



Allen County Regional Transit Authority
Board of Trustees Meeting
May 14, 2024

The Allen County Regional Transit Authority Board of Trustees met on **May 14, 2024 @ 12:00 p.m.** in the Allen County Regional Transit Conference Room, 200 East High Street, Suite 1-B, Lima, Ohio. Proper public notice was given in advance of the meeting. Mr. Moening, ACRTA Board President, conducted the meeting.

PRESENT: Robert Moening, President
Scott Cockerell, Vice-President
Brad Taylor
Joan Davis
Richard Schroeder

STAFF: Brian Wildermuth, Co-Executive Director
Karen Garland, Co-Executive Director
Teresa Brown, Secretary/Treasurer

ABSENT: Richard Bales

CONTRACTORS: None

LACRPC: Rebecca Phillips, Finance Director

CITIZENS: Stefanie Motter, AAA3

Minutes:

1. Roll Call

Mr. Moening called the meeting to order at approximately 12:00 p.m. Ms. Brown took roll call. A quorum of the Board was present.

2. Approval of Agenda

Mr. Schroeder made a motion to approve the agenda. Mr. Cockerell seconded the motion. The motion carried unanimously.

3. Approval of Previous Minutes

Mr. Cockerell made a motion to approve the March 12th Board Meeting Minutes. Ms. Davis seconded the motion. The motion carried unanimously.

4. Citizens Comments

None

5. Secretary/Treasurer's Report

Ms. Brown presented March's financials, including a summary of profit and loss YTD actual versus prior year, income statement YTD actual versus budget, detailed profit & loss, and balance sheet. A Cash Receipts Journal and a Cash Disbursements Journal were also included. Revenue is up and expenses were under budget, with a net gain for the YTD.

Ms. Davis made a motion to accept the Secretary/Treasurer's report. Mr. Cockerell seconded the motion. The motion carried unanimously.

Mr. Schroeder made a motion to approve Resolution 24-2, Federal Grants Authorization. Mr. Cockerell seconded the motion. The motion carried unanimously.

6. Action Items and ED Report

Ridership was down 208 from last month but up 2,693 from the same time last year. Ridership is increasing across all lines. Perry Schools has started having ACRTA transport three children with the possibility of a full route next year.

The mobile app is now up and running. Trips for Microtransit are booked up and are not being able to be made same day due to availability.

The steel for the garage should be here next week and it will start looking drastically different once they get the roof beams up. There have been some change orders but so far the project is still under budget.

The Passport Audit went well with only one compliance correction needed and it was a new requirement as of the first of the year. The required training courses used to have a 90-day window after hiring new employees and it has moved to 30 days for most things.

The Lima Loop last year ran from July to October. This year we are looking at running it either June through August or July through September, the latter is what is in the brochures. We are also only going to run it on Saturdays unless there is a special event. The event calendar for the Amphitheater does not seem to have anything lined up this year. There will be a press release when the Loop is started up. If there do end up being events the days/times will be adjusted accordingly.

The unleaded pump has been down for the last nine days. It is working now but is pumping very slowly, the vendor is still looking at it. We may try to get two additional pumps installed if we can get everything lined up to purchase and install at the same time the concrete is getting torn up already for the garage construction project.

The Triennial Reviewers will be on site at the end of July. They have asked for some more information, and it has been sent in.

ODOT emailed us and there are unclaimed funds from agencies that do not have enough match money. ACRTA asked for funds to replace the canopy over the island where the buses pull in. There isn't a time frame on when the funds will be awarded.

We have written two letters of intent for upcoming grants.

7. Discussion Items

Mr. Cockerell asked how we were sitting as far as our fleet. On the Capital Plan that was issued in November, it showed we are planning on six or seven vans in 2025, six buses in 2026, and seven vans in 2027. That will replace most of the fleet. The RAISE grant we applied for would fund all of the vehicle purchases and it will be announced in June. We are short staffed at the garage right now and are looking at the Maintenance pay scale to see if it needs updated again. We are down a few drivers also but two of the part-time drivers are taking their CDL test on the 15th.

There has not been anything further from the protesters we had earlier this year or from the NAACP.

Joshua at Clemans-Nelson is working on new job descriptions that will clarify what the staff oversees.

The levy will be up for renewal in 2029.

Mrs. Motter from AAA3 reported that the Facts Coalition will be meeting on May 29th and ACRTA is hosting. The Coordinated Transportation Plan will be discussed.

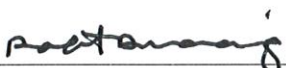
8. RPC Updates

Cody is working on the TDP (Transportation Development Plan) update and will present it at the TAC (Transportation Advisory Committee meeting on Tuesday.

9. Adjourn

Mr. Taylor made a motion to adjourn. Mr. Cockerell seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:43 p.m.

Submitted: 
Teresa Brown, Secretary/Treasurer

Approved: 
Robert Moening, ACRTA Board President