



SORTA/Metro
Finance Committee
January 20, 2026
8:30 am-9:00 am Eastern Time

FINANCE COMMITTEE

TUESDAY, JANUARY 20th, 2026 – 8:30 A.M.

SORTA/METRO AT HUNTINGTON CENTER

6th FLOOR SORTA BOARD ROOM

525 VINE STREET

CINCINNATI, OHIO 45202

General Items:

Call to order

Pledge of Allegiance

- 1 Approval of Finance Committee Minutes: December 9th, 2025

Briefing Items:

- 2 Financial Results as of December 31st 2025 (Tim Walker)
- 3 Audit Observation Update (Norman Bouwie III)

Action Items:

- 4 Approval of Investment of Funds Report as of December 31st 2025 (Tim Walker)
- 5 Proposed Resolution: Approval of Purchase Threshold Increase (Tim Walker)
 - 5.1 Action Item:
- 6 Proposed Motion: Approval of 2026 SORTA Meeting Schedule (Andy Aiello)
 - 6.1 Schedule:

Other Items:

New Business

Adjournment

The next regular meeting of the Finance Committee has been scheduled for

Tuesday, February 17th, 2026, at 8:30 a.m.

FINANCE COMMITTEE
TUESDAY, DECEMBER 9th, 2025 – 8:30 A.M.
SORTA/METRO AT HUNTINGTON CENTER
6th FLOOR SORTA BOARD ROOM
525 VINE STREET
CINCINNATI, OHIO 45202

COMMITTEE MEMEBERS APPOINTED: *Chelsea Clark (Chair), Jay Bedi, Trent Emeneker, Neil Kelly, Sonja Taylor, Kala Gibson, and Greg Simpson*

COMMITTEE/BOARD MEMBERS PRESENT: Chelsea Clark, Dan Driehaus, Blake Ethridge, Pete Metz, Briana Moss, Sara Sheets and Sonja Taylor

COMMITTEE MEMBERS ABSENT: Tianay Amat, Jay Bedi, Tony Brice, Trent Emeneker, Kala Gibson, Neil Kelly, Greg Simpson, KZ Smith and Rickell Smith

STAFF MEMBERS PRESENT: Andy Aiello, Julie Beard, Dave Etienne, Adriene Hairston, Christina Harvey, Natalie Krusling, Sharyn Lacombe, Bradley Mason, Jeff Mundstock, John Ravasio, Jason Roe, Tony Russo, Kevin Ruth, Khaled Shammout, Bill Spraul, Tim Walker and Mike Weil

OTHERS PRESENT: Kim Schaefer (Vory's)

1. **Call to Order**

Ms. Clark called the meeting to order.

2. **Pledge of Allegiance**

The Pledge of Allegiance was recited.

3. **Approval of Minutes of November 11th, 2025**

Ms. Clark moved, and Mr. Driehaus seconded that the minutes from November 11th, 2025, be approved.

By voice vote the committee approved the minutes.

4. **Financial Report as of November 30th, 2025**

Mr. Walker presented the November financial results. Total revenues were \$14.7 million, which was favorable to budget by \$249K. Total expenses were \$13.6 million, which is unfavorable to budget by \$150k. Operating Capital Contribution was \$1.1 million, which was favorable to budget by \$98k. Ridership was 1,067k, which was unfavorable to budget by 214k. Mr. Walker then reviewed the contributing factors to these variances.

The Committee accepted the report as presented.

5. **Approval of Investment of Funds Reports as of November 30th 2025**

Mr. Walker presented the November report noting the yields of SORTA 4.14% for November compared to the prior month of 4.17% for the month of October.

Mr. Walker presented the report noting yields for the Infrastructure Transit Fund of 4.13% for November compared to the prior month of 4.20% for the month of October.

Ms. Clark moved, and Mr. Driehaus seconded the Investment of Funds as of November 30th, 2025.

By voice vote the committee approved the report.

The Committee approved the report as presented.

6. **Proposed Resolution: Approval of Contract for Excess Workers Compensation**

Ms. Beard requested approval of a 1-year contract for excess workers compensation with Assured Partners, at a total cost not to exceed \$132,108.

Mr. Metz moved and Ms. Sheets seconded the approval of a 1-year contract for excess workers compensation with Assured Partners.

The Committee agreed to recommend the resolution to the full Board for approval.

7. **New Business**

N/A

8. **Executive Session**

At 8:47 a.m. Mr. Ethridge moved and Ms. Moss seconded going into executive session.

