



**JUNE 24, 2015
REGULAR MEETING
OF THE CENTRAL OHIO TRANSIT AUTHORITY
BOARD OF TRUSTEES
W. G. PORTER BOARDROOM, 33 N. HIGH STREET**

MINUTES

1. CALL TO ORDER

Chair Dawn Tyler Lee called the meeting to order at 8:04 a.m.

2. ROLL CALL

BOARD MEMBERS PRESENT:

Dawn Tyler Lee, Chair
Jean Carter Ryan, Vice Chair
William A. Anthony
Trudy Bartley
Philip D. Honsey
Donald B. Leach, Jr.
Regina R. Ormond
Amy M. Schmittauer
Craig P. Treneff

BOARD MEMBERS ABSENT:

Brett Kaufman
Harry W. Proctor
Richard R. Zitzke

3. APPROVAL OF JUNE 24, 2015 BOARD OF TRUSTEES MEETING AGENDA

Treneff motioned to approve the June 24, 2015 Board of Trustees meeting agenda. Anthony seconded the motion. Motion passed.

4. APPROVAL OF MAY 27, 2015 BOARD OF TRUSTEES MEETING MINUTES

Ryan motioned to approve the May 27, 2015 Annual Board of Trustees meeting minutes. Leach seconded the motion. Motion passed.

5. PRESIDENT'S REPORT

President W. Curtis Stitt gave the President's report. He commended the Grand Champion Rodeo team for being recognized with a resolution from Columbus City Council on behalf of Council member Shannon Hardin June 22.

President Stitt commended Clinton Forbes, Vice President, Operations, who has been accepted into the Leadership Columbus Class of 2016.

President Stitt informed trustees about COTA's Triennial Review by the Federal Transit Administration (FTA). FTA representatives remarked that the review was outstanding and shared that it is rare for a transit agency to receive so few comments about compliance issues.

President Stitt reminded trustees about the Board retreat scheduled for September 11, 8:00 a.m. – 1:00 p.m.

6. COMMENTS OR STATEMENTS FROM THE AUDIENCE

Mrs. Crawley, a customer and resident of the Franklin Park area, spoke about the Transit System Redesign and the recent changes to Lines 10 and 89. Her comments brought attention to new transfer points where it may be unsafe for customers to wait for the bus.

7. MONTHLY STAFF PRESENTATION(S) AND ACCOMPANYING RESOLUTIONS IF APPROPRIATE

• NEXTGEN UPDATE

Mike Bradley, Vice President, Planning provided an update on the NextGen project. He said Insight2050 projects that the Columbus region will grow by 500,000 residents, 300,000 jobs, and 304,000 homes by the year 2050. The goals of the NextGen project are to create a community vision for the future of public transportation in central Ohio; prepare for future growth by identifying transit investments that integrate with regional goals; support local and regional plans with transit investment options (e.g. Connect ColumbUS and MORPC Metropolitan Transportation Plan) and identify conventional and creative revenue options.

The next steps are to complete the needs assessment in July; evaluate criteria and draft projects in August and September; and phase 2 of the public outreach will occur in September and October 2015.

• UPDATE ON PUBLIC MEETINGS FOR THE DOWNTOWN TRANSIT SYSTEM REDESIGN

Mike Bradley, Vice President, Planning provided an update on public meetings for the downtown Transit System Redesign.

• CNG FUELING FACILITY EASEMENT AGREEMENT

RESOLUTION 2015-56 – AUTHORIZING A DEED OF EASEMENT TO THE CITY OF COLUMBUS FOR INGRESS/EGRESS ACCESS AND USE OF COTA’S PROPERTY FOR FUELING PURPOSES

Jeffrey Vosler, Interim CFO/Vice President, Finance, presented this resolution. He said COTA has already constructed a Compressed Natural Gas (CNG) fueling station on its property located on McKinley Avenue. The City of Columbus identified a need to have a readily available CNG fueling location in the immediate Downtown and surrounding area to support its fleet of vehicles. The City and COTA have determined that it is in both parties’ best interest to enter into an agreement for the construction and operation of a Satellite CNG Fueling Facility (SFF) on COTA’s property located at 1400 McKinley Avenue to be owned and operated by COTA subject to the access and use rights of the City to serve City vehicles.

