

METRO REGIONAL TRANSIT AUTHORITY

# Finance & Technology Committee

**DECEMBER 12, 2024**

**CHAIR:** MR. ROBERT KONSTAND  
**MEMBERS:** MR. DONALD CHRISTIAN,  
MR. JOHN VALLE, MS. RENEE GREENE AND MS. NICOLE SQUIRE



**METRO RTA  
FINANCE & TECHNOLOGY  
COMMITTEE MEETING AGENDA  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
THURSDAY, DECEMBER 12, 2024**

**ITEM 1: CALL TO ORDER**

**ITEM 2: APPROVAL OF MINUTES FROM THE NOVEMBER MEETING**

**ITEM 3: DISCUSSION ITEMS: Angie Neeley**

- Dashboard (Page 3)
- Financials (Pages 4-6)

**ITEM 4: RESOLUTIONS FOR CONSIDERATION:**

**ITEM 5: OTHER BUSINESS:**

**ITEM 6: CALL FOR ADJOURNMENT**

## FINANCE DASHBOARD - YTD

<b>October 31, 2024</b>				
<b>Revenues</b>				
<b>Unaudited</b>				
	Actual	Budget	Variance	Explanation
Total Revenues	\$ 49,554,179	\$ 41,281,909	✓	
Sales tax*	\$ 33,139,233	\$ 35,583,338	●	Sales tax is not as high as budgeted for the month.
Federal Grants	\$ 7,496,761	-	✓	
<b>Expenses</b>				
	Actual	Budget		Explanation
Total Operating Expenses**	\$ 49,556,997	\$ 59,525,659	✓	
Wages	\$ 22,784,839	\$ 28,013,813	✓	
Benefits	\$ 15,206,696	\$ 18,217,231	✓	



✓ Favorable Variance  
● Unfavorable Variance

\*Although sales tax revenue for 2024 starts in April, we have received sales tax payments. The January - March 2024 payments received (2023 revenue) totaled \$15,413,004.

