

METRO RTA

Board Of Trustees

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



MAY 28, 2024
9:00AM

**METRO RTA
MONTHLY BOARD MEETING AGENDA
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, MAY 28, 2024
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.

- Apostlett Prophetess

ITEM 3: RECOGNITION

None

ITEM 4: BOARD MINUTES

*Approval of Board Meeting Minutes from the April meeting (Page 7-10).

ITEM 5: COMMITTEE REPORTS & RESOLUTIONS

Customer Experience & Service Performance Committee

(Maintenance/Operations/ Mobility Solutions)

Chair: John Valle

*Resolution 2024-08: A resolution authorizing the award of a contract for Procurement and Installation of Two (2) Compressed Natural Gas Compressors. (Page 4).

*Resolution 2024-09: A resolution authorizing the second of three Guaranteed Maximum Price contracts for the construction of the Maintenance and Operations Facility. (Page 5).

Internal & External Engagement Committee

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

Chair: Chuck Rector

Safety, Equity & Planning Committee

(Planning / Community Impact / Safety & Security)
Chair: Dana LaGarde

Finance & Technology Committee

(Finance / Technology)
Chair: Robert Konstand

*Resolution 2024-10: A resolution authorizing a credit card for the Legal and Government Affairs. Officer.

ITEM 6: OTHER BUSINESS

*Teamster Collective Bargaining Agreement

ITEM 7: OFFICER'S REPORTS

- Board President
- Chief Executive Officer

ITEM 8: CALL FOR ADJOURNMENT

*Denotes items that need Board approval

Next Scheduled Meeting – June 25th

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

RESOLUTION 2024-08

A resolution authorizing the award of a contract for Procurement and Installation of Two (2) additional Compressed Natural Gas Compressors.

WHEREAS, Invitations for bid were twice duly advertised on January 25, 2024 and February 01, 2024 in the Akron Beacon Journal, as well as the procurement page on yourmetrobus.org, and opengov.com.

WHEREAS, bids were received March 21st, 2024 and evaluated by a committee of METRO team members.

WHEREAS, the following firm provided bids:

Trillium Transportation Fuels, LLC dba Trillium - \$1,373,872.48

WHEREAS, METRO will fund \$120,000 of the value of this contract utilizing the Ohio Transit Preservation Grant Program.

WHEREAS, METRO recommends Trillium Transportation Fuels, LLC dba Trillium as the lowest most responsive bid.

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 contract with Trillium Transportation Fuels, LLC dba Trillium for Procurement and Installation of Two (2) CNG Compressors in an amount not to exceed \$1,373,872.48.
2. The Chief Executive Officer/Secretary-Treasurer is authorized up to a 5% contingency should change orders be necessary.
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: May 28th, 2024

**DANA LAGARDE,
VICE PRESIDENT**

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

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

RESOLUTION 2024-09

A resolution authorizing the second of three Guaranteed Maximum Price contracts for the construction of the Maintenance and Operations Facility.

WHEREAS, The total project budget for the Maintenance and Operations Facility, consisting of \$48,000,000, is split between three (3) Guaranteed Maximum Price amounts,

WHEREAS, Resolution 2023-16 authorized a contract with G. Stephens Inc. to proceed with Construction Manager at Risk Services for the Maintenance and Operations Facility, and

WHEREAS, G. Stephens is providing the Second Guaranteed Maximum Price amount to be \$6,710,805.

WHEREAS, This price is comparable to the original project estimate for the listed activities covered in the Guaranteed Maximum Price.

WHEREAS, METRO has grant funding from the Federal Transit Administration to cover up to \$37,808,113.00 of the total project cost.

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

1. The Chief Executive Officer/Secretary-Treasurer is hereby authorized to execute said contract in an amount not to exceed a total of \$6,710,805.
2. The Chief Executive Officer/Secretary-Treasurer is authorized up to a 5% contingency, should changes be necessary.
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: May 28th, 2024

**DANA LAGARDE,
VICE PRESIDENT**

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

**COMMITTEE ASSIGNMENT:
FINANCE AND TECHNOLOGY**

RESOLUTION 2024-10

A resolution authorizing a credit card for the Legal and Government Affairs Officer.

WHEREAS, the governing authority has approved and adopted a policy governing usage of the credit card for things such as travel, supplies, agreements, services, and equipment, and

WHEREAS, the governing authority has approved the CFO to apply for a Huntington credit card for the Chief Executive Officer; the Chief Administrative Officer; and the Chief Culture Officer in an amount not to exceed \$3,000, and

WHEREAS, Huntington Bank policy requires a formal resolution for this type of action, and

WHEREAS, the Legal and Government Affairs Officer was not included on the list of people to get a credit card.

