



JULY 27, 2016
OF THE CENTRAL OHIO TRANSIT AUTHORITY
BOARD OF TRUSTEES
W. G. PORTER BOARDROOM, 33 N. HIGH STREET

MINUTES

1. CALL TO ORDER

Chair, Jean Carter Ryan, called the meeting to order at 8:09 a.m.

2. OATH OF OFFICE

Craig P. Treneff was administered the Oath of Office. He was appointed by the City of Columbus to a three-year term ending April 2019. Treneff's term expired in April of this year after serving a three-year term appointed by the City of Westerville.

3. ROLL CALL

BOARD MEMBERS PRESENT

Jean Carter Ryan, Chair
Philip D. Honsey
Brett Kaufman
David M. Norstrom
Gina Ormond
Letty Schamp
Craig P. Treneff
Richard R. Zitzke

BOARD MEMBERS ABSENT

Trudy Bartley, Vice Chair
William A. Anthony
Donald B. Leach
Amy M. Schmittauer

4. APPROVAL OF THE JULY 27, 2016 BOARD OF TRUSTEES REGULAR MEETING AGENDA

Treneff motioned to approve the July 27, 2016 Board of Trustees Regular Meeting Agenda. Zitzke seconded the motion. Motion passed.

5. APPROVAL OF THE JUNE 22, 2016 REGULAR BOARD OF TRUSTEES MEETING MINUTES

Norstrom motioned to approve the June 22, 2016 Regular Board of Trustees Meeting Minutes. Schamp seconded the motion. Treneff abstained. Motion passed.

6. COMMENTS OR STATEMENTS FROM THE AUDIENCE

No comments from the audience.

7. PRESIDENT'S REPORT

Curtis Stitt, President/CEO, did not provide an oral report at this meeting. A written report was distributed with the Board packet.

8. PRESENTATIONS AND ACCOMPANYING RESOLUTIONS, IF APPROPRIATE

2016-52(b) – AUTHORIZING A DISCOUNT FARE STRUCTURE WITH CITY YEAR COLUMBUS

Belinda Taylor, Community Relations Manager, presented Resolution 2016-52. She said City Year Columbus has requested a continuation of the COTA/City Year partnership for the 23rd year. City Year Columbus has been a key partner with COTA for over two decades. On a daily basis, City Year Corps members serve as COTA Ambassadors on COTA's fixed-route service. City Year also assists with selected community events. City Year's presence on COTA buses and their participation at COTA-sponsored and other public events creates goodwill and provides a positive image to the community. City Year Corps members are easily identifiable as COTA Ambassadors because of their distinctive red jackets and backpacks. Again this year, all Corps members' jackets will feature the COTA logo.

This Resolution authorizes COTA to coordinate with the officials of City Year Columbus to provide up to fifty-five (55) express 31-day passes each month for the contract year, at no charge, for use by City Year staff and participants in the City Year Columbus program, in consideration for which the participants in those programs will serve as Ambassadors for the Authority.

Honsey motioned to approve this Resolution. Norstrom seconded the motion. Ryan abstained. Motion passed.

Belinda then introduced Tanya Crawford, City Year Columbus Board Chair, and Adero Robinson, City Year Columbus Chief of Staff, who thanked COTA for their many years of support. They also recognized Belinda, who is stepping down from the City Year Columbus Board, for her support and dedication to the board and the Columbus community. Russ Arnold, Director of Marketing, will be replacing Belinda in this position.

ROLE OF COTA IN SMART CITY CHALLENGE IMPLEMENTATION

Mike Bradley, VP of Planning & Development, gave a presentation on the role of COTA in Smart City Challenge implementation. The presentation included topics such as improving safety, sustainable transportation, integrated data exchange and an overall project timeline. Mike then introduced Aparna Dial and Randy Bowman, Smart City Officials for the City of Columbus, who thanked COTA for their support and participation in the Smart City grant.

9. COMMITTEE(S):

A. PLANNING COMMITTEE – PHILIP HONSEY, CHAIR

2016-53 - ADOPTION OF COTA'S 2013-2016 TITLE VI PROGRAM

Staff reported that the Federal Transit Administration (FTA) requires the Board of Trustees to have an understanding of and approve the Title VI analysis.

