



Greater Dayton RTA Board of Trustees

**Jointly held Finance, Personnel and Planning Committees
Meeting Packet**

Tuesday, March 19, 2024 – 8:30 a.m.
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402
2nd Floor Multipurpose 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 Cathy Garner at 425-8392.

Thank you.

**Greater Dayton RTA Board of Trustees Jointly held Finance,
Personnel, and Planning Committees Meeting Packet**

Meeting Date: Tuesday, March 19, 2024 - 8:30 a.m.
Wright Stop Plaza – 4 S. Main Street, Dayton OH 45402
2nd Floor Multipurpose Room

Agenda

Next Section





AGENDA
Greater Dayton RTA Board of Trustees
Finance/Personnel and Planning Committees Meeting
Wright Stop Plaza
4 South Main Street, 2nd Floor Conference Room, Dayton OH 45402
Tuesday, March 19, 2024 – 8:30 a.m.

Call Meeting to Order	Sharon White, Chair
Roll Call/Declare Quorum	White
I. Approval of February 20, 2024 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes	White
II. Board Action Items	
Finance/Personnel	Matthews-Stenson
• Action Item #2 – Sale of Scrap Metal	Brown
• Action Item #3 – Equal Employment Opportunity (EEO) Policy	Policicchio
• Action Item #4 – Moving (Traffic) Violation Policy	Policicchio
III. Informational / Discussion Items	
Planning	Weckesser
• Customer and Business Development Update	Policicchio
• Ridership Update	Policicchio
Finance/Personnel	Matthews-Stenson
• January 2024 Financial Report	Stanforth
• Small Purchasing Information	Weisman
IV. Chief Executive Officer Update	Ruzinsky
• Longworth Campus	
V. Request for Executive Session – <i>As Required</i>	White
Reconvene to Regular Session	
<i>Next Regular Meetings</i> – April 16 and May 21, 2024	
VI. Adjournment	White

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**Greater Dayton RTA Board of Trustees Jointly held Finance,
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Approval of Minutes
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:

Firm	Reliable Construction Services Dayton, OH	Belgray, Inc. Wilmington, OH
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
Base Bid Total	\$ 1,384,140	\$ 1,714,320

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:

Contract Years	Jack & Joe’s Window Cleaning, Inc. dba Squeegee Squad Columbus, MN	Bright View Exterior Solutions Farmersville, OH	**Central Window Cleaning Cleveland, OH
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	*	*
Grand Total	\$146,638.70	*	*

*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 - Apteian 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 Apteian 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 Apteian 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 Apteian 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
TOTAL	\$186,282

MAINTENANCE

Apteian 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. Apteian'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 Apteian, 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

Sharon Hairston, Chair

Mary K. Stanforth, Committee Secretary

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Action Item #2
Next Section



Action Item #2 Sale of Scrap Metal

The purpose of this procurement is to contract with a firm for the sale and disposal of scrap metal generated by the Operations, Line, and Maintenance Departments to generate revenue for Greater Dayton Regional Transit Authority (RTA). The scrap metals consist of bare copper trolley wire, insulated (dirty) copper trolley wire, and miscellaneous metals such as aluminum, galvanized steel, yellow brass, and copper. This project is consistent with RTA’s core value of Stewardship as we help improve our environment by recycling and generating revenue that will increase our operating funds.

Pricing is based upon the American Metal Market (AMM) price, effective January 9, 2024. The price differentials reflect amounts plus or minus the published price per pound or gross ton. The actual amounts paid will be determined by the AMM prices on the pick-up date of the bare and (insulated) dirty copper trolley wire and the once-a-month pick-up of the miscellaneous metals. Bidders were required to bid a fixed plus or minus (+/-) differential based on the American Metals Market Price for the associated item. The differential determines the highest bidder.

Sealed bids for the purchase of the Sale of Scrap Metal for a one-year period with two one-year options were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent.com. Invitations for Bid were sent to 20 vendors.

At 10:00 a.m. on February 15, 2024, two (2) bids were received and publicly opened. The results were as follows:

Vendor	Item Description	AMM Price 1/9/2024 (\$ per unit)	Differential BASE YR (+/- \$)	Differential Option YR1 (+/- \$)	Differential Option YR2 (+/- \$)
A & B Iron and Metal Dayton, OH	Bare Copper	\$ 3.46 per lb	-0.21	-0.21	-0.21
	Dirty Copper	\$ 3.46 per lb	-0.22	-0.22	-0.22
	Misc. Metals	\$ 355 per gt	-94	-94	-94
	Yellow Brass	\$ 2.02 per lb	+0.19	+0.19	+0.19
	Copper	\$ 3.695 per lb	-0.20	-0.20	-0.20
	Old Aluminum	\$ 0.40 per lb	+0.02	+0.02	+0.02
Miami Valley Metal Dayton, OH	Bare Copper	\$ 3.46 per lb	-0.36	-0.36	-0.36
	Dirty Copper	\$ 3.46 per lb	-2.46	-2.46	-2.46
	Misc. Metals	\$ 355 per gt	-150	-150	-135
	Yellow Brass	\$ 2.02 per lb	+0.10	+0.10	+0.15
	Copper	\$ 3.695 per lb	-0.395	-0.395	-0.395
	Old Aluminum	\$ 0.40 per lb	+0.05	+0.05	+0.05

After reviewing and evaluating the bids, the Chief Executive Officer recommends AWARD to A & B Iron and Metal for a one (1) year contract plus two (2) one-year options for all of the described items based upon the American Metal Market pricing.

