



# Board of Trustees

## March 27, 2025 - Meeting Packet

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**Agenda**

- 1. Call to Order
  - Roll Call of Attendees Oral
  
- 2. Meeting Minutes Section A
  - Minutes from January 23, 2025, Meeting (Motion Required)
  - Minutes from February 27, 2025, Meeting (Motion Required)
  
- 3. Guest Communications (2-minute limit) Oral
  
- 4. General Manager’s Report Section B
  
- 5. Committee Reports Section C
  - Administration **Did Not Meet**
  - Finance Scheduled to meet 03/27/2025
  - Operations **Did Not Meet**
  - Personnel **Did Not Meet**
  
- 6. Old Business
  
- 7. New Business
  - Presentation: Overview of 2025 Projects
  
- 8. Resolutions - Roll Call Approval Required Section D

**#2025-03-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO PROCEED WITH PROCURING AN EMERGENCY GENERATOR FROM ECB SOLUTIONS, LLC TO SUPPORT THE CNG FUELING FACILITY AND BUS WASH/SERVICE BUILDING DURING POWER OUTAGES.**
  
- 9. Executive Session, as needed
  
- 10. Adjournment

**Next Regular Meeting:**  
**April 24, 2025 @ 7:00 p.m.**



**Section A**



***ARTA***  
**Board of Trustees**

Meeting Minutes  
&  
Attachments

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**  
**January 23, 2025**

**Board Members Present:**

Karen Beck	Debbie Davison	Dave Gynn, President
Mike Lewis, Vice President	R. T. Mansfield	Jack Murphy
Janice Simmons-Mortimer	Frank Vitale	Stacey Wilson
Karen Wise	Marvin Woods, TPO	

**PARTA Staff & Legal Counsel (Roetzel & Andress) Present:**

Claudia Amrhein	Denise Baba	Kelly Jurisch
Sony Richardson-Gilroy	Rebecca Schrader	Natalie Schulte, Legal
Brian Trautman		

**Guests Present:**

Pay Gynn

**Board Members Not Present:**

Victor Baerman (2 <sup>nd</sup> excused absence)	Virginia Harris (4 <sup>th</sup> excused absence)
Becky Lehman (1 <sup>st</sup> excused absence)	

**CALL TO ORDER**

Mr. Dave Gynn called for a motion to begin the PARTA Board of Trustees meeting early, after determining **a quorum was present**. **Mr. Mike Lewis** made the motion to begin the meeting early and to make adjustments as needed. **Mr. Frank Vitale** seconded the motion. **The motion to begin the meeting early passed.**

Mr. Gynn called the, January 23, 2025, PARTA Board of Trustees meeting to order at 6:51 p.m. He asked for a roll call, after which it was determined that **a quorum was present**.

Mr. Gynn thanked everybody for coming out tonight and stated that he was glad the weather cooperated a little bit.

Mr. Gynn asked for a motion to approve the minutes of November 21, 2025, Board meeting. **Ms. Karen Beck** made a motion to approve the minutes as presented, which were seconded by **Mr. Jack Murphy**. Mr. Gynn asked if there were any questions. Hearing none, he said the **motion to approve the minutes, as presented, passed unanimously.**

**GUEST COMMUNICATIONS**

Mr. Gynn noted that we have a guest in attendance, but they would not be addressing the board. He then asked Ms. Claudia Amrhein to give the General Manager's report.

**GENERAL MANAGER'S REPORT**

Ms. Amrhein thanked Mr. Gynn and everyone for coming and coming out early. It is appreciated and it is nice to see everyone after a few months' break.

Ms. Amrhein said the only thing I really want to point out is that we did receive a grant award in November for the Ohio Workforce Mobility Partnership Program, and the amount we were awarded in the packet. A few small projects, but projects that will have impact at PARTA, and what I'm particularly looking forward to are the two studies that we are going to be doing, the Transit Feasibility Study and the Transit Development Plan following that. I feel like I've been talking about this for two years and now it is finally getting off the ground, and we did get grant support for that as well. We hope to bring forward in February a contract award recommendation and that RFP is out on the street right now.

Ms. Amrhein continues with her report saying we will have a busy year, as I've talked about over the past several months. 2025 is a big year. This will be the study year, our 50th anniversary, and really looking forward to our service planning for the next five (5) to ten (10) years. Also noted in the board report that our ridership did exceed 2019 numbers, which was just a huge, huge hill to climb over the last several years. Everything has come together nicely with the new software, with the vehicle procurements, with the driving staff and the operations staff that we have been able to slowly, gradually build back up, increasing service last October, and now we'll be able to do those studies to look at the demographics in our service area and how we can best deploy the resources that we have. It is an exciting time, so we will be bringing that hopefully next month for discussion.

Ms. Amrhein said I'd be happy to answer any questions. She also thanked Mr. R. T. Mansfield for joining the meeting and stated that we started a few minutes early, given the weather.

Mr. Gynn thanked Mr. Mansfield for coming and let him know the only business items he missed was the reading of the minutes and Ms. Amrhein's report, which both were in the packet that you received.

Mr. Marvin Woods said I have one question. Are any of the cities contributing to the feasibility of the transit study?

Ms. Amrhein said we will bring on a vendor, a transit consulting firm that will help to do intake surveys of different community leaders, riders, and staff. That will include getting input from all different areas of the county.

Mr. Gynn asked if there were any other questions. Hearing none he thanked Ms. Amrhein for her report and moved on to committee reports.

**ADMINISTRATION COMMITTEE REPORT**

Mr. Gynn said the Administration Committee met earlier tonight before the Finance Committee meeting.

Mr. Murphy reported that the Administration Committee met earlier today. The committee had one resolution that was recommended to bring forward to the Board. This resolution is to amend the pay structures for exempt and non-exempt employees and to update their job categories and pay grade designations. This is based on the current occupational data.

Mr. Gynn commented that the committee discussed it quite a bit, and the Chief of Staff [Ms. Kelly Jurisch] had some input into it. He asked if there were any questions. Hearing none he moved on to the Finance Committee report.

### **FINANCE COMMITTEE REPORT**

Mr. Gynn said the Finance Committee also met this evening before the Board meeting. He also noted that almost everybody was here for the Finance Committee meeting making Mr. Lewis's job much easier.

Mr. Lewis said it does, and I will state again, it is nice to have everybody here because we do talk about a lot of things that carry into the other parts of the Board meeting, so it at least puts numbers to the discussion.

Mr. Lewis reported that PARTA is doing really well. I always look at the budget and what is spent year-to-date and look at things that are out of line, and almost everything's in line. Ms. Rebecca Schrader does a great job with budgeting.

Some of the good things, the investment income is going to continue. That is probably going to level out, but it looks like it might stay for a while, and when you're up \$59,000 because of investment income, that is a good thing. The overall surplus for the month was \$202,000, and overall surplus for the year was \$3,289,000. I would mention the expenses, but we talked a little bit earlier about the biggest thing that's under and why that's under, which are the employees and all the related expenses, and everything else is either below or really close by the end of the year to budget.

Mr. Lewis asked if there were any questions specific to the PARTA part of the report.

Mr. Lewis reported that the Kent Central Gateway is pretty simple also. Nothing out of line. The only thing actually that was a little bit above budget is the maintenance, which was a hard time really knowing what's going to break. The surplus for the month was \$5,856, and the surplus for the year is \$80,000, and those that have been around for a while, that was a number that if it was zero, we were happy at that period of time. So, the fact that we have a surplus to budget of \$80,000 is a good thing.

Mr. Lewis asked if there were any questions about the Kent Central Gateway report.

Mr. Lewis reported that the Finance Committee had two resolutions that came before the committee, that we will be talking about in a moment for vote. Both were approved to be moved forward for the full approval of the Board.

Mr. Gynn thanked Mr. Lewis and asked if there were any questions. Hearing none, Mr. Gynn continued with the committee reports.

### **OPERATIONS COMMITTEE REPORT**

Mr. Gynn said the Operations Committee was not scheduled to meet and moved on to the Personnel Committee.

### **PERSONNEL COMMITTEE REPORT**

Mr. Gynn said the Personnel Committee was also not scheduled to meet and moved on to Old Business.

**OLD BUSINESS**

Mr. Gynn said there was no Old Business and moved on to New Business.

**NEW BUSINESS**

Mr. Gynn said under New Business he is going to call on Ms. Schrader for the service awards.

Mr. Schrader said here at PARTA, we have a tradition that we pass out service awards for anybody who has worked or served on the board for one-year, three-year, five-year, and then every five years after that. So, for 2024, we have two awards. Both awards are five-year awards, one of them is for Ms. Debbie Davidson and the other is for Mr. Lewis.

Mr. Gynn offered congratulations and thanks from the Board and moved on to Resolutions.

**RESOLUTIONS**

Mr. Gynn said he would like to introduce Resolution #2025.01.01.

**#2025-01-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A CONTRACT TO SUNOCO, LLC DBA GLADIEUX ENERGY, LLC TO PROVIDE DIESEL AND GASOLINE FUEL FOR 2025 AND AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO SIGN A FEDERAL EXCISE TAX EXEMPTION CERTIFICATE ON BEHALF OF PARTA. THIS IS A JOINT PURCHASING VENTURE WITH AKRON METRO RTA, WESTERN RESERVE RTA, STARK AREA RTA, AND GEAUGA TRANSIT, ET AL.**

Mr. Gynn asked for a motion to approve this resolution.

**Motion: R. T. Mansfield**

**Second: Debbie Davison**

Mr. Gynn asked if there was any other discussion or anything to add.

Mr. Gynn asked, does this provide all the gas and fuel that we [PARTA] need? Ms. Amrhein responded yes, far as she knows. Mr. Gynn said so, you never have to go elsewhere to get fuel, unlimited whatever you [PARTA] needs. Ms. Amrhein responded unless there is a break or the pumps go down for some reason, then yes.

Mr. Gynn asked if there were any questions, and hearing none, he asked for a roll call.

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<b>EXCUSED</b>	_____	R. T. Mansfield	<u>X</u>	_____
Karen Beck	<u>X</u>	_____	Jack Murphy	<u>X</u>	_____
Debbie Davison	<u>X</u>	_____	Janice Semmons-Mortimer	<u>X</u>	_____
Dave Gynn	<u>X</u>	_____	Frank Vitale	<u>X</u>	_____
Virginia Harris	<b>EXCUSED</b>	_____	Stacey Wilson	<u>X</u>	_____
Becky Lehman	<b>EXCUSED</b>	_____	Karen Wise	<u>X</u>	_____
Mike Lewis	<u>X</u>	_____	Marvin Woods	<u>X</u>	_____

Mr. Gynn said the **resolution was approved unanimously** and moved on to the next resolution.

Mr. Gynn introduced Resolution #2025-01-02.

**#2025-01-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER,**

**OR THEIR DESIGNEE, TO ENTER INTO A FIVE-YEAR AGREEMENT FOR THE PURCHASE OF LOW-FLOOR WHEELCHAIR ACCESSIBLE LIGHT TRANSIT VEHICLES (LOW-FLOOR LTVs) WITH TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO), AND TO PURCHASE UP TO FIVE (5) LOW-FLOOR LTVs IN 2025.**

Mr. Gynn asked for a motion to approve this resolution.

**Motion: Karen Beck**

**Second: Jack Murphy**

Mr. Gynn asked if there were any questions or comments. Hearing none, he asked to call the roll.

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>EXCUSED</u>	<u>          </u>	R. T. Mansfield	<u>X</u>	<u>          </u>
Karen Beck	<u>X</u>	<u>          </u>	Jack Murphy	<u>X</u>	<u>          </u>
Debbie Davison	<u>X</u>	<u>          </u>	Janice Semmons-Mortimer	<u>X</u>	<u>          </u>
Dave Gynn	<u>X</u>	<u>          </u>	Frank Vitale	<u>X</u>	<u>          </u>
Virginia Harris	<u>EXCUSED</u>	<u>          </u>	Stacey Wilson	<u>X</u>	<u>          </u>
Becky Lehman	<u>EXCUSED</u>	<u>          </u>	Karen Wise	<u>X</u>	<u>          </u>
Mike Lewis	<u>X</u>	<u>          </u>	Marvin Woods	<u>X</u>	<u>          </u>

Mr. Gynn said the **resolution was approved unanimously** and moved on to the next resolution.

Mr. Gynn introduced Resolution #2025-01-03.

**#2025-01-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AMENDING PAY STRUCTURES FOR EXEMPT AND NONEXEMPT EMPLOYEES TO UPDATE JOB CATEGORIES, PAY GRADE DESIGNATIONS AND RANGES BASED ON RELEVANT AND CURRENT OCCUPATIONAL WAGE DATA.**

Mr. Gynn asked for a motion to approve this resolution.

