



**DECEMBER 15, 2016
BOARD OF TRUSTEES MEETING
W. G. PORTER BOARDROOM, 33 N. HIGH STREET**

MINUTES

1. CALL TO ORDER

Chair, Jean Carter Ryan, called the meeting to order at 8:05 a.m.

2. ROLL CALL

BOARD MEMBERS PRESENT

Jean Carter Ryan, Chair
Trudy Bartley
Donald Leach
David Norstrom
Gina Ormond
Letty Schamp
Amy Schmittauer
Craig Treneff
Richard Zitzke

BOARD MEMBERS ABSENT

William Anthony
Philip Honsey

3. APPROVAL OF THE DECEMBER 15, 2016 BOARD OF TRUSTEES MEETING AGENDA

Schmittauer motioned to approve the December 15, 2016 Board of Trustees Meeting Agenda. Zitzke seconded the motion. Motion passed.

4. APPROVAL OF THE NOVEMBER 16, 2016 BOARD OF TRUSTEES MEETING MINUTES

Treneff motioned to approve the November 16, 2016 Board of Trustees Meeting Minutes. Bartley seconded the motion. Motion passed.

5. COMMENTS OR STATEMENTS FROM THE AUDIENCE

There were no comments or statements from the audience.

6. PRESIDENT'S REPORT

Curtis Stitt gave the President's Report. He reflected on the successful year and some of COTA's accomplishments in 2016, including advancements with IT such as launching real-time, and the passage of the levy renewal by a tremendous margin. He thanked the Board and COTA staff members for their service.

7. COMMITTEES:

A. FINANCE COMMITTEE - CRAIG TRENEFF, CHAIR

Craig Treneff, Finance Committee Chair, gave an update on the Finance Committee Budget Meeting held on December 8.

RESOLUTION 2016-87 – AUTHORIZING A CONTRACT WITH XEROX CONSULTANT COMPANY, INC. FOR AN ENTERPRISE RESOURCE PLANNING (ERP) INFORMATION SYSTEM

The Enterprise Resource Planning (ERP) is a suite of integrated applications that will provide a comprehensive business management system for COTA. The ERP system will replace the current SumTotal, Ellipse, and CODA applications which are not meeting the business needs of COTA with a single system that incorporates numerous processes, business workflow and approval processes while seamlessly processing data and tasks, thereby enhancing COTA's business efficiency.

This resolution authorizes COTA to enter into a contract with Xerox Consultant Company, Inc. for an enterprise resource planning information system for a total expenditure not to exceed Four Million Two Hundred Twenty-Five Thousand Four Hundred Sixty and 00/100 Dollars (\$4,225,460).

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

RESOLUTION 2016-88 – AUTHORIZING AN AMENDMENT TO RESOLUTION NO. 2015-107 TO REVISE APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2016

This Resolution will amend Resolution no. 2015-107 to revise the appropriations of the Authority's expenditures for calendar year ending December 31, 2016. Ohio Revised Code Section 5705 requires that appropriations be established in accordance with available resources to fund projected expenditures. It is necessary to amend Resolution 2015-107 to redistribute appropriations within the original budgeted amount to reflect anticipated expenditure needs.

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

RESOLUTION 2016-89 – AUTHORIZING APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2017

Curtis Stitt introduced the goals and major projects included in the proposed 2017 budget. Jeff Vosler, CFO/VP of Finance/DBE Compliance Officer, presented the proposed 2017 Budget. He said this budget includes significant increases driven by the Transit System Redesign (TSR) and the Bus Rapid Transit (BRT) project, two major projects occurring in 2017. Vosler said two meetings have occurred prior to today's presentation to present the budget to the Finance Committee.

The final proposed 2017 budget is as follows:

Operating expenses - \$134,382,648
Capital expenditures - \$79,696,264
Non-Operating expenditures - \$36,770,000
Total appropriations - \$250,848,912

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

- FINANCE REPORT – JEFFREY VOSLER, CFO/VP OF FINANCE & DBE COMPLIANCE OFFICER

In the interest of time, Vosler did not give an oral Finance Report. The December Finance Division report is posted on Boardpaq.

