



MEETING: COTA BOARD OF TRUSTEES

DATE: WEDNESDAY, MARCH 22, 2023

TIME: 9:00 AM – 10:30 AM

LOCATION: COTA – WG PORTER BOARDROOM

MEETING MINUTES

1. CALL TO ORDER

At 9:02 AM, Chair Treneff called the March 22, 2023 COTA Board of Trustees to order.

2. ROLL CALL

Board Members Present

Craig Treneff, Chair
Marlon Moore, Vice Chair
Trudy Bartley
Julie Colley
Jennifer Gallagher
Doug McCollough
Sean Mentel
Shannon Tolliver

Board Members Excused

Lori Elmore
Tim Skinner
Kumi Walker

3. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES

Trustee McCollough made a motion which was seconded by Trustee Mentel to approve the JANUARY 18, 2023, BOARD OF TRUSTEES MEETING MINUTES and the Minutes were approved.

4. COMMENTS OR STATEMENTS FROM AUDIENCE

Walter Hardy, a member of the public, voiced his concerns over the COTA bus schedule, the new location for lost & found of items left on buses (move Fields facility), and the increments in which Smart Net contracts are renewed.

Seal Russell, representing Sunrise, has been canvassing neighborhoods to engage with the public regarding their relationship with public transit. Seal also stated concerns regarding the following: security incidents; buses running behind and routes taking too long; lack of shelters at stops, especially an issue for the disabled; the need for more frequent routes; lack of free fares; and voiced that COTA should be engaging with the public to ask these same questions.

Vicky Abou-Ghalioum, representing Sunrise, voiced her concerns regarding COTA's lack of community engagement. Vicky stated the free fare campaign is growing, that she has over 250





signatures on a petition for free fare, has published results in Columbus Underground, and that she would like a response from the entire board on this issue via email.

Matina Bliss, representing Sunrise and advocating for free fares, shared stories of Columbus citizens' struggle to meet every day survival needs due to not having a bus pass.

5. PRESIDENT'S REPORT

President Pinkerton informed the Board that as one of the goals for 2023, we are proposing more in-depth surveys of our customers to understand changing mobility patterns in our community. The data collected will be used in tandem with data we received from cities, developers, and employers to help us balance designing scheduled for our operators based on needs of the community. The timing of the public survey aligns with our employee surveys.

In response to a question from a trustee as to how COTA will be conducting the public surveys, President Pinkerton informed the Board that the surveys would be conducted in a variety of methods including social media, digitally, at bus stops and on vehicles, via phone, email, and in-person.

President Pinkerton expressed thanks and appreciation for COTA employees during National Transit Worker Appreciation Day and encouraging the board and customers to express gratitude at any time when you see an operator, street and remote maintenance team, or vehicle technician in our community.

President Pinkerton also acknowledged and thanked our Government Affairs Division, Development Division, Finance Division and Infrastructure/Engineering/Maintenance for working collaboratively together to land an \$8.3M planning grant from the FTA to help offset our costs for planning and engineering the East and West High-Capacity Corridors. This combined team continues to excel when it comes to day-to-day operations while also planning decades ahead for our future.

President Pinkerton introduced Monica Tellez-Fowler, our new Chief Operating Officer who has joined Team COTA, effective March 22, 2023. Monica brings with her decades of capital, planning, financial, and operational experience of transit industries in Texas and Oregon. We are fortunate to have her bringing her vast experience to support our award-winning operations team.

President Pinkerton gave a preview of committee updates related to the Educational Pass Program approved last year by the COTA Board of Trustees and which has been incredibly successful by allowing us to provide more than 200,000 transit trips to high school and college students alone, just in the first two months of this year. We are eager to have additional schools join this program for the 2023-24 school year.

In addition to this valuable collaboration with external partners, President Pinkerton also recognized a few of our Employee Resource Groups whom are working with external groups:





Our BELIEVE (Black Employees Leading in Inclusion, Excellence, Vision and Education) Employee Resource Group (ERG) group led our celebration of Black History Month in February by highlighting Black-owned businesses throughout Columbus

For Women’s History Month this month, our WISE (Women for Inspiration, Strength and Excellence) ERG is highlighting the success of women moving us forward at COTA. Each week, women in various roles are highlighted with internal communications and external social posts to bring awareness to the role women play in transportation, and also to let the community see the various careers available to women at COTA.

Soon, our VERG (Veterans Employee Resource Group) will be encouraging us all to sign up for the National Veterans Memorial & Museum 5K Walk, Ruck and Run held downtown on Memorial Day weekend. COTA was an inaugural sponsor of this event and has been every year since. President Pinkerton expressed her hope to have more than 100 employees running or walking the 5K and encourage the community as well as the board to consider joining this important cause.

