



Board of Trustees

January 23, 2025 - Meeting Packet

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Agenda

1. Call to Order
Roll Call of Attendees Oral
2. Meeting Minutes
Minutes from November 21, 2024, Meeting (Motion Required) Section A
3. Guest Communications (2-minute limit) Oral
4. General Manager's Report Section B
5. Committee Reports
 - a. Administration Scheduled to meet 01/23/2025
 - b. Finance (Section C) Scheduled to meet 01/23/2025
 - c. Operations **Did Not Meet**
 - d. Personnel **Did Not Meet**
6. Old Business
7. New Business
 - Service Awards
8. Resolutions - Roll Call Approval Required Section D
 - #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.**
 - #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.**
 - #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.**
9. Executive Session, as needed
10. Adjournment

Next Regular Meeting:
February 27, 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
November 21, 2024

Board Members Present:

Victor Baerman	Mike Lewis, Vice President	Stacey Wilson
Karen Beck	Jack Murphy	Marvin Woods, TPO
Dave Gynn, President	Frank Vitale	

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

Claudia Amrhein	Jamie Madden	Rebeca Schrader
Denise Baba	Justin Mareky, Legal	Brian Trautman
Kelly Jurisch	Sony Richardson-Gilroy	

Guests Present:

None

Board Members Not Present:

Debbie Davison (1 st unexcused absence)	Janice Simmons-Mortimer (2 nd excused absence)
Virginia Harris (3 rd excused absence)	Karen Wise (2 nd excused absence)
R. T. Mansfield (1 st unexcused absence)	

CALL TO ORDER

Mr. Dave Gynn called the November 21, 2024, PARTA Board of Trustees meeting to order at 7:02 p.m. He asked for a roll call, after which it was determined that **a quorum was present**.

Mr. Gynn announced to the Board that Mr. Richard Brockett, who had been on the Board for many, many years, passed away, and his funeral services will be Saturday, November 23, 2024, in Garrettsville. Mr. Gynn said Mr. Brockett had been a good friend for a long time. He was very active, not only with PARTA, but with a lot of other organizations throughout Portage County, he will be missed. PARTA did send a gift to the funeral home for the family.

Mr. Gynn asked for a motion to approve the minutes of October 24, 2024, Board meeting. **Mr. Victor Baerman** made a motion to approve the minutes as presented, which was seconded by **Ms. Stacey Wilson**. 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 there were no guests in attendance and asked Ms. Claudia Amrhein to give the General Manager's report.

GENERAL MANAGER'S REPORT

Ms. Amrhein thanked Mr. Gynn. Ms. Amrhein said it is good to see everyone tonight, Mr. Gynn in particular, we appreciate your attendance. This is the last meeting of the year, so we have a lot to get through but before we do that, I just wanted to thank Ms. Stacey Wilson and her scouts for coming out on Sunday, November 17, 2024, for our 2nd Annual Stuff the Bus event.

We gathered canned and nonperishable food, and Mr. Brian Trautman reported we gathered enough items to take two really full vans to two different food shelves. One to the Rootstown, Atwater, Suffield food shelf and one to the Kent Social Services food shelf. Ms. Amrhein said it was very needed and appreciated within our community. Ms. Stacey Wilson said the scouts love doing this sort of thing. So, they were very happy that you invited them.

Ms. Amrhein said I'd just like to point out this is the second month now that Ms. Sony Richardson-Gilroy has been doing our board report. I hope you like the newer format and that it is a little easier to navigate through the PDF. We are always looking to make improvements where we can so if you have comments, please let us know. And I want to reiterate that there are no meetings in December, no Finance Committee and no Board of Trustees meeting.

Ms. Amrhein asked if there were any questions. Hearing none, Mr. Gynn thanked Ms. Amrhein for her very thorough report and moved on to Administration.

ADMINISTRATION COMMITTEE REPORT

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

FINANCE COMMITTEE REPORT

Mr. Gynn said the Finance Committee met this evening before the Board meeting.

Mr. Mike Lewis reported that the Finance Committee met on November 6, 2024, for a budget meeting as well as earlier today. Mr. Lewis commented that pretty much everybody was here for the earlier report and has either already reviewed or received the Finance Reports and proposed budgets.

Mr. Gynn asked if there were any questions, hearing none he moved on to Operations.