\*\*Does not include depreciation

**UNAUDITED**  
**METRO Regional Transit Authority**  
**CONSOLIDATED INCOME STATEMENT**  
**OCTOBER 2024**

CURRENT MONTH				YEAR TO DATE						
ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE	REVENUES	ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE	YTD % CHANGE	
279,425	178,417	204,886	56.6%	Passenger Fares	2,313,816	1,784,167	1,922,490	29.7%	20.4%	
19,167	25,000	18,333	-23.3%	Advertising Revenue	189,671	250,000	226,732	-24.1%	-16.3%	
<u>298,591</u>	<u>203,417</u>	<u>223,219</u>	<u>46.8%</u>	Total Operating	<u>2,503,487</u>	<u>2,034,167</u>	<u>2,149,222</u>	<u>23.1%</u>	<u>16.5%</u>	
11,240	88,190	229,184	-87.3%	Non-Transportation	3,197,429	881,904	1,651,837	262.6%	93.6%	
948	20,000	10,825	-95.3%	Rail Related Revenue	173,785	200,000	154,039	-13.1%	12.8%	
				Local Subsidy						
4,673,582	5,083,334	4,865,781	-8.1%	METRO Tax	33,139,233	35,583,338	33,598,837	-6.9%	-1.4%	
174,788	145,417	156,875	20.2%	Local Contracted Services	1,599,468	1,454,167	1,395,348	10.0%	14.6%	
7,664	1,075,833	6,122	-99%	State Subsidy	1,444,015	1,128,333	168,999	28.0%	754.5%	
0	0	2,720,724		Federal Subsidy	7,496,761	0	13,586,455		-44.8%	
<u>5,166,814</u>	<u>6,616,191</u>	<u>8,212,731</u>	<u>-21.9%</u>	TOTAL REVENUES	<u>49,554,179</u>	<u>41,281,909</u>	<u>52,704,736</u>	<u>20.0%</u>	<u>-6.0%</u>	
				EXPENSES						
2,218,612	2,801,381	2,212,920	-20.8%	Wages and Salaries	22,784,839	28,013,813	21,495,564	-18.7%	6.0%	
1,317,196	1,821,723	1,398,495	-27.7%	Fringe Benefits	15,206,696	18,217,231	14,206,032	-16.5%	7.0%	
307,036	347,753	281,804	-11.7%	Services	3,096,263	3,477,532	2,922,963	-11.0%	5.9%	
593,175	279,538	218,652	112.2%	Materials and Supplies	3,724,588	2,795,375	2,899,236	33.2%	28.5%	
77,883	253,583	73,099	-69.3%	Fuel	912,950	2,535,833	902,810	-64.0%	1.1%	
93,667	83,583	107,468	12.1%	Utilities	1,011,176	835,833	867,680	21.0%	16.5%	
89,163	127,750	105,006	-30.2%	Casualty and Liability	830,397	1,277,500	846,734	-35.0%	-1.9%	
137,477	166,667	151,956	-17.5%	Purchased Transportation	1,403,941	1,666,667	1,463,624	-15.8%	-4.1%	
74,376	70,587	54,355	5.4%	Other Expenses	586,147	705,875	576,144	-17.0%	1.7%	
<u>4,908,586</u>	<u>5,952,566</u>	<u>4,603,756</u>	<u>-17.5%</u>	TOTAL OPERATING EXP	<u>49,556,997</u>	<u>59,525,659</u>	<u>46,180,787</u>	<u>-16.7%</u>	<u>7.3%</u>	
<u>258,228</u>	<u>663,625</u>	<u>3,608,975</u>	<u>61%</u>	NET INCOME (LOSS) Before Depreciation	<u>(2,818)</u>	<u>(18,243,750)</u>	<u>6,523,949</u>	<u>100.0%</u>	<u>-100.0%</u>	
0	0	0	0.0%	Depreciation Operating	0	0	595	0.0%	0.0%	
769,452	769,452	770,756	0.0%	Depreciation Capital	7,487,760	7,487,760	7,732,423	0.0%	-3.2%	
<u>5,678,038</u>	<u>6,722,018</u>	<u>5,374,512</u>	<u>-15.5%</u>	TOTAL EXPENSES	<u>57,044,757</u>	<u>67,013,419</u>	<u>53,913,805</u>	<u>-14.9%</u>	<u>5.8%</u>	
<u>(511,224)</u>	<u>(105,827)</u>	<u>2,838,219</u>	<u>-383.1%</u>	NET INCOME (LOSS) After Depreciation	<u>(7,490,578)</u>	<u>(25,731,510)</u>	<u>(1,209,069)</u>	<u>70.9%</u>	<u>-519.5%</u>	

**METRO Regional Transit Authority  
FRINGE BENEFITS**

CURRENT MONTH				OCTOBER 2024	YEAR TO DATE			
ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE		ACTUAL	BUDGET	LAST YEAR	BUDGET VARIANCE
442,432	496,328	405,912	-10.9%	P.E.R.S. & MEDICARE	4,559,400	4,963,283	4,233,552	-8.1%
580,192	855,250	742,530	-32.2%	HOSP-MEDICAL	7,111,971	8,552,500	6,595,200	-16.8%
41,326	42,346	18,143	-2.4%	DENTAL	259,371	423,458	216,168	-38.7%
2,685	3,061	28,012	-12.3%	LIFE-INS	28,507	30,606	270,870	-6.9%
0	3,750	0	0.0%	UNEMPLOYMENT	200	37,500	597	-99.5%
40,693	64,343	43,613	-36.8%	W. COMPENSATION	455,120	643,432	452,164	-29.3%
11,380	22,239	10,214	-48.8%	SICK LEAVE	130,847	222,388	109,099	-41.2%
39,426	139,718	36,314	-71.8%	HOLIDAY PAY	961,666	1,397,182	887,324	-31.2%
115,688	147,569	105,354	-21.6%	VACATION PAY	1,239,211	1,475,687	1,269,321	-16.0%
17,341	21,743	8,003	-20.2%	UNIFORM ALLOWANCE	196,531	217,425	167,880	-9.6%
26,033	25,377	400	2.6%	3RD Party Sick/Accident/Disabil	263,873	253,771	3,856	4.0%
<b>1,317,196</b>	<b>1,821,723</b>	<b>1,398,495</b>	<b>-27.7%</b>	<b>TOTAL FRINGE BENEFITS</b>	<b>15,206,696</b>	<b>18,217,231</b>	<b>14,206,032</b>	<b>-16.5%</b>