Board Meeting – 4/2/2024
Chief Maintenance Officer

GD 23-26R Sale of Scrap Metal Bid List
Company
3R Recycling
A&B Iron and Metal Company
Byer Steel Group
Cohen, Inc.
David Hirschberg Steel & Recycling Center
Dimensional Metals, Inc
First Street Recycling, Inc.
Franklin Iron and Metal
I.H. Schlezinger Inc.
Industrial Surplus, Inc.
Jim City Salvage
Metal Shredders, Inc.
Naves Iron & Metal
PSC Metals Inc.
Research Alloys Co Inc
River Metals Recycling
Round Bottom Recycling
TeleCycle
Triple Arrow Recycling
Valley Metal Recycling Inc.

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Action Item #3
Next Section



**Action Item #3 – Approval of Equal Employment Opportunity (EEO) Policy
Human Resources Policy #6**

RTA's Equal Employment Opportunity (EEO) Policy #6 enclosed, is being updated to include pregnancy under the policy.

The Chief Customer and Business Development Officer recommends approval, as enclosed, the Equal Employment Opportunity (EEO) Policy, Human Resources Policy #6.

Board Meeting – 4/2/2024
Chief Customer and Business Development Officer



**Human Resources
POLICY**

Focus: Equal Employment Opportunity (EEO)	Number: Human Resources #6
Document History: Approved: 4/2/91 Effective: 8/7/84 Revisions: 4/2/91, 12/2/08, 4/6/10, 7/17, 6/4/19, 4/2/24	Pages: 1 of 3
Chief Executive Officer:	Date: <u>4/2/24</u> 6/4/19

EQUAL EMPLOYMENT OPPORTUNITY

I. GENERAL DESCRIPTION

The Greater Dayton Regional Transit Authority (RTA) has been and will continue to be an equal opportunity employer. No employee or applicant for employment will be discriminated against because of race, color, creed, national origin, religion, sex (including gender identity and sexual orientation), pregnancy, mental or physical disability, genetic information, military or veteran status, or age except where age is a bona fide occupational qualification. We will take affirmative action to make sure employees and applicants are treated without regard to these characteristics. RTA’s vendors, contractors and suppliers shall also be required to follow all Equal Employment Opportunity (EEO) regulations.

II. POLICY STATEMENT

To enforce our policy, the RTA will make sure that:

- A. Persons are recruited, hired, trained and promoted for all jobs without regard to race, color, creed, national origin, religion, sex (including gender identity and sexual orientation), pregnancy, mental or physical disability, genetic information, military or veteran status, or age except where age is a bona fide occupational qualification.
- B. Placement decisions are based solely on individual’s qualifications and the ability to perform the essential function(s) of the position(s) being filled.
- C. All other personnel actions (such as compensation, benefits, transfers, layoffs, recall from layoffs, company-sponsored training, education and tuition assistance, social and recreational programs) are administered without regard to race, color, creed, national origin, religion, sex (including gender identity and sexual orientation), pregnancy, genetic information, military or veteran status, age, or mental or physical disability, except where age or physical ability is a bona fide occupational qualification (BFOQ).

- D. It is the intent and purpose of this policy to incorporate by reference Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000e; Equal Pay Act of 1963, 29 U.S.C. 201; Age Discrimination in Employment Act of 1967, 29 U.S.C. 633a, Section 504 of the Rehabilitation Act 1973, 29 U.S.C. 794, The Americans With Disabilities Act, 42 OSC 12101, the Genetic Information Non-Discrimination Act of 2008, 42 OSC 2000FF, and State of Ohio and local laws.
- E. Periodic analyses of personnel actions will be conducted to ensure compliance with this policy.
- F. Coordination of EEO questions and/or complaint issues will be coordinated through the Human Resources Department. The FTA Affirmative Action Plan and subsequent updates are on file in this department.
- G. The Chief Executive Officer (CEO) shall have the discretion to appoint an EEO Coordinator to serve as the CEO's designee.
- H. In conjunction with all management personnel, the EEO Coordinator shares responsibility to assure compliance with this policy. Performance by the CEO, Department Chiefs, Directors, Managers, Supervisors, etc. will be evaluated on the basis of EEO program success, the same as other agency goals.
- I. This policy will be posted in conspicuous locations so that employees, applicants and the general public are cognizant of RTA's commitment to equal employment opportunities. This policy will be included in all RTA contracts, agreements, purchase orders and employment applications as well as the New Hire Employee Handbook.

EQUAL EMPLOYMENT OPPORTUNITY COMPLAINT PROCEDURE

PROCEDURE

The complaint shall be in writing and shall be filed with the CEO or EEO Coordinator within thirty (30) business days after the alleged unlawful discriminatory act or practice is committed.

