



---

**-MEETING: BOARD OF TRUSTEES MEETING**

**DATE: WEDNESDAY, MARCH 20, 2024**

**TIME: 9:00 AM – 10:30 AM**

**LOCATION: COTA MCKINLEY FACILITY – BOARDROOM | 1600 MCKINLEY AVE. |  
COLUMBUS, OH | 43222**

---

**MEETING MINUTES**

**1. CALL TO ORDER**

Chair Moore called the March 20, 2024 meeting of the COTA Board of Trustees to order at 9:03 AM.

**2. ROLL CALL**

**Board Members Present**

Marlon Moore, Chair  
Sean Mentel, Vice Chair  
Trudy Bartley, Trustee  
Julie Colley, Trustee  
Lori Elmore, Trustee  
Jeff Hunley, Trustee  
Shannon Tolliver, Trustee  
Craig Treneff, Trustee

**Board Members Excused:**

Erika Clark Jones, Trustee  
Doug McCullough, Trustee  
Marc Reitter, Trustee  
Kumi Walker, Trustee

**3. NEW BOARD MEMBER APPOINTMENT – OATH OF OFFICE**

Chair Moore administered the Oath of Office for City of Columbus appointee, Trustee Jeff Hunley.

A. JEFF HUNLEY

**4. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES**

A. JANUARY 31, 2024 BOARD OF TRUSTEES MEETING MINUTES

Vice Chair Sean Mentel motioned to approve the January 31, 2024 Board of Trustee Meeting minutes. Trustee Tolliver seconded the motion. Motion carried.



## **5. COMMENTS OR STATEMENTS FROM THE AUDIENCE**

Walter Hardy provided comments on COTA's strong fiscal management, concerns over community awareness of LinkUS, and COTA's battery electric bus purchases. Walter also raised concern over a procedural issue with the public posting of the March 13 Special Board of Trustees Meeting.

## **6. PRESIDENT'S REPORT**

President Pinkerton reflected on the momentum of the organization and all the changes that have happened over the last six years to position COTA to best serve Central Ohio with the growth that is coming. She focused on the staff who make COTA special and shared her excitement for the enhancement at the McKinley facility that will be highlighted in the ribbon cutting that will happen after the Board meeting. President Pinkerton highlighted that Trustees Colley and McCollough are rolling off the Board and thanked them for their service. She also shared her appreciation to the Board for their support over the last six years.

President Pinkerton closed her report with a final thank you to staff and a call to action to stay united to keep COTA rolling for another 50 years.

## **7. GOVERNANCE COMMITTEE REPORT – MARLON MOORE, CHAIR**

Chair Moore shared that the Governance Committee met on March 7 where committee reports and the resolutions on today's agenda were presented.

## **8. STRATEGIC AND OPERATIONAL PLANNING COMMITTEE REPORT – SEAN MENTEL, CHAIR**

Chair Mentel shared that the Strategic and Operational Planning Committee met on March 7, 2024. The committee was provided an update by the Columbus Regional Airport Authority on the John Glenn International Airport terminal project. Chair Mentel also shared that the group received a presentation from staff on the LinkUS planning work happening to ensure downtown Columbus alignment.

Chair Moore also highlighted that COTA donated a bus to The Big Bus nonprofit, which aims to increase access to resources, opportunities, and learning by meeting students and families where they are. This donation was made possible thanks to a partnership with United Way of Central Ohio. Chair Moore also shared that COTA recently launched an internal communication platform called "The Loop" to better connect and inform staff.

## **9. EXTERNAL STAKEHOLDER RELATIONS COMMITTEE REPORT – SHANNON TOLLIVER, CHAIR**

Chair Tolliver shared that the External Stakeholder Relations Committee met on March 7, 2024. The committee received updates from staff on the ongoing work of COTA's Employee Resource Groups (ERG) and LinkUS outreach efforts.



Chair Tolliver also highlighted both COTA's efforts around Transit Worker Appreciations Week happening the week of March 18 and the BELIEVE ERG produce drive and distribution happening on April 17, 2024.

