automatically retired when no longer relevant.

There will be 15 screens installed in high-traffic areas like break rooms, lobbies, and the fitness centers across RTA's four main buildings: Longworth, Wright




Pictured above is the first digital sign to be installed, which is on display in the Wright Stop Plaza elevator lobby.

Stop Plaza, 901 and 601.

"We are excited to roll out the new digital displays which will improve communication throughout the agency. The digital displays will help facilitate RTA campaigns, initiatives and clear messaging," said Kristi Newton, communications and community relations manager.


To promote use of the new displays, Wedell is running a contest where any employee who scans a QR code on one of the screens can enter a drawing to win one of two Downtown Dollars gift cards, which can be used at businesses and restaurants throughout downtown Dayton.


# RTA CELEBRATES BLACK HISTORY MONTH AND LOCAL BUSINESSES




FEBRUARY IS  
**BLACK HISTORY MONTH**

Scan to learn more







Paula Willis

### Paula Willis and Alleah Cooks, owners of Now and Zen DIY Studio

Now and Zen DIY Studio is a modern terrarium building studio located in downtown Dayton's Fire Blocks District.

**What does being a black business owner mean to you?**

"We're a family business, co-owned by mother and daughter, and that makes our business journey feel safe and special. Our plan is for this business to become a family legacy and be in the Dayton area, and maybe beyond for years to come."

**How to get there?**

121 E. 3rd St., Dayton, within walking distance from Wright Stop Plaza

One of the interior cards featured on RTA buses during the month of February highlights local business owners Paula Willis and Alleah Cooks. There are four versions of the card with different businesses.

To celebrate Black History Month, the Greater Dayton RTA is shining a spotlight on local Black business owners by sharing what inspired them to start their journeys and what advice they have for aspiring entrepreneurs.

After gathering recommendations from a committee of RTA employees and the Urban League of Southwestern Ohio, Communications Specialist Michael Everman interviewed four business owners and created a campaign that will run on RTA's buses, website and social media sites throughout the month of February.

The selected businesses are located within Montgomery County and near an RTA route.

Interior cards highlighting the owners and their businesses are displayed inside RTA's fixed-route bus fleet for customers to read. The interior cards will remain on the buses throughout the month of February.

A QR code on each interior card opens RTA's Black History Month webpage at [iriderta.org/black-ownedbusinesses](http://iriderta.org/black-ownedbusinesses). There you can read more about the four featured small businesses. They are Now and Zen DIY Studio, owned by Paula Willis and Alleah Cooks; Courtlands Mobile Grill, owned by Guy Ansley; DK&J Pump Inc. gym, owned by Kevin Whatley and

John Pope; and Ms. Shelly's Place daycare, owned by Shelly Ingram.

In addition to the campaign highlighting local businesses, RTA has reserved a seat for Rosa Parks on every fixed-route bus in the fleet. The seats are reserved with a special Rosa Parks placard to acknowledge her role in making every seat available to everyone.



**This seat reserved in honor  
of ROSA PARKS  
whose quiet strength  
made a seat available  
for EVERYONE.**

Picture of Rose Parks placard installed on every bus.

# RTA SHOWS RIDERS AND EMPLOYEES SOME LOVE DURING OHIO LOVES TRANSIT WEEK

RTA celebrated Ohio Loves Transit Week, Feb. 11–17, with multiple days of events geared toward both customers and employees.

Communications Specialist Michael Everman and Senior Graphic Designer Cara Wood planned the customer-facing events, which included a social media contest to win a giant RTA swag basket, a selfie station near the platform at Wright Stop Plaza and a Valentine's Day giveaway with employees from

planning, customer service, communications and transportation handing out sunglasses, stickers, candy and buttons to customers at transit centers and on buses.

To celebrate internally, Communications Specialist Katie Wedell and Graphic Designer Carmen Gaines created a schedule of events for employees that included a focus on wellness, but also had a few treats.

First, all RTA employees were mailed a valentine designed by Gaines.

The schedule of internal events included sessions on healthy eating, reflexology and aromatherapy with instructors from the Institute of Holistic Leadership in Centerville, as well as a mindfulness workshop hosted virtually by NexGen EAP.