Upon receiving a complaint, the CEO or EEO Coordinator may initiate a preliminary investigation to determine the probability of whether unlawful discriminatory practices have been or are being engaged in. Preliminary investigation shall be completed within thirty (30) business days from receipt of complaint.

If, after preliminary investigation, it is determined that the alleged complaint of discriminatory practice is "not probable", the person filing the complaint shall be so notified (in writing) and no other action will be issued in the matter.

If it is determined after preliminary investigation that the alleged complaint of discriminatory practice "is probable", the person filing the complaint shall be so notified (in writing) that steps shall be taken to eliminate such practice(s).

Anyone found to have been or is engaged in any unlawful discriminatory practice(s) shall be counseled and/or disciplined accordingly up to and including discharge.

This procedure applies to all persons employed by RTA . Any person may file a complaint alleging that another person has engaged or is engaging in unlawful discriminatory practices.

The CEO or EEO Coordinator is responsible for the overall administration of this procedure.

It will be the responsibility of all management personnel to report any noticed or reported incidents of unlawful discriminatory practices as with any other violation of RTA policies, standards and procedures.

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Action Item #4
Next Section



**Action Item #4 – Approval of Moving (Traffic) Violation Policy
Safety and Training Policy #1**

RTA's Moving (Traffic) Violation Policy #1 enclosed, outlines a well-structured policy for how RTA employees are to report citations for any traffic violation received.

The policy is being changed to a Safety and Training Department policy since it spans the entire organization. Additional updates include changes to how the process works, and updates to other information.

The Chief Customer and Business Development Officer recommends approval, as enclosed, the Moving (Traffic) Violation Policy – Safety and Training Policy #1.

Board Meeting – 4/2/2024
Chief Customer and Business Development Officer



Type: Policy	Number: 1
Department: Transportation Safety & Training	
Focus: Moving (Traffic) Violation	
<u>Document History</u> Approved: 4/7/2006 Effective: 4/7/2006 Revisions: 12/2/2008, 5/7/2013, 7/2017, 4/2/2024; Previously Transportation Policy #4	Pages: 1 of 2
Chief Executive Officer Signature:	Date:

GENERAL DESCRIPTION

It is the policy of the Greater Dayton Regional Transit Authority (RTA) that any employee receiving a citation for any traffic violation, ~~except excluding~~ parking violations, must provide a copy of the violation as soon as possible, but no later than 30 days from the date of the violation. **For employees maintaining a Commercial Driver’s License (CDL), this is further referenced in ~~Section 1.3 of~~ the Ohio Commercial Driver Handbook (pages 1-3 and 1-4).** Traffic citations should be submitted to ~~the employee’s supervisor, who is required to scan in the citation and send a copy via email to the Labor Relations Department via the Labor Relations D-List email, as they are responsible for maintaining accounting of these records. The citation should also be submitted by the employee’s supervisor to~~ one of the following:

- **Transportation Department:** ~~Chief Operating Officer~~ Deputy Chief Transportation Officer or Designee
- **Maintenance Department:** Deputy Chief Maintenance Officer or Designee
- **All Other Departments:** Department Supervisor or Manager

POLICY STATEMENT

~~A copy of the citation will be forwarded to the Chief Operating Officer or designee.~~ This applies to all citations regardless of the nature of the violation or the type of vehicle driven (personal or Authority vehicle).

License Suspension, Revocation, Cancellation, Disqualification

It is the responsibility of all employees to maintain a valid Ohio driver's license in order to operate an RTA vehicle. Personal car insurance must be maintained at all times. Immediate notice must be given by the employee to RTA when a license is suspended, revoked, cancelled, or disqualified. **For employees maintaining a Commercial Driver's License (CDL), this is further referenced in Section 1.3 of the Ohio Commercial Driver Handbook. (pages 1-4)**

It is the employee's responsibility to renew their driver's license and provide a copy of the renewed license to the ~~Chief Operating Officer or designee~~ Labor Relations Department. A copy of the employee's renewed license should be submitted to their supervisor, who is required to ensure a copy is sent to the Labor Relations Department via email through the Labor Relations D-list email address. Labor Relations will enter the license information into relevant RTA databases and maintain those records.

Operating an RTA vehicle without a valid license will result in disciplinary action.

For citations received while operating an RTA vehicle, the vehicle operator will be solely responsible for paying related fines. For red light and speeding violations captured on camera, a letter from RTA will be sent to the issuing law enforcement agency identifying the appropriate vehicle operator for purposes of assigning financial responsibility. If an employee fails to comply with the financial consequences of a citation, the Employee Standards of Performance will be referenced for corrective action.

Responsibility of Administration

The ~~Chief Operating Officer~~ Labor Relations Department ~~or designee~~ is responsible for maintaining a current list of all RTA employees driving revenue and non-revenue vehicles. The RTA will monitor current driver's license abstracts to ensure compliance with the established reporting procedures and RTA's Insurability Policy.

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**Joint Finance/Personnel and
Planning Committee
Discussion Items**

Next Section





Customer & Business Development Highlights

Finance/Personnel & Planning Committee Meeting – 03/19/2024

PREPARING FOR THE TOTAL ECLIPSE



The front and back of the eclipse T-shirt design by Cara Wood.

