



**MARCH 25, 2015 REGULAR MEETING
OF THE CENTRAL OHIO TRANSIT AUTHORITY
BOARD OF TRUSTEES**

**WILLIAM G. PORTER BOARDROOM
33 N. HIGH STREET**

MINUTES

1. CALL TO ORDER

Chair Dawn Tyler Lee called the meeting to order at 8:03 a.m.

2. OATH OF OFFICE

New Board of Trustees member Amy Schmittauer was administered the Oath of Office. Ms. Schmittauer was appointed by the City of Columbus to fill Jennifer Brunner's term. Her term will expire April, 2016.

3. ROLL CALL

BOARD MEMBERS PRESENT:

Dawn Tyler Lee, Chair
J. Cleve Ricksecker, Vice Chair
William A. Anthony (8:22 a.m.)
James E. Daley
Mabel G. Freeman, Ph.D.
Regina R. Ormond
Harry W. Proctor
Jean Carter Ryan
Amy M. Schmittauer
Richard R. Zitzke

BOARD MEMBERS ABSENT:

Craig P. Treneff

4. APPROVAL OF MARCH 25, 2015 REGULAR BOARD OF TRUSTEES MEETING AGENDA

Proctor motioned to approve the March 25, 2015 Board of Trustees meeting agenda. Zitzke seconded the motion. Motion passed.

5. APPROVAL OF FEBRUARY 25, 2015 REGULAR BOARD OF TRUSTEES MEETING MINUTES

Ricksecker motioned to approve the February 25, 2015 regular Board of Trustees meeting minutes. Ryan seconded the motion. Motion passed.

6. PRESIDENT'S REPORT

2015-19 – COMMENDING JAMES E. KUNK

Chair Dawn Tyler Lee commended James E. Kunk for his service on the COTA Board. Tyler Lee read the resolution which was presented to Mr. Kunk. He served on the COTA Board for ten years in various roles. Several Trustees commented that it was an honor to serve on the Board with Mr. Kunk and said he will be sorely missed.

Freeman motioned to approve this resolution. Proctor seconded the motion. Motion passed.

President W. Curtis Stitt reminded trustees of the upcoming Stand Up for Transportation Day event. COTA has approximately 20 co-sponsors for the event which will be held on April 9 at 11:00 a.m. at COTA's Spring Street Terminal, 33 W. Spring Street, between Front and High Streets. Stand Up for Transportation is a national event that the American Public Transportation Association is sponsoring to focus on the need for legislation that will help maintain our nation's transportation infrastructure. Congress has not passed a long-term Surface Transportation Reauthorization Bill. The Bill that we currently operate under expired in September 2014, but has been extended to May 31, 2015.

7. EXECUTIVE SESSION

Proctor motioned to go into executive session for a conference with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action in accordance with Ohio Revised Code 121.22(G)(3). Ryan seconded the motion. A roll call vote was taken and the vote passed unanimously. Executive session ended.

8. COMMENTS OR STATEMENTS FROM THE AUDIENCE

Dave Dorsky, a Line 30, Smoky Row, rider made comments urging COTA to maintain service on Line 30. He believes COTA has made misleading claims about ridership on the line and its productivity, and is confused as to why Line 30 is proposed for removal even though it was recommended to be maintained in the Transit system Review Final Report. Mr. Dorsky stated that current Line 30 riders have no interest in driving to a Park & Ride in Dublin.

Melanie Cornelius, another Line 30 rider, shared that she lives in a household with only one car and selected her home on the Line 30 route. She urged Trustees to not add service to another Park & Ride at the expense of walkable transit in her community. Ms. Cornelius, stated she was representing other Line 30 riders, and they do not believe that their voices have been heard or adequately addressed in the process. She requested that Line 30 not be eliminated and asked for additional service based on the rate of growth occurring in the northwest area.

9. COMMITTEES:

A. HUMAN RESOURCES COMMITTEE – HARRY W. PROCTOR, CHAIR

2015-20 - AUTHORIZING COMPENSATION FOR THE PRESIDENT/CEO OF THE CENTRAL OHIO TRANSIT AUTHORITY

Trustee Harry W. Proctor, Chair of the Human Resources Committee, presented this resolution. He said pursuant to the provisions of President/CEO, W. Curtis Stitt's, Employment Agreement, Mr. Stitt is subject to an annual review and merit consideration after a performance evaluation has been conducted by COTA's Board of Trustees. The Board of Trustees has conducted an evaluation of Mr. Stitt's 2014 performance. This resolution authorizes a salary increase of 3.5% for Mr. Stitt, retroactive to January 1, 2015.

Ricksecker motioned to approve this resolution. Zitzke seconded the motion. Motion passed.