“Section 121.22(G)(2) To consider the purchase of property for public purposes, the sale of property at competitive bidding...”

At 9:51 a.m. Ms. Clark moved and Mr. Driehaus seconded to return to open session.

9. **Adjournment**

The meeting adjourned at 9:56 A.M.



Financial Summary - December 2025

January 20, 2026

Agenda – Financial Summary

- Statement of Operations for December '25
 - Key Drivers
 - Detail Profit & Loss Statement
 - County Sales Tax Trend
- Cashflow and Obligation Report
- Investment Balance Update

Summary

- Total Revenue \$17.8M - favorable to Budget \$911k or 5.4%
- Total Expense \$15.0M - unfavorable to Budget (\$869k) or (6.1%)
- Operating Capital Contribution \$2.8M - favorable to Budget \$42k
- Note: Ridership total is 1,015k – unfavorable to Budget (134k) or (11.6%)

Revenue

- Total Operating Revenue \$1.6M - unfavorable to Budget (\$159k) or (8.8%)
- Non-Transportation \$1.7M – unfavorable to Budget (\$219k) or 11.2%
- County Sales Tax \$12.9M – favorable to Budget \$1.3M based on receipts thru December
- Federal Grants \$1.5M - on Budget

Expense

- Wages & Benefits \$10.8M - unfavorable to budget (\$244k) or (2.3%)
- Fuel and Lubricants \$640k - favorable to budget \$90k or 12.3%
- Parts & Supplies \$1.1M – unfavorable to Budget (\$306k) or (38.0%)
- All Other \$2.5M – unfavorable to Budget (\$405k)



12 Mos Ending Dec 31, 2025
(\$ In Thousands)

Ridership

Regular

CPS

Subtotal Fixed Route

Access

MetroNow!