OPERATIONS COMMITTEE REPORT

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

PERSONNEL COMMITTEE REPORT

Mr. Gynn said the Personnel Committee did meet and asked Ms. Karen Beck for her report from the October 8, 2024, meeting.

Ms. Beck said the committee met on October 8, 2024, and they completed the General Manager's annual review.

Ms. Beck said they were all in agreement that Ms. Amrhein does an excellent job for *PARTA*. She received an excellent rating in all areas. Ms. Amrhein is professional, considerate, forward-thinking, informative, and is a compassionate decision-maker. Those are all remarks from her review.

Ms. Amrhein's goals for 2025 are to commemorate PARTA's 50th anniversary, to complete a strategic plan and transit development plan, succession planning, including promoting from within, developing Board Members as advocates for PARTA, and continuing to add service back as able.

Ms. Beck said at the end of our meeting, she would like to request to enter into an executive session.

Mr. Gynn said if there are any questions we can hold them for the Executive Session. He thanked Ms. Beck for her report and the other Personnel Committee members, Ms. Janice Simmons-Mortimer and Mr. Marvin Woods.

Mr. Victor Baerman asked when does the Operations Committee meet.

Mr. Gynn confirmed with Mr. Trautman that the Operations Committee has not met yet this year.

Mr. Trautman said it's project dependent. The Operations Committee will only have their meetings when there is a project coming up that needs to be discussed.

Mr. Gynn said we will have an executive meeting at the end of New Business. Hearing no more questions, Mr. Gynn 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 there was no New Business and moved on to Resolutions.

RESOLUTIONS

Mr. Gynn introduced Resolution #2024-11-01.

#2024-11-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR PARTA.

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

Motion: Karen Beck

Second: Marvin Woods

Mr. Gynn asked Ms. Rebecca Schrader if she had any comments about the proposed Fiscal Year 2025 PARTA Budget and commended her and her team on the great job of putting this together. Mr. Gynn stated that he's always surprised at how pretty spot-on the budget is by the end of the year.

Ms. Schrader said a lot of time goes into the proposed budget.

Mr. Lewis said if anyone is looking through the proposed 2025 budget later and has any questions, please feel free to give him or better yet, Ms. Schrader a call and we will try to get those answered for you.

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

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

Mr. Gynn said the **resolution was approved unanimously** and moved on to Resolution #2024-11-02.

Mr. Gynn introduced Resolution #2024-11-02.

#2024-11-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2025 PROPOSED BUDGET FOR THE KENT CENTRAL GATEWAY (KCG).

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

Motion: Stacey Wilson

Second: Frank Vitale

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

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

Mr. Gynn said the **resolution was approved unanimously** and moved on to Resolution #2024-11-03.

Mr. Gynn introduced Resolution #2024-11-03.

#2024-11-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO PARTICIPATE IN AND CONTRIBUTE TO RISK POOLING WITH THE OHIO TRANSIT RISK POOL (OTRP).

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

Motion: Victor Baerman

Second: Mike Lewis

Mr. Gynn asked if there were any questions. Mr. Gynn said this is a routine resolution every year and asked if there were any comments.

Ms. Amrhein commented that Ms. Barbara Rhodes spoke briefly last month about the Ohio Transit Risk Pool. A number of transit agencies pool property and casualty risk together and participate collectively to everyone's benefit. Going on the open market to get property and casualty insurance for our operation would be cost prohibitive on our own.

Mr. Gynn said he appreciated Ms. Rhodes' presentation last month also.

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

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

Mr. Gynn said the **resolution was approved unanimously** and moved on to Resolution #2024-11-04.

Mr. Gynn introduced Resolution #2024-11-04.

#2024-11-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR INFORMATION TECHNOLOGY (IT) MANAGED SERVICES WITH QUALITY IP.

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

Motion: Marvin Woods

Second: Mike Lewis

Mr. Gynn asked if there were any questions.

Mr. Frank Vitale asked, is this the same company we had last year, and Ms. Amrhein answered yes.

Mr. Baerman asked, how long has Quality IP been working for us.

Mr. Trautman said we have one (1) year left on our contract and that it was a five (5) year contract, so four (4) years.

Mr. Gynn asked Mr. Trautman if he was pleased with Quality IP, and with their service.