COTA will oversee the construction project, and be responsible for the hiring of necessary construction manager(s), construction administration, contractor(s), and providing all personnel necessary for the ongoing operation and maintenance of the project. In exchange

for COTA granting a non-exclusive easement to the City providing rights to the City for access and use of the CNG SFF, the City shall be responsible for reimbursing all agreed upon costs relating to the construction of a CNG SFF. COTA will enter into an agreement detailing the specific terms and conditions regarding the City's use of the CNG SFF.

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

- FINANCE REPORT

Jeffrey S. Volsler, Interim CFO/Vice President of Finance, reported that April ridership was 0.9% above prior April, but fell 2.1% below budget. April passenger revenue was 2.2% below prior year and 4.1% below budget. CBUS and ADA free fare categories more than accounted for the increase over prior year.

COTA's April year-to-date financial results reflect a \$6.9 million increase in working capital. The increase in working capital funded local capital projects and acquisitions. Sales tax revenue for March is 4.6% higher than budget or 8.7% higher than prior year. Year-to-date sales tax revenue is 9.1% higher than budget or 13.4% higher than prior year, driven by the \$2.2 million adjustment from prior years.

8. COMMITTEE(S)

A. PLANNING COMMITTEE – REGINA R. ORMOND

EXECUTIVE SESSION

Regina Ormond motioned to go into Executive session to consider the purchase of real property for public purposes pursuant to Ohio Revised Code Section 121.22(G)(2). Philip Honsey seconded the motion. Jean Carter Ryan excused herself from the room and abstained from voting on Resolution 2015-58 – Authorizing a Property Exchange Agreement with the City of Dublin. Motion passed. Executive session ended.

RESOLUTION 2015-57 – AUTHORIZING THE ACQUISITION OF REAL ESTATE FOR THE CMAX - CLEVELAND AVENUE BUS RAPID TRANSIT (BRT) ROUTE

Mike Bradley, Vice President, Planning presented this resolution. He said Resolution No. 2012-38 authorized the adoption of the Northeast Corridor for the Bus Rapid Transit from downtown Columbus to SR 161 with enhanced fixed route service being extended to Polaris Parkway, primarily via Cleveland Avenue. In February 2015, the Cleveland Avenue BRT (CMAX) was listed in the President's Federal FY2016 Budget. Within that budget is a proposal for Small Starts Grant Agreement funding in the amount of \$38 million. On July 25, 2014, COTA received approval from the Federal Transit Administration (FTA) that the criteria for a National Environmental Policy Act (NEPA) Categorical Exclusion (CE) were met; and with the clearance from the FTA, COTA is permitted to begin land acquisition for the BRT Project. COTA desires to enter into real estate purchase contracts to acquire the properties needed for the transit center and park and ride located within the BRT project boundaries at a cost not to exceed four million ninety-three thousand seven hundred thirty-one dollars (\$4,093,731). COTA may be required to

provide relocation assistance as set forth in ODOT guidelines and the Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs (The Uniform Act) as part of the acquisition of real property needed for the CMAX.

This resolution authorizes COTA to enter into real estate purchase contracts on behalf of COTA and provide relocation assistance as required for the Cleveland Avenue BRT (CMAX) project for a total not to exceed four million ninety-three thousand seven hundred thirty-one dollars (\$4,093,731).

Ormond motioned to approve this resolution. Honsey seconded the motion. Motion passed.

RESOLUTION 2015-58 - AUTHORIZING A PROPERTY EXCHANGE AGREEMENT WITH THE CITY OF DUBLIN

Mike Bradley, Vice President, Planning presented this resolution. He said COTA is the owner of a 1.205 acre property located on Dale Drive in the City of Dublin, Ohio. The City of Dublin wants to acquire the COTA Parcel for the construction of a roadway located in the planned Bridge Street District and the City of Dublin filed an eminent domain action to acquire the COTA Parcel. The City of Dublin has taken possession of the City Parcel and has agreed to transfer a .815 acre portion of the City Parcel "City Exchange Property") to COTA in exchange for the COTA Parcel once the pending eminent domain action is resolved.