The reflexology demonstrations required advance signup, which was done via Info Hub. The rest of the events were open to all employees to stop by at their convenience and learn about ways to be healthier and reduce stress.

On Friday, Feb. 16, RTA brought in Death Grip Donuts to hand out coffee and donuts to all employees, first in the morning at Wright Stop Plaza and then midday at the Longworth garage.

Extra donuts were delivered to those working at the transit centers and put out in break areas for those on later shifts.

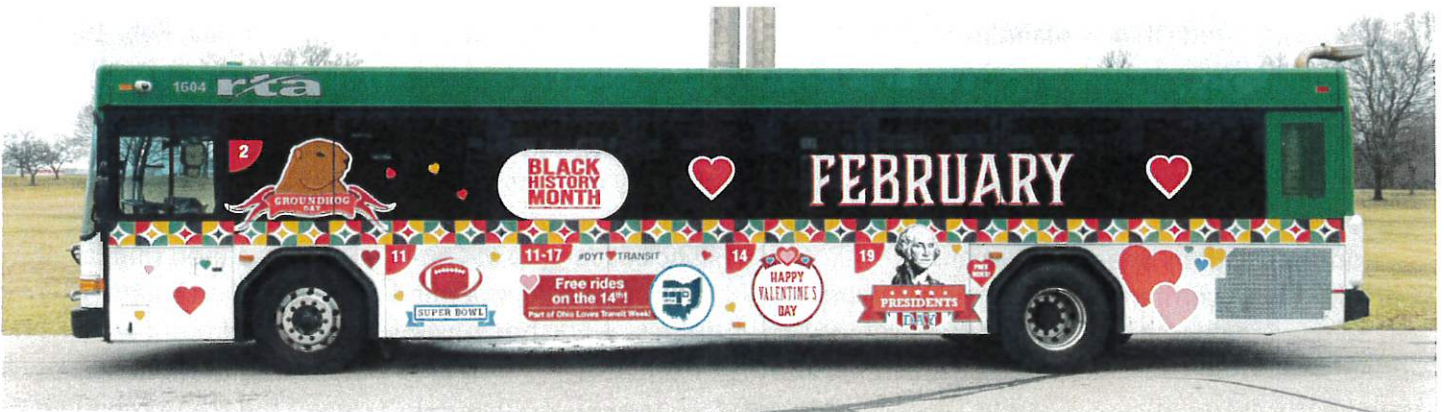
Everyone was encouraged to post about Ohio Loves Transit Week using the hashtag:

#DYT♥TRANSIT



Materials used to promote internal and external Ohio Loves Transit Week events included: valentines mailed home to employees, buttons and stickers with the Ohio Loves Transit logo that were handed out at transit centers, and posters promoting the week's events to employees on digital screens and Info Hub. The valentines and posters were designed by Graphic Designer Carmen Gaines.

# FEBRUARY BUS FEATURES BLACK HISTORY MONTH, FREE RIDES ON VALENTINE'S DAY AND MORE



RTA's February bus was designed by Senior Graphic Designer Cara Wood. It features Groundhog Day, Black History Month, the Super Bowl, Ohio Loves Transit Week, Valentine's Day and Presidents Day.

## TAKIN' CARE OF BUSINESS



When snow hit Dayton on Jan. 19, Communications Specialist Michael Everman made a catchy reel to let the public know RTA was still "Takin' Care of Business" and our customers.

## RTA ATTENDS VENDOR DIVERSITY EXPO



RTA Purchasing Agent Ashley Hurd manned a booth at the Vendor Diversity Expo at TQL Stadium in Cincinnati on Dec. 14.

The event was hosted by Southwest Ohio Regional Transit Authority/Metro Cincinnati.

The purpose of this event was to provide technical assistance and do matchmaking events connecting prime contractors with subcontracts. This was also an opportunity for RTA to connect with disadvantaged and small businesses.