UNAUDITED  
METRO REGIONAL TRANSIT AUTHORITY  
Consolidated Summary  
Balance Sheet

OCTOBER 31, 2024 & 2023

ASSETS	2024	2023	LIABILITIES AND CAPITAL	2024	2023
<b>Current Assets:</b>			<b>Current Liabilities:</b>		
Cash	8,059,614.11	7,357,974.64	Accounts Payable	1,098,997.52	481,816.11
Capital Fund (Restricted)	12,462,124.07	18,120,147.95	Accrued Payroll	3,535,554.38	3,482,016.27
Contingency Trust & Investmnts(Designate)	30,587,276.76	28,954,742.80	Accrued Payroll Tax Liabilities	62,206.70	75,394.23
Service Expansion Spec Projs (Designated)	99,092,080.13	90,437,329.60	Capital Contract Payable	0.00	0.00
<b>Total Cash</b>	<b>150,201,095.07</b>	<b>144,870,194.99</b>	Short Term Debt	0.00	0.00
<b>Receivables, Inventory &amp; Prepaid :</b>			Other	(66,657.76)	363,798.24
Trade, Less allowance	245,486.77	319,294.16	<b>Total Current Liabilities</b>	<b>4,630,100.84</b>	<b>4,403,024.85</b>
Federal Assistance	0.00	0.00			
State Assistance	0.00	0.00	<b>Other Liabilities:</b>		
Sales Tax Receivable	0.00	0.00			
Material & Supplies Inventory	1,844,187.20	1,676,923.78	Long Term Debt	160,694.00	160,694.00
Prepaid Expenses	649,441.39	825,645.45	Net Pension Liability	19,171,267.00	19,171,267.00
<b>Total Rec'v, Inv, &amp; PP</b>	<b>2,739,115.36</b>	<b>2,821,863.39</b>	Deferred Inflows	336,801.00	336,801.00
			Deferred Revenue	114,999.92	109,999.96
<b>Property, Facilities &amp; Equipment</b>			Other Estimated Liabilities	0.00	0.00
Construction in Progress	10,408,735.20	2,880,553.58	<b>Total Other Liabilities</b>	<b>19,783,761.92</b>	<b>19,778,761.96</b>
Land	4,718,744.15	4,718,744.15			
Building & Improvements	62,652,725.97	62,644,225.97	<b>Capital &amp; Accumulated Earnings:</b>		
Transportation Equipment	88,221,083.68	83,147,839.18			
Other Equipment	18,412,203.95	18,332,532.10	Capital Grant: State & Federal	38,868,246.35	47,876,067.35
Rail right-of-way	10,653,206.00	10,653,206.00	Accumulated Earnings	182,943,525.83	156,664,532.76
Rail Infrastructure	8,983,520.80	8,983,520.80	<b>Total Grants &amp; Accum Earnings</b>	<b>221,811,772.18</b>	<b>204,540,600.11</b>
<b>Total Fixed Assets</b>	<b>204,050,219.75</b>	<b>191,360,621.78</b>			
Less allowance for depreciation	(114,475,396.24)	(114,040,894.24)			
<b>Total Fixed Assets (net of deprec)</b>	<b>89,574,823.51</b>	<b>77,319,727.54</b>			
Deferred Outflows	3,485,891.00	3,485,891.00			
Net Intangible Asset	224,710.00	224,710.00			
<b>Total Deferred</b>	<b>3,710,601.00</b>	<b>3,710,601.00</b>			
<b>Total Assets</b>	<b>\$ 246,225,634.94</b>	<b>\$ 228,722,386.92</b>	<b>Total Liability and Earnings</b>	<b>\$ 246,225,634.94</b>	<b>\$ 228,722,386.92</b>

**METRO RTA  
FINANCE AND TECHNOLOGY  
COMMITTEE MEETING MINUTES  
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM  
THURSDAY, NOVEMBER 21, 2024**

**Committee**

**Members Present:** Robert Konstand, John Valle, Donald Christian and Renee Greene

**Trustees Present:** Mark Derrig, Nicole Squire, Robert DeJournett  
Gary Spring, David Prentice, Chuck Rector and Christine Marshall

**Trustees Excused:** Dana LaGarde

**Trustees Absent:**

**METRO Team**

**Members Present:** Dawn Distler, Gert Wilms, Jarrod Hampshire, Eric Scott,  
DeHavilland McCall, Angie Neeley, Tatia Harris, Shawn Metcalf,  
Molly Becker, Grace Doyle, Nathan Leppo, Jamie Saylor,  
Kyle Moeglin, Jim Meduri, Quentin Wyatt and Laura Adkins

**CALL TO ORDER**

Mr. Bob Konstand called the meeting to order at 9:02 am.