Total Ridership

Operating Revenue

Metro Fares

Access Fares

MetroNow! Fares

CPS Fares

Other Contract Revenue

Total Operating Revenue

Non-Operating Revenue

County Sales Tax

Federal Subsidies

Non Transportation

Total Non-Operating Revenue

Total Revenue

Expenses

Employee Wages & Benefits

Fuel & Lubricants

Parts & Supplies

Everybody Rides Metro Fund

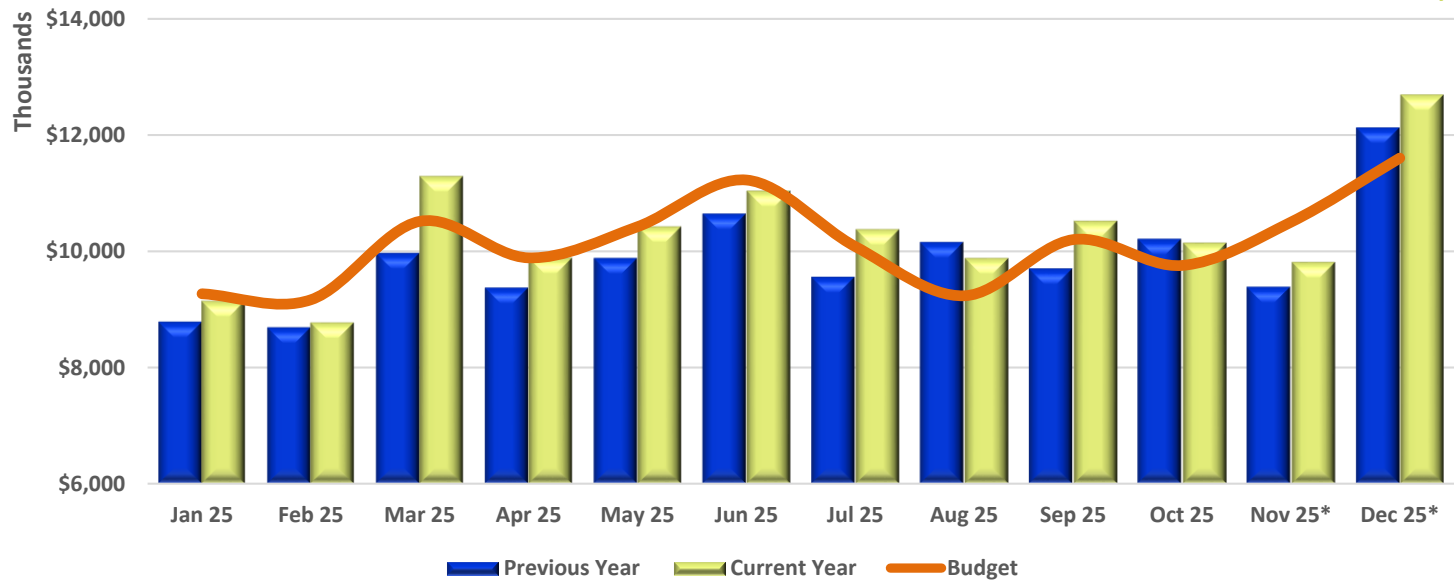
Other

Total Expenses

Operating Capital Contribution

Month					Year to Date				
Actual	Budget	Fav(Unfav)			Actual	Budget	Fav(Unfav)		Prior Year
866,607	999,583	(132,976)	(13.3%)		11,552,661	12,881,605	(1,328,944)	(10.3%)	11,737,998
120,127	118,800	1,327	1.1%		1,622,071	1,639,300	(17,229)	(1.1%)	1,577,632
986,734	1,118,383	(131,649)	(11.8%)		13,174,732	14,520,905	(1,346,173)	(9.3%)	13,315,630
14,049	15,699	(1,650)	(10.5%)		180,090	188,227	(8,137)	(4.3%)	179,023
14,259	14,800	(541)	(3.7%)		140,022	129,500	10,522	8.1%	84,008
1,015,042	1,148,882	(133,840)	(11.6%)		13,494,844	14,838,632	(1,343,788)	(9.1%)	13,578,661
\$ 1,012	\$ 1,204	\$ (192)	(15.9%)		\$ 13,519	\$ 15,806	\$ (2,287)	(14.5%)	\$ 13,810
60	62	(2)	(2.8%)		734	765	(31)	(4.0%)	701
36	28	7	26.5%		316	256	59	23.2%	170
324	291	32	11.1%		3,971	3,248	723	22.3%	3,423
207	212	(5)	(2.5%)		2,487	2,447	40	1.6%	2,220
1,638	1,797	(159)	(8.8%)		21,027	22,522	(1,495)	(6.6%)	20,324
12,894	11,605	1,289	11.1%		124,062	121,865	2,197	1.8%	119,332
1,513	1,513	-	-		18,155	18,155	-	-	10,112
1,736	1,955	(219)	(11.2%)		10,324	10,336	(13)	(0.1%)	11,731
16,143	15,073	1,070	7.1%		152,541	150,357	2,184	1.5%	141,175
17,781	16,870	911	5.4%		173,568	172,879	689	0.4%	161,499
10,759	10,515	(244)	(2.3%)		122,052	124,216	2,164	1.7%	118,606
640	730	90	12.3%		8,335	8,548	212	2.5%	8,220
1,111	805	(306)	(38.0%)		11,913	9,836	(2,077)	(21.1%)	10,159
40	35	(5)	(13.3%)		321	420	99	23.5%	114
2,470	2,065	(405)	(19.6%)		24,466	23,427	(1,038)	(4.4%)	20,772
15,020	14,150	(869)	(6.1%)		167,087	166,448	(640)	(0.4%)	157,871
\$ 2,761	\$ 2,720	\$ 42			\$ 6,480	\$ 6,431	\$ 49		\$ 3,628

County Sales Tax – Year to Date



(\$000's)	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25 *	Dec 25 *
Current Year	\$9,159	\$8,788	\$11,291	\$9,895	\$10,429	\$11,042	\$10,384	\$9,891	\$10,526	\$10,151	\$9,821	\$12,685
Budget	\$9,269	\$9,165	\$10,516	\$9,887	\$10,423	\$11,227	\$10,081	\$9,234	\$10,201	\$9,756	\$10,501	\$11,605
Previous Year	\$8,781	\$8,683	\$9,963	\$9,366	\$9,875	\$10,636	\$9,551	\$10,149	\$9,696	\$10,205	\$9,380	\$12,116

* November through December of 2025 are recorded at estimates based on current year trends due to the delay in reporting from State Office

Cashflow and Obligation Report



Overnight Investments	\$22,049,875
Securities & CD's	\$120,114,729

Total All Securities (12/31/2025)	\$142,164,604
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Current Capital Reserve Obligations

<i>BRT Project Development (Hamilton & Reading Corridors) - Amts Pd</i>	<i>\$29,513,344</i>
<i>Future BRT Capital Match (Fed 70% & Local 30%)</i>	<i>\$40,500,000</i>