# C&BD STAFF CELEBRATES SUPER BOWL



Customer and business development staff enjoyed a Super Bowl themed lunch party on Feb. 8. Everyone was encouraged to wear their favorite NFL team's gear that day to be entered into a gift card drawing. In addition to Super Bowl party related food, there was an opportunity to make some Swifite friendship bracelets and a paper football tournament for glory and a gift card.

## ONBOARDING EXPANDED TO 2 DAYS



Training and Development Instructor Michael Gallo-way leads new hires through a session on blood-borne pathogens on the second day of their onboarding, Feb. 6, 2024.

Onboarding for all new employees was expanded from one day to two days starting with new hires that began on Feb. 5.

This was done to ensure RTA is compliant and meeting all federally mandated training requirements without having to pull admin employees out for special training days down the road.

The training department has worked to adapt the two-day administrative training conducted over the summer to fit into onboarding for new hires.

The first day will continue to be run by human resources and cover currently presented information including benefits, agency policies and procedures, security, VISTA, the wellness program, drug-free workplace, Info Hub, EBF and sexual harassment policy.

The second day will be conducted by the training department and will include de-escalation training, safety awareness, event and injury reporting, bloodborne pathogens, active shooter response, human trafficking awareness and CPR/AED training.

# FIRST OPERATOR GRADUATION OF 2024 HELD AT WSP



CEO Bob Ruzinsky addresses new drivers and guests at the Jan. 22, 2024 graduation ceremony at Wright Stop Plaza.

The first graduation ceremony of the year for RTA trainees was held on Jan. 22 in the Wright Stop Plaza multipurpose room.

The location move allowed more space for guests, and accommodated a larger backdrop for photos.

Future graduation dates are February 19, March 20 and April 9.

These ceremonies will be held at Wright Stop Plaza with a slightly different format allowing for more mingling at the start of the event.

Maintenance staff and transit ambassadors will be honored along with driver trainees going forward.

## Social Media

### January

#### Facebook:

Reach: 158,611

Engagement: 3,820

Minutes Viewed:  
3,025

Total Followers:  
6,773

#### Instagram:

Reach: 600

Accounts engaged:  
88

Impressions: 5,303

Total Followers:  
1,579

## Transit App

### January

Sessions: 1,389,424

Average daily sessions: 44,820

Monthly usage high:  
7,927

Avg. daily users:  
6,539

## Info Hub

### January

Page views: 4,083

Unique hits: 1,521

Pages created/  
modified: 20

Push notifications  
sent: 6

Total Active Users:  
242



Greater Dayton Regional Transit Authority  
Financial Report  
December 2023

- Financial Summary
- Comparative Data
- Departmental Detail
  - Balance Sheets
  - Sales Tax Receipts

Greater Dayton Regional Transit Authority  
YTD Financial Report  
December 30, 2023

**Revenues**

Passenger Fares	6,692,243	8.9%	Passenger Fares are \$1.9M over budget as a result of post-pandemic increased ridership.
Contract Service Fares	8,551	0.0%	
Service Subsidies	19,212	0.0%	
Interest	2,694,538	3.6%	Interest Income is \$895k over budget as a result of higher interest rates.
Other	236,462	0.3%	
Sales Tax - Net	48,323,655	64.1%	Total Revenues are \$4M under budget due to higher passenger fares, interest and sales tax and an offset by lower federal & state assistance.
State Assistance	575,400	0.8%	
Federal Assistance	16,827,590	22.3%	
<b>Total Revenue</b>	<b>75,377,650</b>	<b>100%</b>	

**Expenses**

Wages	32,598,871	43.7%	Total Expenses are under budget by \$4.6M as a result of lower paid absences, fringe benefits, services, materials & supplies and contingency costs, offset by higher employee wages and purchased transportation.
Paid Absences	5,597,937	7.5%	
Fringe Benefits	13,099,548	17.6%	
Services	6,868,598	9.2%	
Materials & Supplies	7,305,221	9.8%	
Utilities & Power	1,540,296	2.1%	
Casualty & Liability Costs	2,273,425	3.0%	
Taxes	236,291	0.3%	
Purchased Transportation	3,542,712	4.7%	
Miscellaneous	1,559,033	2.1%	
<b>Total Expenses</b>	<b>74,621,932</b>	<b>100%</b>	

