



**MEETING:      PERFORMANCE MONITORING/AUDIT COMMITTEE**

**DATE:            THURSDAY, MAY 9, 2024**

**TIME:            2:00 PM – 3:30 PM**

**LOCATION:        COTA – WG PORTER BOARDROOM**

**MEETING MINUTES**

**1. CALL TO ORDER**

Chair Reitter called the meeting to order at 2:00 PM.

**2. ROLL CALL**

<b>Committee Members in Attendance</b>	<b>Committee Members Excused</b>
Chair Reitter	Trustee Hunley excused
Trustee Elmore	
Trustee Bucher	

**3. APPROVAL OF PERFORMANCE MONITORING/AUDIT COMMITTEE MEETING MINUTES**

Chair Reitter called for a motion to approve the March 7, 2024, Performance Monitoring/Audit Committee Meeting Minutes. Trustee Elmore motioned, and Trustee Bucher seconded the motion. Motion carried.

**4. UNAUDITED FINANCIALS**

YTD ridership through March totaled 2,866,411 boardings, a 9.2% increase over 2023 YTD. This level of ridership represents a 319,431 increase over the ridership budgeted for the year.

COTA remains in a strong financial position with a cash balance of \$316.6M as of March 31, 2024. This includes the Operating Fund balance of \$244.8M which represents a reserve level of 228%. The policy approved by the Board of Trustees establishes a minimum reserve of 50% of budgeted expenditures. Additionally, the Capital Fund balance has a balance of \$44.8M.

Sales tax receipts through March were \$45,593,783. This amount represents a -11.2% or a -\$2.0M decrease from the budgeted amount, and roughly equal to 2023 collections through the same period.



Through March 2024, operating revenue totaled \$48.2 million. This amount represents 23% of the year's annual revenue projection.

As previously mentioned, sales tax receipts started out slow, but revenue generated from passenger fares are up \$44k over YTD March 2023 and \$553k compared to YTD March 2022.

Expenditures in the Operating Fund totaled just over \$49.6M through March 31, 2024 YTD, which represents 23% of the annual budget of \$214.49 million. In the coming months, staff will analyze and forecast the economic impact of the collective bargaining agreement (CBA) and provide the board with an updated projection of operating expenses at the July 2024 meeting.

As a result of operating expenditures exceeding operating revenue, COTA's net operating position reflected a decrease of approximately \$1.3 million.

## **5. NEW BUSINESS**

### **A. LINKUS UPDATE BY CHIEF FINANCIAL OFFICER ERIN W. DELFFS**

There was robust discussion on the positive impact of the Reconnecting Communities Grant award.

## **6. RESOLUTIONS FOR REVIEW AND DISCUSSION**

- A. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH AMAZON WEB SERVICES, INC. FOR CLOUD SERVICES
- B. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH AMAZON WEB SERVICES, INC. FOR CLOUD SERVICES
- C. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH BRASCO INTERNATIONAL FOR THE PURCHASE OF SHELTERS FOR COTA BUS STOP LOCATIONS
- D. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH GENFARE FOR THE RENEWAL OF SAAS SERVICES FOR GENFARE LINK MODULES FOR 2024-2025
- E. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH INOVIMUM, LLC FOR IMPLEMENTATION OF WORKFORCE MANAGEMENT AND SUPPORT INFOR CLOUDSUITE
- F. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH JOHNSON CONTROLS, INC. FOR CNG GAS DETECTION MONITORING SERVICES



- G. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH KEYSTONE RIDGE DESIGNS, INC. FOR THE PURCHASE OF BENCHES FOR COTA BUS STOP LOCATIONS
- H. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH LEVEL D&I SOLUTIONS FOR INNOVATION AND TECHNOLOGY TEMPORARY PERSONNEL SERVICES
- I. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH REVEL IT, INC. FOR INNOVATION AND TECHNOLOGY TEMPORARY PERSONNEL SERVICES
- J. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH TEKSYSTEMS, INC. FOR INNOVATION AND TECHNOLOGY TEMPORARY PERSONNEL SERVICES
- K. RESOLUTION 2024-XX – AUTHORIZING A DISCOUNT FARE STRUCTURE WITH THE CITY YEAR COLUMBUS PROGRAM
- L. RESOLUTION 2024-XX – AUTHORIZING A MEMBERSHIP AGREEMENT WITH NEORIDE AN OHIO COUNCIL OF GOVERNMENTS
- M. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH A CUSTOMER'S POINT OF VIEW, INC. FOR THIRD PARTY BUS OPERATOR MONITORING SERVICES
- N. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH CAPITOL CITICOM INC. FOR PRINT SERVICES
- O. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH CBRE FOR REAL ESTATE CONSULTING AND BROKERAGE SERVICES
- P. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH ORIGAMI RISK LLC FOR THE CONTINUED USE OF THE RISK MANAGEMENT INFORMATION SYSTEM AND ADDITION OF THE GOVERNANCE, RISK & COMPLIANCE MODULE
- Q. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH AUTHORIZING EXPENDITURES WITH VERIZON WIRELESS SERVICES LLC FOR CELLULAR SERVICE AND HARDWARE
- R. RESOLUTION 2024-XX – AUTHORIZING EXPENDITURES WITH CDW-G FOR THE PURCHASE OF RAPID 7 INSIGHTVM AND INSIGHTIDR SOFTWARE LICENSING AND MAINTENANCE AGREEMENTS
- S. RESOLUTION 2024-XX – AUTHORIZING EXPENDITURES FOR THE CONTRACT WITH CDW GOVERNMENT LLC FOR RENEWAL OF CISCO SMARTNET LICENSES



- T. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH CK CONSTRUCTION GROUP, INC. FOR CONSTRUCTION MANAGER AT RISK FOR THE CONSTRUCTION OF THE WEST BROAD STREET BUS RAPID TRANSIT CORRIDOR
- U. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH IP PATHWAYS FOR INFORMATION TECHNOLOGY CONSULTING SERVICES
- V. RESOLUTION 2024-XX – AUTHORIZING A CONTRACT WITH HNTB OHIO, INC. FOR LINKUS PROGRAM PLANNING & ENGINEERING SUPPORT SERVICES
- W. RESOLUTION 2024-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH COMMUNITY INSURANCE COMPANY DBA ANTHEM BLUE CROSS AND BLUE SHIELD FOR THE PURCHASE OF MEDICAL, PRESCRIPTION DRUG, AND VISION INSURANCE FOR COTA EMPLOYEES

There was discussion to have the totals listed for each resolution to ease understanding.

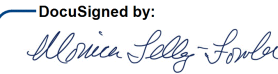
**7. OTHER BUSINESS**

**8. ADJOURNMENT**

Chair Reitter asked for a motion to adjourn the Performance Monitoring/Audit Committee Meeting. Trustee Elmore motioned and Trustee Bucher seconded the motion. Motion carried. The meeting ended at 2:28 pm.

**Adopted:** \_\_\_\_\_ July 11, 2024

**Signed:**   
8745D2C242004E1...  
**Chair, Performance Monitoring & Audit Committee**

**Attest:**   
C680309626B34B2...  
**President/CEO**

*Prepared by: MJW.*

**Performance Monitoring/Audit Committee Members**

Marc Reitter, Chair  
Pete Bucher  
Lori Elmore  
Jeff Hunley