**Motion: Mike Lewis**

**Second: Janice Simons-Mortimer**

Mr. Gynn asked if there were any questions or comments. The Administration Committee discussed this resolution and recommended it to the Board. Hearing no questions, he asked for a roll call.

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>EXCUSED</u>	<u>          </u>	R. T. Mansfield	<u>X</u>	<u>          </u>
Karen Beck	<u>X</u>	<u>          </u>	Jack Murphy	<u>X</u>	<u>          </u>
Debbie Davison	<u>X</u>	<u>          </u>	Janice Semmons-Mortimer	<u>X</u>	<u>          </u>
Dave Gynn	<u>X</u>	<u>          </u>	Frank Vitale	<u>X</u>	<u>          </u>
Virginia Harris	<u>EXCUSED</u>	<u>          </u>	Stacey Wilson	<u>X</u>	<u>          </u>
Becky Lehman	<u>EXCUSED</u>	<u>          </u>	Karen Wise	<u>X</u>	<u>          </u>
Mike Lewis	<u>X</u>	<u>          </u>	Marvin Woods	<u>X</u>	<u>          </u>

Mr. Gynn said the **resolution was approved unanimously**.

**EXECUTIVE SESSION**

Mr. Gynn said there is no need for an Executive Session.



**ADJOURNMENT**

Mr. Gynn asked does anybody have anything else to add, any comments. Hearing none, Mr. Gynn asked for a motion to adjourn. **Ms. Karen Beck** made a motion to adjourn the meeting, which was seconded by **Mr. Jack Murphy**. Mr. Gynn asked all in favor to signify by saying aye. He asked any opposed to signify with the same sign. Hearing no opposition, the **motion to adjourn passed unanimously**.

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Sony Richardson-Gilroy  
Executive Assistant

**PARTA**  
**PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY**  
**BOARD OF TRUSTEES MEETING**  
**MINUTES**  
**February 27, 2025**

**Board Members Present:**

Victor Baerman	Karen Beck	Debbie Davison
Dave Gynn, President	Virginia Harris	Becky Lehman
R. T. Mansfield	Janice Simmons-Mortimer	Stacey Wilson
Marvin Woods, TPO		

**PARTA Staff & Legal Counsel (Roetzel & Andress) Present:**

Claudia Amrhein	Denise Baba	Kelly Jurisch
Sony Richardson-Gilroy	Rebecca Schrader	Natalie Schulte, Legal
Brian Trautman		

**Guests Present:**

**Board Members Not Present:**

Mike Lewis (2 <sup>nd</sup> excused absence)	Jack Murphy (1 <sup>st</sup> excused absence)
Frank Vitale (1 <sup>st</sup> excused absence)	Karen Wise (3 <sup>rd</sup> excused absence)

**CALL TO ORDER**

Mr. Dave Gynn called the February 27, 2025, PARTA Board of Trustees meeting to order at 7:00 p.m.

Mr. Gynn asked Ms. Natalie Schulte from Roetzel & Andress LPA to swear in, our newest board member, Ms. Becky Lehman, Southern Portage, appointed by the Portage County Board of Commissioners. Ms. Schulte provided the oath of office to Ms. Lehman.

Mr. Gynn welcomed Ms. Lehman and thanked Ms. Schulte before continuing on to the roll call.

**GUEST COMMUNICATIONS**

Mr. Gynn thanked everyone for coming out on a warm February evening and noted that there were no guests. He then asked Ms. Claudia Amrhein for her General Manager’s report.

**GENERAL MANAGER’S REPORT**

Ms. Amrhein thanked Mr. Gynn and everyone for coming out.

Ms. Amrhein said, as I mentioned earlier [at the Finance Committee meeting], we're very excited about awarding the contract for our Transit Planning Studies. Ms. Kelly Jurisch will give a presentation, and we did get some grant funding to support the study.

Ms. Amrhein reported that the Ohio Transportation Budget is well underway, and Ms. Jurisch and I spent a day in Columbus on February 11, 2025, and I will be going back again on Tuesday, March 4, 2025. The Transportation Budget has moved from the House to the Senate, and we're working to maintain the Ohio Workforce Mobility Grant program that has been reinserted into the budget now. There has also been an increase from \$70 million to \$80 million in the regular transit funding. Hopefully there will be an increase in general revenue funding to help rural communities who don't have a local sales tax like we have to be able to draw down Federal grant dollars. We had a very good showing in February, this has changed a lot over the last few years. Some of you may remember during COVID that we were actually cut down to \$7 million and had to work our way back up to \$70 million. So, everyone was very receptive and seemed to understand the need for public transit.

Ms. Amrhein said, on a sad note, our former general manager, John Drew, passed away. He was a character. If you knew him, you know what I mean. We didn't hear immediately about his passing, and in the write-up that we did see, the family is going to plan something later in the spring and we have reached out to family. We're all very sad about his passing, he was an instrumental part of *PARTA's* growth, and again, just a wonderful person. He's also forever on our timeline, which if you have a chance to look at, we just replaced because we are celebrating our 50th anniversary this year, and so we've updated the timeline panels in the Board Room. We think they look pretty nice.

Ms. Amrhein said, on that note, we're also planning to have some kind of 50th anniversary celebration in June. We don't have a firm date yet, but we obviously want to have all of you there and get your input. Mr. Denise Baba, who is working on the anniversary celebration, has been sick, so, I have not gotten to chat with her about the celebration for a few days. We'll be working on the celebration and will get some details out to you. I'd be happy to answer any questions.

Mr. Gynn thanked Ms. Amrhein for her report and hearing no questions moved on to the committee's reports.

### **ADMINISTRATION COMMITTEE REPORT**

Mr. Gynn said the Administration Committee was not scheduled to meet and moved on to the Finance Committee.

### **FINANCE COMMITTEE REPORT**

Mr. Gynn said the Finance Committee also met this evening before the Board meeting. He also noted that almost everyone who is here for the Board meeting was here for the Finance Committee meeting.

Mr. Gynn thanked Ms. Rebecca Schrader for a very thorough report, especially this time of year when we're looking at year-end reports. It was very good.

Mr. Gynn asked, does anybody have any questions or anything you want added into the minutes about the Finance Reports.

Mr. R.T. Mansfield said, I have one question about our fuel station, the compressed natural gas fuel station, how is that doing vis-à-vis walk-in clients, do we have any fleets that we are servicing.

Mr. Brian Trautman said Kimble has started. They don't have their entire fleet of CNG trucks delivered yet, but recently they showed up here and said that they had no idea that we were available for fueling, and the truck came back several times that week. Kimble is having trouble pushing those trucks out into the world because they don't have places to fuel. So, now that they've found that we're a station, I anticipate seeing them here a lot more. We reached out to the Amazon up north, and we have seen, I would say, a fairly good rise in public usage of the station this year. Specifically, we're seeing more individuals with, I don't know if you would call them commercial, more small trucks, but I would say we're seeing a few people a week now versus what was once or twice a month. It also picks up in the summertime. It's a strange thing but yachts off of Lake Erie have fuel canisters which are CNG that they fuel here. Some individuals that I've talked to, out there are doing that, so it's picking up.

Mr. Mansfield said, I guess the reason for the question is, are we making any money off of it.

Mr. Trautman responded no, then said, we're not really making money off of it. Because if you're balancing against the cost of having it to whether or not we're making money off of it, I would say the answer is no. We make some money off of what we sell, but the station costs us to run too. So, there's no offsetting amount of money coming in, that's offsetting the cost of running the station if that's where you're going with your question.

Mr. Mansfield said, on the other hand, how well are we saving money on what we use.

Mr. Trautman said the savings are mostly in the actual fuel consumption usage. You'll see that in the diesel fuel reduction side of the Finance Reports that Ms. Schrader just showed at the Finance Committee. We have currently somewhere around sixteen (16) buses that are diesel right now in the fleet of sixty-four (64) vehicles. It's to the point where I have two (2) tanks out there and I'm going to switch one (1) of the tanks over to gasoline. So, unless there's a change, we've got to read the room with environmental's and what's coming down the pipe for availability. But if things continue to go the way they are right now for us, we're looking at CNG as being the main fuel for our big bus fleet for at least the next 10 years because when this next group of buses comes in and the 2026 buses come in, there may be ten (10) buses left in the entire fleet that are diesel at that point. We have a couple of small trucks, but no service trucks.

Mr. Mansfield said I was just curious; we hadn't talked about that for quite a while.

Mr. Trautman said the way we buy CNG is much cheaper than what everybody else is buying CNG. It's a whole thing that I have to sit down and do with MCUs and the way we buy it versus the way we break it down into gallons of gas equivalency. It's a process to figure out.

Ms. Schrader said, there's a quarterly publication that comes out and it breaks down what the average CNG price per GGE would be from the Midwest area. That's what we use to set our prices. As Mr. Trautman said, it's hard to quantify exactly how much money we're making. We built the CNG fuel station because of having buses, so some of the overhead we would have regardless of if we had the public fueling there or not. I take just the raw expenses and calculate how many gallons are being used versus how much and I try and use a percentage of the electricity and try and quantify what it costs so I can show that we are making a small profit.

Mr. Mansfield said, thank you and Ms. Schrader responded, you're welcome.

Mr. Trautman said, good question.

Ms. Amrhein said, there's still more, but we won't go too far into this. There is a small funding stream we have access to now when we began to get delivery of renewable natural gas, that happened last May. Honestly, it's hard to explain so I'm going to put together some kind of presentation to go over it. We receive 2% back from Clean Energy based on our sales, which have been monthly, a few hundred dollars to I think \$700 for using renewable natural gas. We are getting paid for using it because there are credits involved with that, so we'll talk about that more. Again, it's not as Mr. Trautman said making up all the cost of running the station but it is a funding stream that we didn't have a year ago.

Mr. Gynn asked if there were other questions. Hearing none, he thanked Mr. Trautman, Ms. Schrader, and Ms. Amrhein for their answers, they were appreciated very much and then continued with the committee reports.

### **OPERATIONS COMMITTEE REPORT**

Mr. Gynn said the Operations Committee was not scheduled to meet and moved on to the Personnel Committee.

### **PERSONNEL COMMITTEE REPORT**

Mr. Gynn said the Personnel Committee was also not scheduled to meet and moved on to Old Business.

### **OLD BUSINESS**

Mr. Gynn said there was no Old Business and moved on to New Business.

### **NEW BUSINESS**

Mr. Gynn said, under New Business Ms. Jurisch will give a presentation on the transportation development plan. To view the PowerPoint presentation, see Section A.3 attached.

Mr. Gynn thanked Ms. Jurisch and moved on to Resolutions.

### **RESOLUTIONS**

Mr. Gynn introduced Resolution 2025.02.01.

**#2025-02-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AWARDED A CONTRACT TO ALFRED BENESCH & COMPANY, THE MOST RESPONSIVE AND RESPONSIBLE PROPOSER FOR CONDUCTING A TRANSIT FEASIBILITY STUDY AND PREPARING A TRANSIT DEVELOPMENT PLAN FOR A TOTAL PROJECT COST NOT TO EXCEED \$250,000.**

Mr. Gynn asked for a motion to approve this resolution.

**Motion: Stacey Wilson**

**Second: Victor Baerman**

Mr. Gynn asked if there were any other questions or anything else to add, hearing none, he asked for a roll call.

<b>Roll Call:</b>	<b>Yes</b>	<b>No</b>		<b>Yes</b>	<b>No</b>
Victor Baerman	<u>X</u>	<u>      </u>	R. T. Mansfield	<u>X</u>	<u>      </u>
Karen Beck	<u>X</u>	<u>      </u>	Jack Murphy	<b>EXCUSED</b>	<u>      </u>
Debbie Davison	<u>X</u>	<u>      </u>	Janice Semmons-Mortimer	<u>X</u>	<u>      </u>
Dave Gynn	<u>X</u>	<u>      </u>	Frank Vitale	<b>EXCUSED</b>	<u>      </u>
Virginia Harris	<u>X</u>	<u>      </u>	Stacey Wilson	<u>X</u>	<u>      </u>
Becky Lehman	<u>X</u>	<u>      </u>	Karen Wise	<b>EXCUSED</b>	<u>      </u>
Mike Lewis	<b>EXCUSED</b>	<u>      </u>	Marvin Woods	<u>X</u>	<u>      </u>

Mr. Gynn said the **resolution was approved unanimously**.

**EXECUTIVE SESSION**

Mr. Gynn said there is no need for an Executive Session.

**ADJOURNMENT**

Mr. Gynn asked if there were any other comments. Hearing none, Mr. Gynn thanked everyone for coming and attending the Finance Committee and said we'll see you next month.

The meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Sony Richardson-Gilroy  
Executive Assistant

*PARTA delivers reliable, environmentally sustainable solutions for reaching lifeline services and opportunities throughout our community.*

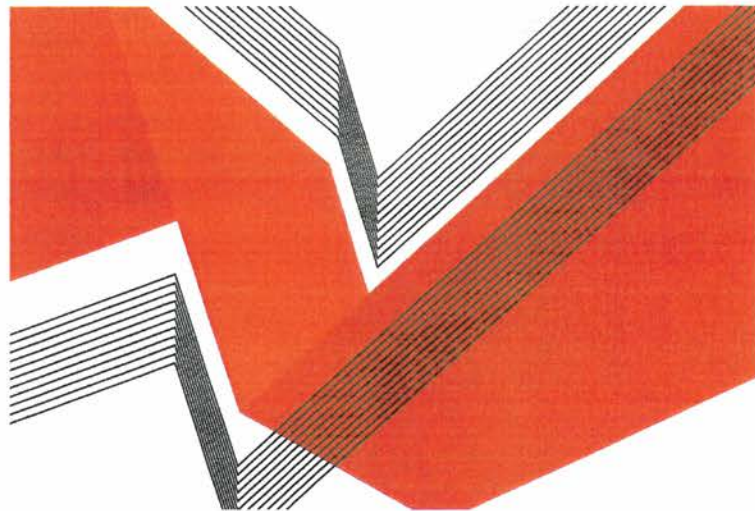
- PARTA's Transit Feasibility Study (TFS) and Transit Development Plan (TDP)
  - RFP #2025 Planning



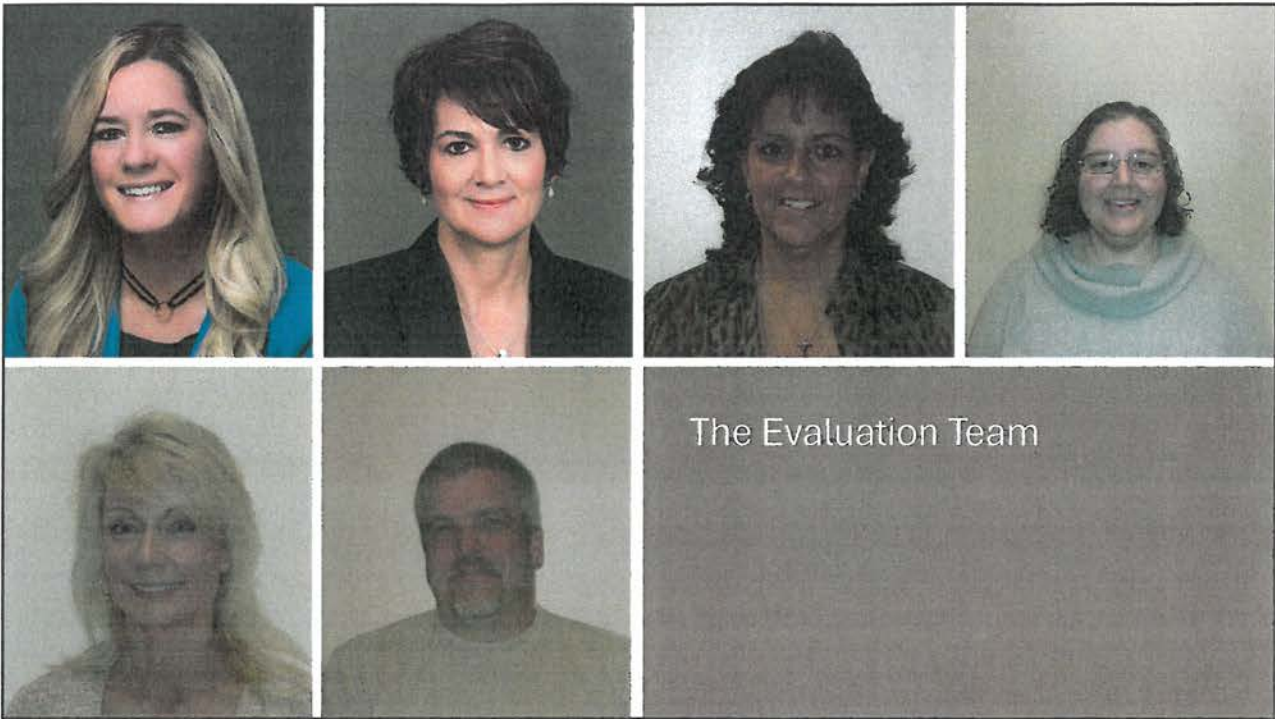
1

We received 5 responses to our Request for Proposals:

1. Benesch
2. HDR
3. JWA
4. RLS and Associates
5. Toole Design



2



3



4



And the winner is...



5

VALUE FOCUSED.  
COMMUNITY  
MINDED. QUALITY  
DRIVEN.

CORE VALUES

**LEGACY**

*"Our company is focused on maintaining our legacy as a firm, in our people, and in our community."*

**PROFESSIONAL**

*"We are a company of professionals. We act in a professional manner, we strive for professional interactions and deliverables, and encourage professional development of the employee and the company."*

**INTEGRITY**

*"It takes many good deeds to build a good reputation, and only one bad one to lose it."*

**QUALITY**

*"Our ultimate product is the result of our employees' time, intelligence and efforts."*

**COLLABORATIVE**

*"We are not merely a collection of individuals working on projects. We are a team of professionals working toward common goals."*

**INNOVATIVE**

*"Conventional solutions are simply well-worn paths with a history of success."  
"We seek out new possibilities and solutions to create success."*

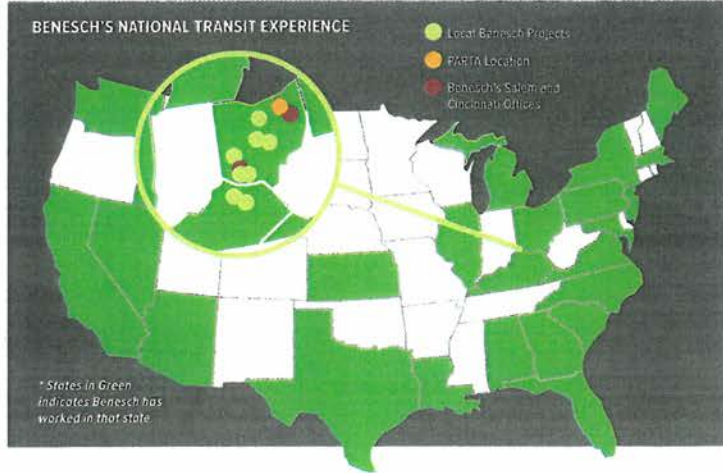
**FAMILY**

*"We encourage employees to work hard while they are at work, and spend time with their families while away from work."  
"We encourage offices and employees to act like families."*

6

# Experience

- Over 100 TDPs
- ODOT Contract
- Local presence
- National expert in Microtransit

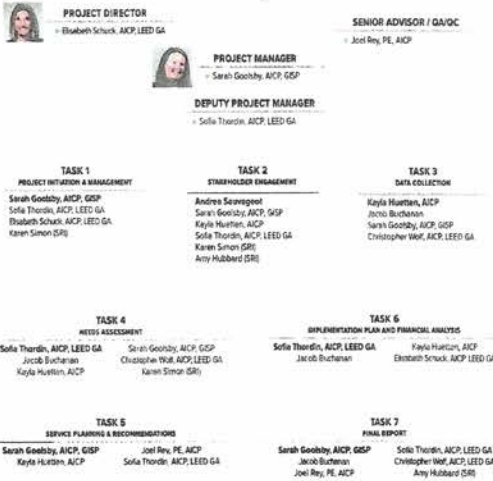


7

## Project Team

### 3. EXPERIENCE AND QUALIFICATIONS OF KEY STAFF MEMBERS

### FROM ODOT'S OWNERSHIP TO IMPLEMENTATION



**SUBCONSULTANTS**  
SRP, Inc. - Planning & J&C  
\* bold indicates task lead

8

## Local help - DBE

### PROVEN STAKEHOLDER ENGAGEMENT PARTNER



*Simon Resources, Inc. (SRI) is renowned for its expertise in public outreach and education, particularly in transportation and multi-modal planning projects. SRI excels in crafting comprehensive public involvement and communication strategies, including interactive sessions, workshops, charrettes, surveys, presentations, social media engagement, agency communication, and focus groups. SRI has managed project messaging, branding, public workshops, and surveys on several Benesch projects, significantly enhancing community engagement and feedback. SRI is recognized for its effective public involvement efforts, crucial to the success of transportation planning and development projects.*

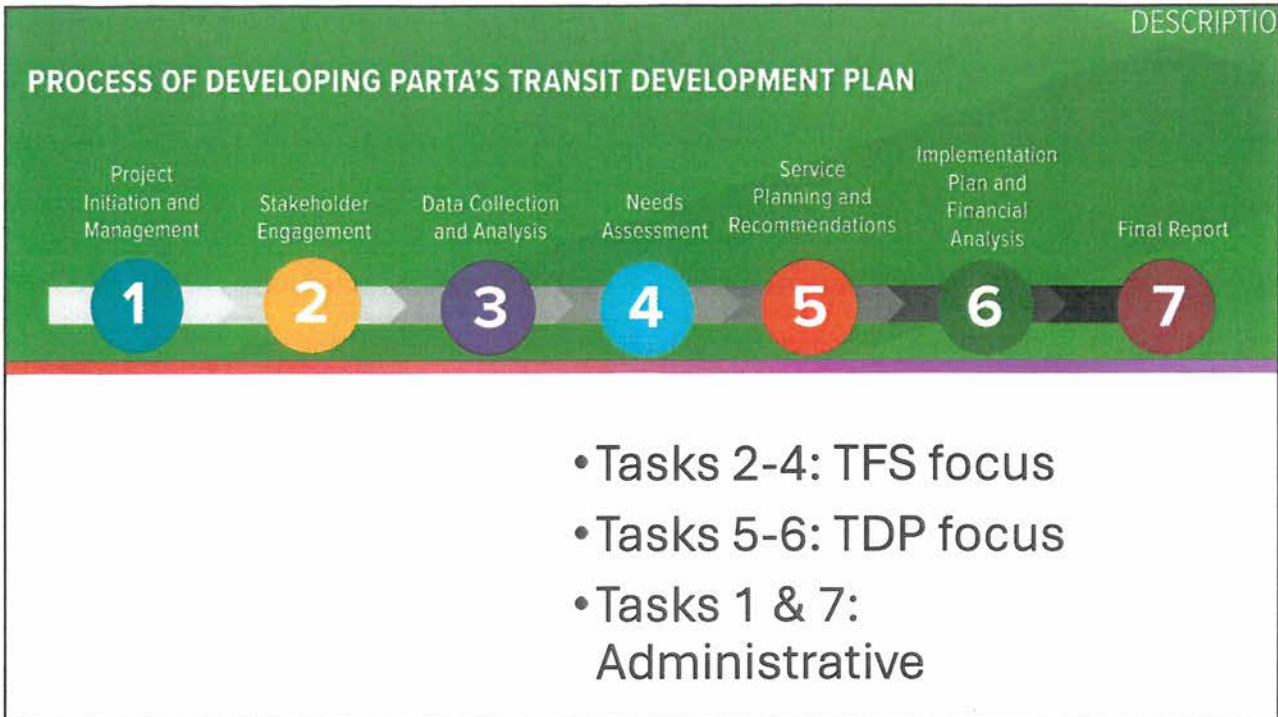
9

THE THREE PHASES OF THE TDP • Short-Term (1-2 Years) •  
Mid-Term (3-5 Years) • Long-Term (6-10 Years)

### IMPLEMENTING OPTIMAL TRANSIT SYSTEMS

*Our implementation plan process involves a comprehensive evaluation of potential transit solutions, focusing on optimizing efficiency and sustainability. By integrating community feedback and advanced modeling techniques, we ensure that the proposed transit systems are financially feasible and meet current and future transportation needs effectively.*

10



11



12

# Balance priorities and funding

## FINDING FUNDING THAT FITS YOUR NEEDS



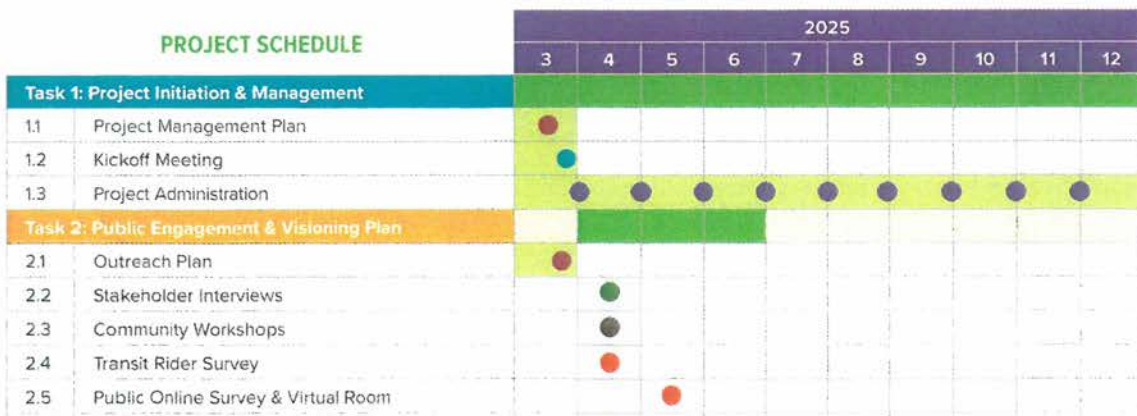
At Benesch, our funding source discovery process is a comprehensive approach designed to identify and leverage multiple funding opportunities specifically tailored to support transit project needs. We employ a layered funding strategy that maximizes available resources while minimizing costs for our clients. This involves exploring potential funding sources at local, state, and federal levels, including grants and partnership arrangements with relevant entities.

