

**Minutes of the Regular Meeting
Of the Lima/Allen County Regional Transit Authority Board of Trustees
Held at the RTA Administration Building
200 East High St., Lima, Ohio
April 3rd, 2018 @ 12:00 Noon**

Present were Richard Schroeder, Holly Rex, Dick Accountius and Joan Davis, Board Members; Shelia Haney, Executive Director; Patricia Stein, Finance Director/Board Secretary, Marlene Shumaker, RPC; News Crew from WLIO; Scott Cockerell, Wannemacher; and Teresa Brown, Administrative Assistant.

First Item of Business – Roll Call: Roll Call was taken and noted for the minutes. Mr. Taylor and Mr. Hayden were not present.

Mr. Accountius made a motion to appoint Richard Schroeder President pro tem as Mr. Taylor and Mr. Hayden were not present. Ms. Davis seconded the motion and all members voted in favor thereof.

Second Item of Business – Approval of Previous Minutes: Ms. Davis made a motion to approve the previous minutes and Ms. Rex seconded the motion. All members voted in favor thereof.

Third Item of Business – Board President’s Comments: Mr. Schroeder had no comments but welcomed Mr. Cockerell to the Board, to be sworn in at the next meeting.

Fourth Item of Business – Operations Report - February: The numbers listed in red are the ridership we have lost. It is a lot more than we had anticipated. The fixed routes in January and February were down 10 – 11,000 riders per month. The ADA ridership has increased, over 400 in January and 300 in February. People that were able to ride the bus before have had to switch to the door-to-door service, which is a higher cost to RTA. We are down on mileage by 20,000 miles; which will also affect our Operating grant as well as the decreased ridership and starts the domino effect. The mileage and ridership have decreased, so they will decrease our operating funds and will have to then make more cuts due to less funding in the future.

Our Capital grants are always 100% grants. If we can’t get it for 100% we pass on it. A lot of capital grants are 80/20 and we just don’t even apply for them. We did get a grant 20 months ago for two new buses and they came in last week. There is a picture of them in the Board Packets and they will be out on the road as soon as we get the antennas on them.

On Maintenance we are still working on trying to get reimbursed from AAA3 for the damages caused when they moved out from the second and third floors. Our Insurance Risk Pool did issue a check to us for the damages and it was deposited in our bank account this month. OTRP is going to litigation to try to recover it from AAA3.

We will need to make concrete repairs down at the bus garage. We had noticed some sinking by the fuel station. We got an emergency grant from ODOT and they found some amended money to move over to our FTA grant. We have only had one contractor come and look at it so far and he thinks we are going to have to pull up the fuel tanks and reset them. We are trying to get a second opinion.

Under policies and procedures, we had the Drug & Alcohol policy amended and updated that the Board approved last month. The training was held with the employees yesterday so it can be sent into FTA to close out the Triennial Audit.

There is a spreadsheet in the Board packets showing the revenue lost through the contracts with AAA3 and JFS. We lost the bid to Black & White Cab and Lyft for services with JFS and that explains the decline in revenue from them. AAA3 controls the grant money for Find a Ride and even though RTA was one of the original partners in the development of the FACTS Coalition back in the day AAA3 supports the program and Mobility Manager for this project. We used to get several of the out of town trips and that helped a lot with our cash flow but those trips have declined to no service since last August 2017. This was a large revenue flow hit to RTA. We now compete with several other transit operations and there is really nothing we can do about it. We used to rely on AAA3 and JFS as the top sources of revenue to be used as local match money for the Operating grant but no longer can do so. The school contracts we have and the ones with the Center for Autism, hearing impaired, and Marimor are our biggest revenue sources now. During the summer there won't be any school so we won't have much cash flow. We will continue trying to raise money through leasing out the top two floors of the Administration Building, selling honey buns, lottery tickets, Greyhound tickets, and our fuel sales to support us through the summer months.

Ms. Davis made a motion to approve the Operations report and Mr. Accountius seconded it. All members voted in favor thereof.

Fifth item of Business – Financial Report – February: We received \$90,000 from the state invoices from 2017. We got the Capital money of approximately a million dollars for the two buses, which will go in and come right back out. We also received the Capital money at 100% for the Genfare automated fare boxes. It is around \$300,000 and will go in and go right back out. Under the State Operating Assistance line item, it shows \$103,000 but \$90,000 of was from the 2017 invoices. That is the reason we show a net income of \$23,829.61. The Finance report reflects \$275,719 Income and \$251,889 expenses for the year ending February.