Mr. Trautman replied that he is a hard guy to please. We've had our moments but that's the way all managed contracts are. They're good. They do a good job. The tough thing about IT companies is you get used to somebody and then they leave. Here at PARTA one of the tough things about that is we have so much of a unique system, with so many IT solutions on the buses, MDTs, and software solutions that we're using, that when you lose that person that you've been working with for a year, year and a half it is hard to have to start over again. So, yes, I'm happy with them. But we have gone through three different IT professionals here and that part is something we're going to talk about when we go out for bid the next time how we're going to approach that.

Mr. Baerman asked, does PARTA have an IT person on staff.

Mr. Trautman replied no, part of our IT contract with Quality IP is that they send a tech here one day a week. Our tech, who was here today, said to me before he left that we had his head spinning, because by the time he gets here we have a host of issues for him to take care of. So, no we do not have a dedicated person. We kicked that back and forth, we had that before, and we went away from that. So, we're experiencing both sides of that, and I think on this next contract we'll probably have some discussion about how we put it together for the next period of time.

Mr. Baerman said it just seems like the IT infrastructure here is growing and there's some really cool stuff that comes out and managing that, to your point, you gain experience so maybe for another time.

Mr. Gynn asked for confirmation that this is the last year on a five (5) year contract and Mr. Trautman replied I believe so, yes.

Mr. Gynn asked if there were any other questions or comments.

Ms. Schrader said this resolution along with the previous one and the next one are annual resolutions because they are more than \$100,000 which requires Board approval.

Mr. Gynn thanked Ms. Schrader for reminding the Board of that and mentioned even though it is part of a contract they are still over \$100,000.

Mr. Gynn called for a roll call.

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

Mr. Gynn said the **resolution was approved unanimously** and moved on to Resolution #2024-11-05.

Mr. Gynn introduced Resolution #2024-11-05.

#2025-11-05: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURE FOR FOXSTER OPCO, LLC DBA CTS SOFTWARE (“CTS”) FOR SOFTWARE SYSTEM.

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

Motion: Karen Beck

Second: Stacey Wilson

Mr. Gynn asked if there were any questions or comments.

Ms. Amrhein commented that this is the new system that Mr. Trautman and his team have talked about a number of times. Ms. Amrhein asked Mr. Trautman if he would speak about the new system.

Mr. Trautman said this is CTS, it does all of our scheduling for our demand response services right now. It will be the system that we look at when and in the next year or so, we look at micro transit, they have that solution already in there. So, it's been very successful for us. It's been a little bit of a learning curve for people to get used to from leaving Trapeze to go to CTS, but it does schedule somewhere around 250 to 275 rides per day for us and manages will calls. It does a pretty good job for us, and everybody is pretty happy with it.

Mr. Baerman asked is that software as a service.

Mr. Trautman replied yes, it is in a cloud base. A lot of the software that we've gone to is because we don't want to have to keep investing several tens of thousands of dollars into new server clusters every six to eight years. We're trying to get a lot of our systems in the cloud. That way we don't have to worry about the security on it. That's all on the service provider.

Mr. Gynn remarked that he was glad you're pleased with the service.

Mr. Vitale asked how much we would spend a year with them, approximately.

Ms. Amrhein replied this authorizes up to \$130,000 and asked Mr. Trautman if this includes pass-through items as well.

Mr. Trautman replied yes, actually, our CTS contract is our primary contract holder for all of our operations software. So, they actually have two sub-partners through them. Passio Go!, which is our AVL system. And they also have the OptiBus, which is our operations scheduling and routing system that you saw us doing a presentation on, a couple of board meetings ago, where we showed you the overlays and the route increases and how we were able to optimize the route. All of those software providers are partnered with CTS. So, our payment to CTS covers all of those software systems.

Mr. Vitale asked how much does it cost.

Mr. Trautman replied I think Ms. Amrhein said the resolution is not to exceed \$130,000.

Mr. Gynn said the board is required to approve this. As Ms. Schrader mentioned, any contract that's over \$100,000 requires Board approval.

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

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

Mr. Gynn said the **resolution was approved unanimously** and moved on to Resolution #2024-11-06.

Mr. Gynn introduced Resolution #2024-11-06.