**Pre Local Capital - Gain (Loss)**

Less - Local Capital Charge	2,962,243
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**RTA Service - Gain (Loss)**

	<b>(2,206,524)</b>
--	--------------------

**Audit & GASB Items**

Less - Market to Market Adjustment	-
Plus - Market to Market Adjustment	2,573,564
Less - Federal/State Depreciation	14,516,827
Less - GASB 68 & 74 (Pensions) Charge	-
Plus - GASB 68 & 74 (Pensions) Credit	-

**Audit Adjusted - Gain (Loss)**

	<b>(14,149,787)</b>
--	---------------------

Plus - Non-RTA Capital Grants Received

	24,670,175
--	------------

**Balance Sheet - Change in Net Position**

	<b>10,520,388</b>
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Greater Dayton Regional Transit Authority  
YTD Financial Report  
December 30, 2023

**Revenues**

	Actual Dec 2023	Budget Dec 2023	Actual Dec 2022
Passenger Fares	6,692,243	4,800,000	4,510,063
Contract Service Fares	8,551	-	7,140
Service Subsidies	19,212	17,000	277,142
Interest	2,694,538	1,800,000	1,281,767
Other	236,462	250,000	187,537
Sales Tax - Net	48,323,655	47,400,000	47,780,258
State Assistance	575,400	2,464,855	286,179
Federal Assistance	16,827,590	22,600,000	21,373,253
<b>Total Revenue</b>	<b>75,377,650</b>	<b>79,331,855</b>	<b>75,703,340</b>

**Expenses**

	Actual Dec 2023	Budget Dec 2023	Actual Dec 2022
Wages	32,598,871	30,360,053	27,135,292
Paid Absences	5,597,937	6,099,032	5,853,224
Fringe Benefits	13,099,548	13,651,318	11,798,085
Services	6,868,598	7,909,655	6,698,184
Materials & Supplies	7,305,221	10,536,000	7,184,189
Utilities & Power	1,540,296	1,734,667	1,583,638
Casualty & Liability Costs	2,273,425	2,334,667	2,642,847
Taxes	236,291	202,670	214,934
Purchased Transportation	3,542,712	2,528,000	880,845
Miscellaneous	1,559,033	3,867,997	875,767
<b>Total Expenses</b>	<b>74,621,932</b>	<b>79,224,059</b>	<b>64,867,005</b>

**Pre Local Capital - Gain (Loss)**

Less - Local Capital Charge

**RTA Service - Gain (Loss)**

**Audit & GASB Items**

Less - Market to Market Adjustment  
Plus - Market to Market Adjustment  
Less - Federal/State Depreciation  
Less - GASB 68 & 74 (Pensions) Charge  
Plus - GASB 68 & 74 (Pensions) Credit

