



MEETING: COTA BOARD OF TRUSTEES

DATE: WEDNESDAY, MAY 26, 2021

TIME: 8:45 AM (IMMEDIATELY FOLLOWING CONCLUSION OF THE ANNUAL MEETING)

LOCATION: VIA WEBEX

MEETING MINUTES

1. CALL TO ORDER

Chair Treneff called the May 26, 2021 Regular Meeting of the COTA Board of Trustees to order at 8:41 AM.

2. ROLL CALL

Board Members Present

Craig Treneff, Chair
Marlon Moore, Vice Chair
Julie Colley
Jennifer Gallagher
Steven Gladman
Amy Landino
Doug McCollough
Sean Mentel
Timothy Skinner
Julie Sloat
Kumi Walker

Board Members Absent

Trudy Bartley

3. APPROVAL OF BOARD OF TRUSTEES MEETING MINUTES

Trustee Gladman motioned to approve the March 31, 2021 Board of Trustees Meeting Minutes. Trustee Landino seconded the motion. Motion carries.

4. COMMENTS OR STATEMENTS FROM THE PUBLIC

Walter Hardy, member of the public, provided comments on two resolutions before the COTA Board of Trustees: Resolution 2021-50 – Authorizing Additional Expenditures for Comprehensive Market Research and Resolution 2021-52 – Authorizing a Contract with Genfare for the Renewal of SAAS Services.





5. PRESIDENT'S REMARKS

Joanna M. Pinkerton, President/CEO of COTA reflected on the last year of COTA's evolution and transformation. It was only 50 years ago in 1971 that the community decided that COTA should exist – marking COTA's incorporation. During May's Committee meetings, the agenda items reflected the progress and important milestones that will expand how COTA is financed, how it operates, and how the organization responds to customers' needs through research. President Pinkerton also welcomed Trustees Colley, McCollough, and Mentel to the COTA Board of Trustees. As the Memorial Day Weekend is approaching, President Pinkerton acknowledged COTA's Veteran Employee Resource Group and their partnership with the National Veterans Memorial and Museum on their Memorial Day Weekend events.

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

Vice Chair Moore stated that the Strategic and Operational Planning Committee met on Wednesday, May 5. The committee had five agenda items. The first topic was a Fare Policy Presentation by Angel Mumma, Chief Financial Officer. She reviewed the fare policy goals and fare strategies being explored and modeled. The second topic was a presentation by Angel on the Fare Management project that will provide a modernized fare payment system. The third topic was a presentation from Kim Sharp, Senior Development Director on an update on the LinkUS Corridor Initiative. The fourth agenda topic was a presentation from Angel on the Operating Fund and Liquidity Policy Proposal, and lastly an Investment Policy Update from Angel.

Operating Fund and Liquidity Policy Presentation – Angel Mumma, Chief Financial Officer

Angel presented the proposed establishment of a new operating fund and liquidity policy. It updates the current policy and practices -which maintains just one month of operating expenses to accommodate fluctuations in revenue and expenditures as well as three months of working capital – to a new policy that established maintaining a minimum operating fund balance equal to or in excess of 50% of COTA's annual appropriations. 25% of the annual appropriations will be kept in a liquid account.

RESOLUTION 2021-47 - AUTHORIZING THE ADOPTION OF A GENERAL OPERATING FUND BALANCE AND LIQUIDITY POLICY

Trustee Gladman motioned to approve Resolution 2021-47 – Authorizing the Adoption of a General Operating Fund Balance and Liquidity Policy. Trustee Skinner seconded the motion. Motion carries.

RESOLUTION 2021-48 - AUTHORIZING REVISIONS TO COTA'S INVESTMENT POLICY

Angel stated that the resolution before the Board would simply language in the existing investment policy and update the language as reflected in the Ohio Revised Code.





Trustee Gladman motioned to approve Resolution 2021-48 - Authorizing Revisions to COTA's Investment Policy. Trustee Walker seconded the motion. Motion carries.

RESOLUTION 2021-46 - AUTHORIZING AN AGREEMENT WITH THE CITY OF COLUMBUS FOR THE ROADWAY – LINKUS – NORTHWEST CORRIDOR PHASE 2

Kim Sharp, Director of Development, stated that this resolution would allow COTA to enter into a contribution agreement with the City of Columbus for Phase 2 of the LinkUS project. The City will act as a contract manager on behalf of COTA for this phase of the project. The contract scope is intended to advance the Northwest Corridor rapid transit project to the FTA pipeline.