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

1. The CFO is authorized to open an additional Huntington credit card for the Legal and Government Affairs Officer for \$3,000.
2. This resolution shall become effective May 28, 2024.
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: May 28, 2024

**DANA LAGARDE,
VICE PRESIDENT**

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

**METRO RTA
ANNUAL & MONTHLY BOARD MEETING MINUTES
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, APRIL 23, 2024 9:00 AM**

Trustees Present: Robert DeJournett, Mark Derrig, Vincent Rubino, Renee Greene, Dana LaGarde, Christine Marshall, Chuck Rector, John Valle Donald Christian, Robert Konstand

Trustees Excused: Gary Spring and David Prentice

Trustees Absent:

METRO Team

Members Present: Dawn Distler, Gert Wilms, Jarrod Hampshire, Angela Neeley, Tatia Harris, Jay Hunter, Shawn Metcalf, Molly Becker, Laura Adkins, Grace Doyle, Nathan Leppo, Bambi Miller

Guests Present: Apostlett Prophetess, Ayesha Nurrudin, Lauren Zidones

CALL TO ORDER

Mr. Mark Derrig called the meeting to order at 9:00 am.

AUDIENCE PARTICIPATION

Ms. Apostlett Prophetess spoke for 2 minutes.
Ms. Ayesha Nurrddin spoke for 5 minutes.

RECOGNITION

Operator Celeste Harvey: 20 Years of Safe Driving.
John Sutherland: Recognition for Asset Disposal Program Success.

BOARD MINUTES

Mr. Robert DeJournett made a motion to approve the minutes from the March meeting. The minutes were unanimously approved.

COMMITTEE REPORTS & RESOLUTIONS

CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT

Chair: John Valle

The Committee met on April 18th and KPIs were reviewed. There two resolutions recommended by the committee.

RESOLUTION 2024-06: A resolution authorizing the award of a contract for Concrete and Concrete Bus Berth Repair/Replacement at the Robert K. Pfaff Transit Center.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”. The resolution was approved.

RESOLUTION 2024-07: A resolution authorizing the disposal or transfer of certain assets owned by METRO Regional Transit Authority.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. All present voted “aye”. The resolution was approved.

INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT

Chair: Chuck Rector (Mr. Dave Prentice Reporting)

The Committee met on April 18th and KPIs were reviewed. There were no resolutions recommended by the committee.

SAFETY, EQUITY & PLANNING COMMITTEE REPORT

Chair: Dana LaGarde

The Committee met on April 18th and KPIs were reviewed. There were no resolutions recommended by the committee.

FINANCE & TECHNOLOGY COMMITTEE REPORT

Chair: Vincent Rubino

The Committee met on April 18th and KPIs were reviewed. There were no resolutions recommended by the committee.

A question arose during the Finance & Technology Committee meeting surrounding

the increase in February's Workers Compensation cost increasing budget.

Ms. Angela Neeley provided an update whereby she advised we had two things that caused this increase to occur, (1) retro assessment and (2) true-up. Our premium is based on an estimate of what they believe our payroll will be. They review the prior year and they detail where your actual payroll came in at this and it was higher than the estimate.

OTHER BUSINESS

OFFICERS' REPORT

Board President:

President Mark Derrig reminded Board Members that this is the last week to advise Dawn of an interest in attending the upcoming APTA Transit Board Members & Board Administrators Seminars which are being held in San Jose, CA from July 13-16, 2024. President Derrig provided an overview of his experience riding the bus with Ms. Bambi Miller's group and how he enjoyed the time. Everyone should take a ride when possible. President Derrig mentioned how this is Mr. Vincent Rubino's last meeting serving on the Board. We thank him for his service and dedication. Mr. Robert Konstand has graciously accepted the position of Chair of the Finance Committee.

Chief Executive Officer:

Ms. Dawn Distler reiterated what President Derrig mentioned about Mr. Rubino and his contribution during his time served is appreciated and his involvement. Thank you to Mr. Konstand for accepting the position moving forward. Ms. Distler provided a summary of the Solar Eclipse day. The Metro staff participated in our own celebration. Ms. Distler mentioned that tomorrow is the Minority Health Fair (yearly event) which is taking place at the transit center. Ms. Distler provided an overview of the recent activity she has been a part of including: being invited to DC to meet with Acting Administrator, Veronica Vanterpool of the FTA where a discussion took place around our current and new projects; we have already put a save the date on the Administrator's calendar for November 3, 2025 which will be the day of the ribbon cutting ceremony. Additionally, while in DC she visited Senator Sherrod Brown's office, and the Office of Congresswoman Emilia Sykes and had meetings discussing our current and new projects. Ms. Distler went on to say that we did two official onboarding trips recently with the ADM Board and our newly appointed Representative Veronica Sims. One of the discussions surrounded legislature for assaulting a bus driver to be a felony assault was discussed. There is legislation already in place for school bus drivers so it would be simply changing the wording to bus drivers. Ms. Distler mentioned how we had a visit from Councilwoman Bethany McKenney and there was a discussion of our current and new projects. Several Metro staff members will be attending the APTA Mobility Conference the week the Board meeting normally takes place, so that is why it is being held today.

EXECUTIVE SESSION

ADJOURNMENT

Meeting adjourned at 9:35 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: May 28th

**DANA LAGARDE,
VICE PRESIDENT**

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