6. GOVERNANCE COMMITTEE REPORT – CRAIG TRENEFF, CHAIR

Chair Treneff acknowledged March being Women’s History Month, stated congratulations to President Pinkerton on being named COMTO Women Who Move the Nation. He also commended COTA for making real efforts to meet EDI growth, and welcomed Monica Tellez-Fowler to COTA.

Chair Treneff then shared that the Governance Committee met on March 9, 2023 and heard reports from each of the other COTA Committees. The Governance Committee was asked to approve Resolutions for approval at today’s meeting and those Resolutions are listed accordingly below

7. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT – MARLON MOORE, CHAIR

Chair Moore shared that the Strategic and Operational Planning Committee met on March 7, 2023 and received a report regarding the January Curitiba trip, as well as a LinkUS Update, a presentation on a proposed Employee Recognition Program, and an update on the Rickenbacker Mobility Center.

The following resolution was brought before the Board for approval on the regular agenda. Chair Treneff asked for a motion to vote for approval. A motion was made by Trustee McCullough, seconded by Trustee Colley, motion carries.

- A. RESOLUTION 2023-07 - AUTHORIZING A CONTRACT WITH AWARDCO FOR EMPLOYEE RECOGNITION AND AWARD SERVICES

8. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – SEAN MENTEL, CHAIR

Chair Mentel shared that the External Stakeholder Relations Committee met on March 7, 2023.





The committee received presentations on LinkUS, workforce diversity, community engagement and customer satisfaction.

Chair Mentel commended the Marketing team on the three first-place APTA AdWheel Awards they received during APTA's Marketing and Communications workshop earlier this month.

The COTA Marketing received awards for:

- **Make This City Move Recruitment Campaign** - Best Marketing and Communications on Workforce Development Social Media
- **"Rolling Forward" and "On the Line" video series** - Best Marketing and Communications to Support Ridership - Social Media
- **Educational Pass Program** - Best Marketing and Communications to Support Ridership - Partnership

9. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – JULIE COLLEY, CHAIR

Chair Colley shared that the Performance Monitoring/Audit Committee met on Thursday, March 9, 2023, and Erin Delffs Chief Financial Officer provided a brief financial update through January 2023 which included the following details:

Ridership through January totaled 833,463 boardings, a 28% or a 181,279 increase over 2022 YTD.

COTA remains in a strong financial position with a cash balance of \$278,151,926 as of January 31, 2023. This includes the Operating Fund Balance of \$209M which represents a reserve level of 215% of budgeted expenditures. The policy approved by the Board of Trustees establishes a minimum reserve of 50% of budgeted expenditures.

Sales tax revenue continues to perform strong, with receipts through January totaling \$14,232,306. This amount represents a \$4.8 million increase or a \$652K increase over the budgeted amount, and a 4.81% or \$653K increase over 2022 collections through the same period.

Through January 2023, operating revenue totaled \$19.8 million. This amount represents 9% of the year's annual revenue projection.

Expenditures in Operating Fund totaled \$17.3M through January 31, 2023. There was a slightly higher rate of expense in January due to delays in invoice receipts stemming from the network outage in December 2022. Expenses in all categories will be monitored closely as 2023 progresses.

As a result of the operating expenditures exceeding operating revenue, COTA's net operating position reflected a decrease of approximately \$3 million. This is expected to improve over the next several months as grant revenues are realized and sales tax revenues continue to outperform projections.





10. OTHER BUSINESS

Chief Financial Officer, Erin Delffs gave a summary before asking the board to approve the following resolution:

A. RESOLUTION 2023-08 – EXTENDING THE SUMMER STUDENT PASS (PILOT PROGRAM)

Chair Treneff asked for a motion to approve. Trustee Colley made a motion, Trustee Sundararajan seconded the motion. Motion carries. Trustee Bartley abstained.

11. CONSENT AGENDA

Chair Treneff asked for a motion to approve the Consent Agenda. Trustee Colley motioned. Trustee McCullough seconded the motion. Motion carries.

A. RESOLUTION 2023-09 – GRANTING OF PUBLIC RIGHT-OF-WAY TO THE CITY OF COLUMBUS, OHIO FROM THE PARSONS AVENUE TURNAROUND

Trustee Gallagher abstained from Resolution 2023-09.

