



Allen County Regional Transit Authority  
Board of Trustees Meeting

June 06, 2023

The Allen County Regional Transit Authority Board of Trustees met on **May 09, 2023 @ 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. Ms. Rex, ACRTA Board President, conducted the meeting.

**PRESENT:** Joshua Parker, Vice President

Rob Moening

Doug Olsson

Joan Davis

Scott Cockerell

**ABSENT:** Holly Rex, President

Richard Schroeder

LACRPC: Tara Reynolds-Bales, Executive Director

**CONTRACTORS:** None

**CITIZENS:** Stefanie Motter, AAAG

Ron Falls, NAACP

Henry Hudson, NAACP

Les Henderson, Sr., NAACP

Joshua Onyemachi, Clemans-Nelson Associates, Inc.

**Minutes:**

**1. Roll Call**

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

**3. Approval of Previous Minutes**

Mr. Moening made a motion to approve the May 9, 2023, Board meeting minutes. Mr. Olsson seconded the motion. The motion carried unanimously.

**4. Citizens Comments**

Mr. Parker stated anyone wishing to address the Board must stand, give their name and address, and then a three-minute timer would be started.

Mr. Ron Falls, 562 Wildbrook Lane, Lima, Ohio 45807 – Mr. Falls is the President of the local chapter of the NAACP. They were bringing a list of concerns that had been brought to their office regarding the

ACRTA policies and procedures. Ms. Charlene Smith-Echols, also of the NAACP, read the list of seven concerns to the Board and left a copy for each Board Member.

**5. Secretary/Treasurer's Report**

Ms. Brown presented April's financials, including a summary 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 remain under budget, with a net gain for the YTD.

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

**6. Action Items and ED Report**

Ridership was up by 1,525 rides from April and up from last May by 1,696 rides. 1,100 of the increase was due to fixed routes, with Eastgate showing a large increase. The fixed stops enabled a five-mile increase to the route. Uplift ridership was up by 400 passengers, AAAs and JFS are both increasing.

The garage expansion project drew in three bids. Hume Contracting, Inc., Tuttle Construction, Inc., and Westehide Construction were the bidders. Hume came in with the lowest bid at 2.74 million and their insurance and past jobs checked out, so Beam Design has sent a letter of recommendation for Hume to be awarded the bid. The project should be done within 350 days.

More than half of the funding is already on an open grant at 100%, \$227,600 is set at 80/20 funding, and two more grants have been applied for at 80/20. Total out of pocket expense will be between \$300,000 - \$1.2 million depending on the grants received.

The Ecolane Mobile App ran into a slight glitch with the sim cards. ACRTA's IT company is working with their IT company to fix it. App completion is still scheduled for sometime in July. Ecolane sent a training link so some of the staff will get started with that.

Downtown Lima Inc. used a trolley for their First Friday event on June 2<sup>nd</sup> and had 103 passengers. The Lima Loop trolley will start running Saturdays in July and in August will run Friday evenings and all-day Saturdays, and for special events. Spring Street is now going to be closed from Main to Elm during Amphitheater events and that will change the way the trolley routes have to run. It will also change a couple of regular routes that run on Spring Street. Friday of the opening weekend all three trolleys will be running between the First Friday and the Amphitheater opening.

The far parking lot is paved and waiting on a contractor to come in and do the lines. The original estimate was 60 spots but there may be another 15-20 spots now in addition to the area for CDL training.

The current enunciators on the buses are from 2016/2017 and only about half of them are working. The system is outdated and the parts are hard to get in. The company is out of Pittsburgh and slow to fix things. A few companies were looked at and Transign from Michigan has a good product and service. The quote of \$70,832 is about what was spent previously and includes programming and installation, with the company doing a few buses and showing the garage staff how to do the rest. There is an 80/20 grant to cover the cost. A couple of fixes need to be made in advance of the purchase involving locations, pronunciation and Transign needs to be registered with SAM. The registration has been submitted but it is not a quick process. Transign enunciators can also be programmed to do more than one language.

Mr. Olsson made a motion to approve awarding the Garage Project bid to Hume Contracting, LLC. Ms. Davis seconded the motion. The motion carried unanimously.

Ms. Davis made a motion to approve the purchase of the enunciators from Transign, contingent on the stipulations. Mr. Moening seconded the motion. The motion carried unanimously.

Mrs. Garland handed out the list of potential names for the new Trolleys. A poll had been posted on the ACRTA Facebook page and was getting a lot of responses. The plan is to have the new name plates on before the Star Spangled Spectacular.

LACRPC is holding an Open House in the ACRTA Conference Room on July 18<sup>th</sup>, from 10:00 am – 11:45 am. The Open House is for public involvement on the Long-Range Transportation Plan and will be a question-and-answer session. There will be another Open House held at LACRPC offices.

Mrs. Garland and Mr. Wildermuth were requested by Ms. Siebert from the Allen County Commissioners to do a presentation at the Kiwanis meeting on June 27<sup>th</sup>. The presentation will cover statistics on ridership of the bus system.

**7. Discussion Items**

Ms. Motter from AAA3 updated that the non-emergency medical transportation was not being removed from the Passport waiver as previously reported. This is welcome news for the riders that use the service.

**8. RPC Updates**

Ms. Reynolds-Bales, the Executive Director of LACRPC since March of this year, introduced herself to the Board. Her background includes the teacher's union world and other union work and labor law. She is originally from the area and is pleased to be back. Ms. Reynolds-Bales complimented Karen and Brian on the hospitality shown since she has been in her new position and looks forward to working with them in the future. Public Participation for the Long-Range plan is required and welcomed. If a rider mentions they are coming to the Open House they will get to ride for free that day.

**9. Adjourn**

Mr. Cockerell made a motion to adjourn. Ms. Davis seconded the motion. The motion carried unanimously. The meeting was adjourned at approximately 12:31 p.m.

The next board meeting will be July 11th, 2023, at 12:00 p.m. in the ACRTA Conference Room.

Submitted: Teresa Brown  
Teresa Brown, Secretary/Treasurer

Approved: Holly Rex  
Holly Rex, ACRTA Board President