The RTA is preparing for a once-in-a-lifetime total solar eclipse on April 8. The communications team is in the process of creating materials to build excitement for the event, while also promoting safety and being prepared.

Senior Graphic Designer Cara Wood designed T-shirts with the theme “Dayton Totality Rocks” which will be offered as exclusive keepsakes for RTA employees who work on the day of the eclipse.

The shirts have a rock concert theme with communities in the path of totality that RTA proudly serves displayed on the back.

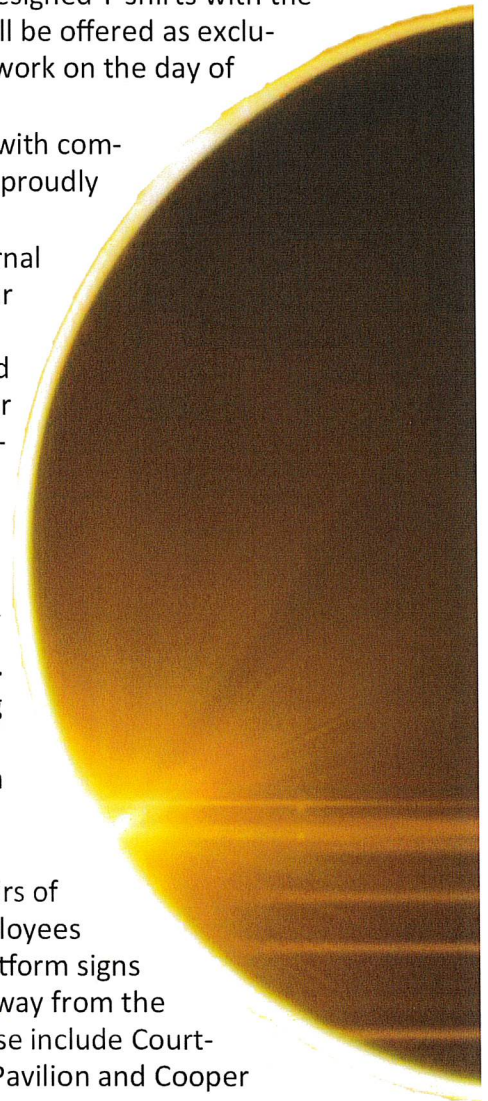
Communications is creating both internal and external messaging to make sure our customers and employees are prepared for the possibility of increased traffic and cellular service outages due to this major event, as well as preparing them to safely view the eclipse.

External messaging will include posters on our buses and at transit centers, an automated message on the call center line, as well as multiple social media posts and information on RTA’s website.

Internally, communications is creating digital boards and driver’s seat flyers to remind employees about the eclipse. An eclipse trivia contest with prizes will be rolled out on Info Hub.

Communications also ordered 600 pairs of solar eclipse glasses to hand out to employees and customers the day of the event. Platform signs are being created to direct customers away from the platform and to safe viewing areas. Those include Court-house Square, the grassy area at Levitt Pavilion and Cooper Park next to the Dayton Metro Library.

A Transit app banner and BusTime alert will be pushed out on April 1 alerting customers we are expecting a high volume of traffic and ask they plan ahead and only travel if necessary.



OHIO LOVES TRANSIT WEEK AT RTA



Photo of Customer Service Rep. Serena Gadson (left) and Customer Service Coordinator Annabelle Olson (right)

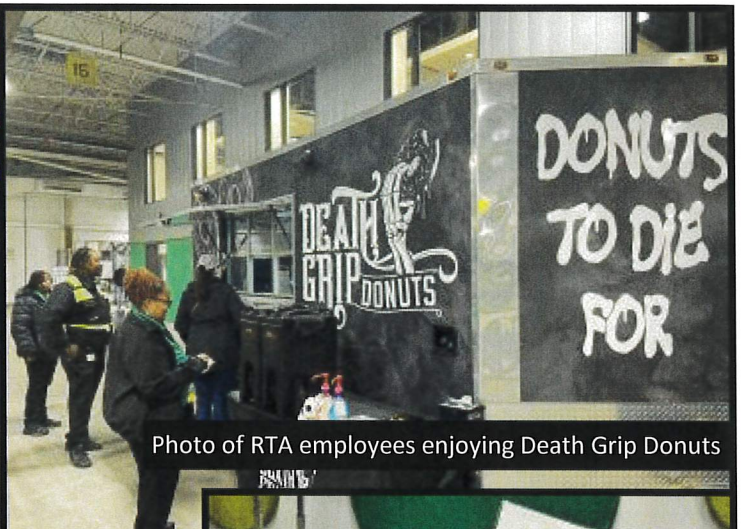


Photo of RTA employees enjoying Death Grip Donuts



Photo of Human Resources Representative Kyra Kaherl



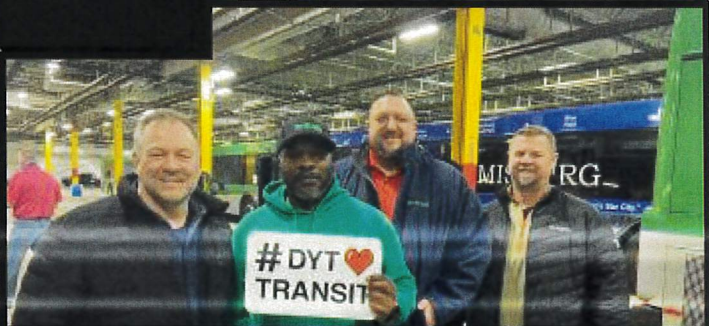
Photo of Janitor Darla Cottrell and Operator Jackey Nash with IHL staff