Our team conducts thorough research to identify suitable funding opportunities, such as transit-specific programs and other federal and state initiatives. We work closely with clients to develop tailored funding plans that align with their transit project goals and objectives. This process not only helps secure the necessary financial support but also ensures that transit projects are financially sustainable and aligned with broader planning initiatives.

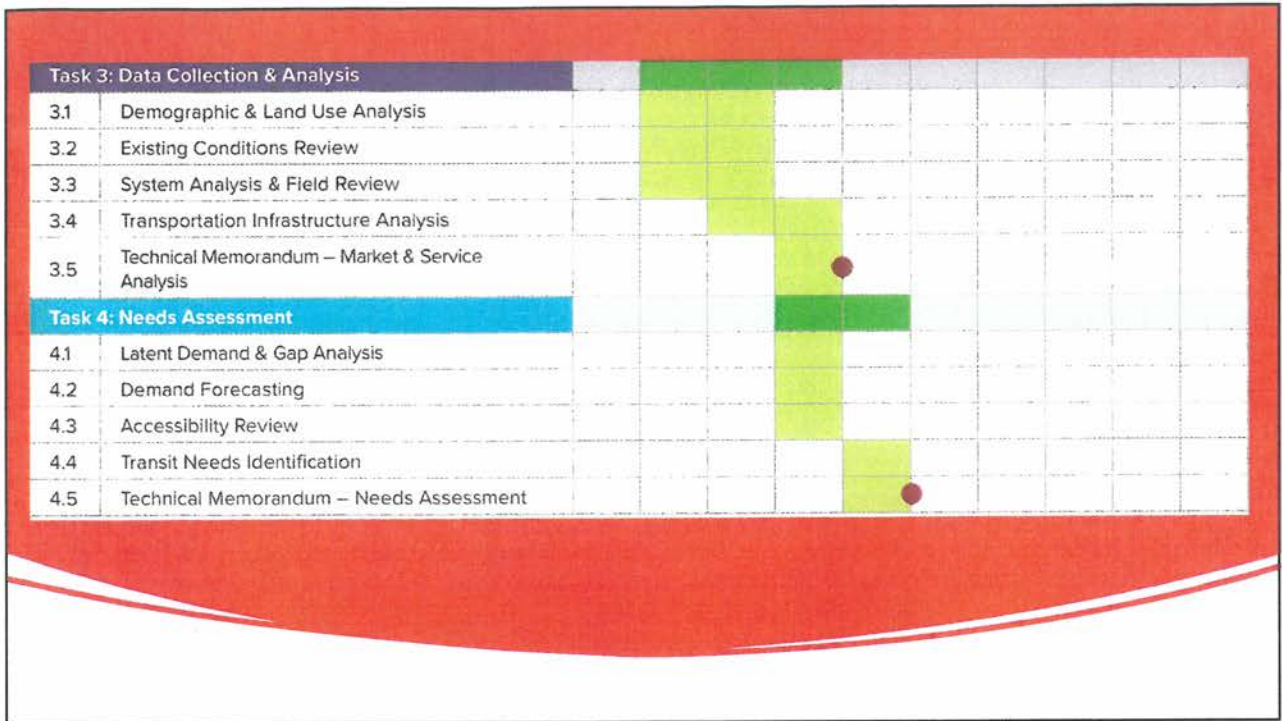
By integrating our expertise in grant writing and funding strategy development, we assist clients in navigating the complex landscape of funding opportunities, ultimately enabling them to achieve their transit project objectives efficiently and effectively.

13

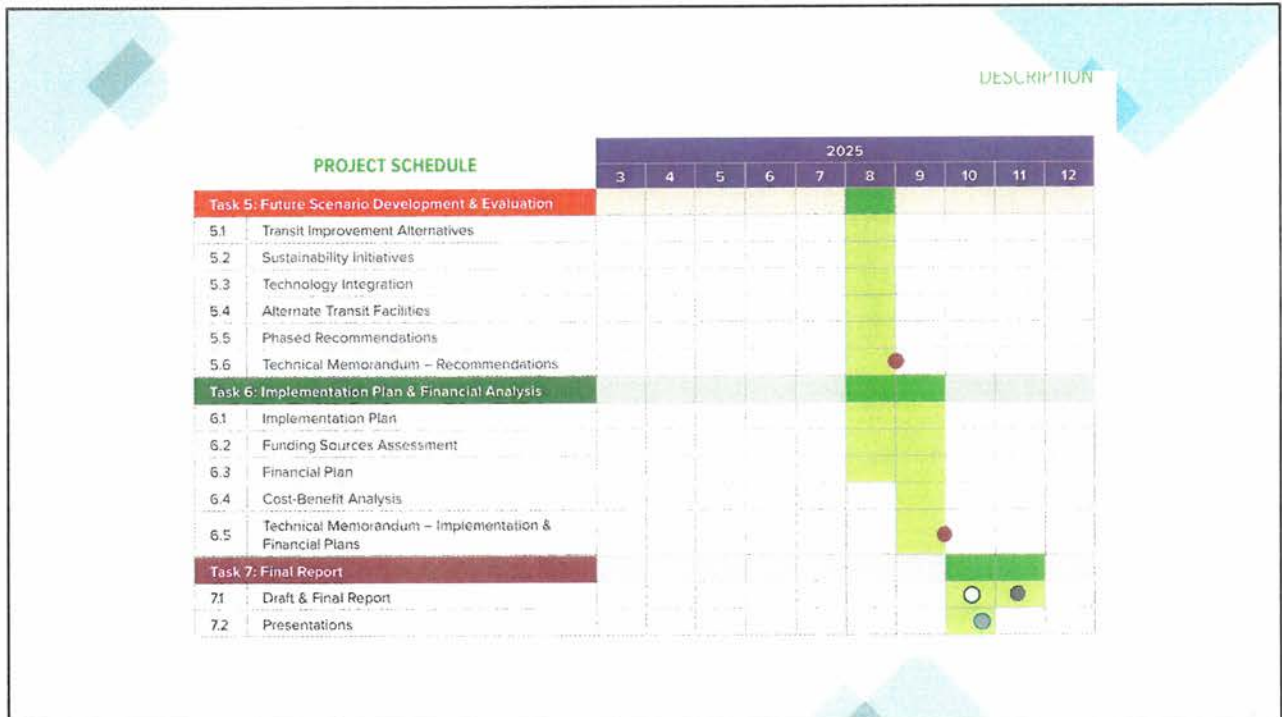
## PROJECT SCHEDULE



14



15



16



## Total Project Cost

- \$237,897

17



- Questions?

18



## **Section B**



# **General Manager**

Report  
&  
Attachments



March 2025



## General Manager's Report

Claudia B. Amrhein

A handwritten signature in blue ink that reads "Claudia".

**Committee Meetings and Resolutions.** The March meeting agenda includes a resolution to authorize purchasing an emergency backup generator to power the CNG fueling station and bus wash/service building during utility outages. **The finance committee will meet on Thursday, March 27, at 6:15 p.m.** to review February financial reports and Resolution #2025-03-01.

**Presentation.** During the March meeting, we'll present an overview of numerous projects underway in 2025. Many of the projects are supported by grant funding through the 2025 Ohio Transit Partnership Program (OTP2) and Ohio Workforce Mobility Partnership Program (OWMPP).

These funding streams are supporting the TFS and TDP planning projects we discussed in February. Additionally, they will significantly reduce the local funds needed to update our administrative facility and replace outdated equipment and components.

The building projects include replacing six HVAC units, replacing the maintenance facility roof, and renovating the administration building vestibule, lobby, restrooms, and boardroom to improve accessibility and energy efficiency. The refurbishments will include replacing carpeting with vinyl flooring, replacing exterior and interior doors and frames, and replacing lobby furniture with accessible seating in the public waiting areas.

IT upgrades include replacing employee computer workstations and servers, upgrading bus equipment with information systems and new tablets, upgrading the CNG fuel pump dispensers and technology to be chip/pin compliant, and adding 15 new facility cameras and 2 servers at the Kent Central Gateway.

Additional projects include issuing an RFP for bus shelters, inspecting new low-floor LTVs under construction in Massachusetts and GILLIG transit buses in California, ordering additional transit buses for delivery in 2026, and completing the installation of a new tire balancer and heavy-duty moulder.

**#2025-03-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO PROCEED WITH PROCURING AN EMERGENCY GENERATOR FROM ECB SOLUTIONS, LLC TO SUPPORT THE CNG FUELING FACILITY AND BUS WASH/SERVICE BUILDING DURING POWER OUTAGES.**

**Purchasing Emergency Backup Generator for Fueling Station and Bus Wash.** The largest project in scope and expense will be purchasing an emergency backup generator to support the CNG fueling facility and bus wash/service building during power outages. Resolution #2025-03-01 requests authority to award a contract to ECB Solutions LLC following a competitive procurement process. Acquiring the backup generator is the first phase of the project. Additional phases will include planning and performing the site work necessary for installation.



**Kent Central Gateway Retail Space Available.** Retail space “B” in the Kent Central Gateway is vacant and available. The space is just over 800 square feet and is advertised [HERE](#).

Since 2020, Destination Kent Convention & Visitors Bureau (DKCVB) occupied retail space “A,” and the Kent Chamber of Commerce occupied retail space “B.” Both had five-year leases through the former RLB Phoenix master-tenant agreement that converted to direct leasing with *PARTA* in 2021 when RLB dissolved. Last year, we negotiated a new three-year agreement with the Kent Chamber to move into space “A” beginning in 2025. DKCVB no longer requires its own space, as the Chamber is now managing its functions.

**Ohio Transportation Budget Update.** The state transportation budget continues winding its way through the General Assembly. HB 54 passed the Senate floor on March 19, with a vote of 32-0. It now heads to a conference committee for final reconciliation between the House and Senate. The conference committee comprises a few members from both the House and Senate, who iron out any final differences and details between the two versions of the bill. After the conference committee, the bill will head to Governor DeWine's desk for signature. The bill must be signed by April 1 to go into effect July 1, 2025.

**You're Invited – Mark Your Calendars!** *FORE! Transit Golf Outing, Friday, May 16.* Each year more than a dozen Portage County non-profit organizations receive grants from *PARTA*'s subsidized fare program to help clients who cannot afford the cost of public transportation. These grants are funded, in part, through *PARTA*'s Foundation, *FORE! Transit*. You don't have to golf to participate in this worthy cause. A flyer with more information is included in this packet. *50<sup>th</sup> Anniversary Celebration.* We're planning several fun events from Tuesday, June 3 to Friday, June 6 to celebrate *PARTA*'s 50<sup>th</sup> Anniversary. We'll highlight the events we're working on during the project presentation.

**Service Reports. Ridership and Other Key Performance Indicators.** Please see the enclosed reports that summarize key performance indicators for fixed route ridership, ADA trips and on-time compliance, and preventative maintenance and road calls, Section B.2.

*Ridership.* The investments we've made in transit technology and automatic passenger counters (APCs) greatly improve our ability to definitively record and report ridership. Figure 1. compares fixed route ridership in 2025 as compared to 2019, the benchmark prior to reductions beginning in 2020 during the pandemic. Comparing ridership to 2019 better reflects ridership changes than using 2024 data, when several methods for counting passengers were in place during the launch of APCs. We continue to refine the operations reports every month as we gain knowledge and insight into patterns using the resources available through the platforms.

*On-Time Compliance. ADA Complementary Paratransit Service.* ADA on-time compliance was 97.64% in February. Of 806 trips, 19 were performed late, with the latest running 16 minutes behind.