B. RESOLUTION 2023-10 – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR TEN (10) COTA//PLUS 2023 FORD TRANSIT X2C-XL VEHICLES

C. RESOLUTION 2023-11 – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT, LLC FOR THE RENEWAL OF SMARTNET LICENSES

D. RESOLUTION 2023-12 – AUTHORIZING A CONTRACT WITH GOVCONNECTION, INC. DBA CONNECTION PUBLIC SECTOR SOLUTIONS FOR THE LICENSING AND MAINTENANCE OF TRENDMICRO SOFTWARE

E. RESOLUTION 2023-13 – AUTHORIZING A CONTRACT WITH NEW FLYER OF AMERICA INC. FOR THE PURCHASE OF FORTY-FOOT (40') HEAVY-DUTY BATTERY-ELECTRIC TRANSIT VEHICLES

F. RESOLUTION 2023-14 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH GO SUSTAINABLE ENERGY, LLC FOR DEVELOPMENT AND IMPLEMENTATION SUPPORT OF A SUSTAINABILITY PLAN

G. RESOLUTION 2023-15 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH JOHNSON CONTROLS, INC. SERVICES FOR CNG GAS DETECTION SERVICES

H. RESOLUTION 2023-16 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH REVEL IT FOR TEMPORARY INNOVATION PERSONNEL SERVICES





- I. RESOLUTION 2023-17 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH WRIGHT EXPRESS FUEL CARD SYSTEM (WEX) FOR THE PURCHASE OF UNLEADED GASOLINE
- J. RESOLUTION 2023-18 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH TRANSYSTEMS CORPORATION OF OHIO FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- K. RESOLUTION 2023-19 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH INSIGHT GLOBAL LLC FOR STAFF AUGMENTATION SERVICES
- L. RESOLUTION 2023-20 – AUTHORIZING A CONTRACT WITH MUNCIE TRANSIT SUPPLY FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- M. RESOLUTION 2023-21 – AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- N. RESOLUTION 2023-22 – AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- O. RESOLUTION 2023-23 – AUTHORIZING A CONTRACT WITH CROSSLINE SUPPLY LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- P. RESOLUTION 2023-24 – AUTHORIZING A CONTRACT WITH COLONIAL EQUIPMENT COMPANY FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- Q. RESOLUTION 2023-25 – AUTHORIZING A CONTRACT WITH THE AFTERMARKET PARTS FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- R. RESOLUTION 2023-26 – AUTHORIZING AN AGREEMENT WITH THE CITY OF GROVE CITY FOR THE CONTINUATION OF THE COTA//PLUS OPERATING ZONE
- S. RESOLUTION 2023-27 – AUTHORIZING EXPENDITURES WITH DATA.WORLD, INC. FOR THE PURCHASE OF DATA CATALOG LICENSING AND MAINTENANCE AGREEMENTS

12. EXECUTIVE SESSION FOR THE FOLLOWING PURPOSES: ORC 121.22(G)(1) TO CONSIDER THE APPOINTMENT, EMPLOYMENT, DISMISSAL, DISCIPLINE, PROMOTION, DEMOTION OR COMPENSATION OF A PUBLIC EMPLOYEE OR OFFICIAL, AND ORC 121.22(G)(6) TO DISCUSS MATTER RELATED TO SECURITY ARRANGEMENTS AND EMERGENCY RESPONSE PROTOCOLS

Chair Treneff asked for a motion to enter into executive session for the following purposes: ORC 121.22(G)(1) to consider appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, and ORC 121.22(G)(6) to discuss matter related to security arrangements and emergency response protocols.





Trustee Mentel motioned. Trustee Tolliver seconded the motion. The Board voted unanimously via roll call vote to enter executive session at 9:50 AM.

Executive Session ended at 11:04 AM

13. NEW BUSINESS

Chair Treneff asked for a motion to approve the following resolution. Vice Chair Moore motioned, Trustee Colley seconded, motion carried.

- A. RESOLUTION 2023-28 – AUTHORIZING COMPENSATION FOR THE PRESIDENT/CEO OF THE CENTRAL OHIO TRANSIT AUTHORITY

14. MEETING SCHEDULE

- A. STRATEGIC & OPERATIONAL PLANNING COMMITTEE – TUESDAY, MAY 2 | 9:00 AM
- B. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE – TUESDAY, MAY 2 | 3:00 PM
- C. PERFORMANCE MONITORING/AUDIT COMMITTEE – THURSDAY, MAY 4 | 2:00 PM
- D. GOVERNANCE COMMITTEE – THURSDAY, MAY 4 | 4:00 PM
- E. BOARD OF TRUSTEES – WEDNESDAY, MAY 17 | 9:00 AM

15. ADJOURNMENT

Trustee Bartley motioned to adjourn the Board of Trustees meeting. Trustee Mentel seconded the motion. The Board of Trustees adjourned at 11:07 AM.

Adopted: _____ May 17, 2023 _____

Signed: DocuSigned by:
Marlon Moore
9581BD404F924B3... _____
Chair, Board of Trustees

Attest: DocuSigned by:
Joanna M. Pinkerton
7464ADB3E9F6470... _____
President/CEO