**Audit Adjusted - Gain (Loss)**

Plus - Non-RTA Capital Grants Received

**Balance Sheet - Change in Net Position**

6,692,243	8.9%	4,800,000	6.1%	4,510,063	6.0%
8,551	0.0%	-	0.0%	7,140	0.0%
19,212	0.0%	17,000	0.0%	277,142	0.4%
2,694,538	3.6%	1,800,000	2.3%	1,281,767	1.7%
236,462	0.3%	250,000	0.3%	187,537	0.2%
48,323,655	64.1%	47,400,000	59.7%	47,780,258	63.1%
575,400	0.8%	2,464,855	3.1%	286,179	0.4%
16,827,590	22.3%	22,600,000	28.5%	21,373,253	28.2%
<b>75,377,650</b>	<b>100%</b>	<b>79,331,855</b>	<b>100%</b>	<b>75,703,340</b>	<b>100%</b>
<b>32,598,871</b>	<b>43.7%</b>	<b>30,360,053</b>	<b>38.3%</b>	<b>27,135,292</b>	<b>41.8%</b>
<b>5,597,937</b>	<b>7.5%</b>	<b>6,099,032</b>	<b>7.7%</b>	<b>5,853,224</b>	<b>9.0%</b>
<b>13,099,548</b>	<b>17.6%</b>	<b>13,651,318</b>	<b>17.2%</b>	<b>11,798,085</b>	<b>18.2%</b>
<b>6,868,598</b>	<b>9.2%</b>	<b>7,909,655</b>	<b>10.0%</b>	<b>6,698,184</b>	<b>10.3%</b>
<b>7,305,221</b>	<b>9.8%</b>	<b>10,536,000</b>	<b>13.3%</b>	<b>7,184,189</b>	<b>11.1%</b>
<b>1,540,296</b>	<b>2.1%</b>	<b>1,734,667</b>	<b>2.2%</b>	<b>1,583,638</b>	<b>2.4%</b>
<b>2,273,425</b>	<b>3.0%</b>	<b>2,334,667</b>	<b>2.9%</b>	<b>2,642,847</b>	<b>4.1%</b>
<b>236,291</b>	<b>0.3%</b>	<b>202,670</b>	<b>0.3%</b>	<b>214,934</b>	<b>0.3%</b>
<b>3,542,712</b>	<b>4.7%</b>	<b>2,528,000</b>	<b>3.2%</b>	<b>880,845</b>	<b>1.4%</b>
<b>1,559,033</b>	<b>2.1%</b>	<b>3,867,997</b>	<b>4.9%</b>	<b>875,767</b>	<b>1.4%</b>
<b>74,621,932</b>	<b>100%</b>	<b>79,224,059</b>	<b>100%</b>	<b>64,867,005</b>	<b>100%</b>
<b>755,719</b>		<b>107,796</b>		<b>10,836,335</b>	
2,962,243		2,935,115		2,864,522	
<b>(2,206,524)</b>		<b>(2,827,319)</b>		<b>7,971,813</b>	
2,573,564		15,913,885		3,036,650	
14,516,827				14,457,886	
<b>(14,149,787)</b>		<b>(18,741,204)</b>		<b>(9,522,723)</b>	
24,670,175				5,514,733	
<b>10,520,388</b>		<b>(18,741,204)</b>		<b>(4,007,990)</b>	

Greater Dayton RTA  
Departmental Budget Summary  
December 30, 2023

Department	#	Current Month			Year to Date			Annual Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
Board of Trustees	11	5	6	(1)	63	69	(6)	69
Chief Executive Officer	21	52	52	0	602	618	(16)	618
Labor Relations	55	(22)	89	(111)	728	1,067	(339)	1,067
Total CEO		30	140	(110)	1,330	1,684	(355)	1,684
Chief Capital Officer	92	33	48	(15)	482	574	(92)	574
Engineering	24	21	24	(3)	207	313	(106)	313
Corporate Dept.	98	9	3,352	(3,343)	111	3,425	(3,315)	3,425
Total COO		63	3,425	(3,361)	800	4,312	(3,512)	4,312
Chief Financial Officer	19	335	49	286	865	587	278	587
Claims	66	1,238	1,138	100	2,552	2,668	(116)	2,668
Procurement	77	45	41	4	480	501	(20)	501
Accounting & Payroll	91	88	115	(27)	1,058	1,228	(170)	1,228
Total CFO		1,706	1,344	362	4,955	4,983	(28)	4,983
Transportation	60-61	720	511	209	7,673	6,157	1,516	6,157
Revenue Vehicle Ops	63	2,857	5,619	(2,762)	32,272	33,317	(1,045)	33,317
Security	88	1	8	(7)	1	100	(99)	100
Total Transportation		3,578	6,138	(2,560)	39,946	39,574	372	39,574
Maintenance	71	172	153	19	1,842	1,694	148	1,694
Repair Shops	72	1,081	891	190	10,645	10,702	(58)	10,702
Inventory	73	148	87	62	1,215	938	277	938
Line Shop	75	136	205	(69)	1,750	2,572	(822)	2,572
Facility Maintenance	76	355	256	99	3,086	2,623	463	2,623
Transit Hubs	81-85	172	109	63	1,397	1,423	(27)	1,423
Facility Cleaning	89	49	48	1	532	585	(53)	585
Total Maintenance		2,113	1,749	364	20,466	20,538	(72)	20,538
Customer & Business Dev.	41	43	40	3	419	515	(96)	515
Communications	43	77	71	6	753	856	(102)	856
Quality Service	44	100	99	1	1,165	1,188	(22)	1,188
Planning & Scheduling	45	43	45	(2)	484	540	(57)	540
Human Resources	31	99	143	(45)	1,320	1,726	(405)	1,726
MIS	58	250	192	58	2,027	2,310	(283)	2,310
Training, Safety & Risk	65	89	77	12	894	929	(35)	929
Total CC&BDO		700	667	33	7,062	8,064	(1,001)	8,064
RTA Totals		8,196	13,469	(5,273)	74,622	79,224	(4,602)	79,224