Total BRT	\$70,013,344
Local Match - FTA and ODOT Grants	\$11,495,087
100% Local Projects (Prior Years Open + Current Year)	\$30,626,653
2 Months of Operating Expenses	\$26,000,000
All Other Obligations	\$3,500,000

Total Current Capital Reserve Obligations	\$141,635,084
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Net Unrestricted Securities Available	\$529,520
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2025 Remaining Operating Budget Surplus (Deficit)	\$0
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Net Unrestricted Securities + '25 Operating Budget Surplus	\$529,520
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Internal Audit Updates

January 20, 2026 Norman C. Bouwie III, CPA

Agenda

- Open Audit Observations
- Current Audits
- Upcoming Audits



Audit Observations

History of Audit Observations

- 21 Audit Reports Issued Since 2022
- 90 Total Observations Noted
 - 12% High
 - 37% - Moderate
 - 31% - Low
 - 20% - Informational Only
- 90% of Observations Fully Remediated

Open Audit Observations

Project Name	Entity	Severity Level	Recommendation Title	Estimated Implementation Date	Days Overdue – All Days	Actual Implementation Date	Actual Closed Date
Fare Media Sales	Accounting	High	PEM Inventory Discrepancies and Equipment Risks	9/30/2025	101	1/9/2026	1/13/2026
Fuel Hedging Compliance	Executive Operations	High	Absence of Effectiveness Testing Under GASB 53	1/31/2026	N/A		
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Medium	P-Card Cancellations	6/30/2025	197	1/13/2026	1/13/2026
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Medium	P-Card Expense Report Submission & Review	6/30/2025	197	1/13/2026	1/13/2026
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Medium	P-Card Usage & Oversight	6/30/2025	197	1/13/2026	1/13/2026
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Medium	Two P-Cards for One Cardholder	6/30/2025	197	1/13/2026	1/13/2016
Ridership Audit	Service Planning & Scheduling	Medium	Ridership Count	9/30/2025	112		

Open Audit Observations

Project Name	Entity	Severity Level	Recommendation Title	Estimated Implementation Date	Days Overdue – All Days	Actual Implementation Date	Actual Closed Date
Fuel Hedging Compliance	Executive Operations	Medium	Hedging Strategy Not Subject to Formal Review and Approval	1/31/2026	N/A		
Fuel Hedging Compliance	Executive Operations	Medium	Missing Contracts for Third-Party Service Providers	1/31/2026	N/A		
Fuel Hedging Compliance	Executive Operations	Medium	No Formal Review of FCM Vendor Performance and Compliance	1/31/2026	N/A		
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Low	P-Card Request & Approval Process	6/30/2025	197	1/13/2026	1/13/2026
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Low	1099 Vendor Documentation Retention	6/30/2025	200	1/16/2026	1/16/2016
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Low	Accounts Payable & P-Card Policies & Procedures	6/30/2025	200	1/16/2026	1/16/2016
Fare Media Sales	Accounting	Low	Outlet Agreement Compliance	9/30/2025	101	1/9/2026	1/13/2026

Open Audit Observations

Project Name	Entity	Severity Level	Recommendation Title	Estimated Implementation Date	Days Overdue – All Days	Actual Implementation Date	Actual Closed Date
Fare Media Sales	Accounting	Low	PEM and ShopKeep Security and Maintenance Controls	9/30/2025	101	1/9/2026	1/13/2026
Accounts Payable and P Card Audit (CSC)	AP & Payroll	Low	Logical Access Policies & Procedures	12/31/2025	20		
Fare Media Sales	Accounting	Low	Incomplete Cash Recording and Insecure Deposit Handling	12/31/2025	9	1/9/2026	1/13/2026
Fuel Hedging Compliance	Executive Operations	Low	Incomplete & Unformalized Policies & Procedures	1/31/2026	N/A		
Fuel Hedging Compliance	Executive Operations	Low	Variance Between Financial Disclosure and Hedging Practice	6/30/2026	N/A		
Fuel Hedging Compliance	Executive Operations	Low	Deficient Forecast Distribution & Variance Tracking	8/31/2026	N/A		
Fuel Hedging Compliance	Executive Operations	Informational	Commodity Account Record Keeping	3/31/2026	N/A		



Current Audits

Current Audits

Description	Fieldwork Kick-Off Date	Estimated Draft Report Date
Fixed Assets Audit	Jun '25	Jan '26
Paycor 3rd Party (CSC)	Jul '25	Jan' 26
Gas Credit Card	Jul '25	Feb '26



Upcoming Audits

Upcoming Audits

Description	Fieldwork Kick-Off Date	Estimated Draft Report Date
MetroNow!	Feb '26	May '26
Dispatch Audit	Mar '26	Jun '26
Masabi (CSC)	Jan '26	May '26

Questions

Thank you for your time!