## **10. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – JULIE COLLEY, CHAIR**

Chair Colley shared that the Performance Monitoring/Audit Committee met on March 9, 2024. The committee received and update from staff on COTA's unaudited financials and ridership numbers. Staff presented an update on the LinkUS financial model and presented the resolutions on the consent agenda.

Chair Colley highlighted that COTA would be having a spring operator hiring event on Wednesday, April 24, 2024 at COTA's Fields Avenue Facility. She also acknowledged that COTA was recently awarded \$2.7 million from ODOT's Workforce Mobility Partnership Program for two major projects.

Erin Delffs, Chief Financial Officer, presented Resolution 2024-15 for the Board's consideration.

### **A. RESOLUTION 2024-15 – AUTHORIZING A REVISED FARE STRUCTURE FOR THE SUMMER STUDENT PASS**

Trustee Treneff motioned to approve Resolution 2024-15 – Authorizing a Revised Fare Structure for the Summer Student Pass Program. Trustee Colley seconded the motion. Motion carried.

## **11. NEW BUSINESS**

No new business was presented.

## **12. CONSENT AGENDA**

Trustee Elmore motioned to approve the Consent Agenda. Trustee Bartley seconded the motion. Vice Chair Mentel abstained from Resolution 2024-32 and Resolution 2024-33. Motion carried.

- A. RESOLUTION 2024-16 – AUTHORIZING A CONTRACT WITH HILL INTERNATIONAL, INC. FOR ON-CALL PROJECT MANAGEMENT/CONSTRUCTION MANAGEMENT AGENCY SERVICES
- B. RESOLUTION 2024-17 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH AECOM FOR WEST BROAD STREET HIGH-CAPACITY TRANSIT CORRIDOR DETAILED DESIGN AND CONSTRUCTION SUPPORT SERVICES



- C. RESOLUTION 2024-18 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH HDR ENGINEERING, INC. FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- D. RESOLUTION 2024-19 – AUTHORIZING A CONTRACT WITH HDR ENGINEERING, INC. FOR ENGINEERING AND DESIGN FOR THE PHASE 2 BATTERY ELECTRIC BUS INFRASTRUCTURE
- E. RESOLUTION 2024-20 – AUTHORIZING A CONTRACT WITH CINTAS CORPORATION #2 FOR FIRST AID EQUIPMENT AND SERVICES AT COTA FACILITIES
- F. RESOLUTION 2024-21 – AUTHORIZATION TO ADOPT A TAX BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2025 AND TO SUBMIT THE 2025 TAX BUDGET TO THE FRANKLIN COUNTY AUDITOR
- G. RESOLUTION 2024-22 – AUTHORIZING THE FILING OF APPLICATIONS WITH THE OHIO DEPARTMENT OF TRANSPORTATION FOR GRANTS FOR STATE FISCAL YEAR 2025
- H. RESOLUTION 2024-23 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH EVENT MARKETING STRATEGIES FOR OUTSIDE EVENT PLANNING SERVICES
- I. RESOLUTION 2024-24 – AUTHORIZING AN AGREEMENT WITH THE CITY OF GROVE CITY FOR THE CONTINUATION OF THE COTA//PLUS OPERATING ZONE
- J. RESOLUTION 2024-25 – AUTHORIZING A CONTRACT WITH STEYER ASSOCIATES, INC. DBA STEYER CONTENT FOR BUSINESS PROCESS DOCUMENTATION AND PROCESS IMPROVEMENT SERVICES
- K. RESOLUTION 2024- 26 – AUTHORIZING A CONTRACT WITH CALIFORNIA CREATIVE SOLUTIONS, INC. FOR THE CREATION OF A DATA WAREHOUSE SOLUTION
- L. RESOLUTION 2024-27 – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH CROWE LLP FOR CYBERSECURITY PENETRATION TESTING SERVICES
- M. RESOLUTION 2024-28 – AUTHORIZING A CONTRACT WITH CDW GOVERNMENT LLC FOR RENEWAL OF CISCO SMARTNET LICENSES
- N. RESOLUTION 2024-29 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH IP PATHWAYS FOR INFORMATION TECHNOLOGY CONSULTING SERVICES
- O. RESOLUTION 2024-30 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH LEVEL D&I FOR TEMPORARY INNOVATION PERSONNEL SERVICES