Trustee Skinner motioned to approve Resolution 2021-46 Authorizing an Agreement with the City of Columbus for the Roadway – LinkUs – Northwest Corridor Phase 2. Trustee Landino seconded the motion. Motion carries. Trustee Gallagher abstained from voting on Resolution 2021-46.

7. EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE REPORT - AMY LANDINO, CHAIR

Trustee Landino stated that the External Stakeholder Relations Committee met on May 11. There were three presentations and one resolution presented to the committee. The first presentation was a Non-Profit Engagement Update from Aslyne Rodriguez, Director of Government Affairs. Aslyne briefed the committee on COTA's mask distribution and vaccine transit efforts, as well as COTA's community sponsorships in 2021. She concluded with a preview of the community relations efforts that will take place with the new fare management system. Kim Sharp then gave a Return to Office update to the committee. The COTA team continues to work closely with OneColumbus and the SID to receive intel on when local companies plan to return to the office. Lastly, Patrick Harris, AVP of Government Affairs and External Relations gave an update on the Community Project Funding Requests, commonly known as earmarks, that COTA submitted for consideration to our Congressional delegation. There was one resolution that came before the committee related to additional funding for market research. As it was a reallocation of funds within the Marketing Department's budget, the committee recommended it be placed on the Consent Agenda.

8. PERFORMANCE MONITORING/AUDIT COMMITTEE REPORT – JULIE SLOAT, CHAIR

Trustee Sloat stated that the Performance Monitoring/Audit Committee met on Wednesday, May 12. The committee heard a Financial Update from Angel Mumma through April. COTA remains in a strong financial position with revenues exceeding expenditures through April by approximately \$46.8 million. This is due to COTA receiving an additional \$51.6 million in 2021 CARES Act funding. Angel also provided an update on ridership, which reflected 2.6 million boardings through April, a 45% decrease over the same time period last year. However, this level of ridership is above what was expected through April, with an increase of 5.3% or approximately 134,000 additional boardings. The committee also reviewed and discussed the resolutions in detail.





RESOLUTION 2021-49 - AUTHORIZING A CONTRACT WITH MARKER, INC. FOR CONSTRUCTION MANAGER AT RISK SERVICES FOR THE RENOVATION OF THE MCKINLEY AVENUE FACILITY

Angel Mumma stated that the resolution this resolution authorizes a contract with Marker, Inc. for the construction manager at-risk for the renovation of COTA's McKinley Avenue facility. This contract is a guaranteed maximum price or a GMP contract with the construction manager at-risk for this project. This is consistent with the budgeted amount that was included in the 2021-2025 CIP that the board previously approved. There was a contract goal for DBE participation 18% on this agreement of which Marker has agreed to meet or exceed that goal. In addition, this includes an innovative workforce development plan that will target student in disadvantaged individuals within the community to offer educational opportunities, strengthen the pipeline of those individuals in this particular industry, and promote EDI in the workforce.

Trustee Landino motioned to approve 2021-49- Authorizing a Contract with Marker, Inc. for the Construction Manager at Risk Services for the Renovation of the McKinley Avenue Facility. Trustee Colley seconded the motion. Motion carries.

9. CONSENT AGENDA

Trustee Gladman motioned to approve the following resolutions on the Consent Agenda. Trustee Gallagher seconded the motion. Motion carries.

- **RESOLUTION 2021-50** – AUTHORIZING ADDITIONAL EXPENDITURES FOR COMPREHENSIVE MARKET RESEARCH
- **RESOLUTION 2021-51** - AUTHORIZATION TO ADOPT A TAX BUDGET FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022 AND TO SUBMIT THE 2022 TAX BUDGET TO THE FRANKLIN COUNTY AUDITOR
- **RESOLUTION 2021-52** - AUTHORIZING A CONTRACT WITH GENFARE FOR THE RENEWAL OF SAAS SERVICES FOR GENFARE LINK MODULES FOR 2021-2022
- **RESOLUTION 2021-53** – AUTHORIZING A CONTRACT WITH ORIGAMI RISK LLC FOR A SOFTWARE SUBSCRIPTION FOR A RISK MANAGEMENT INFORMATION SYSTEM
- **RESOLUTION 2021-54** - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH VERNOVIS, LTD. FOR CYBERSECURITY ENGINEER CONSULTING SERVICES
- **RESOLUTION 2021-55** - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH REVEL IT FOR TEMPORARY INNOVATION PERSONNEL SERVICES
- **RESOLUTION 2021-56** - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH LEVEL D&I FOR TEMPORARY INNOVATION PERSONNEL SERVICES