If you wish to discuss any aspects of this presentation in more detail, please feel free to contact us:

Norman Bouwie III: NBouwie@Go-Metro.com

Investment of Funds Report



Overnight Investments

	Operating Fund		Infrastructure Fund	
	Principal	Yield	Principal	Yield
STAR Ohio	\$21,490,386	3.92%	\$34,956,447	3.92%
Trust Account/Fed Govt Oblig Issue MM	-	0.00%	246,456	3.67%
Fifth Third Bank Concentration Account	559,489	0.00%	40,972	0.00%
Subtotal Overnight Investments	\$22,049,875	3.82%	\$35,243,875	3.91%

Securities and CD's

U.S. Agencies	\$54,286,283	4.54%	\$51,896,374	4.16%
Certificate of Deposit	737,522	3.89%	-	0.00%
Commercial Paper	12,874,716	4.08%	9,733,221	4.00%
U.S. Treasuries	52,216,208	3.84%	64,357,026	4.09%
Subtotal Securities and CD's	\$120,114,729	4.18%	\$125,986,621	4.11%
Days to Maturity	460		496	

Total All Securities (12/31/2025)	\$142,164,604	4.13%	\$161,230,496	4.07%
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Total All Securities (11/30/2025)	\$147,589,903	4.14%	\$159,106,940	4.13%
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Funds provided by (required for) Operations	(\$1,388,299)		\$4,537,568	
Funds provided by (required for) Capital	(\$4,037,000)		(\$2,414,012)	
Change in Cash during December 2025	(\$5,425,299)		\$2,123,556	

Monthly Investment Income	\$498,596		\$509,657	
Year to Date Investment Income	\$6,721,355		\$6,315,961	

NOTE: Total All Securities (12/31/2024)	\$158,302,821		\$134,271,765	
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Approved:

Tim Walker
Chief Financial Officer



BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2026-xx

APPROVAL OF RECOMMENDED INCREASE PROCUREMENT TRANSACTION

THRESHOLDS

WHEREAS:

1. On July 1, 2025 HB 54 became effective. Among the changes brought about by the bill was an increase from \$100,000 to \$250,000 for the Simplified Acquisition Threshold ("SAT") and approval by the Board of Trustees ("Board"). This increase aligns with the SAT threshold for federal purchases currently in place with the FTA.
2. SORTA staff recommends approval to increase from \$100,000 to \$250,000 to align better with changes to CRC requirements and the FTA's SAT threshold.

THEREFORE, BE IT RESOLVED:

3. The board authorizes the procurement procedures be revised to initiate a review and approval process by the Board for contract modifications of more than 10% of the authorized not to exceed value of the award or \$250,000, whichever is less.



BOARD OF TRUSTEES ACTION ITEM

DATE: January 20th, 2026

FROM: Jason Roe, Director of Procurement
Tim Walker, Chief Financial Officer

REQUEST: Approval of Recommended, Increase Procurement Transaction Thresholds

BACKGROUND

On July 1, 2025, HB 54 became effective. Among the changes brought about by the bill was an increase from \$100,000 to \$250,000 for the Simplified Acquisition Threshold ("SAT") and approval by the Board of Trustees ("Board"). This increase aligns with the SAT threshold for federal purchases currently in place with the FTA.

BUSINESS PURPOSE

Current procurement policy states, no contract for goods and services or modifications to existing contracts may be awarded without the advance written approval of the SORTA Board of Trustees if the aggregate or the sum of all phases of the contract is expected to exceed \$100,000. Increasing the policy threshold to \$250,000, aligns SORTA with both the State and FTA requirements.

The current threshold at which the competitive procurement process is required, commonly referred to as the Micro-purchase threshold, is \$10,000 and was set in 2018 after the FTA set a similar competitive threshold. However, 2 CFR §200.320 allows subrecipients to increase the micro-purchase threshold to \$50,000 provided that, among other requirements, the threshold is "consistent with State law." Effective July 1, 2025, Ohio increased the micro-purchase threshold to \$77,250 (ORC 9.17).