D. PLANNING COMMITTEE – PHILIP HONSEY, CHAIR

- REPORT ON DECEMBER 12, 2016 PLANNING COMMITTEE MEETING

Gina Ormond reported in Phil Honsey's absence. She reported that an overview of the NextGen project was presented at the December 12 Planning Committee. Committee members have requested information about the benefits of the various high-capacity transit modes along with examples from other cities. A case study about the Cincinnati Streetcar was asked to be investigated as well as other studies that showed the impacts of BRT, light rail or streetcar including capital and operating costs, ridership data, and funding sources. Of interest was the return on investment of various modes and how those modes impacted the surrounding development. Board members also asked for more detailed information about the estimated capital costs of the thirteen high-capacity corridors and how emerging technologies are being incorporated.

- NEXTGEN PRESENTATION – NELSON NYGAARD

Thomas Whittman, Nelson Nygaard, provided a presentation on the NextGen project. Whittman said the NextGen goals through 2050 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 funding options.

Whittman said high capacity transit moves more people than a typical bus, and typically has fewer stops, quicker travel times, and more frequent service than local bus service and can be bus rapid transit, light rail, commuter rail or streetcar. High capacity transit is designed for higher speeds, mostly in dedicated right-of-ways and includes major corridor infrastructure improvements, complemented by underlying service. He said the advantages of high capacity transit is new passengers are more attracted to branded service, faster travel times, and higher capacity vehicles.

Whittman said 26 potential corridors were developed from public input, data analysis and local and regional plans. He reviewed ridership modeling and cost assumptions. He reviewed the upcoming outreach efforts:

- Project Advisory Committee December 19, 2016
- Community Leader Interviews February 7-17, 2017
- Public Forums February 13-17, 2017

E. TECHNOLOGY COMMITTEE – GINA ORMOND, CHAIR

Gina Ormond reported on the November 7, 2016 Technology Committee meeting. She said the Committee discussed the Enterprise Resource Planning (ERP) system, 4G cellular installation on coaches, fare collection system, and a brief update was given on the Smart Cities Initiative.

- PRESENTATION ON FARE COLLECTION SYSTEM – MICHEAL CARROLL, VP INFORMATION TECHNOLOGY

Micheal Carroll said this project will replace all of the current fare boxes on our fixed route fleet with a current multifunctional system that will accept various forms of payment such as cash, magnetic cards, smart cards and mobile tickets. Additionally, validators will be installed on the Mobility fleet (80 coaches) that will permit cashless transactions and an integrated traceable fare collection method.

Carroll said the current fare boxes were originally purchased in 1995 with a midlife cycle refresh in 2011. These devices have reached end of useful life based on the FTA recommended lifecycle of 7 years.

Carroll reported that COTA's current Ticket Vending and Point of Sale devices will also be upgraded and/or replaced to allow for multiple forms of payments and various media issuance such as smart cards, online payments and standard magnetic cards.

7. CONSENT AGENDA

Jean Carter Ryan presented the following resolutions by consent agenda:

- RESOLUTION 2016-90 – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH FOUND DESIGN, LLC D/B/A MERJE FOR WAYFINDING/CUSTOMER INFORMATION SERVICES
- RESOLUTION 2016-91 – AUTHORIZING A CONTRACT WITH CLASSIC SOLUTIONS, INC. FOR THE PURCHASE OF JANITORIAL CLEANING SUPPLIES
- RESOLUTION 2016-92 – AUTHORIZING A CONTRACT WITH CUMMINS BRIDGEWAY, LLC FOR THE PURCHASE OF MISCELLANEOUS CUMMINS PARTS FOR TRANSIT COACHES
- RESOLUTION 2016-93 - AUTHORIZING AN INTERIM CONTRACT WITH FIRST TRANSIT, INC. FOR TRANSPORTATION SERVICES FOR SENIORS AND INDIVIDUALS WITH DISABILITIES

Leach motioned to approve these resolutions. Zitzke seconded the motion. Motion passed.

8. OTHER BUSINESS

No other business came before the Board.

9. EXECUTIVE SESSION

Zitzke motioned to enter into Executive Session to review and discuss the employment and compensation of a public employee pursuant to Ohio Revised Code Section 121.22 (G)(1). Bartley seconded the motion. A roll call vote was taken and the motion passed unanimously.

Executive session ended.

10. MEETING CALENDAR


The calendar listed the Committee and Board meeting schedule for January and February 2017.

Adopted: January 25, 2017

Signed: _____


Chair, Board of Trustees

Attest: _____


President/CEO