



MEETING: BOARD OF TRUSTEES

DATE: WEDNESDAY, SEPTEMBER 25, 2024

TIME: 9:00 AM

LOCATION: COTA – WG PORTER BOARDROOM

MEETING MINUTES

1. CALL TO ORDER

Chair Moore called the September 25, 2024, Board of Trustees meeting to order at 9:03 AM.

2. ROLL CALL

Board Members Present

Marlon Moore, Chair
Trudy Bartley, Trustee
Pete Bucher, Trustee
Erica Clark Jones, Trustee
Lori Elmore, Trustee
Amy Taylor, Trustee
Craig Treneff, Trustee
Shannon Tolliver, Trustee
Kumi Walker, Trustee
Heather Ulry, Trustee

Board Members Excused:

Jeff Hunley, Trustee
Sean Mentel, Vice Chair
Marc Reitter, Trustee

3. APPROVAL OF BOARD OF TRUSTEES MINUTES

A. SEPTEMBER 25, 2024, BOARD OF TRUSTEES REGULAR MEETING MINUTES

Trustee Ulrey motioned to approve the September 25, 2024, Board of Trustees Meeting Minutes. Trustee Walker seconded the motion. Motion carried.

4. COMMENTS OR STATEMENTS FROM THE AUDIENCE

There were no comments from the public.

5. PRESIDENT'S REPORT

President Téllez-Fowler shared a LinkUS update of several members of the team continues to educate





and inform the communities about LinkUS through many outlets. COTA employees can experience LinkUS in our West Broad in Augmented Reality tours.

COTA participated in Hispanic Heritage Month activities. September 14th COTA participated in the Latino Heritage Parade and festival in Downtown Columbus.

President Téllez-Fowler highlighted COTA's annual Rodeo and Family Fun Day, where employees and their families were able to watch our operators and vehicle maintenance teams compete in skills challenges and enjoy carnival-themed festivities.

Operator Steve Cochenour was recognized for his contribution to help solve an AMBER alert by alerting authorities and helping reunite a child with their family.

6. GOVERNANCE COMMITTEE REPORT – MARLON MOORE, CHAIR

The Governance Committee met on Thursday September 12, 2024, and 17 resolutions were presented. Of which, 3 resolutions were placed on the regular agenda and 14 on the consent agenda. Erin Delffs, Chief Financial Officer, presented the following resolutions for vote.

- A. RESOLUTION 2024-88 – AUTHORIZING A NO FARE DAY FOR VETERANS IN RECOGNITION OF VETERANS DAY, NOVEMBER 11, 2024
- B. RESOLUTION 2024-89 – AUTHORIZING A NO FARE DAY ON ELECTION DAY, NOVEMBER 5, 2024
- C. RESOLUTION 2024-90 – ACCEPTING THE AUDIT PERFORMED BY THE AUDITOR OF THE STATE OF OHIO FOR FISCAL YEAR ENDING DECEMBER 31, 2023

Trustee Erica Clark Jones motioned to approve the resolutions and Trustee Lori Elmore motioned to second. Motion carried.

7. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT – ANDY BIESTERVELD, CHIEF ENGINEERING & MECHANICAL OFFICER

Andy Biesterveld presented the Strategic and Operational Planning Committee Report.

8. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – SHANNON TOLLIVER, CHAIR

Chair Tolliver presented the External Stakeholder Relations Committee report.

9. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – ERIN DELFFS, CHIEF FINANCIAL OFFICER

Erin Delffs shared that the Performance Monitoring/Audit Committee did not meet.



10. OTHER BUSINESS

No other business was brought forward.

11. CONSENT AGENDA

Trustee Toliver motioned to approve the 14 resolutions on the consent agenda. Trustee Taylor seconded the motion. Motion carried.

- A. RESOLUTION 2024-91 – AUTHORIZING A FOURTH AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH THE CAPITAL CROSSROADS SPECIAL IMPROVEMENT DISTRICT AND THE MID-OHIO REGIONAL PLANNING COMMISSION FOR THE CONTINUATION OF THE DOWNTOWN C-PASS PROGRAM
- B. RESOLUTION 2024-92 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH APISOURCE, INC FOR COMPREHENSIVE BRANDED & PROMOTIONAL MATERIALS SERVICES
- C. RESOLUTION 2024-93– AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- D. RESOLUTION 2024-94 – AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MESCELLANEOUS PARTS FOR TRANSIT VEHICLES
- E. RESOLUTION 2024-95 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH WRIGHT EXPRESS FUEL CARD SYSTEM (WEX) FOR THE PURCHASE OF UNLEADED GASOLINE
- F. RESOLUTION 2024-96 – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH SFB CONSULTING, LLC FOR TECHNOLOGY STRATEGY AND SUPPORT SERVICES
- G. RESOLUTION 2024-97 – AUTHORIZING A CONTRACT WITH 22ND CENTURY TECHNOLOGIES INC FOR CYBERSECURITY INCIDENT RESPONSE AND STAFFING SERVICES
- H. RESOLUTION 2024-98 – AUTHORIZING ADDITIONAL EXPENDITURES WITH INFOR (US) LLC FOR THE TRANSFORMATIONAL UPGRADE OF THE CURRENT ENTERPRISE RESOURCE PLANNING SYSTEM
- I. RESOLUTION 2024-99 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH ALTERRA REAL ESTATE ADVISORS FOR PROPERTY MANAGEMENT SERVICES
- J. RESOLUTION 2024-100 – AUTHORIZING A CONTRACT WITH AEP OHIO CONTRIBUTION-IN-AID-OF-CONSTRUCTION AGREEMENT (CIAC) FOR ELECTRIC DISTRIBUTION SERVICE FOR 33 WEST SPRING STREET





- K. RESOLUTION 2024-101 – AUTHORIZING A CONTRACT WITH CUSHMAN AND WAKEFIELD U.S., INC. FOR PROPERTY LEASING/REAL ESTATE BROKERAGE AND STRATEGIC ADVISORY SERVICES
- L. RESOLUTION 2024-102 – AUTHORIZING A CONTRACT WITH CHARGEPOINT INC FOR A CHARGE MANAGEMENT SOFTWARE (CMS) FOR COTA’S FLEET OF BATTERY ELECTRIC BUSES (BEBS)
- M. RESOLUTION 2024-103 – AUTHORIZING SUBMISSION OF COTA’S 2024 ATTRIBUTABLE FUNDING 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
- N. RESOLUTION 2024-104 – AUTHORIZING A CONTRACT WITH NEW FLYER OF AMERICA INC. FOR THE PURCHASE OF ELECTRIC BUS CHARGING EQUIPMENT

12. NOVEMBER 2024 MEETING SCHEDULE


- STRATEGIC & OPERATIONAL PLANNING COMMITTEE – WED., NOVEMBER 6 | 10:00 AM
- EXTERNAL STAKEHOLDER RELATIONS COMMITTEE – WED., NOVEMBER 6 | 3:00 PM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – THURS., NOVEMBER 7 | 2:00 PM
- GOVERNANCE COMMITTEE – THURS., NOVEMBER 7 | 3:00 PM
- BOARD OF TRUSTEES – WED., NOVEMBER 13 | 9:00 AM

13. ADJOURNMENT

Trustee Bartley motioned to adjourn the meeting. Trustee Tayler seconded the motion. Motion carried. Meeting was adjourned at 9:41 AM.

Adopted: _____ November 13, 2024

Signed:  _____
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Chair, Board of Trustees

Attest:  _____
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President/CEO

