



**DECEMBER 16, 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
Philip Honsey
Brett Kaufman
Donald Leach
Gina R. Ormond
Amy Schmittauer
Craig P. Treneff
Richard R. Zitzke

BOARD MEMBERS ABSENT

Jean Carter Ryan, Vice Chair
William Anthony
Trudy Bartley
Harry Proctor

3. REVIEW CONSENT AGENDA

Trustees reviewed the consent agenda. No modifications were made.

4. APPROVAL OF THE DECEMBER 16, 2015 BOARD OF TRUSTEES MEETING AGENDA

Honsey motioned to approve the December 16, 2015 Board of Trustees meeting agenda as distributed. Zitzke seconded the motion. Motion passed.

5. APPROVAL OF NOVEMBER 18, 2015 REGULAR BOARD OF TRUSTEES MEETING MINUTES

Treneff motioned to approve the November 18, 2015 Regular Board of Trustees meeting minutes as distributed. Leach seconded the motion. Motion passed.

6. COMMENTS OR STATEMENTS FROM THE AUDIENCE

Mrs. Crawley, a customer and resident of the Franklin Park area, thanked the Board for their best wishes after her comments at the last meeting.

7. EXECUTIVE SESSION

Zitzke motioned to move 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). Treneff seconded the motion. A roll call vote was taken and the motion passed unanimously.

Treneff motioned to move out of Executive Session. Zitzke seconded the motion. Motion passed.

8. PRESIDENT'S REPORT

Curtis Stitt, President/CEO, gave the President's report. He informed the Board of a story in the news media regarding a COTA operator that was assaulted and robbed on December 12. Stitt said safety is paramount for COTA, and COTA will do everything in its power to make sure the suspect is apprehended. COTA will also continue to pursue legislation that makes an assault on a transit employee a felony. The Board will consider a resolution at the January Board meeting urging the Ohio General Assembly to pass legislation to this effect.

Curtis Stitt congratulated Dawn Tyler Lee on her appointment to Columbus Mayor-elect Andrew J. Ginther's executive leadership team. Tyler Lee will serve as Deputy Chief of Staff for External Affairs.

Curtis Stitt updated the Board of Trustees on federal legislation that impacts funding for COTA's CMAX Bus Rapid Transit (BRT) project. On December 4, "Fixing America's Surface Transportation Act" (FAST Act), a five-year transportation infrastructure bill, was signed into law. The measure will invest \$61 billion in our nation's public transportation systems and authorizes more than \$300 billion in the nation's surface transportation infrastructure. Congress is expected to vote Thursday, December 17 or Friday, December 18 on the bill that would appropriate money for the budget. COTA's CMAX BRT budget is included in this bill.

9. COMMITTEES

A. HUMAN RESOURCES – RICHARD ZITZKE, CHAIR

2015-105 - AUTHORIZING COMPENSATION FOR THE PRESIDENT/CEO OF THE CENTRAL OHIO TRANSIT AUTHORITY

Kristen Treadway, Vice President, Human Resources presented this resolution. She said pursuant to the provisions of W. Curtis Stitt's Employment Agreement, Mr. Stitt's salary is subject to annual review and merit consideration after a performance evaluation conducted by COTA's Board of Trustees. The Board of Trustees has conducted an evaluation of Mr. Stitt's 2015 performance, and the Chair of the Board of Trustees recommends a salary increase of 3% for Mr. Stitt, effective January 1, 2016.

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

B. FINANCE COMMITTEE – CRAIG TRENEFF, CHAIR

- Craig Treneff provided a brief report on the December 4, 2015 Finance Committee meeting where staff presented the proposed 2016 budget.

2015-106 - AUTHORIZING AN AMENDMENT TO RESOLUTION NO. 2014-90 TO REVISE APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2015

Jeffrey Vosler, CFO/Vice President, Finance/CFO & DBE Compliance Officer presented this resolution. He said the Ohio Revised Code requires that the Authority adopt an annual appropriation resolution for 2015 in order to make lawful expenditures of funds for the operations of the Central Ohio Transit Authority. The Board of Trustees has previously adopted Resolution 2014-90 establishing appropriations for the expenditures of the Central Ohio Transit Authority for the calendar year ending December 31, 2015. It was necessary to amend Resolution No. 2014-90 and the Board of Trustees adopted Resolution 2015-06 to increase appropriations reflecting the impact of the negotiated labor contracts. It is necessary to amend Resolution 2015-06 to redistribute appropriations within the original budgeted amount to reflect anticipated expenditure needs.

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

2015-107 - AUTHORIZING APPROPRIATIONS FOR THE EXPENDITURES OF THE CENTRAL OHIO TRANSIT AUTHORITY FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2016

Jeffrey Vosler, Vice President, Finance/CFO & DBE Compliance Officer presented this resolution. He said the Ohio Revised Code, Chapter 5705 requires that the Authority adopt an annual appropriations resolution to make lawful expenditures of funds for the operations of the Central Ohio Transit Authority for calendar year ending December 31, 2016 and to direct the Secretary-Treasurer to certify a copy of the Resolution to the Auditor of Franklin County.

This proposed budget reflects the applicable contract provisions and the other relevant items and financial assumptions for the 2016 operating and capital budgets for the Authority.

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

- Jeffrey Vosler, Vice President, Finance/CFO & DBE Compliance Officer gave a brief update on the Finance Report which was distributed in the Board packet.

10. CONSENT AGENDA - DAWN TYLER LEE, BOARD CHAIR

Chair Tyler Lee presented the following resolutions by consent agenda:

2015-108 - AUTHORIZING A REVISION TO THE CONTRACT WITH MEDICAL MUTUAL OF OHIO FOR AN EMPLOYEE MEDICAL/PHARMACY/DENTAL/VISION INSURANCE PROGRAM

2015-110 - AUTHORIZING A CONTRACT WITH GILLIG, LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT COACHES

2015-111 - AUTHORIZING A CONTRACT WITH NABI PARTS, LLC FOR THE PURCHASE OF MISCELLANEOUS PARTS FOR TRANSIT COACHES

2015-112 - AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH MCKEE DOOR SALES, INC. FOR ON-CALL REPAIR OF GATE OPERATORS, OVERHEAD DOORS & PEDESTRIAN DOORS

Leach motioned to pass resolution nos. 2015-108 through 2015-112 via consent agenda. Honsey seconded the motion. Motion passed.

11. OTHER BUSINESS

Chair Tyler Lee thanked Vice Chair Ryan for filling in for her and doing an excellent job speaking at the Statewide Tribute to Rosa Parks Community Leaders Reception on December 3.

12. UPCOMING MEETING(S) – WILLIAM G. PORTER BOARDROOM, 33 N. HIGH STREET

Tyler Lee reviewed the upcoming January 2016 meeting schedule.

13. ADJOURNMENT

The meeting adjourned at 9:33 a.m.

Adopted: January 27, 2016

Signed: 

Vice Chair, Board of Trustees

Attest: 

President/CEO