**APPROVAL OF MINUTES FROM THE OCTOBER MEETING**

Mr. John Valle made a motion to amend the agenda today for the resolution providing the budget. All presented voted aye.

Mr. John Valle made a motion to approve minutes from the October meeting.

Mr. Robert DeJournett 2<sup>nd</sup> the motion. The minutes were unanimously approved.

**SUB-COMMITTEE REPORTS**

**Discussion Items | Angie Neeley**

Dashboard and financials were reviewed and agenda items were discussed.

Mr. John Valle inquired if the sale tax will rebound. Ms. Angie Neeley hopes with the holiday spending the sales tax will rebound.

Mr. Bob Konstand mentioned that we're making adjustments for next year.

**RESOLUTION FOR CONSIDERATION**

**Resolution 2024-28 | Angie Neeley**

A resolution authorizing the award of a contract for the purchase of an Intelligent Transportation Software Project Manager to Burgess and Niple.

The AVAIL platform, recently renewed for a year, assists in various operations, including Finance, Payroll, Personnel, and Computer Automated Dispatch/Automated Vehicle Locator (CAD/AVL).

Ms. Dawn Distler highlighted that the system helps departments manage operations, provides passenger-facing features (ex: apps showing vehicle locations), and improves overall efficiency.

Mr. Bob Konstand questioned the resolution for hiring a software consultant versus continuing with AVAIL.

Ms. Christine Marshall asked about the contract's timeframe, which is 18 months, while Ms. Nicole Squire noted the AVAIL contract duration is one year.

Mr. Gary Spring suggested hiring an employee with benefits could cost less than the contract's value. Ms. Distler responded that hiring and retaining such talent would be necessary.

Mr. John Valle emphasized the importance of AVAIL's strong presence in Akron.

Mr. John Valle made a motion for the committee to recommend the resolution to the board on November 26th, Ms. Renee Greene 2<sup>nd</sup> the motion. All present voted, aye.

### **Resolution 2024-29 | Angie Neeley**

A resolution authorizing a budget/appropriation measure for the calendar year 2025.

Ms. Angie Neeley provided detailed insights into the company's funding and distributed handouts for the 2025 fiscal year, covering sales taxes, expenses, and revenues.

Highlighted that sales tax revenues are typically higher in January, February, and March due to holiday spending from October through December.

Expressed optimism that holiday spending trends would remain consistent, providing a clearer picture of sales tax fluctuations next year.

Key revenue sources include the 0.5% sales tax and federal assistance.

Expenses are primarily driven by labor costs (wages, salaries, and benefits), followed by materials and supplies, and professional technical services.

Mr. John Valle asked if the budget accounted for labor contracts.

Ms. Neeley clarified that negotiations with TWU are ongoing.

Ms. Angie Neeley distributed and explained in great detail the 2025 draft budget, addressing key points of revenue and expenses.

Mr. John Valle inquired about SOLA Bonus for Teamsters. Ms. Neeley confirmed they have a year-end bonus that it is tied to the SOLA program.

Ms. Nicole Squire asked about the significant rise in non-transit interest for 2024 and why do we think it's projected to be maintained in 2025. Ms. Neeley explained that interest rates dropped during COVID and are now rebounding. Short term investments currently yielded higher returns than long-term investments. We communicate frequently with our bankers to help optimize these investments.

Mr. Bob Konstand noted that government money has investment restrictions and raised questions about revenue linked to the prime rate.

Ms. Neeley shared that banks predict stability for the prime rate at present.



Ms. Dawn Distler emphasized the importance of reserves and their role in the financial policy. Investments and reserves contribute to revenues, and the organization has avoided using reserve funds, reflecting financial stability.