Photo of holistic food samples



Photo of Death Grip Donuts



Pictured left to right: Manager of Safety and Training Randy Penrod, Training and Safety Instructor Kelvin Ruffin, Training and Development Instructor Michael Galloway, Safety and Compliance Analyst Matt Hempstead

Photos from some of the internal events held February 12-16 to celebrate Ohio Loves Transit Week including: healthy foods, aromatherapy and reflexology demonstrations from the Institute of Holistic Leadership and treats from the Death Grip Donuts food truck. The events were well-received by RTA staff members. The communications team is discussing holding another wellness week in the fall.

RTA COMS TEAM ATTENDS APTA CONFERENCE IN NEW ORLEANS

ACCEPTS TOP AWARD FOR “CARING FOR OUR COMMUNITY” CAMPAIGN

The RTA received a big honor at this year’s American Public Transportation Associations Marketing, Communications and Customer Experience Workshop.

Three members of the communications department, Communications and Community Relations Manager Kristi Newton, Communications Specialist Michael Everman and Communications Specialist Katie Wedell, traveled to New Orleans Feb. 11—14, to pick up the AdWheel Award and attend the conference and workshop in person.

The RTA was awarded with Best comprehensive Campaign/Educational Initiative for its “Caring for Our Community” campaign. The campaign shines a spotlight on the extraordinary things a handful of RTA employees have done through commercials, billboards, a bus wrap and interior cards.



Above: Communications Specialist Michael Everman, Communications & Community Relations Manager Kristi Newton and Communications Specialist Katie Wedell with the AdWheel award RTA won for the “Caring for Our Community” advertising campaign.



Above: Communications & Community Relations Manager Kristi Newton talks with APTA attendees after her presentation. Newton presented during a panel called Creating Public Transit Champions.

The campaign shines a spotlight on the extraordinary things a handful of RTA employees have done through commercials, billboards, a bus wrap and interior cards.

The campaign caught the eye of the APTA senior director of marketing and sales who approached Newton to present on the campaign. Newton was a panelist on the second day of the conference in the session “Creating Public Transit Champions.”

In addition, each communications team member attended various sessions and workshops to learn new marketing and communication strategies. Sessions included addressing hiring needs, retention, AI, storytelling, driving ridership, social media and more.

RTA PREPARES TO CELEBRATE TRANSIT DRIVER APPRECIATION DAY

On March 18, the RTA will celebrate Transit Driver Appreciation Day.

The communications team arranged to have members of the customer and business development office hold up “thank you” signs as drivers pulled in and out of the platform at Wright Stop Plaza.

Communications and Community Relations Manager Kristi Newton secured a 30-second radio commercial that will be aired on iHeart Radio and Alpha Media. The com-

Transit Driver Appreciation

T H A N K Y O U



mercial expresses the RTA’s gratitude for all its drivers do and encourages the public to do the same.

All 329 drivers on staff will be given a pair of RTA branded socks as a gift of appreciation that day.

The communications team

also arranged for puppies from 4 Paws for Ability to come to RTA’s Longworth facility on March 18 and 19.

Additionally, the operations department has planned their own festivities with food and music to show their appreciation to RTA drivers.



All drivers will be given a pair of RTA branded socks for Transit Driver Appreciation Day on March 18.

RTA OFFERS FREE SHUTTLE TO BIG HOOPLA



The RTA is once again helping basketball fans avoid getting caught “traveling” to this year’s The Big Hoopla event.

Instead the Greater Dayton RTA will “assist” fans by offering a free shuttle service.

A free shuttle will run between Carillon Historical Park and the UD Arena for the First Four games on March 19 and 20 from 4 p.m. to midnight.

Dayton has hosted the NCAA First Four Tournament since 2012.

PUBLIC INPUT SESSIONS TO BE HELD TO DISCUSS FARE INCREASE

The RTA will hold public hearings to collect feedback regarding proposed changes to the agency’s fare structure. The public hearings will be held at Wright Stop Plaza on April 17 from 9 a.m. to 11 a.m. and April 18 from 4 p.m. to 6 p.m.

The RTA is looking to update its fare structure to reflect increasing costs of providing services. These proposed changes

would provide affordable monthly caps through the RTA Tapp Pay fare payment system.

The last change to RTA’s fare structure was in 2018, when fixed-route single ride adult fares increased from \$1.75 to \$2. The last time paratransit fares increased was in 2009, when a single ride fare went from \$3 to \$3.50. The agency held public hearings for pro-

posed increases in 2022, but did not elect to make changes at that time.

The RTA is proposing increasing fixed-route single ride adult fare from \$2 to \$2.50 and increasing paratransit single ride fair from \$3.50 to \$5. Reduced fare would also increase under the proposal from \$1 to \$1.25. The increases would happen gradually over the

course of 16 months.