FINANCIAL CONSIDERATIONS

An analysis of purchase order data from FY2022 through FY2025 to date reveals the following information (illustrated in Table 1) relative to the current Board threshold:

- Metro has issued 23,914 purchase orders totaling more than \$285 million.
- 99.20% of purchase orders are issued below the current Board approval threshold of \$100,000.
- 79.51% of the total spend for the review period was reviewed and approved by the Board.

TABLE 1 – PURCHASE ORDER ANALYSIS

FY 2022			FY 2023		FY 2024		FY 2025		Grand Totals			
PO Value	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	% of No.	Total Cost	% of Cost
CURRENT APPROVAL LEVELS (\$100,000)												
Under \$100,000	7,003	\$15,722,495	7,269	\$16,412,885	6,191	\$17,347,042	3,259	\$8,929,544	23,722	99.20%	\$58,411,966	20.49%
\$100,000 and up	60	\$42,118,658	65	\$67,958,005	48	\$102,012,511	19	\$14,562,426	192	0.80%	\$226,651,601	79.51%
Total	7,063	\$57,841,153	7,334	\$84,370,890	6,239	\$119,359,553	3,278	\$23,491,971	23,914		\$285,063,566	

FY 2022			FY 2023		FY 2024		FY 2025		Grand Totals			
PO Value	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	Total Cost	No. PO's	% of No.	Total Cost	% of Cost
NEW APPROVAL LEVELS (\$250,000)												
Under \$250,000	7,032	\$20,478,794	7,285	\$18,633,733	6,209	\$20,487,800	3,263	\$9,569,014	23,789	99.48%	\$69,169,341	24.26%
\$250,000 and up	31	\$37,362,359	49	\$65,737,157	30	\$98,871,753	15	\$13,922,957	125	0.52%	\$215,894,225	75.74%
Total	7,063	\$57,841,153	7,334	\$84,370,890	6,239	\$119,359,553	3,278	\$23,491,971	23,914		\$285,063,566	

A change in the Board approval threshold to \$250,000 will have a minimal impact. Specifically, the Board will continue to review 75.74% of all third-party spend; a decrease of 3.77% from the current threshold.

RECOMMENDED BOARD ACTION

The Procurement department recommends the following policy revisions:

Board Approval: The requirement for Board approval shall increase from \$100,000 to \$250,000 to align better with changes to ORC requirements and the FTA's SAT threshold.

Board Approval of Contract Modifications: For Board-level contracts, procurement procedures shall be revised to initiate a review and approval process by the Board for contract modifications of more than 10% of the authorized not to exceed value of the award or \$250,000, whichever is less.





Attachments:

BOARD OF TRUSTEES
SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY
MOTION

APPROVAL OF 2026 BOARD AND COMMITTEE MEETING SCHEDULE

The SORTA Board approves and adopts the 2026 Board and Committee Meeting Schedule as attached.



SORTA Schedule of Meetings 2026

<u>Finance Committee</u> Tuesday 8:30 a.m.	<u>Planning & Operations Committee</u> Tuesday 9 a.m.	<u>Ad Hoc Committees</u> Executive, Governance & Nominating, Infrastructure, Bike & ROW, Labor and Paratransit Coordination 10:00 a.m.	<u>SORTA Board</u> Tuesday 9 a.m./6 p.m.
January 20	January 20	Infrastructure, Bike and ROW January 20 Governance Nominating	January 27 9 a.m.
February 17	February 17	Paratransit February 17	February 24 6 p.m.
March 17	March 17	Infrastructure, Bike and ROW March 17	March 24 9 a.m.
April 21	April 21	Paratransit April 21	April 28 6 p.m.
May 19	May 19	Infrastructure, Bike and ROW May 19	May 26 9 a.m.
June 16	June 16		June 23 6 p.m.
Thursday, July 23	Thursday, July 23	Paratransit July 23	July 28 9 a.m.
August 18	August 18	Infrastructure, Bike and ROW August 18	August 25 6 p.m.
September 15	September 15		September 22 9 a.m.
October 20	October 20	Paratransit October 20	October 27 6 p.m.
November 10	November 10		November 17 9 a.m.
December 8	December 8	Infrastructure, Bike and ROW December 8	December 15 6 p.m.

Notes:

- Committee and Board meetings meet the 3rd and 4th Tuesday each month.
- Ad Hoc Committees meet as noted above and as needed.
- November and December Committee and Board meetings were moved to the 2nd and 3rd Tuesday of the month due to holidays.