- RESOLUTION 2021-57 – AUTHORIZING A CAPITAL LEASE AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT, INC. FOR NON-REVENUE VEHICLES
- RESOLUTION 2021-58 – AUTHORIZING A CONTRACT WITH WRIGHT EXPRESS FUEL CARD SYSTEM (WEX) FOR THE PURCHASE OF UNLEADED GASOLINE
- RESOLUTION 2021-59 – AUTHORIZING THE SALE OF TRILLIUM PARK DEVELOPMENT LOT-3 TO GOC REALCO LLC C/O GILLIGAN COMPANY, LLC
- RESOLUTION 2021-60 – AUTHORIZING A CONTRACT WITH AMERICAN MECHANICAL GROUP, INC. FOR MECHANICAL CONTRACTOR SERVICES FOR COTA FACILITIES
- RESOLUTION 2021-61 – AUTHORIZING A CONTRACT WITH DLZ OHIO, INC. FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- RESOLUTION 2021-62 – AUTHORIZING A CONTRACT WITH HDR ENGINEERING, INC. FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- RESOLUTION 2021-63 – AUTHORIZING A CONTRACT WITH TRANSYSTEMS CORPORATION OF OHIO FOR ARCHITECTURAL TRANSIT PLANNING AND ENGINEERING SERVICES
- RESOLUTION 2021-64 – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH MOODY NOLAN, INC. FOR ON-CALL ARCHITECTURAL-ENGINEERING SERVICES
- RESOLUTION 2021-65 – AUTHORIZING A CONTRACT WITH GILLIG LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES
- RESOLUTION 2021-66 – AUTHORIZING A CONTRACT WITH THE AFTERMARKET PARTS COMPANY LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT VEHICLES

10. MEETING CALENDAR

Chair Treneff noted that the team is closely monitoring action by the Ohio General Assembly on whether they extend the permission of virtual public meeting past July 1, 2021. Based on their action, it will determine if COTA Board and Committee meetings must meet in person beginning in July.

- STRATEGIC AND OPERATIONAL PLANNING COMMITTEE – WEDNESDAY, JULY 7 | 9:00 AM
- PERFORMANCE MONITORING/AUDIT COMMITTEE – TUESDAY, JULY 13 | 10:00 AM
- EXTERNAL/STAKEHOLDER RELATIONS COMMITTEE – TUESDAY, JULY 13 | 3:00 PM





- GOVERNANCE COMMITTEE – WEDNESDAY, JULY 21 | 3:00 PM
- BOARD OF TRUSTEES – WEDNESDAY, JULY 28 | 8:30 AM

11. EXECUTIVE SESSION FOR THE PURPOSE OF PREPARING FOR, CONDUCTING, OR REVIEWING NEGOTIATIONS OR BARGAINING SESSIONS WITH PUBLIC EMPLOYEES CONCERNING THEIR COMPENSATION OR OTHER TERMS AND CONDITIONS OF THEIR EMPLOYMENT

Trustee Landino motioned to enter into executive session pursuant to Ohio Revised Code 121.22 (G)(4) for the purpose of preparing for, conducting, or reviewing negotiations or bargaining sessions with public employees concerning their compensation or other terms and conditions of their employment. Trustee Walker seconded the motion.

The motion was approved by Chair Treneff, Vice Chair Moore, and Trustees Colley, Gallagher, Gladman, Landino, McCollough, Mental Skinner, Sloat, and Walker via a roll call vote.

The Board of Trustees entered Executive Session at 9:32 AM.

The Board of Trustees exited Executive Session at 9:49 AM.

12. NEW BUSINESS

Chair Treneff stated there are four resolutions being brought forth from the COTA Labor Negotiations team related to the Memorandum of Agreement between COTA and Transport Workers Union Local 208 for Customer Experience Center, Customer Information Center, and Farebox Puller employees.

RESOLUTION 2021-67 – APPROVING THE CUSTOMER EXPERIENCE CENTER/FAREBOX PULLERS COLLECTIVE BARGAINING AGREEMENT BETWEEN TRANSPORT WORKERS UNION OF AMERICA, LOCAL 208 AND CENTRAL OHIO TRANSIT AUTHORITY

John Meno, Director of Labor Relations, stated that COTA and TWU Local 208 engaged in collective bargaining resulting in a Customer Experience Center/Farebox Pullers Memorandum of Agreement, effective December 28, 2020 through December 27, 2023. The Memorandum of Agreement was ratified by the membership of TWU Local 208 on April 13, 2021.

