



**JUNE 28, 2017**  
**BOARD OF TRUSTEES MEETING**  
**W. G. PORTER BOARDROOM, 33 N. HIGH STREET**

**MINUTES**

1. **CALL TO ORDER**

Chair, Jean Carter Ryan, called the meeting to order at 8:05 a.m.

2. **ROLL CALL**

**BOARD MEMBERS PRESENT**

**BOARD MEMBERS ABSENT**

Jean Carter Ryan, Chair  
Trudy Bartley  
Philip Honsey  
Donald Leach  
David Norstrom  
Gina Ormond  
Letty Schamp  
Amy Schmittauer  
Michael Stevens  
Craig Treneff  
Richard Zitzke

3. **OATH OF OFFICE**

Michael Stevens was administered the Oath of Office. He was appointed to a three-year term by the City of Columbus.

4. **APPROVAL OF THE JUNE 28, 2017 BOARD OF TRUSTEES MEETING AGENDA**

Craig Treneff, Chair of the Finance Committee, proposed amending the agenda to include an Executive Session at the end of the meeting. Treneff motioned to approve the June 28, 2017 Board of Trustees Meeting Agenda with this addition. Ormond seconded the motion. Motion passed.

5. **APPROVAL OF THE MAY 24, 2017 BOARD OF TRUSTEES MEETING MINUTES**

Bartley motioned to approve the May 24, 2017 Board of Trustees Meeting Minutes. Leach seconded the motion.

6. **COMMENTS OR STATEMENTS FROM THE AUDIENCE**

Walter Hardy, COTA rider, commented that COTA needs to be nimble and dynamic, and suggested charging stations for electric vehicles at Park & Rides.

Eva Crawley, COTA rider and public transportation advocate, gave an update on her concerns regarding safety that have arisen from the Transit System Redesign.

7. PRESIDENT'S REPORT

Emille Williams, Vice President of Operations, gave the President's Report. He reported on the Columbus Region Coalition Fly-In to Washington D.C. during which he, Micheal Carroll, Vice President of IT/Chief Information Officer, and Laura Koprowski, Vice President of Government Affairs & Strategic External Communications, joined partners from the public and private sectors to share the opportunities and goals of the Columbus Region with federal leaders.

Emille stated that COTA's Annual Luncheon will be held on August 24, 11:30 a.m., at the Hyatt Regency. Beth Osborne, Vice President for Technical Assistance and Senior Policy Advisor at Transportation for America, will be featured as the keynote speaker.

Emille also congratulated Lindsay Ford Ellis, Senior Associate Counsel, who was recently elected to the Columbus Bar Association Board of Governors.

8. COMMITTEES:

A. OPERATIONS COMMITTEE – DONALD LEACH, CHAIR

RESOLUTION 2017-58 - AUTHORIZING A CONTRACT WITH TRAPEZE SOFTWARE GROUP, INC. FOR A TRANSIT YARD MANAGEMENT SYSTEM

Emille Williams, Vice President, Operations, presented this resolution. He said the Operations Division is requesting the approval of a contract with Trapeze Software Group, Inc. for the purchase and implementation of a transit yard management system for the McKinley and Fields bus garages. This system will provide visibility on the status and location of COTA's buses at these facilities, which shall allow for better management of the vehicles at these garages. The yard management system will automatically assign parking locations when buses arrive at the garage and match vehicles that are parked to garage pull-out events. The system shall also communicate parking locations to drivers during the sign-in process and ensure that unavailable vehicles are not assigned to work. Overall, the system will improve efficiencies and allow for the reallocation of up to seven Vehicle Maintenance positions that are currently needed to locate and position the buses within the garages. The contract with Trapeze Software Group, Inc. shall be for a total not to exceed \$1,383,061.44.

Treneff motioned to approve this resolution. Leach seconded the motion. Motion passed.

B. FINANCE COMMITTEE - CRAIG TRENEFF, CHAIR

- Jeff Vosler, Vice President, Finance/CFO, gave the Finance report.

C. PLANNING COMMITTEE – PHILIP HONSEY, CHAIR

- Philip Honsey, Chair of Planning Committee, gave an update on the June 15 Special Planning Committee meeting.

