

**MEETING:** PERFORMANCE MONITORING/AUDIT COMMITTEE

**DATE:** WEDNESDAY, NOVEMBER 10, 2021

**TIME:** 3:00 PM – 4:30 PM

**LOCATION:** COTA – WG PORTER BOARDROOM

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## MINUTES

### 1. CALL TO ORDER

Chair Sloat called the November 10, 2021 Performance Monitoring/Audit Committee meeting to order at 3:01 PM.

### 2. ROLL CALL

#### Committee Members Present

Julie Sloat, Chair

Julie Colley, Trustee

### 3. APPROVAL OF PERFORMANCE MONITORING/AUDIT COMMITTEE MINUTES

Chair Sloat called for a motion to approve the September 14, 2021 Performance Monitoring/Audit Committee Meeting Minutes; Trustee Colley moved, Chair Sloat seconded. The motion carried.

### 4. UNAUDITED FINANCIALS

Erin Delffs provided a brief financial update through September 2021, which included the following details:

#### **RIDERSHIP**

Year-to-date fixed route ridership through September totaled 6,439,119 boardings, a 19.5% or 1,557,541 decrease from 2020. This level of ridership represents a 13.6% or 774,796 increase over the ridership expected through September 2021. COTA//Plus ridership information is included in the report for each of the zones from July 2019, which is when the first program (Grove City) began.

#### **WORKING CAPITAL / CASH POSITION**

Through September 30, 2021, operating revenue totaled \$172.4 million. This amount represents a \$14.7 million or 9.3% increase over 2020 revenue. More importantly, this amount represents a

nearly \$63.2 million or 57.8% increase over the 2021 budgeted amount through September. The better-than-expected revenue performance through September is a result of the additional \$51.6 FFY 2021 CARES Act funding allocated to COTA, combined with an overall increase in sales tax revenue. Revenue from fares has rebounded as compared to the budgeted amount for the year, despite there being no fare between January 1 and January 11 for fixed route and between January 1 and January 31 for Mainstream. Passenger revenues totaled \$8.2 million through September, a 13.9%, or nearly \$1 million increase over the amount budgeted.

## **SALES TAX**

COTA's largest source of revenue, the .5% sales tax, continues to show strength and resiliency. Collections through September totaled \$112,808,345, which is a 14.2% or nearly \$14.1 million increase over 2020 and a 12.8% or \$12.8 million increase over the 2021 budget. This significant increase in sales tax revenue as compared to budget sets us up to finish the year strong.

## **OPERATING EXPENSES**

Operating expenses through September 2021 totaled nearly \$114.0 million. The amount represents an 8.0% or nearly \$10 million decrease over the 2021 budgeted amount through September. Looking at it another way, with 25% of the year remaining, COTA has 34% of the annual appropriations remaining.

## **NET OPERATING POSITION**

As a result of operating revenues exceeding operating expenditures, COTA's net operating position reflected an increase of \$58.4 million through September.

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

- A. RESOLUTION 2021-XX - AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH AVAAP USA, LLC FOR BENEFITS OPTIMIZATION SERVICES **CONSENT AGENDA**
- B. RESOLUTION 2021-XX - AUTHORIZING A CONTRACT WITH CHARTER COMMUNICATIONS OPERATING, LLC (TIME WARNER ENTERTAINMENT COMPANY) FOR INTERNET AND NETWORK SERVICES **CONSENT AGENDA**
- C. RESOLUTION 2021-XX – AUTHORIZING A CONTRACT WITH T-MOBILE USA, INC. FOR CUSTOMER WI-FI INTERNET SERVICES **CONSENT AGENDA**
- D. RESOLUTION 2021-XX – AUTHORIZING EXPENDITURES WITH VONTAS FOR MODULES OF THE ITS SOFTWARE SYSTEMS MAINTENANCE AGREEMENTS **CONSENT AGENDA**
- E. RESOLUTION 2021-XX – AUTHORIZING EXPENDITURES WITH TRAPEZE SOFTWARE GROUP FOR THE ITS SOFTWARE SYSTEM MAINTENANCE AGREEMENTS **CONSENT AGENDA**