#2024-11-06: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A FIVE (5) YEAR CONTRACT BEGINNING JANUARY 1, 2025, TO THE GOODYEAR TIRE & RUBBER COMPANY FOR THE LEASE OF TIRES AND TIRE EQUIPMENT. THIS IS A JOINT PURCHASING VENTURE WITH AKRON METRO.

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

Motion: Mike Lewis

Second: Victor Baerman

Mr. Gynn asked if there were any questions.

Ms. Amrhein said this is a new contract for a five (5) year lease and this new lease begins in 2025. Ms. Amrhein asked Mr. Trautman to speak about the contract.

Mr. Trautman said we go out for bid every five years for a tire contract, and it is renewed on a yearly basis. Basically, we have to renew the new blanket agreement with them. So, we don't know how many miles we're going to run, and the contract goes by the per-mile basis, so we do this every year. We've had Goodyear up until this point. I'm glad we are staying with our current vendor. When we have to switch vendors, we have to go through what's called a run-out, which is very difficult for our fleet guys in the back. We've got to keep track of the previous vendors' tires, run them the furthest and longest, and then match them up and push them out. We get to stay with Goodyear and that is actually a good thing for us for the next five years.

Ms. Shrader said this is a joint procurement with Akron Metro. The number of miles is based on the lowest bid, and we had two bidders, Goodyear and Firestone-Bridgestone, and Goodyear had the lowest price.

Mr. Gynn asked if there were any more questions or comments, hearing none, he called for a roll call.

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

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

EXECUTIVE SESSION

Mr. Gynn said we need a motion to go into Executive Session.

Ms. Beck, Chair of the Personnel Committee, asked for a motion in accordance with Ohio Revised Code Section 121.22. We want to enter an Executive Session to consider the appointment, deployment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official.

Motion: Stacey Wilson

Second: Frank Vitale

Mr. Gynn called for a roll call.

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

Upon a **unanimous vote**, the PARTA Board of Trustees along with Ms. Amrhein, Ms. Kelly Jurisch, and Mr. Justin Markey entered into an Executive Session at 7:24 p.m.

At 7:50 p.m. the PARTA Board of Trustees returned to a public session.

Mr. Gynn said we will need a motion from Ms. Beck, Chair of the Personnel Committee.

Ms. Beck asked for a motion for the 1% bonus and the additional time off as the Board approved for Ms. Amrhein.

Motion: Marvin Woods

Second: Victor Baerman

Mr. Gynn called for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	X	_____	Jack Murphy	ABSENT	_____

Karen Beck	X	Janice Semmons-Mortimer	ABSENT
Debbie Davison	ABSENT	Frank Vitale	X
Dave Gynn	X	Stacey Wilson	X
Virginia Harris	ABSENT	Karen Wise	ABSENT
Mike Lewis	X	Marvin Woods	X
R. T. Mansfield	ABSENT		

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

Mr. Gynn said if there is no other business then we will see you all in January and have a wonderful holiday.

Mr. Baerman asked if you all read that article in The Portager on transportation. He stated that he thought that Mr. Trautman did an incredibly good job. He also wanted to compliment Mr. Trautman and said that he was really pleased for the organization [PARTA].

Ms. Amrhein explained that the interview was done over an extended period of time, maybe months. The reporter called several times, asked for more information, and was trying to do a thorough job. Sometimes interviews don't go well, and we come out looking like the bad guys. But it didn't really happen that way, so it was good.

Mr. Gynn said you might be aware that Ms. Amrhein and staff meets quarterly with a Community Advisory Committee to get input from the community and sharing input with some community leaders.

Ms. Amrhein said we just had a Transportation Forum last Friday. We had several hours of training on our new system, how to use it and how to help them educate their clients and show them how to use the EZ Fare Validator. Ms. Amrhein thanked Ms. Jurisch, who facilitated the forum, saying it was well done.

ADJOURNMENT

Hearing nothing further, Mr. Gynn entertained a motion to adjourn. **Ms. Karen Beck** made a motion to adjourn the meeting, which was seconded by **Mr. Marvin Woods**. 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 7:33 p.m.