- Mike Bradley, Vice President of Planning and Service Development, spoke about the NextGen project and the next steps in the process once the final report is accepted. Thomas Wittmann, NextGen project manager with consultant Nelson Nygaard, presented an overview of the NextGen final report. He reported on the vision that the community shared with COTA throughout the NextGen planning process, and some of the projects the region might choose to pursue to address the projected growth and congestion Central Ohio will face in the next 30 years. Possible projects include a number of High Capacity Transit corridors, smart mobility options and enhanced bus service.
- Josh Sikich, Transit System Redesign (TSR) Project Manager, gave an update on the progress of the TSR.

9. CONSENT AGENDA

Jean Carter Ryan presented the following resolutions by Consent Agenda:

RESOLUTION 2017-59 - AUTHORIZING A CONTRACT WITH CNA FOR THE PURCHASE OF COMMERCIAL PROPERTY INSURANCE

RESOLUTION 2017-60 - AUTHORIZING A CONTRACT WITH AAF INTERNATIONAL FOR THE PURCHASE OF HVAC FILTERS

RESOLUTION 2017-61 - AUTHORIZING A CONTRACT WITH CUMMINS SALES & SERVICE FOR THE PURCHASE OF REBUILT OR RECONDITIONED CUMMINS ENGINES

RESOLUTION 2017-62 - AUTHORIZING A CONTRACT WITH DARTCO TRANSMISSION AND SALES & SERVICE FOR THE PURCHASE OF REBUILT OR RECONDITIONED ALLISON TRANSMISSIONS

RESOLUTION 2017-63 - AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF REPLACEMENT CUMMINS PARTS USED IN TRANSIT COACHES

RESOLUTION 2017-64 - AUTHORIZING A CONTRACT WITH DIESEL INJECTION SERVICE COMPANY FOR THE PURCHASE OF REPLACEMENT CUMMINS PARTS USED IN TRANSIT COACHES

RESOLUTION 2017-65 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH BATTERY DISTRIBUTION CENTER, INC. D/B/A PIQUA BATTERY FOR THE PURCHASE OF BUS STORAGE BATTERIES FOR TRANSIT COACHES

RESOLUTION 2017-66 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH DECAMIL FOR THE PURCHASE OF SHELTERS AND MARKERS FOR THE CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) PROJECT

RESOLUTION 2017-67 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH COMPLETE GENERAL CONSTRUCTION COMPANY FOR RIGHT-OF-WAY SITE WORK FOR THE CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) PROJECT

RESOLUTION 2017-68 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH HDR ENGINEERING, INC. FOR FINAL DESIGN AND PUBLIC COMMUNICATION SERVICES FOR THE CMAX- CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) PROJECT

RESOLUTION 2017-69 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CAPITAL IMPROVEMENTS PROJECT CONTRIBUTION AGREEMENT BETWEEN THE CITY OF COLUMBUS, OHIO, THE CENTRAL OHIO TRANSIT AUTHORITY AND THE FRANKLIN COUNTY ENGINEER FOR RESURFACING – 2017 PACKAGE 2 FOR THE CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) PROJECT

Honsey motioned to approve these resolutions. Zitzke seconded the motion. Stevens abstained on Resolution 2017-69. Motion passed.

10. OTHER BUSINESS

There was no other business that came before the Board.

11. MEETING CALENDAR

The meeting calendar was reviewed.

12. EXECUTIVE SESSION

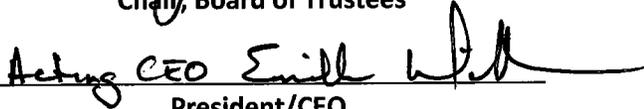
Treneff motioned to enter into Executive Session to review and discuss the appointment and compensation of a public employee pursuant to Ohio Revised Code 121.22 (G)(1). Norstrom seconded the motion. Motion passed. Executive session ended.

13. ADJOURNMENT

The meeting adjourned at 9:45 a.m.

Adopted: July 26, 2017

Signed:   
Chair, Board of Trustees

Attest:   
Acting CEO  
President/CEO