(Dollars in Thousands, Bracketed Variances are Favorable)

**Greater Dayton RTA**  
**Balance Sheets**  
**December 2023 and Year End 2022**

**Assets and Deferred Outflows of Resources**

	<u>As of 12/30/2023</u>	<u>AUDITED</u> <u>As of 12/31/2022</u>
<b>Current assets:</b>		
Cash and cash equivalents	\$ 18,071,933	\$ 12,038,330
Short-term investments	27,387,926	34,973,491
Accounts receivable, less allowance for doubtful accounts	15,122,905	33,830,311
Materials and supplies, net	7,978,214	6,634,718
Prepaid expenses and deposits	2,683,600	1,853,081
	<u>71,244,577</u>	<u>89,329,930</u>
<b>Non-current assets:</b>		
Long-term investments	64,139,376	55,128,800
Net pension /OPEB assets	7,727,516	7,727,516
Capital assets: Land	7,361,536	7,361,536
Revenue producing and service equipment	124,364,793	129,103,876
Buildings and structures	156,570,410	134,310,336
Office furnishings, shop equipment and other	29,298,917	28,044,345
Construction in progress	42,826,575	30,709,800
Less accumulated depreciation	(159,949,688)	(147,006,613)
	<u>200,472,545</u>	<u>182,523,279</u>
Total capital assets - net	272,339,436	245,379,595
Total non-current assets	343,584,014	334,709,525
Total assets	\$ 8,494,257	8,494,257
	<u>\$ 352,078,271</u>	<u>\$ 343,203,782</u>
<b>Deferred outflows of resources - pensions/OPEB</b>		
<b>Total assets and deferred outflows of resources</b>		

**Liabilities, Deferred Inflows of Resources and Net Position**

<b>Current liabilities:</b>		
Accounts payable	\$ 2,163,194	\$ 4,839,745
Accrued payroll and related benefits	6,064,217	5,344,473
Accrued self-insurance	5,916,426	5,801,260
Unearned fares	150,002	374,247
Other accrued expenses	1,948,690	1,631,011
	<u>16,242,528</u>	<u>17,990,737</u>
<b>Non-current liabilities:</b>		
Accrued compensated absences	1,349,663	1,247,354
Net pension/OPEB liabilities	19,155,942	19,155,942
	<u>20,505,605</u>	<u>20,403,296</u>
<b>Deferred inflows of resources - pensions/OPEB</b>		
Total liabilities	36,748,133	38,394,032
	33,335,322	33,335,322
<b>Net position:</b>		
Invested in capital assets	200,472,545	182,523,279
Unrestricted	81,522,271	88,951,149
	<u>281,994,816</u>	<u>271,474,428</u>
<b>Total liabilities, deferred inflows of resources and net position</b>	<u>\$ 352,078,271</u>	<u>\$ 343,203,782</u>