The City of Dublin has agreed to construct a replacement park and ride on the City Exchange Property at its sole cost and expense and with COTA's review and approval. The City of Dublin will make certain real property available to COTA for use as an interim park and ride during construction of the replacement park and ride on the City Exchange Property.

This resolution authorizes COTA to enter into a Real Estate Purchase Agreement with the City of Dublin whereby COTA agrees to transfer and deed the COTA Parcel to the City of Dublin in exchange for the City Exchange Property which shall be transferred and deeded to COTA once the pending eminent domain action is resolved.

Anthony moved to approve this resolution. Bartley seconded the motion. Ryan abstained. Motion passed.

RESOLUTION 2015-59 - AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH RESOURCE INTERNATIONAL INC. FOR CONSTRUCTION TESTING, SITE INSPECTION AND LABORATORY SERVICES FOR THE MCKINLEY AVENUE FACILITY RENOVATION (PHASE 3B)

Mike Bradley, Vice President, Planning presented this resolution. A contract was awarded to Resource International, Inc. for construction testing, site inspection and laboratory services for the McKinley Avenue Facility Renovation (Phase 3B) for a total not to exceed Eighty-Two Thousand Eight Hundred Sixty-Nine and 75/100 Dollars (\$82,869.75). Additional expenditures in the amount of Thirty-Nine Thousand Seven Hundred Fifty-One and 20/100 Dollars (\$39,751.20) are required to complete the construction testing, site inspection and laboratory services for Phase 3B.

This resolution authorizes an increase in the value of the contract with Resource International, Inc. for construction testing, site inspection and laboratory services for the McKinley Avenue Facility Renovation (Phase 3B) by a total not to exceed Thirty-Nine Thousand Seven Hundred Fifty-One and 20/100 Dollars (\$39,751.20).

Honsey moved to approve this resolution. Leach seconded the motion. Motion passed.

9. CONSENT AGENDA – DAWN TYLER LEE, BOARD CHAIR

RESOLUTION 2015-60 - AUTHORIZING A CONTRACT WITH CNA FOR THE PURCHASE OF COMMERCIAL PROPERTY INSURANCE FOR THE PERIOD COMMENCING JULY 1, 2015 THROUGH JUNE 30, 2016

RESOLUTION 2015-61 - AUTHORIZING A CONTRACT WITH ARROW UNIFORM FOR THE FURNISHING OF SERVICE CLOTHING

RESOLUTION 2015-62 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH WORLDWIDE BATTERY COMPANY FOR THE PURCHASE OF BUS STORAGE BATTERIES FOR TRANSIT COACHES

RESOLUTION 2015-63 - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH SPEEDWAY, LLC FOR THE PURCHASE OF REGULAR SELF-SERVICE UNLEADED GASOLINE

Chair Tyler Lee presented the above resolutions by consent agenda. Bartley motioned to approve these resolutions. Ryan seconded the motion. Motion passed.

10. OTHER BUSINESS

No other business came before the Board.

11. UPCOMING MEETING(S)

Chair Dawn Tyler Lee announced the following meetings:

- Finance Committee Meeting - Wednesday, July 22, 2015, 7:30 a.m., William G. Porter Boardroom.
- Board of Trustees Meeting – Wednesday, July 22, 2015, 8:00 a.m. William G. Porter Boardroom
- COTA Luncheon, Thursday, August 20, 11:30 a.m., Hyatt Regency Columbus
- Board Retreat – Friday, September 11, 8:00 a.m., The Boat House at Confluence Park

12. ADJOURNMENT

The meeting adjourned at 10:07 a.m.

Adopted: July 22, 2015

Signed: 
Chair, Board of Trustees

Attest: 
President/CEO