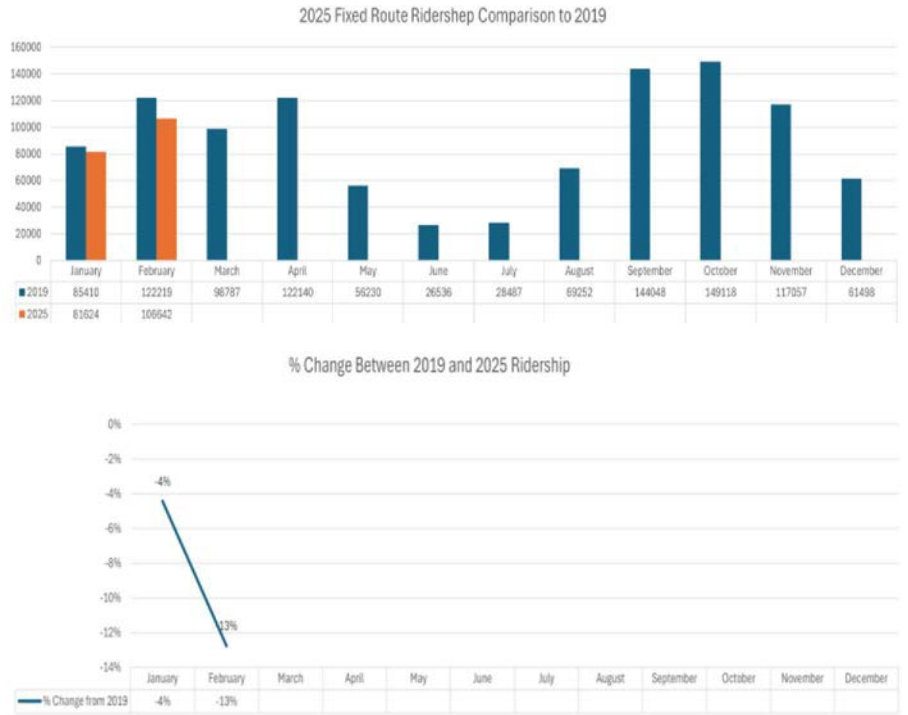
*Vehicle Preventative Maintenance (PM).* On-time compliance with established PM inspection schedules remained excellent at 100% in February. Figure 6 shows road calls from year-to-year. In mid-2024, we broadened the types of incidents defined as road calls after submitting 2023 National Transit Database (NTD) annual reports. Four road calls occurred in February, down from 10 in January. The road calls were for buses on fixed routes with mechanical issues.

Thank you for your attention to these matters. If you have any questions prior to the Board meeting, please feel free to contact me by calling (330) 676-6315, or by e-mail at [Amrhein.c16@partaonline.org](mailto:Amrhein.c16@partaonline.org).

## Figure 1. Fixed Route Ridership Comparison

2025 Total Fixed Route Ridership Comparison to 2019.

Month	2019	2025	% Change from 2019
January	85410	81624	-4%
February	122219	106642	-13%
March	98787		
April	122140		
May	56230		
June	26536		
July	28487		
August	69252		
September	144048		
October	149118		
November	117057		
December	61498		
<b>Total</b>	<b>1080782</b>	<b>188266</b>	

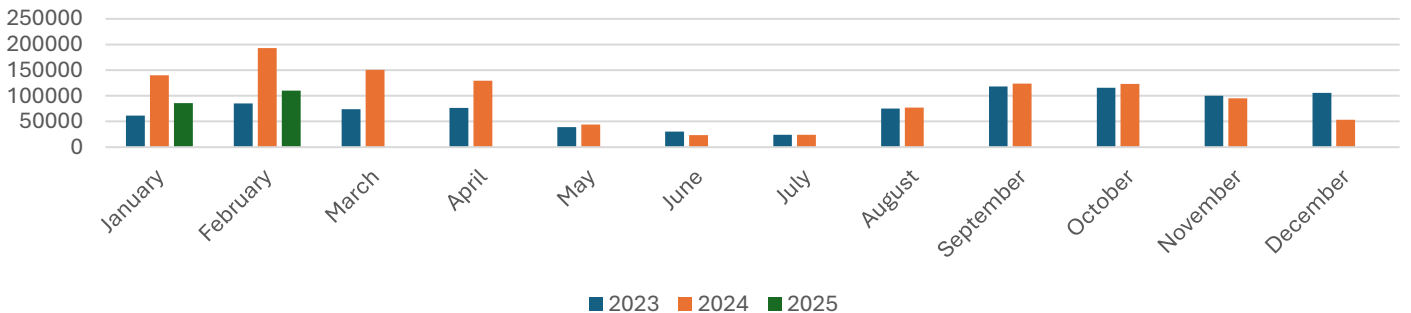


## Figure 2. Total PARTA Ridership Year-to-Year

Total Ridership Comparison in 2023, 2024, and 2025

Year	Month											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	61468	85027	73713	76598	39369	30135	23861	75372	118561	115548	100196	105632
2024	140280	193118	150905	129175	43996	23434	24106	77269	123586	123182	95339	53379
2025	85628	110401										

Total PARTA Ridership Comparison

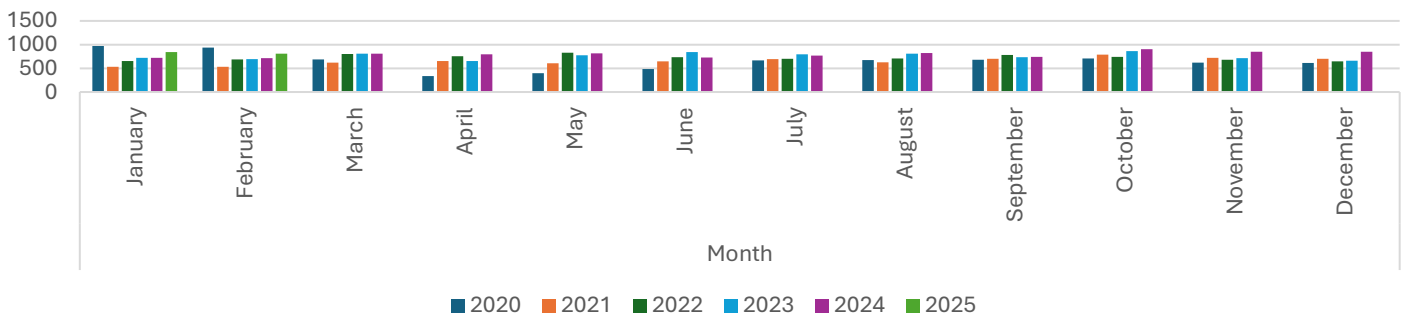


### Figure 3. Total ADA Trips Year-to-Year Comparison

Total ADA trips in 2020, 2021, 2022, 2023, 2024, and 2025

Year	Month											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	974	939	687	336	399	485	665	675	683	710	617	613
2021	530	530	620	656	609	648	697	628	700	786	721	704
2022	656	688	802	755	830	733	698	708	783	740	679	645
2023	718	696	809	654	772	840	797	808	732	860	713	662
2024	720	713	811	797	816	725	768	822	742	900	852	851
2025	843	806										

#### ADA Trip Comparison

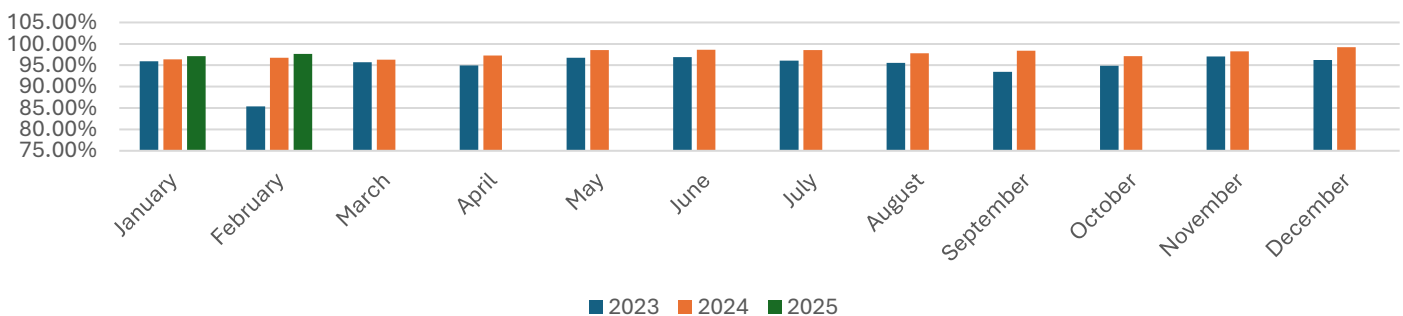


### Figure 4. ADA On-Time Percentage Year-to-Year comparison

Total ADA On-Time % Comparison in 2023, 2024, and 2025

Year	Month											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	95.96%	85.34%	95.67%	94.95%	96.76%	96.90%	96.11%	95.54%	93.44%	94.88%	97.05%	96.22%
2024	96.39%	96.77%	96.30%	97.24%	98.53%	98.62%	98.57%	97.81%	98.38%	97.11%	98.24%	99.18%
2025	97.15%	97.64%										

#### On-Time % Comparison

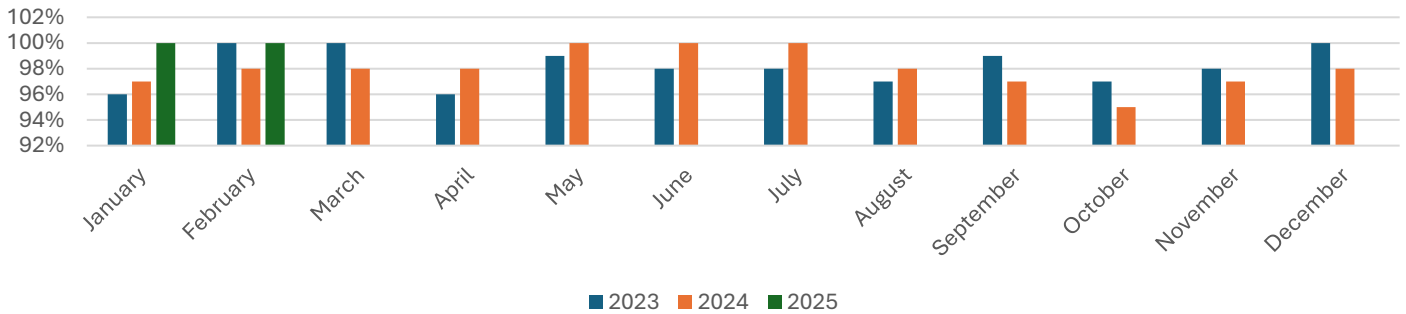


### Figure 5. Preventive Maintenance On-Time Compliance Year-to-Year

Total Preventive Maintenance On-Time % Comparison in 2023, 2024, and 2025

Year	Month											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	96%	100%	100%	96%	99%	98%	98%	97%	99%	97%	98%	100%
2024	97%	98%	98%	98%	100%	100%	100%	98%	97%	95%	97%	98%
2025	100%	100%										

#### PM Compliance Comparison



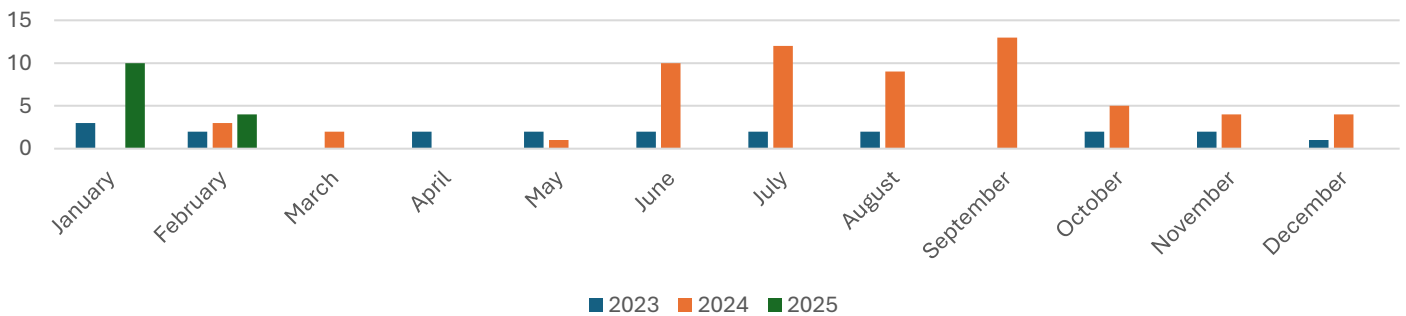
### Figure 6. Road Calls Year-to-Year Comparison

Total Road Calls Comparison in 2023, 2024, and 2025. New reporting compliance standards began mid-2024.