Current investments are allocated for future capital projects. As we receive federal funding then what we spend gets put back in the capital fund and drawn down. This approach ensures wise investments while maintaining funds for capital projects. Mr. Bob Konstand emphasized the importance of maintaining a conservative approach on budgeting.

Ms. Angie Neeley noted, Carryover Balance is a new line item reflected in the budget. Next year, funds will be pulled from this balance to offset revenue and expenses.

Mr. Gary Spring asked about planned hires, noting a 26% increase in wages and fringe benefits. Full-time (FTE's) are projected to increase from 441 to 442.54 next year.

Ms. Dawn Distler clarified the budget is based on the full headcount, though the organization has not reached that number during the year. Bringing the number up to 441 allows for zone service and offset overtime. Mr. Jay Hunter confirmed at the end of September we had 432 employees. Mr. Gary Spring expressed concern over the 26% increase being unsustainable.

Ms. Nicole Squire clarified that compared to the 2024 budget, there is no increase in overall staffing costs. Ms. Distler elaborated on the difference between budgeted and actual headcount, emphasizing that budgeting for the full number ensures adequate funds to pay employees if full staffing is achieved. The budgeted staffing increase supports the ability to provide new or expanded services, such as zone service, while managing overtime costs effectively.

Mr. Gary Spring emphasized the importance of acting as "watchdogs" to ensure the budget is managed effectively. Ms. Dawn Distler noted that the current budget aligns with last year's, maintaining fiscal consistency. Mr. Bob Konstand highlighted the value of the assumption chart, which breaks down costs and percentages, providing a clear and detailed view of expenditures.

Mr. Gary Spring expressed concern about revenue and expenses crossing and emphasized avoiding a deficit. Mr. Chuck Rector suggested explaining the connection between zone service, super stops and operator numbers. Ms. Dawn Distler clarified, super stops are a capital expense, and no additional operators are required; the focus is on reaching the budgeted number of operators. Zone service, supported by a 5% service increase and county service revenue, will enhance rural area transit using micro transit principles. This service will cost \$5 and the testing for the app is underway. A preview of the zone service, currently piloted as "Call-a-Bus" in the northern area, was shared during the Board Retreat.

Ms. Angie Neeley continued with detailed information regarding the Capital Budget. Capital projects are budgeted at full cost, with anticipated Federal or State funding up to 80%. He thought it would be helpful to include the Narrative in the budget draft.

Mr. Robert DeJournett praised the team for its thoroughness and detail, expressing appreciation for their effort.

Mr. John Valle made a motion for the committee to recommend the resolution to the board on November 26<sup>th</sup>, Mr. David Christian 2<sup>nd</sup> the motion. All present voted aye.

**Resolution 2024-26 | Tatia Harris**

A resolution authorizing a contract with Wintrow Construction Corp for emergency Repair of Bridge 431 (North of North Case Avenue) on the Sandyville Line.

Mr. John Valle asked if emergency repairs require prior Board approval. Ms. Dawn Distler explained that urgent repairs can proceed while meeting FTA requirements and be presented to the Board afterward. Ms. Tatia Harris noted the repairs is expected to last 5-7 years and confirmed the line is currently in use.

Mr. John Valle made a motion for the committee to recommend the resolution to the board on November 26<sup>th</sup>, Mr. Robert DeJournett 2<sup>nd</sup> the motion. All present voted aye.

**Resolution 2024-27 | Tatia Harris**

A resolution authorizing the award of up to a five (5) year contract with the Akron Barberton Cluster Railway Company for Railroad Track Inspections and Warning Device Maintenance.

Mr. John Valle inquired if there was any funding tied to the discussed items. Ms. Tatia Harris confirmed that there is no additional funding tied to it. Ms. Nicole Squire asked if this had already been included in the budget. Ms. Tatia Harris confirmed that it has been. Ms. Angie Neeley confirmed that the rail repairs are allocated in the Capital Budget.

Mr. David Christian made a motion for the committee to recommend the resolution to the board on November 26<sup>th</sup>, Ms. Renee Greene 2<sup>nd</sup> the motion. All present voted aye.

**OTHER BUSINESS**

**CALL FOR ADJOURNMENT**

Adjourned at 10:11 am.

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**DAWN S. DISTLER,  
CHIEF EXECUTIVE OFFICER/  
SECRETARY-TREASURER**

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**Date (MM/DD/YYYY)**