B. OPERATIONS COMMITTEE – WILLIAM A. ANTHONY, CHAIR

2015-21 - AUTHORIZING A CONTRACT WITH CUMMINS BRIDGEWAY, LLC FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT COACHES

Clinton Forbes, Vice President of Operations, presented this resolution. He said this resolution authorizes a contract with Cummins Bridgeway, LLC for the purchase of miscellaneous Cummins parts for transit coaches for a total expenditure not to exceed Two Hundred Forty-Five Thousand Ninety and 26/100 Dollars (\$245,090.26). These parts are used for the maintenance and in-house repair of all the Authority's transit coaches.

Ryan motioned to approve this resolution. Ricksecker seconded the motion. Motion passed.

2015-22 - AUTHORIZING A CONTRACT WITH DIESEL INJECTION SERVICE COMPANY, INC. FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT COACHES

Clinton Forbes, Vice President of Operations, presented this resolution. He said this resolution authorizes a contract with Diesel Injection Service Company, Inc. for the purchase of miscellaneous Cummins parts for transit coaches for a total expenditure not to exceed One Hundred Eleven Thousand Three Hundred Seventy-Nine and 14/100 Dollars (\$111,379.14). These parts are used for the maintenance and in-house repair of all the Authority's transit coaches.

Ricksecker motioned to approve this resolution. Ryan seconded the motion. Motion passed.

Mr. Forbes reported that the American Public Transportation Association conducted a peer-review of COTA's Vehicle Maintenance Department March 9-13. The peer group found there are many things COTA does very well, and there are some opportunities for improvement. A full report from the review is expected in 30 days.

C. FINANCE/AUDIT COMMITTEE – JAMES E. DALEY, VICE CHAIR

2015-23 - AUTHORIZING A DISCOUNT PROGRAM FOR THE OHIO STATE UNIVERSITY (OSU) FACULTY AND STAFF

Jeffrey Vosler, Interim CFO/Vice President of Finance, presented this resolution. He said since 1996, COTA has offered monthly and 31-Day Passes to OSU faculty and staff at a \$4.00 discount. These passes are available on the OSU campus at select locations.

Recently, a group of OSU representatives of faculty and staff and COTA staff have been in discussions to identify ways of improving the transportation options for OSU faculty and staff, including encouraging public transportation use. OSU has offered to add the purchase of COTA monthly transportation as a pre-tax benefit via payroll deduction. Through OSU's self-service portal, OSU faculty and staff would have the option of electing to purchase monthly access to COTA via a pre-tax payroll deduction. Vosler said the combination of the \$4.00 discount and the added value of the pre-tax benefit, represent a substantial savings to those who choose to utilize COTA as a transportation option.

Ricksecker motioned to approve this resolution. Anthony seconded the motion. Motion passed.

2015-24 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH MCDANIEL'S CONSTRUCTION CORPORATION, INC. FOR THE SITE WORK PACKAGE FOR THE RENOVATION OF THE MCKINLEY AVENUE FACILITY

Jeffrey Vosler, Interim CFO/Vice President of Finance, presented this resolution. He said this resolution authorizes an increase to the contract with McDaniel's Construction Corporation, Inc. for the site work package for the renovation of the McKinley Avenue Facility (Phase 3B) for a total not to exceed One Hundred Seventeen Thousand Two Hundred Seventy and 24/100 Dollars (\$117,270.24). The volume of the contaminated soils from the former rail operations that require COTA to test and properly dispose of it through restricted outlets has again exceeded our original estimates; therefore additional funds are required.

Anthony motioned to approve this resolution. Ricksecker seconded the motion. Motion passed.

FINANCE REPORT – JEFFREY VOSLER, INTERIM CFO/VICE PRESIDENT, FINANCE & DBE OFFICER

Vosler reported ridership continues to be negatively impacted by adverse weather conditions. February 2015 ridership of 4.2% is below February 2014. February 2015 passenger revenue is 4.2% below prior year. January and February of 2014 and 2015 fell below 2013 levels despite increases in service over prior years. Vosler said this highlights the extraordinary weather we have experienced the last two years.

10. OTHER BUSINESS

Mike Bradley, Vice President, Planning distributed a draft version of the Short Range Transit Plan (SRTP). Trustees will be asked to approve the SRTP at the April 22, 2015 Board of Trustees meeting.

11. UPCOMING MEETING(S)


A Finance Committee meeting is scheduled for 7:30 a.m. on Wednesday, April 22, 2015, in the William G. Porter Boardroom.

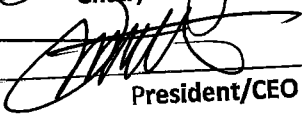
The next regular meeting of the COTA Board of Trustees is scheduled for 8:00 a.m. on April 22, 2015, in the William G. Porter Boardroom.

12. ADJOURNMENT

The meeting adjourned at 9:20 a.m.

Adopted: April 22, 2015

Signed: 
Chair, Board of Trustees

Attest: 
President/CEO