**SALES TAX RECEIPTS (NET OF FEE PAID TO STATE OF OHIO)**

SALES PERIOD EARNED	MONTH RECEIVED	MONTHLY				YEAR TO DATE					
		2020	2021	2022	Actual 2023	Budget 2023	2020	2021	2022	Actual 2023	Budget 2023
JANUARY	APRIL	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,529,286	\$ 3,430,100	\$ 3,070,612	\$ 3,233,962	\$ 3,406,797	\$ 3,529,286	\$ 3,430,100
FEBRUARY	MAY	\$ 3,059,356	\$ 3,290,524	\$ 3,515,968	\$ 3,645,547	\$ 3,531,984	\$ 6,129,968	\$ 6,524,486	\$ 6,922,765	\$ 7,174,832	\$ 6,962,084
MARCH	JUNE	\$ 3,023,059	\$ 4,200,021	\$ 4,207,363	\$ 4,164,079	\$ 4,222,084	\$ 9,153,027	\$ 10,724,507	\$ 11,130,128	\$ 11,338,911	\$ 11,184,168
APRIL	JULY	\$ 2,756,395	\$ 3,960,624	\$ 4,023,682	\$ 4,096,524	\$ 4,037,084	\$ 11,909,422	\$ 14,685,131	\$ 15,153,810	\$ 15,435,435	\$ 15,221,252
MAY	AUGUST	\$ 3,561,409	\$ 4,174,409	\$ 4,292,382	\$ 4,190,742	\$ 4,307,084	\$ 15,470,831	\$ 18,859,540	\$ 19,446,192	\$ 19,626,177	\$ 19,528,336
JUNE	SEPTEMBER	\$ 3,929,617	\$ 3,995,835	\$ 4,073,673	\$ 4,340,913	\$ 4,087,084	\$ 19,400,448	\$ 22,855,374	\$ 23,519,865	\$ 23,967,090	\$ 23,615,420
JULY	OCTOBER	\$ 3,594,516	\$ 3,970,191	\$ 4,124,481	\$ 4,024,857	\$ 4,137,084	\$ 22,994,964	\$ 26,825,565	\$ 27,644,346	\$ 27,991,946	\$ 27,752,504
AUGUST	NOVEMBER	\$ 3,509,033	\$ 3,792,316	\$ 3,917,771	\$ 4,115,287	\$ 3,832,084	\$ 26,503,997	\$ 30,617,881	\$ 31,562,117	\$ 32,107,233	\$ 31,584,588
SEPTEMBER	DECEMBER	\$ 3,432,216	\$ 3,844,035	\$ 4,163,678	\$ 4,138,193	\$ 3,737,184	\$ 29,936,213	\$ 34,461,916	\$ 35,725,795	\$ 36,245,427	\$ 35,321,772
OCTOBER	JANUARY	\$ 3,820,242	\$ 3,771,559	\$ 4,075,167	\$ 3,762,184	\$ 3,762,184	\$ 33,756,455	\$ 38,233,475	\$ 39,800,962	\$ 39,083,956	\$ 39,083,956
NOVEMBER	FEBRUARY	\$ 3,431,837	\$ 4,015,563	\$ 3,989,588	\$ 3,843,968	\$ 3,843,968	\$ 37,188,292	\$ 42,249,038	\$ 43,790,550	\$ 42,927,924	\$ 42,927,924
DECEMBER	MARCH	\$ 4,000,815	\$ 4,620,756	\$ 4,677,163	\$ 4,472,076	\$ 4,472,076	\$ 41,189,106	\$ 46,869,794	\$ 48,467,713	\$ 47,400,000	\$ 47,400,000
Totals		\$ 41,189,106	\$ 46,869,794	\$ 48,467,713	\$ 36,245,427	\$ 47,400,000					
% Increase Year over Year		2.50%	13.79%	3.41%							

**PLEASE NOTE THE ABOVE AMOUNTS ARE REPORTED NET OF A 1% ADMINISTRATIVE FEE WHICH IS PAID TO THE STATE OF OHIO.**



**Small Purchasing Information**  
**\$25,000 TO \$100,000**  
**January 1, 2024 - December 31, 2024**

<b>Contract Date</b>	<b>Requesting Department</b>	<b>Description</b>	<b>Vendor</b>	<b>Amount</b>
1/17/2024	Training, Safety, & Risk	Smith System Training	Smith System Driver Improvement	30,000
			<b>TOTAL</b>	<b>30,000</b>

**Board Meeting - 3/05/24**  
Chief Financial Officer