



Performance Monitoring/Audit Committee Minutes

Thursday, September 11, 2025 at 2:00 PM

COTA - WG Porter Boardroom, 33 N High St, Columbus OH

1. Call to Order

Trustee Amy Taylor called the September 11, 2025 meeting of the Performance Monitoring/Audit Committee to order at 2 pm.

2. Roll Call

Board Members Present

Jeff Hunley, Trustee

Amy Taylor, Trustee

Board Members Excused

Marc Reitter, Chair

3. New Board Member Appointment - Oath of Office

A. Doug McCollough

Chair Sean Mentel administered the oath of office to Doug McCollough.

4. Approval of Performance Monitoring/Audit Committee Minutes

A. July 10, 2025 Performance Monitoring/Audit Committee Minutes

Trustee Jeff Hunley moved to approve the July 10, 2025 Performance Monitoring/Audit Committee meeting minutes, seconded by Trustee Amy Taylor. Motion carried.

5. Unaudited Financials and Operational Performance

COTA Senior Director of Finance and Business Services Michael DeWees provided the financial update for the period ending July 31, 2025, sharing operating performance, financial statement through July 2025, sales tax, cash reserves, and investment summary. Mr. DeWees noted sales tax receipts are performing better than projections but there has been a decrease in fares compared to the same time in 2024, due to late payments from contracts and free fares during extreme heat days. He said COTA is beginning to transition funds to different bank accounts in preparation of administering LinkUS projects. Mr. DeWees concluded with details that the finance division is focusing on, namely: federal and state funding environment; the current inflationary environment and its impact on future compensation and benefit costs; and continuing to refine financial reporting for more transparency and easier communication.

COTA Deputy CEO Garth Weithman provided the operational performance update,

noting that some of the operational data will be covered in the Performance Incentive Compensation Program presentation. Mr. Weithman highlighted that through July: COTA fixed-route service has seen increased ridership and on-time performance, over year-to-date 2024; COTA mainstream service reliability is up 26.4 percent than year-to-date 2024; and COTA//Plus ridership is up 10 percent than year-to-date 2024. He noted COTA//Plus has provided 13,000 more trips compared to a year ago.

6. New Business

A. Audit - Kevin Robertson, Audit Manager, Office of the State Auditor

Office of the State Auditor Audit Manager Kevin Robertson provided a report on the audit his office conducted for the year ending December 31, 2024. Mr. Robertson said his office completed three reports and all were issued with an unmodified opinion, noting this is the best ranking COTA could receive. He said his agency provided comments for COTA's consideration in the areas of financial reporting, terminated employees, IT-Cyber Security Training and Logical Access Controls.

Mr. DeWees presented the resolution to accept the audit, recommending its placement on the consent agenda:

Resolution 2025-XX Accepting the Audit Performed by the Auditor of the State of Ohio for Year Ending December 31 2024

B. 2025 Performance Incentive Compensation (PIC) Program Mid-Year Update, Sophia Mohr, COTA Chief Innovation and Technology Officer

COTA Chief Innovation and Technology Officer Sophia Mohr introduced the presentation of the Performance Incentive Compensation (PIC) Program update, noting that this is a midyear review. COTA leadership--focusing on areas not met or the target has been met but not the goal--presented a summary of the work accomplished, factors that have impacted the work, and actions that are being taken in the areas of: paratransit on time performance pick up and drop off; mainstream on-demand on time performance and customer experience complaints; and fixed route service reliability, safe operations, ridership, and customer experience satisfaction.

7. Resolutions for Review and Discussion

COTA Senior Director of Finance and Business Services Michael DeWees presented the following Finance Division resolutions for placement on the consent agenda:

A. Resolution 2025-XX Authorizing a No Fare Day on Election Day, November 4, 2025

- B. Resolution 2025-XX Authorizing a No Fare Day for Veterans in Recognition of Veterans Day on November 11, 2025
- C. Resolution 2025-XX Authorizing Additional Expenditures for the Contract with S&A Cleantech for COTA Standard and BRT Transit Passenger Shelter Cleaning and Snow Removal Services
- D. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Franklin County Engineers Office for the Dublin Road Shared Use Path Project
- E. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Hilliard for the Leap Road South Improvements Project
- F. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Village of Minerva Park for the Cleveland Avenue/Minerva Lake Road Project
- G. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Washington Township for the Shier Rings Road Shared Use Path Project
- H. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Westerville for the Brooksedge Mobility Project Phase 1 and 2
- I. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Worthington for the East Wilson Bridge Road Shared Use Path Project
- J. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Worthington for the State Route 315 Crossing-Olentangy Trail to SR 161 Project
- K. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Dublin for the Blazer Parkway Bike and Pedestrian Improvement Project
- L. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the Big Walnut Trail-Winchester Pike to Refugee Road/Nafzger Park Trail Project
- M. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the Capital Trail Project-

Broad Street from Scioto Peninsula to Washington Avenue

- N. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the East Broad Capital Trail–East Project (Washington Avenue to Alum Creek Trail)
- O. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the Trabue Road-Buckeye Yard to I-270 Project
- P. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer’s Office for the Cooke Road (Karl Road to Cleveland Avenue) Project
- Q. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Franklin County Engineer’s Office for the Heritage Trail (Arena District to Old Hilliard) Project
- R. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Franklin County Engineer’s Office for the Renner Road (Alton Darby Creek to Hilliard Rome Road) Project
- S. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer’s Office for the Reynoldsburg-New Albany Road/Morse Road (Clark State Road to Havant) Project
- T. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Franklin County Engineer’s Office for the Snouffer Road (Bride Water Boulevard to Smoky Row Road) Project
- U. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the Nelson Road Sidewalks Project
- V. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Columbus for the West Broad Street Project
- W. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer’s Office for the Galloway Road (Broad Street to O’Harra Road) Project
- X. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure

Grant Award with the Franklin County Engineer's Office for the Greener Road Shared Use Path Project

- Y. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer's Office for the Groveport Road Project
- Z. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer's Office for the McComb Road (Sidewalks Over I-270) Project
- AA. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Franklin County Engineer's Office for the Winchester Pike (Gender Road to Shannon Road) Project
- AB. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with Franklin Township for the Triangle Area (Brown Road/Harrisburg Pike) Sidewalks Project
- AC. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Grove City for the Grove City Connection to Camp Chase Trail Project
- AD. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Grove City for the Hoover Road Pedestrian Bridge Project
- AE. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Grove City for the McDowell Road Diet Project
- AF. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Grove City for the Scioto Grove Metro Park to Great Southern Metro Park Project
- AG. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the City of Groveport for the Groveport-Madison High School Area Sidewalks Project
- AH. Resolution 2025-XX Authorizing a Transit Supportive Infrastructure Grant Award with the Village of Lockbourne for the Lockbourne Road Shared Use Path (Magnolia Trail to Collings Drive) Project

Mr. DeWees noted that in addition to the 31 transit supportive infrastructure (TSI) grant award resolutions, six additional TSI awards, which were \$100,000 or less, were made for a cumulative total of \$30 million for TSI projects.

COTA Chief of Legal Affairs Christina Wendell presented the following Legal Division resolution for placement on the consent agenda:

- AI. Resolution 2025-XX Authorizing a Contract with Xtek Partners, Inc. for the Purchase of Axis Security Cameras

COTA Marketing and Engagement Director Sarah McQuaide presented the following External Relations Division resolutions for placement on the consent agenda:

- AJ. Resolution 2025-XX Authorizing a Contract with EMC Research, Inc. for Comprehensive Market Research Services
- AK. Resolution 2025-XX Authorizing a Contract with Capitol Citicom, Inc. for Print Services

COTA Deputy Chief Operating Officer Vaughn Francis presented the following Operations Division resolution for placement on the consent agenda:

- AL. Resolution 2025-XX Authorizing a Contract with Cintas Corporation #2 for Rental and Laundry Services for Apparel, Garments, and Facilities Supplies

8. Other Business

No other business was brought before the Committee.

9. Adjournment

Trustee Hunley moved to adjourn the meeting, seconded by Trustee Taylor. Motion carried. The meeting adjourned at 2:51 pm.

Adopted: November 6, 2025

Signed:

Signed by:

Marc Reitter

8745D2C242604E1...

Chair, Performance Monitoring/Audit Committee

Attest:

Signed by:

Monica Sells-Fowler

C680300626B34D2...

President/CEO