Patty has gone in and adjusted the depreciation of \$62,000, we were carrying \$48,000. We are still in our 2016 State Audit so she can't go in to make any year-end adjustments to 2017 until they close 2016. Patty had an email from Ann today stating she was done with her portion, the audit was now in for final review.

Mr. Accountius made a motion to approve the Financial Report. Ms. Rex seconded the motion and all members voted in favor thereof.

Sixth Item of Business – Board Motion/Discussion – Mobility on Demand: About four years ago, the Mayor had called some meetings to try and find a solution to the transportation gaps in the community. That was when we started on the three new routes to help people get to work. There is a vicious cycle where JFS will help someone get a job, pay for their transportation for 45 days, and then they are on their own. They were usually using Black & White Cab and many times the people quit the job as they no longer have an affordable way to get there. We started those routes to help people like this get to work and had to turn around and shut the routes down so we are back at square one.

Liberty was going to step up and fill in the gap with an Uber-type system that would be web based software, but they went under before they could really get it off the ground. Shelia met with Jackie Fox from WOCAP about partnering to try and fill in the transportation gap. RTA can't do it all and there are 40 other transportation providers in Allen County and they can't do it all. There is obviously a need for it, especially since we have shut down the evenings and the weekends and people need the 24/7 service.

Shelia reached out to a friend of hers she has worked with quite a bit in the past who is with a software company out of Atlanta, Georgia. She told him we were looking for something that would be app-based like Uber, but with third party billing. With Uber and the other apps, you have to have your credit card on file with the app to use the service. With third party billing, someone with WOCAP or JFS would be able to pay to get someone to their job. Shelia had spoken to her friend about doing something like this four years ago but then backed off when she heard about Liberty. After she spoke with him this time, he flew up with a colleague of his for a meeting. Shelia invited some of the local non-profits to the meeting so they could round table and let them know what our community needs in transportation are lacking. This would not take away rides from COA, AAA3, Good Rides or any other nonprofit; it would just fill in the gaps for folks that are not over 60 in age or disabled. We will continue the discussions and planning and report back to the Board each month on the progress.

Seventh Item of Business – Board Discussion/Motion – Partnership with WOCAP: There was nothing on Item 6 or 7 that needs a motion at this time.

Eighth Item of Business – Board Discussion/Motion – Parking Project: We applied for and received capital grant money a couple of years ago and used it to purchase the old Schnipke building and demolish it. We then had gravel put on the lot and it is still settling. We have received additional capital money to complete the parking lot construction and will continue the planning process.

Ninth Item of Business – Board Discussion – Service Reductions Update: Shelia had already covered this in the Operations Report.

Tenth item of Business – RPC Update: After a recent meeting with AAA3 and RTA, Marlene discussed with Thom the need to take the Coordination Plan out from under RPC and put under AAA3; but still have where if RTA needs changes they can go through RPC instead of AAA3. RTA will take changes to RPC and after the fact they will let AAA3 know. It should make it easier on all

three agencies. RPC is backing away from writing the Coordination Plan, updating it, or doing anything else with it in total but will still represent items for RTA as in the past.

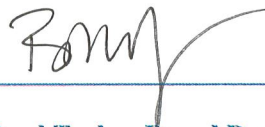
Eleventh Item of Business – Executive Session: Mr. Accountius made a motion to move to Executive Session for the purpose of discussing a real estate acquisition. Ms. Davis seconded the motion. Roll: Holly – yes, Dick S. – yes, Joan – yes, Dick A. – yes.

Mr. Accountius made a motion to return from Executive Session and Ms. Davis seconded it. Roll: Holly – yes, Dick S. – yes, Joan – yes, Dick A. – yes.

Mr. Accountius made a motion to continue with the parking Project as described by Shelia earlier. Ms. Davis seconded the motion and all members voted in favor thereof.

Twelfth Item of Business – Adjourn: Ms. Rex made a motion to adjourn. Ms. Davis seconded the motion and all members voted in favor thereof.

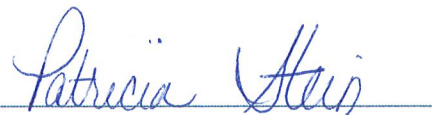
The next Board Meeting will be held May 1st, 2018 at 12:00 p.m.



Brad Taylor, Board President,

Or

Michael Hayden, Board Vice President



Patricia Stein, Finance Director/Board Secretary