

METRO RTA

Board Of Trustees

PRESIDENT: MR. MARK DERRIG
VICE PRESIDENT: MS. DANA LAGARDE



JANUARY 28, 2025
9:00AM

**METRO RTA
MONTHLY BOARD MEETING AGENDA
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, JANUARY 28, 2025
9:00AM**

ITEM 1: CALL TO ORDER

ITEM 2: AUDIENCE PARTICIPATION

Any individual or representative of a group may take two (2) minutes to address the Board on any topic on the agenda. Anyone desiring more time than provided herein, shall notify the Secretary-Treasurer by the Tuesday preceding the Board meeting so that he/she may be placed on the Agenda for a maximum of five (5) minutes. METRO's Board Meetings are held the last Tuesday of the month as stated within Resolution 2016-28, unless otherwise noted.

- Pamela Pinkey-Butts (Apostlett Prophetess)

ITEM 3: RECOGNITION

- John Anderson: Operator, 25 years of service, Gregory Delong: Operator 30 years of service, Carol Haymond: Customer Care, 35 years of service – Dawn Distler
- Eugene Mitchell: OPTA Excellence Lifetime Achievement Award – Jarrod Hampshire
- Nathan Camarda: Life Saving Award – Shawn Metcalf
- Dietra Goggins: Life Saving Award & Giving Tuesday – Shawn Metcalf & Molly Becker

ITEM 4: BOARD MINUTES

*Approval of Board Meeting Minutes from the November meeting (Pages 7-11).

ITEM 5: COMMITTEE REPORTS & RESOLUTIONS

Customer Experience & Service Performance Committee

(Maintenance/Operations/Mobility Solutions)

Chair: John Valle

*Resolution 2025-01: A resolution authorizing R. Bowen and Associates to proceed with design and procurement assistance for the rehabilitation of the two (2) bus wash systems located at 416 Kenmore Blvd. (Page 4)

Internal & External Engagement Committee

(Employee Engagement Center / Customer Care / PR & Marketing)

Chair: Chuck Rector

Safety, Equity & Planning Committee

(Planning / Community Impact / Safety & Security)

Chair: Robert DeJournett

*Resolution 2025-02: A resolution authorizing the filing of applications with Federal Transit Administration and the Ohio Department of Transportation for SFY 2026 transportation assistance grants. These grants may include but are not limited to the Urban Transit Grant, the Ohio Transportation Partnership Program Bus and Bus Facilities and Low or No Emissions Programs. (Page 5)

*Resolution 2025-03: A resolution authorizing a change order from previous Resolution 2024-25, authorizing a contract with Remix for the purchase of software pertaining to real time data analytics and equity and accessibility improvements, intended to assist with future planning activities particularly Title VI analysis. (Page 6)

Finance & Technology Committee

(Finance / Technology)

Chair: Robert Konstand

ITEM 6: OTHER BUSINESS

ITEM 7: OFFICER'S REPORTS

- Board President
- Chief Executive Officer

ITEM 8: EXECUTIVE SESSION

- ORC 121.22 (G)(1) For the consideration of the employment and compensation of a public employee
- ORC 121.22 (G)(4) To review negotiations of a bargaining agreement

ITEM 9: VOTE

- Vote to approve employment and compensation contract for public employee

ITEM 10: CALL FOR ADJOURNMENT

*Denotes items requiring Board approval

Next Scheduled Meeting – February 25, 2025

**COMMITTEE ASSIGNMENT:
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE**

RESOLUTION 2025-01

A resolution authorizing R. Bowen and Associates to proceed with design and procurement assistance for the rehabilitation of the two (2) bus wash systems located at 416 Kenmore Blvd.

WHEREAS, R. Bowen and Associates was awarded a general services task order contract for Architectural and Engineering Services from Resolution 2020-06, and

WHEREAS, The METRO 2025 Capital Budget allocates money towards the design and procurement assistance of the rehabilitation of the 2 bus washes located at 416 Kenmore Blvd.