- P. RESOLUTION 2024-31 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH REVEL IT FOR TEMPORARY INNOVATION PERSONNEL SERVICES
- Q. RESOLUTION 2024-32 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE ENTERPRISE RESOURCE PLANNING SYSTEM LICENSING AND SUPPORT AGREEMENT WITH INFOR (US), INC.

***Vice Chair Mentel Abstained from Resolution 2024-32***

- R. RESOLUTION 2024-33 – AUTHORIZING ADDITIONAL EXPENDITURES WITH INFOR (US) LLC FOR THE TRANSFORMATIONAL UPGRADE OF THE CURRENT ENTERPRISE RESOURCE PLANNING

***Vice Chair Mentel Abstained from Resolution 2024-33***

- S. RESOLUTION 2024-34 – AUTHORIZING A CONTRACT WITH NEW FLYER OF AMERICA INC. FOR THE PURCHASE OF HEAVY-DUTY BATTERY ELECTRIC TRANSIT VEHICLES
- T. RESOLUTION 2024-35 – AUTHORIZING A CONTRACT WITH CROSSLINE SUPPLY LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- U. RESOLUTION 2024-36 – AUTHORIZING A CONTRACT WITH CUMMINS SALES AND SERVICE FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- V. RESOLUTION 2024-37 – AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- W. RESOLUTION 2024-38 – AUTHORIZING A CONTRACT WITH MUNCIE TRANSIT SUPPLY FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES

**13. OTHER BUSINESS**

- A. RESOLUTION 2024-40 – COMMENDING JULIE COLLEY

Chair Moore presented the resolution commending outgoing Trustee Julie Colley first. Trustee Treneff motioned to approve Resolution 2024-40 – Commending Julie Colley. Trustee Elmore seconded the motion. Motion carried.

- B. RESOLUTION 2024-39 – COMMENDING DOUG MCCOLLOUGH

Chair Moore presented the resolution commending outgoing Trustee Doug McCollough. Vice Chair Mentel motioned to approve Resolution 2024-39 – Commending Doug McCollough. Trustee Tolliver seconded the motion. Motion carried.



C. RESOLUTION 2024-41 – COMMENDING JOANNA M. PINKERTON

Chair Moore presented the resolution commending outgoing COTA President/CEO Joanna M. Pinkerton. Each trustee present spoke and shared their appreciation for Joanna’s leadership over the last six years. Trustee Colley motioned to approve Resolution 2024-41 – Commending Joanna M. Pinkerton. Trustee Tolliver seconded the motion. Motion carried.

14. MAY 2024 MEETING SCHEDULE:

- STRATEGIC & OPERATIONAL PLANNING COMMITTEE – TUESDAY, MAY 7 | 10:00 AM
- EXTERNAL STAKEHOLDER RELATIONS COMMITTEE – TUESDAY, MAY 7 | 3:00 PM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – THURSDAY, MAY 9 | 2:00 PM
- GOVERNANCE COMMITTEE – THURSDAY, MAY 9 | 4:00 PM
- BOARD OF TRUSTEES – WEDNESDAY, MAY 22 | 9:00 AM

15. ADJOURNMENT

Trustee Hunley motioned to adjourn the meeting. Vice Chair Mentel seconded the motion. The meeting was adjourned at 10:21 AM.

Adopted: \_\_\_\_\_ May 22, 2024

Signed: 

DocuSigned by:

9504BD404F924B3...

 \_\_\_\_\_  
Chair, Board of Trustees

Attest: 

DocuSigned by:

C600309020B34B2...

 \_\_\_\_\_  
President/CEO