Year	Month											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2023	3	2	0	2	2	2	2	2	0	2	2	1
2024	0	3	2	0	1	10	12	9	13	5	4	4
2025	10	4*										

\* Road calls were for fixed route with two (2) major mechanical and two (2) other mechanical.

#### Total Road Calls Comparison





**Section C**



# **Committees**

Reports  
&  
Attachments

## PARTA FINANCE REPORT

1/31/2025

Un-Audited

A

8.33%

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2025 BUDGET	% BUDGET SPENT
<b>REVENUE</b>								
\$ 20,524	\$ 20,833	\$ (309)	Farebox & Ticket Sales	\$ 20,524	\$ 20,833	\$ (309)	\$ 250,000	8.21%
\$ 33,550	\$ 28,802	\$ 4,748	Agency Cash Grants and Reimbu	\$ 33,550	\$ 28,802	\$ 4,748	\$ 345,623	9.71%
\$ 184,354	\$ 182,532	\$ 1,822	KSU Revenues	\$ 184,354	\$ 182,532	\$ 1,822	\$ 2,190,379	8.42%
\$ 5,950	\$ 5,833	\$ 117	State Reimbursement (Fuel)	\$ 5,950	\$ 5,833	\$ 117	\$ 70,000	8.50%
\$ -	\$ -	\$ -	State Capital Maintenance Assist	\$ -	\$ -	\$ -	\$ 275,000	0.00%
\$ -	\$ -	\$ -	Federal Capital Maintenance Ass	\$ -	\$ -	\$ -	\$ 1,100,000	0.00%
\$ -	\$ -	\$ -	Federal Operating (ARPA)	\$ -	\$ -	\$ -	\$ 641,843	0.00%
\$ -	\$ -	\$ -	Federal Project Mgmt. & Plannin	\$ -	\$ -	\$ -	\$ 52,000	0.00%
\$ 62,511	\$ 41,667	\$ 20,844	Investment Income	\$ 62,511	\$ 41,667	\$ 20,844	\$ 500,000	12.50%
\$ 642,673	\$ 617,760	\$ 24,914	Sales Tax Revenues	\$ 642,673	\$ 617,760	\$ 24,914	\$ 7,413,117	8.67%
\$ 11,831	\$ 7,167	\$ 4,665	Other Revenues	\$ 11,831	\$ 7,167	\$ 4,665	\$ 86,100	13.74%
<b>\$ 961,393</b>	<b>\$ 904,593</b>	<b>\$ 56,800</b>	<b>TOTAL REVENUES</b>	<b>\$ 961,393</b>	<b>\$ 904,593</b>	<b>\$ 56,800</b>	<b>\$ 12,924,062</b>	<b>7.44%</b>
<b>EXPENSES</b>								
\$ 193,363	\$ 228,843	\$ 35,481	Operators Salaries and Wages	\$ 193,363	\$ 228,843	\$ 35,481	\$ 2,005,530	9.64%
\$ 26,988	\$ 39,893	\$ 12,905	Students Salaries and Wages	\$ 26,988	\$ 39,893	\$ 12,905	\$ 478,720	5.64%
\$ 113,494	\$ 132,291	\$ 18,796	Maintenance Salaries and Wages	\$ 113,494	\$ 132,291	\$ 18,796	\$ 1,146,520	9.90%
\$ 83,190	\$ 99,378	\$ 16,187	Operations Staff Salaries and We	\$ 83,190	\$ 99,378	\$ 16,187	\$ 861,272	9.66%
\$ 92,474	\$ 125,740	\$ 33,266	Admin Salaries and Wages	\$ 92,474	\$ 125,740	\$ 33,266	\$ 1,089,746	8.49%
\$ 111,070	\$ 117,551	\$ 6,481	Employee Health Insurance	\$ 111,070	\$ 117,551	\$ 6,481	\$ 1,410,612	7.87%
\$ 240,498	\$ 271,717	\$ 31,219	Other Fringe Benefits	\$ 240,498	\$ 271,717	\$ 31,219	\$ 1,619,000	14.85%
\$ -	\$ 1,000	\$ 1,000	Advertising Fees	\$ -	\$ 1,000	\$ 1,000	\$ 15,000	0.00%
\$ 15,468	\$ 19,208	\$ 3,740	Professional/Tech Services	\$ 15,468	\$ 19,208	\$ 3,740	\$ 265,500	5.83%
\$ 31,834	\$ 40,717	\$ 8,883	Capital Maintenance Service	\$ 31,834	\$ 40,717	\$ 8,883	\$ 313,400	10.16%
\$ 25,126	\$ 30,750	\$ 5,624	Other Services	\$ 25,126	\$ 30,750	\$ 5,624	\$ 183,000	13.73%
\$ 44,895	\$ 62,135	\$ 17,240	Fuel and Lubricants	\$ 44,895	\$ 62,135	\$ 17,240	\$ 745,625	6.02%
\$ 3,173	\$ 5,417	\$ 2,244	Tires and Tubes	\$ 3,173	\$ 5,417	\$ 2,244	\$ 65,000	4.88%
\$ 29,876	\$ 34,458	\$ 4,583	Other Materials and Supplies	\$ 29,876	\$ 34,458	\$ 4,583	\$ 413,500	7.23%
\$ 16,755	\$ 15,000	\$ (1,755)	Utilities	\$ 16,755	\$ 15,000	\$ (1,755)	\$ 180,000	9.31%
\$ 142,090	\$ 148,881	\$ 6,791	Premium Public Liab/Prop Dama	\$ 142,090	\$ 148,881	\$ 6,791	\$ 357,080	39.79%
\$ 15,112	\$ 17,000	\$ 1,888	Dues and Subscriptions	\$ 15,112	\$ 17,000	\$ 1,888	\$ 36,250	41.69%
\$ 650	\$ 1,467	\$ 817	Travel and Meetings	\$ 650	\$ 1,467	\$ 817	\$ 31,500	2.06%
\$ 945	\$ 3,208	\$ 2,263	Advertising/Promotions Media	\$ 945	\$ 3,208	\$ 2,263	\$ 39,500	2.39%
\$ 1,202	\$ 1,858	\$ 656	Other Misc. Expenses	\$ 1,202	\$ 1,858	\$ 656	\$ 22,400	5.37%
\$ 6,427	\$ 6,178	\$ (249)	Sales Tax Fees	\$ 6,427	\$ 6,178	\$ (249)	\$ 74,131	8.67%
<b>\$ 1,194,631</b>	<b>\$ 1,402,690</b>	<b>\$ 208,059</b>	<b>TOTAL EXPENSES</b>	<b>\$ 1,194,631</b>	<b>\$ 1,402,690</b>	<b>\$ 208,059</b>	<b>\$ 11,353,286</b>	<b>10.52%</b>
<b>\$ (233,238)</b>	<b>\$ (498,097)</b>	<b>\$ 264,859</b>	<b>Gross Operating Surplus/(Deficit</b>	<b>\$ (233,238)</b>	<b>\$ (498,097)</b>	<b>\$ 264,859</b>	<b>\$ 1,570,776</b>	

10.4%

## PARTA FINANCE REPORT

2/28/2025

Un-Audited

A

16.67%

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2025 BUDGET	% BUDGET SPENT
<b>REVENUE</b>								
\$ 20,774	\$ 20,833	\$ (59)	Farebox & Ticket Sales	\$ 41,298	\$ 41,667	\$ (369)	\$ 250,000	16.52%
\$ 30,711	\$ 28,802	\$ 1,909	Agency Cash Grants and Reimburs.	\$ 64,261	\$ 57,604	\$ 6,657	\$ 345,623	18.59%
\$ 242,833	\$ 182,532	\$ 60,301	KSU Revenues	\$ 427,186	\$ 365,063	\$ 62,123	\$ 2,190,379	19.50%
\$ 5,802	\$ 5,833	\$ (31)	State Reimbursement (Fuel)	\$ 11,752	\$ 11,667	\$ 85	\$ 70,000	16.79%
\$ -	\$ -	\$ -	State Capital Maintenance Assist	\$ -	\$ -	\$ -	\$ 275,000	0.00%
\$ -	\$ -	\$ -	Federal Capital Maintenance Assist	\$ -	\$ -	\$ -	\$ 1,100,000	0.00%
\$ -	\$ -	\$ -	Federal Operating (ARPA)	\$ -	\$ -	\$ -	\$ 641,843	0.00%
\$ -	\$ -	\$ -	Federal Project Mgmt. & Planning	\$ -	\$ -	\$ -	\$ 52,000	0.00%
\$ 73,004	\$ 41,667	\$ 31,337	Investment Income	\$ 135,514	\$ 83,333	\$ 52,181	\$ 500,000	27.10%
\$ 587,140	\$ 617,760	\$ (30,620)	Sales Tax Revenues	\$ 1,229,813	\$ 1,235,520	\$ (5,707)	\$ 7,413,117	16.59%
\$ 12,869	\$ 7,167	\$ 5,702	Other Revenues	\$ 24,700	\$ 14,333	\$ 10,367	\$ 86,100	28.69%
<b>\$ 973,131</b>	<b>\$ 904,593</b>	<b>\$ 68,538</b>	<b>TOTAL REVENUES</b>	<b>\$ 1,934,524</b>	<b>\$ 1,809,186</b>	<b>\$ 125,338</b>	<b>\$ 12,924,062</b>	<b>14.97%</b>
<b>EXPENSES</b>								
\$ 145,764	\$ 154,784	\$ 9,020	Operators Salaries and Wages	\$ 339,126	\$ 383,628	\$ 44,501	\$ 2,005,530	16.91%
\$ 49,879	\$ 39,893	\$ (9,986)	Students Salaries and Wages	\$ 76,867	\$ 79,787	\$ 2,919	\$ 478,720	16.06%
\$ 79,485	\$ 88,194	\$ 8,709	Maintenance Salaries and Wages	\$ 192,979	\$ 220,484	\$ 27,505	\$ 1,146,520	16.83%
\$ 61,571	\$ 66,252	\$ 4,681	Operations Staff Salaries and Wage	\$ 144,761	\$ 165,629	\$ 20,868	\$ 861,272	16.81%
\$ 75,339	\$ 83,827	\$ 8,488	Admin Salaries and Wages	\$ 167,813	\$ 209,567	\$ 41,754	\$ 1,089,746	15.40%
\$ 117,020	\$ 117,551	\$ 531	Employee Health Insurance	\$ 228,090	\$ 235,102	\$ 7,012	\$ 1,410,612	16.17%
\$ 91,876	\$ 117,155	\$ 25,279	Other Fringe Benefits	\$ 332,374	\$ 388,872	\$ 56,498	\$ 1,619,000	20.53%
\$ -	\$ 1,000	\$ 1,000	Advertising Fees	\$ -	\$ 2,000	\$ 2,000	\$ 15,000	0.00%
\$ 21,266	\$ 19,208	\$ (2,058)	Professional/Tech Services	\$ 36,735	\$ 38,417	\$ 1,682	\$ 265,500	13.84%
\$ 41,419	\$ 18,767	\$ (22,652)	Capital Maintenance Service	\$ 73,253	\$ 59,483	\$ (13,769)	\$ 313,400	23.37%
\$ 13,699	\$ 13,750	\$ 51	Other Services	\$ 38,825	\$ 44,500	\$ 5,675	\$ 183,000	21.22%
\$ 67,520	\$ 62,135	\$ (5,385)	Fuel and Lubricants	\$ 112,416	\$ 124,271	\$ 11,855	\$ 745,625	15.08%
\$ -	\$ 5,417	\$ 5,417	Tires and Tubes	\$ 3,173	\$ 10,833	\$ 7,661	\$ 65,000	4.88%
\$ 24,697	\$ 34,458	\$ 9,762	Other Materials and Supplies	\$ 54,572	\$ 68,917	\$ 14,345	\$ 413,500	13.20%
\$ 18,338	\$ 15,000	\$ (3,338)	Utilities	\$ 35,093	\$ 30,000	\$ (5,093)	\$ 180,000	19.50%
\$ -	\$ -	\$ -	Premium Public Liab/Prop Damage	\$ 142,090	\$ 148,881	\$ 6,791	\$ 357,080	39.79%
\$ (300)	\$ -	\$ 300	Dues and Subscriptions	\$ 14,812	\$ 17,000	\$ 2,188	\$ 36,250	40.86%
\$ 110	\$ 3,167	\$ 3,056	Travel and Meetings	\$ 760	\$ 4,633	\$ 3,873	\$ 31,500	2.41%
\$ 900	\$ 3,208	\$ 2,308	Advertising/Promotions Media	\$ 1,845	\$ 6,417	\$ 4,571	\$ 39,500	4.67%
\$ 2,866	\$ 1,858	\$ (1,008)	Other Misc. Expenses	\$ 4,069	\$ 3,717	\$ (352)	\$ 22,400	18.16%
\$ 5,871	\$ 6,178	\$ 306	Sales Tax Fees	\$ 12,298	\$ 12,355	\$ 57	\$ 74,131	16.59%
<b>\$ 817,320</b>	<b>\$ 851,802</b>	<b>\$ 34,482</b>	<b>TOTAL EXPENSES</b>	<b>\$ 2,011,951</b>	<b>\$ 2,254,492</b>	<b>\$ 242,541</b>	<b>\$ 11,353,286</b>	<b>17.72%</b>
<b>\$ 155,811</b>	<b>\$ 52,791</b>	<b>\$ 103,020</b>	<b>Gross Operating Surplus/(Deficit)</b>	<b>\$ (77,427)</b>	<b>\$ (445,306)</b>	<b>\$ 367,879</b>	<b>\$ 1,570,776</b>	