WHEREAS, R. Bowen has proposed to complete the task order for \$188,400.00.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The Chief Executive Officer/Secretary-Treasurer is authorized to execute a task order with Bowen in amount not to exceed \$188,400.00.
2. The Chief Executive Officer/Secretary-Treasurer may authorize change orders up to 5% of these task orders.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 28th, 2025

**MARK DERRIG,
PRESIDENT**

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

**COMMITTEE ASSIGNMENT:
SAFETY, EQUITY, AND PLANNING COMMITTEE**

RESOLUTION 2025-02

A resolution authorizing the filing of applications with the Federal Transit Administration and the Ohio Department of Transportation for SFY 2026 transportation assistance grants. These grants may include but are not limited to the Urban Transit Grant, the Ohio Transportation Partnership Program, Bus and Bus Facilities and Low or No Emissions Programs

WHEREAS, the State of Ohio through its SFY 2026 programs has made funds available to assist public transportation in Ohio; and

WHEREAS, METRO RTA is the transit operator for Summit County, Ohio, and

WHEREAS, METRO RTA presently provides transit service and observes all federal and state rules regarding these programs,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The Chief Executive Officer is hereby authorized to file applications and execute contracts for the aforementioned grants programs
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 28, 2025

**MARK DERRIG,
PRESIDENT**

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

**COMMITTEE ASSIGNMENT:
SAFETY, EQUITY & PLANNING COMMITTEE**

RESOLUTION 2025-03

A resolution authorizing a change order from previous Resolution 2024-25 , authorizing a contract with Remix for the purchase of software pertaining to real time data analytics and equity and accessibility improvements, intended to assist with future planning activities particularly Title VI analysis

WHEREAS, a one- time installation fee of \$6,750 was not reflected in previous price of \$211,075.56 in Resolution 2024-25

WHEREAS, this software purchase was allotted in the 2024 Operating Budget

WHEREAS, the total cost of the contract will increase from the original amount of \$211,075.56 to \$217,825.56

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The Chief Executive Officer is authorized a change order to the purchase agreement with Remix in the amount of \$6,750.
2. The Chief Executive Officer is authorized to execute all documents with Remix
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: January 28, 2025

**MARK DERRIG,
PRESIDENT**

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

**METRO RTA
ANNUAL & MONTHLY BOARD MEETING MINUTES
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, NOVEMBER 26, 2024 9:00 AM**

Trustees Present: Mark Derrig, Robert DeJournett, Chuck Rector, Bob Konstand, John Valle, Gary Spring, David Prentice Nicole Squire, Renee Greene and Christine Marshall

Trustees Excused: Dana LaGarde and Donald Christian

Trustees Absent:

METRO Team

Members Present: Dawn Distler, Jarrod Hampshire, Angela Neeley, Tatia Harris, Nathan Leppo, Quentin Wyatt, DeHavilland McCall, Gert Wilms, Jay Hunter, Eric Scott, Lauren Zidones and Kyle Moeglin

CALL TO ORDER

Mr. Mark Derrig called the meeting to order at 9:01 am.

AUDIENCE PARTICIPATION

Mr. Joe Varner spoke for two minutes

Ms. Pamela Pinkey-Butts (Apostlett Prophetess) spoke for five minutes.

RECOGNITION | Jarrod Hampshire

Mr. Eugene Mitchell received OPTA Excellence Lifetime Achievement Award,

To be rescheduled

BOARD MINUTES Mr. Robert DeJournett a motion to approve the minutes from the October's meeting. Ms. Renee Greene 2nd the motion. The minutes were unanimously approved.

COMMITTEE REPORTS & RESOLUTIONS

CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT

Chair: John Valle

The Committee met on November 21st and KPIs were reviewed. There were four resolutions recommended by the committee.

RESOLUTION 2024-21: A resolution authorizing the disposal or transfer of certain assets owned by METRO Regional Transit Authority.

The resolution was discussed.

Mr. John Valle on behalf of the committee made a motion to approve the resolution. Ms. Renee Greene 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-22: A resolution authorizing the Chief Executive Officer/Secretary- Treasurer the award of a five (5) year contract for the lease and service of tires to the Goodyear Tire and Rubber Company.

The resolution was discussed.

Mr. John Valle on behalf of the committee made a motion to approve the resolution. Ms. Renee Greene 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-23: A resolution authorizing the Chief Executive Officer/Secretary- Treasurer to award a one (1) year contract for the purchase of Diesel Fuel and Gasoline for 2025.

The resolution was discussed.

Mr. John Valle on behalf of the committee made a motion to approve the resolution. Mr. Gary Spring 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-24: A resolution authorizing the Chief Executive Officer/Secretary- Treasurer to award up to a (1) year contract for the purchase of Oil and Other.

The resolution was discussed.

Mr. John Valle on behalf of the committee made a motion to approve the resolution. Mr. Robert DeJournett 2nd the motion. All present voted “aye”. The resolution was approved.

INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT

Chair: Chuck Rector

The Committee met on November 21st and KPIs were reviewed. There was one resolutions recommended by the committee.

Reminder of Giving Tuesday, December 3rd 10:00 – 1:00 pm. Volunteers are welcomed.

RESOLUTION 2024-20: A resolution establishing the following monthly meeting dates for the Board of Trustees of the METRO Regional Transit Authority.