RTA is also proposing increasing daily and monthly caps for both fixed route, reduced and paratransit services.

Currently, RTA does not charge customers for on-demand service. RTA is proposing implementing a \$5 fare by January 2026.

RTA TRAINING ACADEMY WALL TAKES SHAPE



The RTA's training academy wall, pictured above, has been installed in the large training room in the 901 Ludlow building. The wall is meant to serve as inspiration to all trainees who come through RTA's training academy. Currently, color blocks are in the acrylic placeholders where pictures of RTA's graduating classes will be placed. The wall is the latest addition to help RTA celebrate the hard work and dedication of training graduates. It was designed by Senior Graphic Designer Cara Wood and installed by RTA's building and grounds team.

RTA GIVES BIG BUS ENERGY VIBES WITH COLLEGE T-SHIRT



RTA is giving "big bus energy" with its new college T-shirt design. The term comes from a slang phrase meaning confidence without arrogance. The communications team plans to hand the shirt out at spring and fall college events, where information regarding RTA services is handed out to students. The shirt was designed by Graphic Designer Carmen Gaines.

RTA MAKES SMALL ADJUSTMENTS TO SERVICE IN FEBRUARY

The Greater Dayton RTA periodically adjusts service in response to the needs of customers, communities and businesses. A minor service adjustment affecting routes 2, 7, 12, 16, 18, 22 and 43 went into effect Sunday, Feb. 25, 2024.

Small route adjustments were made to routes 12 and 18. The Route 12 was adjusted to service Free Pike and E. Main St. between OH-49 and Olive Rd.

The Route 18 northbound trips were adjusted to service W. Schantz Ave. from S. Dixie Ave. to S. Patterson Blvd. and back to S. Patterson Blvd.

Slight time adjustments were made to routes 2, 7, 16, 22 and 43.



MARCH BUS WELCOMES SPRING



March into spring aboard RTA's March calendar bus, pictured above. The design features daylight saving time, International Women's Day, St. Patrick's Day, the First Four, first day of spring, Transit Driver Appreciation Day and Easter, to name a few. This egg-cellent design is the work of Graphic Designer Carmen Gaines. To introduce the bus on social media Communication Specialist Michael Everman and Gaines put together a creative reel, turning a foam bus into a 40 foot diesel.

'PROUDLY SERVING' BUTLER TWP. BUS JOINS FLEET

The RTA recently rolled out its latest "Proudly Serving" bus highlighting Butler Township. This is the 20th "Proudly Serving" bus to join the fleet.

It was designed by Graphic Designer Carmen Gaines and features Benchmark Station, Aullwood Garden MetroPark, Township Hall and Fire Station 88 and the Butler Township Government Center.

Founded in 1817, Butler Township is one of nine townships in Montgomery



Butler Township officials and Butler Township police officers pose in front of the new "Proudly Serving" Butler Township bus.

County.

All of the locations featured on the agency's "Proudly Serving" buses are places the RTA can take you. This is just one

of the many ways RTA is proudly serving the communities of Montgomery County.

There is one "Proudly Serving" bus still in pro-

duction highlighting Huber Heights. It is expected to be completed next month. The roll out of the Huber Heights bus will mark the completion of the project.

MATT HEMPSTEAD CELEBRATES 10 YEARS AT RTA



Safety & Compliance Analyst Matt Hempstead celebrated 10 years with RTA on March 17. Matt's been in his current role since May of 2023, spearheading RTA's safety compliance efforts and helping all employees have more buy-in and voice in the safety culture at RTA.

Matt came to RTA in 2014 after working as an operations and fleet manager at a landscaping company. He worked in facilities maintenance for five years before moving to the training department in 2019 as a maintenance training instructor.

Social Media

February

Facebook:

Reach: 98,028

Engagement: 10,850

Minutes Viewed:
2,197

Total Followers:
6,876

Instagram:

Reach: 604

Accounts engaged:
85

Impressions: 4,966

Total Followers:
1,591



The digital monitor in the drivers lounge at 600 Longworth promotes that all rides will be free on March 19 for the Ohio presidential primary.

PROGRESS CONTINUES ON DIGITAL DISPLAYS

Progress continues to be made on the installation of the digital displays throughout the RTA's various facilities.

All the displays have been installed and in the process of being hooked up to WiFi.

Several departments throughout the agency have said they are excited

about the new displays.

Currently Communications Specialist Katie Wedell, Senior Graphic Designer Cara Wood and Graphic Designer Carmen Gaines are working on a standard operations procedure to share with other departments about sharing content on the displays.

Transit App

February

Sessions: 1,417,723

Average daily sessions: 48,887

Monthly usage high:
57,883

Avg. daily users:
7,042

Info Hub

February

Page views: 3,267

Unique hits: 805

Pages created/
modified: 18

Push notifications
sent: 10

Total Active Users:
235



Greater Dayton Regional Transit Authority
Financial Report
January 2024

Financial Summary
Comparative Data
Departmental Detail
 Balance Sheets
 Sales Tax Receipts

Greater Dayton Regional Transit Authority
YTD Financial Report
January 31, 2024

Revenues

Passenger Fares	532,222	8.8%
Contract Service Fares	835	0.0%
Service Subsidies	-	0.0%
Interest	317,268	5.3%
Other	7,602	0.1%
Sales Tax - Net	3,564,579	59.1%
State Assistance	-	0.0%
Federal Assistance	1,608,333	26.7%
Total Revenue	6,030,839	100%

Total Revenues are \$39k over budget as a result of slightly higher passenger fares and higher interest on investments.