Title VI is a Federal law found within the Civil Rights Act of 1964; created to prevent discrimination of minorities by federally funded entities. FTA creates Title VI regulations to ensure agencies comply with the law. COTA adopts the required policies and procedures to comply with FTA regulations and submits a program every three years.

Four policies adopted by Board of Trustees in 2013 as required by the FTA are: 1) Major Service Change; 2) Disparate Impact Disproportionate Burden; 3) Fare Equity Analysis. Doza went through the evaluation process for each policy September 20 is the deadline for submittal to FTA.

Norstrom motioned to approve this Resolution. Honsey seconded the motion. Motion passed.

B. FINANCE COMMITTEE – CRAIG TRENEFF, CHAIR

2016-54 - AUTHORIZING A STUDENT PASS PROGRAM WITH CAPITAL UNIVERSITY

Jeffrey Vosler, Vice President of Finance/CFO, reported that Capital University approached COTA with a desire to provide transportation access to their students, similar to other successful student programs such as OSU, CCAD and Columbus City Schools. Capital students expressed an interest in COTA services and the university administration is supportive. Following discussions with representatives of Capital, it was determined that a program structure similar to Columbus City Schools would be the best fit for Capital. All enrolled students would have unlimited access to COTA services via their Capital issued ID. At the end of each month, COTA will invoice Capital University for the value of the rides taken by program participants.

COTA staff is supportive of the concept and recommends approval of a special fare structure for the program. All rides, whether express or local, would be billed at the local rate of \$1.50 per fixed route ride and \$3.50 per ride for Mainstream service. Funding for this program will be split evenly by the students via activities fees and the university. The initial program period will be one year and the parties will evaluate the program throughout and determine the best strategy going forward.

Schamp motioned to approve this Resolution. Kaufman seconded the motion. Motion passed.

10. CONSENT AGENDA

Jean Carter Ryan presented the following resolutions by consent agenda:

2016-55 – AUTHORIZING A CONTRACT WITH MOODY NOLAN, INC. FOR ON-CALL ARCHITECTURAL AND ENGINEERING SERVICES

2016-56 – AUTHORIZING A CONTRACT FOR SIGN INSTALLATION AND OTHER SUPPORT SERVICES FOR THE IMPLEMENTATION OF THE TRANSIT SYSTEM REDESIGN (TSR)

2016-57 – AUTHORIZING A CONTRACT WITH BRASCO INTERNATIONAL INC. FOR THE PURCHASE OF EIGHTEEN (18) SHED STYLE BUS PASSENGER SHELTERS

2016-58 – AUTHORIZING SUBMISSION OF COTA'S APPLICATION TO MID-OHIO REGIONAL PLANNING COMMISSION (MORPC) AND COTA'S COMMITMENT TO ITS LOCAL SHARE IN THE PROJECT COSTS AND MAINTENANCE OF THE PROPOSED PROJECTS

2016-59 – AUTHORIZING EXPENDITURES FOR YEAR FIVE OF THE FIVE-YEAR CONTRACT WITH GILLIG, LLC FOR THE PURCHASE OF HEAVY-DUTY TRANSIT COACHES, DOCUMENTATION, SPARE PARTS AND TRAINING

2016-60 - AUTHORIZING A CONTRACT WITH SPEEDWAY LLC FOR THE PURCHASE OF REGULAR SELF-SERVICE UNLEADED GASOLINE

2016-61 - AUTHORIZING A CONTRACT WITH TRANSYSTEMS CORPORATION OF OHIO FOR TRANSIT PLANNING AND ENGINEERING SERVICES

2016-62 – AUTHORIZING A CONTRACT FOR THE COTA EASTON TRANSIT CENTER SITE IMPROVEMENTS

Treneck motioned to approve these resolutions. Kaufman seconded the motion. Motion passed.

11. OTHER BUSINESS

No other business came before the Board.

12. MEETING CALENDAR

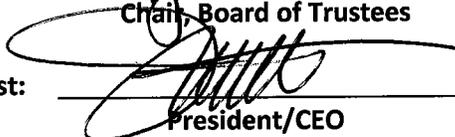
The meeting calendar was listed on the agenda.

13. ADJOURNMENT

The meeting adjourned at 8:41 a.m.

Adopted: September 28, 2016

Signed: 
Chair, Board of Trustees

Attest: 
President/CEO