- F. RESOLUTION 2021-XX – AUTHORIZING A RADIO SYSTEMS USER AGREEMENT WITH FRANKLIN COUNTY EMERGENCY MANAGEMENT AND HOMELAND SECURITY (FRANKLIN COUNTY) **CONSENT AGENDA**
- G. RESOLUTION 2021-XX – AUTHORIZING A CONTRACT WITH WESTERN RESERVE TECHNOLOGY, LTD. FOR THE PURCHASE OF EQUIPMENT FOR COTA PARATRANSIT VEHICLES IN SUPPORT OF THE VEHICLE CONNECTIVITY PROJECT **CONSENT AGENDA**
- H. RESOLUTION 2021-XX – AUTHORIZING A CONTRACT WITH GALLS, LLC FOR THE PURCHASE OF COTA UNIFORMS **CONSENT AGENDA**
- I. RESOLUTION 2021-XX – AUTHORIZING THE TRANSFER AND DONATION OF EXCESS REAL ESTATE TO THE BOYS AND GIRLS CLUBS OF COLUMBUS, INC. **CONSENT AGENDA**

**Chair Sloat:** Has COTA done a transfer like this before?

**Christina Wendell:** We have done transfers of properties in the past. This is a situation where COTA purchased excess real estate for the Cleveland Avenue Bus Rapid Transit (BRT) line project, and there is a small portion remaining that will not be used for any current or planned public transit projects, and can be helpful to the community overall. We are still waiting for FTA concurrence, and anticipate having it by the Board meeting, but if not, we will hold this back until we receive concurrence from the FTA.

**Chair Sloat:** Thank you.

- J. RESOLUTION 2021-XX – AUTHORIZING THE ACQUISITION OF A PORTION OF EASTLAND SQUARE REAL ESTATE **CONSENT AGENDA**
- K. RESOLUTION 2021-XX – AUTHORIZING A SECOND AMENDMENT & EXTENSION TO AN AGREEMENT WITH THE CITY OF GROVE CITY FOR THE CONTINUATION OF THE COTA//PLUS OPERATING ZONE **CONSENT AGENDA**
- L. RESOLUTION 2021-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH GO SUSTAINABLE ENERGY LLC FOR DEVELOPMENT AND IMPLEMENTATION SUPPORT OF A SUSTAINABILITY PLAN **CONSENT AGENDA**
- M. RESOLUTION 2021-XX – AUTHORIZING ADDITIONAL EXPENDITURES FOR THE CONTRACT WITH RICHARD L. BOWEN + ASSOCIATES, INC. FOR DESIGN SERVICES FOR THE RENOVATION OF THE MCKINLEY AVENUE FACILITY (FINAL PHASE) **CONSENT AGENDA**
- N. RESOLUTION 2021-XX – AUTHORIZING A CONTRACT WITH S&A CLEANTECH FOR COTA STANDARD AND BRT TRANSIT PASSENGER SHELTER CLEANING AND SNOW REMOVAL SERVICES **CONSENT AGENDA**

- O. RESOLUTION 2021-XX - AUTHORIZING A CONTRACT WITH DECAMIL FOR THE PURCHASE OF REPLACEMENT BRT SHELTERS AND PYLONS **CONSENT AGENDA**

**6. QUESTIONS/DISCUSSION**

**7. ADJOURNMENT**

Trustee Colley moved and Chair Sloat seconded the motion. Chair Sloat adjourned the meeting at 3:14 PM.

Adopted: \_\_\_\_\_ December 8, 2021 \_\_\_\_\_

Signed: \_\_\_\_\_  
Chair, Performance Monitoring/Audit Committee

Attest: \_\_\_\_\_  
President/CEO

**Performance Monitoring/Audit Committee Members**

Julie Sloat, Chair  
Julie Colley  
Kumi Walker