The resolution was discussed.

Mr. John Valle on behalf of the committee made a motion to approve the resolution. Mr. Robert DeJournett 2nd the motion. All present voted “aye”. The resolution was approved.

SAFETY, EQUITY & PLANNING COMMITTEE REPORT

Chair: Robert DeJournett

The Committee met on November 21st and KPIs were reviewed. There was one resolution recommended by the committee.

RESOLUTION 2024-25: A resolution authorizing a contract with Remix for the purchase of software pertaining to real time data analytics and equity and accessibility improvements.

The resolution was discussed.

Mr. Robert DeJournett on behalf of the committee made a motion to approve the resolution. Ms. Renee Greene 2nd the motion. All present voted “aye”. The resolution was approved.

FINANCE & TECHNOLOGY COMMITTEE REPORT

Chair: Bob Konstand

The Committee met on November 21st and the dashboard was reviewed. There were four resolutions recommended by the committee.

Mr. Bob Konstand recognized Ms. Angie Neeley for her hard work on the 2025 budget. The budgeted revenue and expenses for 2025 total \$74,131,414. Despite this, we anticipate a carryover balance of \$670,000, resulting from a deficit in the budget.

RESOLUTION 2024-28: A resolution authorizing the award of a contract for the purchase of an Intelligent Transportation Software Project Manager to Burgess and Niple.

The resolution was discussed.

Mr. Bob Konstand on behalf of the committee made a motion to approve the resolution. Ms. Renee Greene 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-29: A budget/appropriation measure for the calendar year 2025.

The resolution was discussed.

Mr. Bob Konstand on behalf of the committee made a motion to approve the resolution. Mr. Robert DeJournett 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-26: A resolution authorizing a contract with Wintrow Construction Corp for emergency Repair of Bridge 431 (North of North Case Avenue) on the Sandyville Line.

The resolution was discussed.

Mr. Bob Konstand on behalf of the committee made a motion to approve the resolution. Mr. Robert DeJournett 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-27: 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.

The resolutions were discussed.

Mr. Bob Konstand on behalf of the committee made a motion to approve the resolution. Ms. Renee Greene 2nd the motion. All present voted “aye”. The resolution was approved.

OTHER BUSINESS

OFFICERS’ REPORTS

Board President:

Mr. Mark Derrig expressed his gratitude to everyone for their hard work. This month, we set a record for the number of resolutions brought to the board. Your dedication, including adjusting schedules to attend the meeting, did not go unnoticed and is greatly appreciated.

A special thank you to Mr. Bob Konstand and Ms. Angie Neeley for the significant time and effort invested in preparing the budget.

Wishing everyone a wonderful Thanksgiving!

Chief Executive Officer:

Ms. Dawn Distler expressed her gratitude to the board for approving the budget and believing in the team. She extended special thanks to Ms. Angie Neeley and Mr. Bob Konstand for their efforts.

Ms. Distler shared that METRO’s work is being recognized nationally. She was invited to speak on a panel at the **CoMotion Conference** in Los Angeles, where discussions focused on advancing equity in

public transportation. When asked about potential changes under the new administration, particularly regarding equity and inclusion initiatives, Ms. Distler affirmed that no changes are planned. She emphasized the importance of continued board support in maintaining these priorities, stating: *“We don’t just represent the community—the community represents us, too.”*

She also highlighted how the community approach is reflected in initiatives like updating the URL to **“yourmetrobus”**—underscoring that it’s *their* service, shaped by their needs and desires.

Additionally, METRO was invited to present at the **Ohio Public Transit Association (OPTA) State Conference**. Mr. Nathan Leppo and Ms. Molly Becker presented on the **Grocery Bus**.

Finally, METRO secured valuable face time with the **Ohio Department of Transportation** and **FTA Region 5**, further strengthening relationships and support for our mission.

Attached is a photo of the new maintenance building with the steel framework. This milestone is a testament to a promise made to our team—and now, we have the privilege of watching it come to life.

Next month’s **committee meeting and holiday luncheon** will be held at **416 Kenmore**. If the weather cooperates, Mr. Jarrod Hampshire may lead a tour of the site. Additionally, there will be a special opportunity for the board to sign a beam, symbolizing their role in this historic project.

We hope everyone has a wonderful holiday season. Be safe and enjoy time with friends and family!

The next scheduled Board Meeting is December 17th.

ADJOURNMENT

Meeting adjourned at 9:36 am.

CERTIFICATE OF COMPLIANCE

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

DATE APPROVED: January 28th, 2025

**MARK DERRIG,
PRESIDENT**

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