17.4%



**PARTA CAPITAL FINANCE REPORT**

**Un-Audited**

	PY	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD	B	
														ACTUAL	FY 2025	ACTUAL
														REC'D / EXP	BUDGET	REMAINING
2025 Operating Surplus (From Finance Report)		\$ (233,238)	\$ 155,811											\$ (77,427)	\$ 1,570,776	
<b>Grant Funding</b>																
2025- 2 CNG <i>Transit</i> (2021 DERG)														\$ -	\$ 737,164	\$ 737,164
2024 OTP2 Overmatch FLEX (for 2-DERG)														\$ -	\$ 213,287	\$ 213,287
2025 4- Diesel Transit (5339(b)) <i>ODOT GRF Match</i>														\$ -	\$ 1,514,888	\$ 1,514,888
2025-3 1/2 Small LTV (5310)														\$ -	\$ 323,614	
2025-1 1/2 Small LTV (5339)														\$ -	\$ 380,370	
5 -5339@ CNG Transits (2026)														\$ -	\$ 514,770	
APC (2024 OPT2 Flex)														\$ -	\$ 3,201,270	
2025 Maint Equip. OPT2 Flex														\$ -	\$ 17,071	\$ 17,071
2025 Facility Rehab OPT2 Flex														\$ -	\$ 383,656	\$ 383,656
Transit Improvement Bus Shelters														\$ -	\$ 258,905	\$ 258,905
Miscellaneous Equipment - CNG Fuel Pumps														\$ -	\$ 90,000	\$ 90,000
ADP Hardware - Tablets, Computers, Infotainment Systems														\$ -	\$ 156,000	\$ 156,000
Rehab/Renovate Facilities - Admin. Restrooms & Floors														\$ -	\$ 148,800	\$ 148,800
Security Equipment - Cameras at KCG & PARTA														\$ -	\$ 80,000	\$ 80,000
<b>TOTAL GRANT FUNDING</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,073,795	\$ 3,653,771
<b>Capital Project Costs (Fixed Assets)</b>																
2 CNG <i>Transit</i> (2021 DERG)														\$ -	\$ (1,309,000)	\$ 1,309,000
2025 4- Diesel Transit (5339(b))														\$ -	\$ (2,407,220)	\$ 2,407,220
2025-5 Small LTV (5310&5339)														\$ -	\$ (1,118,925)	
5 -5339@ CNG Transits (2026)														\$ -	\$ (4,001,588)	
[APC (2024 OPT2 Flex)] + Scheduling Software														\$ -	\$ (21,339)	\$ 21,339
2025 Maint Equip. OPT2 Flex														\$ -	\$ (479,571)	\$ 479,571
2024 & 2025 Facility Rehab OPT2 Flex														\$ -	\$ (323,631)	\$ 323,631
Miscellaneous Equipment - CNG Fuel Pumps														\$ -	\$ (195,000)	\$ 195,000
ADP Hardware - Tablets, Computers, Infotainment Systems														\$ -	\$ (186,000)	\$ 186,000
Rehab/Renovate Facilities - Admin. Restrooms & Floors														\$ -	\$ (100,000)	\$ 100,000
Security Equipment - Cameras at KCG & PARTA														\$ -	\$ (67,500)	\$ 67,500
<b>LOCAL PROJECTS</b>																
Component Rebuilds														\$ -	\$ (100,000)	\$ 100,000
Facility Improvements														\$ -	\$ (60,000)	\$ 60,000
Misc. Equip.		\$ 10,539												\$ 10,539	\$ (10,000)	\$ 20,539
<b>TOTAL CAPITAL PROJECT</b>	\$ -	\$ 10,539	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,539	\$ (10,379,774)	\$ 5,269,800
<b>BALANCE</b>		\$ (222,699)	\$ 155,811	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ (735,203)	\$ (1,616,029)
Restricted Balance		\$ 13,068	\$ 11,745											\$ 24,813	\$ 3,395,778	\$ 3,420,591
Carry Forward Balance 23/24	\$ 6,410,834	\$ (235,767)	\$ 144,066	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,318,933		

<b>Restricted: Local Match</b>	
2 CNG Transits (2025) 2021 DERG	\$ 358,549
4 Diesel Transits (2025)	\$ 892,332
[APC (2024 OPT2 Flex)] + Scheduling S	\$ 4,268
2025 Maint. Equip. (CNG Generator & H	\$ 95,915
2025 Facility Rehab (Maint. Roof)	\$ 64,726
2025-5 Small LTV (5310&5339)	\$ 223,785
OWMP Capital Projects	\$ 159,700
Future Capital Projects	\$ 1,621,316
	\$ 3,420,591
	\$ -

PARTA  
**STATEMENT OF NET POSITION**  
**2/28/2025**  
**Un-Audited**

<u>ASSETS</u>	<u>2/28/2025</u>	<u>1/31/2025</u>	<u>Variance</u>
<b>CURRENT ASSETS:</b>			
Cash & Cash Equivalents	\$ 9,011,088	\$ 8,923,635	\$ 87,454
Receivables:			
RECEIVABLES-A/R Control (Oper)	\$ 338,486	\$ 300,653	\$ 37,833
Receivables Accrued Sales Tax	\$ 1,945,259	\$ 1,945,259	
Materials & Supply Inventory	\$ 279,009	\$ 279,009	
<b>TOTAL UNRESTRICTED/CURRENT ASSETS</b>	<b>\$ 11,573,841</b>	<b>\$ 11,448,554</b>	
<b>RESTRICTED ASSETS:</b>			
Special Deposits-Restricted	\$ 8,696,446	\$ 8,659,305	\$ 37,141
Star Ohio Restricted Capital	\$ 3,420,591	\$ 3,408,846	\$ 11,745
<b>TOTAL RESTRICTED ASSETS</b>	<b>\$ 12,117,038</b>	<b>\$ 12,068,151</b>	
<b>PROPERTY FACILITIES, &amp; EQUIP.:</b>			
Land	\$ 160,000	\$ 160,000	\$ -
Land - KCG	\$ 2,027,675	\$ 2,027,675	\$ -
Subscription-Based Intangible Asset	\$ 720,635	\$ 720,635	\$ -
Buildings & Improvements	\$ 15,633,845	\$ 15,633,845	\$ -
Buildings - KCG	\$ 16,887,691	\$ 16,887,691	\$ -
Transportation Vehicles & Equip.	\$ 21,058,938	\$ 21,058,938	\$ -
Computer Hardware & Software	\$ 876,708	\$ 876,708	\$ -
Other	\$ 374,071	\$ 374,071	\$ -
<b>TOTAL</b>	<b>\$ 57,739,563</b>	<b>\$ 57,739,563</b>	
Less Accumulated Depreciation/Amoritization	\$ (30,522,304)	\$ (30,272,304)	
<b>CAPITAL ASSETS (Net of Accum. Dep./Amor.)</b>	<b>\$ 27,217,260</b>	<b>\$ 27,467,260</b>	
Deferred Outflow - Pension & OPEB	\$ 4,620,738	\$ 4,620,738	
<b>TOTAL ASSETS &amp; DEFERRED OUTFLOWS</b>	<b>\$ 55,528,876</b>	<b>\$ 55,604,704</b>	
<b>LIABILITIES AND NET POSITION</b>			
<b>CURRENT LIABILITIES:</b>			
Accounts Payable	\$ 129,106	\$ 107,853	\$ 21,253
Advances Payable - KCG	\$ (119,601)	\$ (119,601)	\$ -
Accrued Sales Tax Fee Payable	\$ 19,747	\$ 19,601	
Payroll Liability	\$ 495,447	\$ 498,485	
<b>TOTAL CURRENT LIABILITIES</b>	<b>\$ 524,700</b>	<b>\$ 506,338</b>	
<b>NONCURRENT LIABILITIES:</b>			
Net Pension, OPEB, Sub.-Based Liability	\$ 9,952,606	\$ 9,952,606	
<b>TOTAL NONCURRENT LIABILITIES</b>	<b>\$ 9,952,606</b>	<b>\$ 9,952,606</b>	
Deferred Inflow - Pension & OPEB	\$ 141,368	\$ 141,368	
<b>TOTAL LIABILITIES &amp; DEFERRED INFLOWS</b>	<b>\$ 10,618,674</b>	<b>\$ 10,600,312</b>	
<b>NET POSITION:</b>			
Invested in Capital Assets, Net of Related Debt	\$ 27,217,260	\$ 27,467,260	
Restricted for Capital Assets	\$ 12,117,038	\$ 12,068,151	
Unrestricted Funds Balance	\$ 5,575,906	\$ 5,468,980	
<b>TOTAL NET POSITION</b>	<b>\$ 44,910,203</b>	<b>\$ 45,004,392</b>	
<b>TOTAL LIABILITIES &amp; NET POSITION</b>	<b>\$ 55,528,876</b>	<b>\$ 55,604,704</b>	

## KCG FINANCE REPORT

1/31/2025

Un-Audited

A  
8.33%

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2025 BUDGET	
<b>REVENUE</b>								
\$ 12,079	\$ 12,700	\$ (622)	Hotel Overnight Parking	\$ 12,079	\$ 12,700	\$ (622)	\$ 199,000	6.1%
\$ 21,171	\$ 21,690	\$ (519)	Monthly Parking Passes	\$ 21,171	\$ 21,690	\$ (519)	\$ 262,080	8.1%
\$ 7,217	\$ 9,500	\$ (2,283)	Daily Parking Revenue	\$ 7,217	\$ 9,500	\$ (2,283)	\$ 142,000	5.1%
\$ 7,796	\$ 8,294	\$ (498)	Lease Revenue	\$ 7,796	\$ 8,294	\$ (498)	\$ 99,528	7.8%
\$ 724	\$ 400	\$ 324	Other Revenues	\$ 724	\$ 400	\$ 324	\$ 5,000	14.5%
<b>\$ 48,987</b>	<b>\$ 52,584</b>	<b>\$ (3,597)</b>	<b>TOTAL REVENUES</b>	<b>\$ 48,987</b>	<b>\$ 52,584</b>	<b>\$ (3,597)</b>	<b>\$ 707,608</b>	<b>6.9%</b>
<b>EXPENSES</b>								
\$ 31,862	\$ 34,447	\$ 2,585	KCG Salaries and Wages	\$ 31,862	\$ 34,447	\$ 2,585	\$ 298,543	10.7%
\$ 4,545	\$ 5,000	\$ 455	Employee Health Insurance	\$ 4,545	\$ 5,000	\$ 455	\$ 60,000	7.6%
\$ 16,417	\$ 10,230	\$ (6,187)	Other Fringe Benefits	\$ 16,417	\$ 10,230	\$ (6,187)	\$ 88,658	18.5%
\$ 184	\$ 300	\$ 116	Professional/Tech Services	\$ 184	\$ 300	\$ 116	\$ 3,600	5.1%
\$ 4,240	\$ 6,250	\$ 2,010	Contract Maintenance Service	\$ 4,240	\$ 6,250	\$ 2,010	\$ 75,000	5.7%
\$ 1,071	\$ 1,325	\$ 254	Other Services	\$ 1,071	\$ 1,325	\$ 254	\$ 15,900	6.7%
\$ 400	\$ 2,500	\$ 2,100	Other Materials and Supplies	\$ 400	\$ 2,500	\$ 2,100	\$ 30,000	1.3%
\$ 6,760	\$ 6,000	\$ (760)	Utilities	\$ 6,760	\$ 6,000	\$ (760)	\$ 72,000	9.4%
\$ -	\$ -	\$ -	Premium Public Liab/Prop Damage	\$ -	\$ -	\$ -	\$ 7,350	0.0%
\$ -	\$ -	\$ -	Advertising/Promotions Media	\$ -	\$ -	\$ -	\$ 6,000	0.0%
\$ -	\$ -	\$ -	Other Misc. Expenses	\$ -	\$ -	\$ -	\$ 2,400	0.0%
<b>\$ 65,478</b>	<b>\$ 66,052</b>	<b>\$ 574</b>	<b>TOTAL EXPENSES</b>	<b>\$ 65,478</b>	<b>\$ 66,052</b>	<b>\$ 574</b>	<b>\$ 659,451</b>	<b>9.9%</b>
<b>\$ (16,491)</b>	<b>\$ (13,468)</b>	<b>\$ (3,023)</b>	<b>Gross Operating Surplus/(Deficit)</b>	<b>\$ (16,491)</b>	<b>\$ (13,468)</b>	<b>\$ (3,023)</b>	<b>\$ 48,157</b>	