Trustee Skinner motioned to approve Resolution 2021-67 – Approving the Customer Experience Center/Farebox Pullers Collective Bargaining Agreement between Transport Workers Union of America, Local 208, and Central Ohio Transit Authority. Trustee Gladman seconded the motion. Motion carries.

RESOLUTION 2021-68 – APPROVING THE CUSTOMER INFORMATION CENTER COLLECTIVE BARGAINING AGREEMENT BETWEEN TRANSPORT WORKERS UNION OF AMERICA, LOCAL 208 AND THE CENTRAL OHIO TRANSIT AUTHORITY





John Meno stated that this resolution is for the Collective Bargaining Agreement for Customer Information Center employees – now known as Customer Care Advocates.

COTA and TWU Local 208 engaged in collective bargaining resulting in a Customer Information Center Memorandum of Agreement, effective December 28, 2020 through December 27, 2023. The Memorandum of Agreement was ratified by the membership of TWU Local 208 on April 13, 2021.

Trustee Landino motioned to approve Resolution 2021-68 – Approving the Customer Information Center Collective Bargaining Agreement between Transport Workers Union of America, Local 208, and Central Ohio Transit Authority. Vice Chair Moore seconded the motion. Motion carries.

RESOLUTION 2021-69 – AUTHORIZING THE PICK-UP OF THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE CUSTOMER CARE ADVOCATE EMPLOYEES HIRED BEFORE JANUARY 1, 2013 AND REPRESENTED BY THE TRANSPORT WORKERS UNION OF AMERICA, LOCAL 208, PURSUANT TO INTERNAL REVENUE CODE SECTION 414(H)(2)

John Meno stated that COTA and TWU had previously bargained for COTA to pick up a portion of the statutorily required employee contribution to OPERS for Customer Care Advocate employees hired before January 1, 2013. The amount of these employees' contribution was agreed upon to be reduced and eventually eliminated in the Memorandum of Agreement between TWU Local 208 and COTA effective December 28, 2020 through December 27 2023

Trustee Gallagher motioned to approve Resolution 2021-69 – Authorizing the Pick-Up of the Statutorily Required Contribution to the Ohio Public Employees Retirement System for the Customer Care Advocate Employees Hired Before January 1, 2013 and Represented by the Transport Workers Union of America, Local 208, Pursuant to Internal Revenue Code Section 414(H)(2). Trustee Gladman seconded the motion. Motion carries.

RESOLUTION 2021-70 – AUTHORIZING THE PICK-UP OF THE STATUTORILY REQUIRED CONTRIBUTION TO THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM FOR THE CUSTOMER EXPERIENCE CHAMPION AND FAREBOX PULLER EMPLOYEES HIRED BEFORE JANUARY 1, 2013 AND REPRESENTED BY THE TRANSPORT WORKERS UNION OF AMERICA, LOCAL 208, PURSUANT TO INTERNAL REVENUE CODE SECTION 414(H)(2)

John Meno stated that COTA and TWU had previously bargained for COTA to pick up a portion of the statutorily required employee contribution to OPERS for Customer Experience Champion and Farebox Puller employees hired before January 1, 2013. The amount of the employees' contribution was agreed upon to be reduced and eventually eliminated in the Memorandum of Agreement between TWU Local 208 and COTA effective December 28, 2020 through December 27 2023.

Trustee Gladman motioned to approve Resolution 2021-70 – Authorizing the Pick-Up of the Statutorily Required Contribution to the Ohio Public Employees Retirement System for the





Customer Experience Champions and Farebox Puller Employees Hired Before January 1, 2013 and Represented by the Transport Workers Union of America, Local 208, Pursuant to Internal Revenue Code Section 414(H)(2). Trustee Sloat seconded the motion. Motion carries.

13. ADJOURNMENT

Trustee Landino motioned to adjourn the May 26, 2021 Regular Meeting of the COTA Board of Trustees. Trustee Walker seconded the motion. The meeting adjourned at 9:59 AM.

Adopted: _____ **July 28, 2021**

Signed: _____
DocuSigned by:
Craig P. Treneff
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Chair, Board of Trustees

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