Expenses

Wages	2,941,519	38.8%
Paid Absences	712,170	9.4%
Fringe Benefits	1,274,409	16.8%
Services	469,141	6.2%
Materials & Supplies	528,518	7.0%
Utilities & Power	208,944	2.8%
Casualty & Liability Costs	1,102,914	14.6%
Taxes	22,929	0.3%
Purchased Transportation	251,236	3.3%
Miscellaneous	61,215	0.8%
Total Expenses	7,572,996	100%

Total Expenses are \$123k under budget as a result of lower services, materials & supplies and miscellaneous, offset by higher wages, paid absences and purchased transportation.

Local Capital Charge is \$64k under budget.

RTA Service Loss after Local Capital Charge is \$227k under budget.

Pre Local Capital - Gain (Loss)

Less - Local Capital Charge	240,388
RTA Service - Gain (Loss)	(1,782,545)

Audit & GASB Items

Less - Market to Market Adjustment	-
Plus - Market to Market Adjustment	87,166
Less - Federal/State Depreciation	1,164,275
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	(2,859,654)

**Greater Dayton Regional Transit Authority
YTD Financial Report
January 31, 2024**

Revenues

	Actual Jan 2024	Budget Jan 2024	Actual Jan 2023
Passenger Fares	532,222	497,131	560,055
Contract Service Fares	835	460	208
Service Subsidies	-	2,135	2,135
Interest	317,268	298,337	215,062
Other	7,602	20,416	23,722
Sales Tax - Net	3,564,579	3,564,579	3,430,100
State Assistance	-	-	-
Federal Assistance	1,608,333	1,608,333	1,500,000
Total Revenue	6,030,839	5,991,391	5,731,282

Expenses

Wages	2,941,519	2,768,797	2,472,263
Paid Absences	712,170	613,257	650,226
Fringe Benefits	1,274,409	1,251,483	1,085,249
Services	469,141	627,210	372,690
Materials & Supplies	528,518	727,323	587,337
Utilities & Power	208,944	201,434	162,071
Casualty & Liability Costs	1,102,914	1,121,667	92,324
Taxes	22,929	18,754	19,576
Purchased Transportation	251,236	210,674	157,837
Miscellaneous	61,215	155,726	88,058
Total Expenses	7,572,996	7,696,325	5,687,632

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

	Actual Jan 2024	Budget Jan 2024	Actual Jan 2023
	532,222	497,131	560,055
	835	460	208
	-	2,135	2,135
	317,268	298,337	215,062
	7,602	20,416	23,722
	3,564,579	3,564,579	3,430,100
	1,608,333	1,608,333	1,500,000
	6,030,839	5,991,391	5,731,282
	2,941,519	2,768,797	2,472,263
	712,170	613,257	650,226
	1,274,409	1,251,483	1,085,249
	469,141	627,210	372,690
	528,518	727,323	587,337
	208,944	201,434	162,071
	1,102,914	1,121,667	92,324
	22,929	18,754	19,576
	251,236	210,674	157,837
	61,215	155,726	88,058
	7,572,996	7,696,325	5,687,632
	(1,542,157)	(1,704,934)	43,650
	240,388	304,792	289,887
	(1,782,545)	(2,009,726)	(246,237)
	87,166	1,265,958	492,087
	1,164,275	-	1,449,970
	(2,859,654)	(3,275,684)	(1,204,120)
	-	-	-
	(2,859,654)	(3,275,684)	(1,204,120)