## KCG FINANCE REPORT

2/28/2025

Un-Audited

A  
16.67%

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2025 BUDGET	
<b>REVENUE</b>								
\$ 14,077	\$ 12,500	\$ 1,577	Hotel Overnight Parking	\$ 26,155	\$ 25,200	\$ 955	\$ 199,000	13.1%
\$ 21,835	\$ 21,715	\$ 120	Monthly Parking Passes	\$ 43,006	\$ 43,405	\$ (399)	\$ 262,080	16.4%
\$ 9,446	\$ 12,000	\$ (2,554)	Daily Parking Revenue	\$ 16,662	\$ 21,500	\$ (4,838)	\$ 142,000	11.7%
\$ 7,460	\$ 8,294	\$ (834)	Lease Revenue	\$ 15,256	\$ 16,588	\$ (1,332)	\$ 99,528	15.3%
\$ 611	\$ 400	\$ 211	Other Revenues	\$ 1,335	\$ 800	\$ 535	\$ 5,000	26.7%
<b>\$ 53,427</b>	<b>\$ 54,909</b>	<b>\$ (1,482)</b>	<b>TOTAL REVENUES</b>	<b>\$ 102,414</b>	<b>\$ 107,493</b>	<b>\$ (5,079)</b>	<b>\$ 707,608</b>	<b>14.5%</b>
<b>EXPENSES</b>								
\$ 23,252	\$ 22,965	\$ (287)	KCG Salaries and Wages	\$ 55,114	\$ 57,412	\$ 2,298	\$ 298,543	18.5%
\$ 4,678	\$ 5,000	\$ 322	Employee Health Insurance	\$ 9,224	\$ 10,000	\$ 776	\$ 60,000	15.4%
\$ 5,691	\$ 6,820	\$ 1,129	Other Fringe Benefits	\$ 22,108	\$ 17,050	\$ (5,058)	\$ 88,658	24.9%
\$ 183	\$ 300	\$ 117	Professional/Tech Services	\$ 366	\$ 600	\$ 234	\$ 3,600	10.2%
\$ 2,536	\$ 6,250	\$ 3,714	Contract Maintenance Service	\$ 6,776	\$ 12,500	\$ 5,724	\$ 75,000	9.0%
\$ 1,004	\$ 1,325	\$ 321	Other Services	\$ 2,075	\$ 2,650	\$ 575	\$ 15,900	13.0%
\$ 72	\$ 2,500	\$ 2,428	Other Materials and Supplies	\$ 472	\$ 5,000	\$ 4,528	\$ 30,000	1.6%
\$ 7,706	\$ 6,000	\$ (1,706)	Utilities	\$ 14,465	\$ 12,000	\$ (2,465)	\$ 72,000	20.1%
\$ -	\$ -	\$ -	Premium Public Liab/Prop Damage	\$ -	\$ -	\$ -	\$ 7,350	0.0%
\$ -	\$ -	\$ -	Advertising/Promotions Media	\$ -	\$ -	\$ -	\$ 6,000	0.0%
\$ -	\$ -	\$ -	Other Misc. Expenses	\$ -	\$ -	\$ -	\$ 2,400	0.0%
<b>\$ 45,121</b>	<b>\$ 51,160</b>	<b>\$ 6,039</b>	<b>TOTAL EXPENSES</b>	<b>\$ 110,599</b>	<b>\$ 117,212</b>	<b>\$ 6,613</b>	<b>\$ 659,451</b>	<b>16.8%</b>
<b>\$ 8,306</b>	<b>\$ 3,749</b>	<b>\$ 4,557</b>	<b>Gross Operating Surplus/(Deficit)</b>	<b>\$ (8,185)</b>	<b>\$ (9,719)</b>	<b>\$ 1,534</b>	<b>\$ 48,157</b>	

**KCG FINANCE REPORT**  
2025 Summary

A+

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	FY 2025 BUDGET
<b>REVENUE</b>														
Hotel Overnight Parking	\$ 12,079	\$ 14,077	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,155	\$ 199,000
Monthly Parking Passes	\$ 21,171	\$ 21,835	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,006	\$ 262,080
Daily Parking Revenue	\$ 7,217	\$ 9,446	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,662	\$ 142,000
Lease Revenue	\$ 7,796	\$ 7,460	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,256	\$ 99,528
Other Revenue	\$ 724	\$ 611	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,335	\$ 5,000
<b>TOTAL REVENUES</b>	<b>\$ 48,987</b>	<b>\$ 53,427</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 102,414</b>	<b>\$ 707,608</b>
Parking Revenue	\$ 40,466	\$ 45,357	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>EXPENSES</b>														
KCG Salaries and Wages	\$ 31,862	\$ 23,252	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,114	\$ 298,543
Employee Health Insurance	\$ 4,545	\$ 4,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,224	\$ 60,000
Other Fringe Benefits	\$ 16,417	\$ 5,691	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,108	\$ 88,658
Professional/Tech Services	\$ 184	\$ 183	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 366	\$ 3,600
Contract Maintenance Serv	\$ 4,240	\$ 2,536	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,776	\$ 75,000
Other Services	\$ 1,071	\$ 1,004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,075	\$ 15,900
Other Materials and Supplies	\$ 400	\$ 72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 472	\$ 30,000
Utilities	\$ 6,760	\$ 7,706	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,465	\$ 72,000
Premium Public Liab/Prop D.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,350
Advertising/Promotions Med.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Other Misc. Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,400
<b>TOTAL EXPENSES</b>	<b>\$ 65,478</b>	<b>\$ 45,121</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,599</b>	<b>\$ 659,451</b>
<b>Gross Operating Surplus/(T</b>	<b>\$ (16,491)</b>	<b>\$ 8,306</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (8,185)</b>	<b>\$ 48,157</b>
<b>Cummulative Surplus</b>	<b>\$ (16,491)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>	<b>\$ (8,185)</b>		
<b>HOURS</b>	<b>744</b>	<b>672</b>	<b>744</b>	<b>720</b>	<b>744</b>	<b>720</b>	<b>744</b>	<b>744</b>	<b>720</b>	<b>744</b>	<b>720</b>	<b>744</b>	<b>1,416</b>	
Cost Per Hour	\$ 88.01	\$ 67.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 78.11	
CAR EXITS	6,263	6,942											13,205	
Cost Per Exit	\$ 10.45	\$ 6.50	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$ 8.38	
<b>Revenue Per Exit</b>	<b>\$ 6.46</b>	<b>\$ 6.53</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>\$ 6.50</b>	
Revenue Per Monthly	\$ 5.97	\$ 5.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.91	
Revenue Per Daily	\$ 7.11	\$ 7.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7.21	

**Kent Central Gateway**  
**STATEMENT OF NET POSITION**  
**2/28/2025**  
**Un-Audited**

	<u>2/28/2025</u>	<u>1/31/2025</u>	Variance
<b><u>ASSETS</u></b>			
Current Assets:			
CHECKING ACCT - KCG	\$ 149,219.10	\$ 156,410	\$ (7,191)
CHECKING ACCT - KCG VISA	\$ 14,812.95	\$ 17,206	\$ (2,393)
POF Change Fund	\$ 2,000.00	\$ 2,000	\$ -
RECEIVABLES-A/R Control (Oper)	\$ 2,758.51	\$ (7,734)	\$ 10,492
RECEIVABLES-Retail Leases	\$ 340,842.00	\$ 340,842	\$ -
Total Current Assets	<u>\$ 509,633</u>	<u>\$ 508,725</u>	
Restricted Assets:			
MMAX RESTRICTED	\$ 78,392.92	\$ 78,230.89	\$ 162
Total Restricted Assets	<u>\$ 78,393</u>	<u>\$ 78,231</u>	
Fixed Assets:			
Capital Building	\$ 34,200	\$ 34,200	\$ -
Purchase Garage Equipment-KCG	\$ 114,761	\$ 114,761	\$ -
Purchase Computer Hardware	\$ 29,914	\$ 29,914	\$ -
Capital Repair Cost	\$ 9,998	\$ 9,998	\$ -
Parking Control Equipment	\$ 361,995	\$ 361,995	\$ -
Purchase Misc. Office Equip.	\$ 21,221	\$ 21,221	\$ -
Less Accumulated Depreciation	\$ (504,874)	\$ (504,874)	\$ -
Total Fixed Assets	<u>\$ 67,215</u>	<u>\$ 67,215</u>	
Total Assets	<u><u>\$ 655,240</u></u>	<u><u>\$ 654,170</u></u>	
<b><u>LIABILITIES AND NET POSITION</u></b>			
Current Liabilities:			
ACCOUNTS PAYABLE	\$ 3,431	\$ 10,405	\$ (6,974)
Deferred Income Student	\$ 591	\$ 853	
Accrued Net Payroll	\$ 37,035	\$ 37,035	
Advanced Payable - KCG	\$ 119,601	\$ 119,601	
Refundable Security Deposit	\$ 3,550	\$ 3,550	
Deferred Infolw - Leases	\$ 340,842	\$ 340,842	
Total Liabilities	<u>\$ 505,050</u>	<u>\$ 512,286</u>	
Net Position:			
Invested in Capital Assets, Net of Related	\$ 67,215	\$ 67,215	
Restricted for Capital Assets	\$ 78,393	\$ 78,231	
Unrestricted Funds Balance	\$ 4,583	\$ (3,561)	
Total Net Position	<u>\$ 150,190</u>	<u>\$ 141,884</u>	
Profit (Loss) For Period	<u>(8,184.91)</u>	<u>(16,491.07)</u>	
Total Liabilities & Net Position	<u><u>\$ 655,240</u></u>	<u><u>\$ 654,170</u></u>	



**Section D**



**Resolutions  
Additional Materials  
&  
Information**

**RESOLUTION #2025-03-01**

**A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO PROCEED WITH PROCURING AN EMERGENCY GENERATOR FROM ECB SOLUTIONS, LLC TO SUPPORT THE CNG FUELING FACILITY AND BUS WASH/SERVICE BUILDING DURING POWER OUTAGES.**

**WHEREAS, *PARTA*'s CNG fueling facility and bus wash/service building do not have a backup generator; and**

**WHEREAS, the majority of *PARTA*'s thirty-five foot transit buses are fueled at the CNG fueling facility; and**

**WHEREAS, in the event of a power outage, *PARTA* would not be able to fuel buses to continue to provide the vital transportation services that the Portage County communities rely on; and**

**WHEREAS, *PARTA* is essential as Portage County's emergency transportation provider in the Portage County Emergency Operations Plan, responsible for evacuating residents, and transporting to and from emergency shelters; and**

**WHEREAS, the generator project will occur in phases utilizing multiple trade vendors for the equipment procurement, site preparation, electrical, and installation; and**

**WHEREAS, the generator will have sufficient capacity to provide power to *PARTA*'s CNG fueling facility and bus wash/service building in the event of a power failure; and**

**WHEREAS, *PARTA* will utilize SFY2025 Ohio Transit Partnership Program (OTP2) grant funding from the Ohio Department of Transportation (ODOT) and local sales tax revenue as local match for the first phase of the generator project not to exceed \$365,200.**

**NOW, THEREFORE, LET IT BE RESOLVED** by the Portage Area Regional Transportation Authority (*PARTA*) Board of Trustees that:

The General Manager, or their designee, is authorized to proceed with the generator project for the CNG fueling facility and bus wash/service building, not to exceed \$365,200.

**CERTIFICATION:**

The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (*PARTA*), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held March 27, 2025.

\_\_\_\_\_  
Date

\_\_\_\_\_  
David Gynn, President  
Board of Trustees

\_\_\_\_\_  
Attested





**TRANSIT**  
friends of riders



**PARTA**  
PORTAGE AREA REGIONAL  
TRANSPORTATION AUTHORITY



# Save The Date

20TH ANNUAL

# GOLF OUTING

Help support Portage  
County residents who  
can least afford  
public transportation.

Paradise Lake Country Club  
1900 Randolph Rd.  
Mogadore, OH 44260

To register visit  
[PARTAonline.org/2025-golf-outing](https://PARTAonline.org/2025-golf-outing)  
or scan the QR code.

**FRIDAY, MAY 16TH, 2025**  
8:30 AM CHECK-IN TIME