Greater Dayton RTA
Departmental Budget Summary
January 31, 2024

	#	Department	Current Month			Year to Date			Annual Budget
			Actual	Budget	Variance	Actual	Budget	Variance	
Board of Trustees	11	Board	5	6	(1)	5	6	(1)	69
Chief Executive Officer	21	CEO	52	59	(7)	52	59	(7)	672
	55	Labor Relations	69	92	(23)	69	92	(23)	1,101
		Total CEO	121	152	(31)	121	152	(31)	1,773
Chief Capital Officer	92	Chief Capital Officer	46	56	(10)	46	56	(10)	670
	24	Engineering	27	40	(12)	27	40	(12)	468
	98	Corporate Dept.	(5)	8	(13)	(5)	8	(13)	3,640
		Total CCO	68	103	(35)	68	103	(35)	4,778
Chief Financial Officer	19	Chief Financial Officer	45	53	(7)	45	53	(7)	618
	66	Claims	1,138	1,146	(7)	1,138	1,146	(7)	2,749
	77	Procurement	45	46	(1)	45	46	(1)	558
	91	Accounting & Payroll	87	117	(30)	87	117	(30)	1,413
		Total CFO	1,316	1,362	(46)	1,316	1,362	(46)	5,338
Transportation	60-61	Transportation Administration	664	599	65	664	599	65	7,109
	63	Revenue Vehicle Ops	2,924	2,865	59	2,924	2,865	59	33,111
	88	Security	1	8	(7)	1	8	(7)	100
		Total Transportation	3,590	3,473	117	3,590	3,473	117	40,320
Maintenance	71	Maintenance Administration	173	177	(4)	173	177	(4)	2,103
	72	Repair Shops	1,015	919	96	1,015	919	96	10,790
	73	Inventory	93	85	8	93	85	8	1,012
	75	Line Shop	118	225	(108)	118	225	(108)	2,634
	76	Facility Maintenance	264	285	(21)	264	285	(21)	2,889
	81-85	Transit Hubs	112	136	(24)	112	136	(24)	1,643
	89	Facility Cleaning	45	47	(3)	45	47	(3)	547
		Total Maintenance	1,818	1,875	(57)	1,818	1,875	(57)	21,619
Customer & Business Dev.	41	CC&BDO	40	48	(8)	40	48	(8)	572
	43	Communications	62	81	(19)	62	81	(19)	967
	44	Quality Service	106	114	(8)	106	114	(8)	1,348
	45	Planning & Scheduling	45	39	7	45	39	7	457
	31	Human Resources	77	149	(72)	77	149	(72)	1,776
	58	MIS	228	203	26	228	203	26	2,419
	Training, Safety & Risk	96	93	4	96	93	4	1,100	
	Total CC&BDO	655	726	(71)	655	726	(71)	8,640	
RTA Totals			7,573	7,696	(123)	7,573	7,696	(123)	82,537

(Dollars in Thousands; Bracketed Variances are Favorable)

Greater Dayton RTA
Balance Sheets
January 2024 and Year End 2023

Assets and Deferred Outflows of Resources

	As of 01/31/2024	PRE-AUDIT As of 12/30/2023
Current assets:		
Cash and cash equivalents	\$ 16,154,130	\$ 18,071,933
Short-term investments	25,038,076	27,387,926
Accounts receivable, less allowance for doubtful accounts	18,334,565	15,122,905
Materials and supplies, net	7,904,758	7,978,214
Prepaid expenses and deposits	2,419,105	2,683,600
	<u>69,850,634</u>	<u>71,244,577</u>
Total current assets		
Non-current assets:		
Long-term investments	64,693,319	64,139,376
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	124,364,793
Buildings and structures	156,570,410	156,570,410
Office furnishings, shop equipment and other	29,298,917	29,298,917
Construction in progress	43,465,257	42,826,575
Less accumulated depreciation	(161,354,351)	(159,949,688)
	<u>199,706,563</u>	<u>200,472,545</u>
Total capital assets - net	272,127,398	272,339,436
Total non-current assets	<u>341,978,032</u>	<u>343,584,014</u>
Total assets	8,494,257	8,494,257
	<u>\$ 350,472,289</u>	<u>\$ 352,078,271</u>
Deferred outflows of resources - pensions/OPEB		
Total assets and deferred outflows of resources		

Liabilities, Deferred Inflows of Resources and Net Position

Current liabilities:		
Accounts payable	\$ 2,268,973	\$ 2,163,194
Accrued payroll and related benefits	5,326,423	6,064,217
Accrued self-insurance	5,928,997	5,916,426
Unearned fares	198,786	150,002
Other accrued expenses	1,968,117	1,948,690
	<u>15,691,296</u>	<u>16,242,528</u>
Total current liabilities		
Non-current liabilities:		
Accrued compensated absences	1,349,663	1,349,663
Net pension/OPEB liabilities	19,155,942	19,155,942
	<u>20,505,605</u>	<u>20,505,605</u>
Total non-current liabilities		
Total liabilities	36,196,901	36,748,133
	33,335,322	33,335,322
Deferred inflows of resources - pensions/OPEB	199,706,563	200,472,545
Net position:	81,233,503	81,522,271
Invested in capital assets	280,940,066	281,994,816
Unrestricted	<u>\$ 350,472,289</u>	<u>\$ 352,078,271</u>
Total liabilities, deferred inflows of resources and net position		



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	\$ 3,945,585	\$ 3,762,184	\$ 33,756,455	\$ 38,233,475	\$ 39,800,962	\$ 40,191,012	\$ 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	\$ 40,191,012	\$ 47,400,000					
% Increase Year over Year		2.50%	13.79%	3.41%							

OCT '23 down \$130k or 3.2% vs Oct '22

YTD Oct '23 up \$390k or 1.0% vs YTD Oct '22

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

Contract Date	Requesting Department	Description	Vendor	Amount
1/17/2024	Training, Safety, & Risk	Smith System Training	Smith System Driver Improvement	\$30,000
2/1/2024	Maintenance	Repair of Greyhawk MDT Units	Clever Devices Ltd	25,000
2/1/2024	Maintenance	Paint Booth Lift Repairs	The Marmac Company	40,000
2/12/2024	Executive	Annual Membership Dues	Downtown Dayton Partnership	25,000
			TOTAL	\$120,000

Board Meeting - 4/02/24
 Chief Financial Officer