Respectfully submitted,



Sony Richardson-Gilroy
Executive Assistant



Section B



General Manager

Report
&
Attachments

PARTA
2000 Summit Road
Kent, Ohio 44240

GENERAL MANAGER'S REPORT

TO: PARTA Board of Trustees

FROM: Claudia B. Amrhein, General Manager 

DATE: January 2025

Committee Meetings and Resolutions. Happy New Year and thank you for your willingness to serve on the PARTA Board of Trustees again this year. The January meeting agenda includes three resolutions for board consideration.

The administration committee will meet on **Thursday, January 23 at 6 p.m.** to consider Resolution #2025-01-03, to amend the exempt and nonexempt pay structures.

The finance committee will meet on **Thursday, January 23, at 6:15 p.m., immediately following the administration committee.** The agenda includes reviewing November financial reports, ratifying the fuel contract for 2025 via Resolution #2025-01-01, and awarding a five-year contract for the purchase of low-floor light transit vehicles via Resolution #2025-01-02.

Welcome New Trustee, Becky Lehman. I am pleased to introduce Becky Lehman as our newest board member. Becky resides in Suffield Twp. and is the Health Commissioner for the Portage County Health District. She has worked for the health district for over 15 years and served as deputy health commissioner until November 2024, when she was named health commissioner. The Portage County Commissioners appointed Becky to the southern Portage County seat. Welcome, Becky!

#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.

Annual Fuel Contract Ratification. The annual joint fuel procurement resulted in excellent pricing for diesel and gasoline fuel again in 2025. Like previous years, the fuel contract is time-sensitive and was executed on bid-opening day. Diesel fuel will cost 12.8% less and gasoline fuel will cost 18.3% less than 2024. We retained the current vendor, Sunoco, LLC dba Gladieux Energy, LLC for fuel provision. The pricing is based on delivery of approximately 95,000 gallons of 47 Cetane diesel fuel and 100,000 gallons of 87 unleaded gasoline fuel. Resolution #2025-01-01 will ratify the contract executed on December 4 with Gladieux.

#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.

Awarding Contract for Purchase of Low-Floor Wheelchair Accessible LTVs. Resolution #2025-01-02 recommends awarding a five-year contract to TESCO for the purchase of low-floor wheelchair accessible LTVs. These vehicles offer significant advantages over traditional LTVs by utilizing pull-out ramps instead of wheelchair lifts. Injuries from falls and use of wheelchair lifts is a costly liability that the pull-out lifts should help to alleviate.

The resolution authorizes establishing an agreement with TESCO for five years and authorizes the purchase of five (5) low-floor LTVs, optional equipment, and spare parts in 2025 for a cost not to exceed \$1,150,000. The new vehicles will replace older LTVs running beyond their useful life that are programmed for replacement in the current Transportation Improvement Program (TIP).

#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.

Revising Job Categories within Existing Pay Structures. Last April, we updated wage and salary ranges in the pay structures. Resolution #2025-01-03 recommends adding a position title and relocating other positions based on updated duties and job market trends. The revisions do not alter the approved budget or established pay ranges.

SFY2025 Ohio Workforce Mobility Partnership Program Funding Award (OWMP). I am pleased to report that Governor DeWine and ODOT awarded funding to PARTA through the SFY 2025 OWMP program. The projects will support transit planning studies, facility rehabilitation related to accessibility, and upgrades to IT infrastructure, bus equipment, facility cameras, and CNG fuel pumps.

PARTA's SFY 2025 OWMP Program Cost Summary

Project Name	Project Type	100%	80%	PARTA's Local Match
		Total Project Cost	OWMP Program Request	
1) PARTA Workforce Mobility Transit Feasibility Study	Planning - Feasibility Study	\$ 125,000	\$ 100,000	\$ 25,000
2) PARTA Transit Development Plan	Planning - TDP	\$ 125,000	\$ 100,000	\$ 25,000
3) PARTA Administrative Facility Rehabilitation	Facility Related Project	\$ 100,000	\$ 80,000	\$ 20,000
4) PARTA ITS Infrastructure Upgrade - Computers & Servers	Upgraded Hardware	\$ 110,000	\$ 88,000	\$ 22,000
5) PARTA Bus Equipment Upgrade	Upgraded Bus Equipment	\$ 76,000	\$ 60,800	\$ 15,200
6) PARTA CNG Fuel Pump Upgrade	Upgraded Maintenance Equipment	\$ 195,000	\$ 156,000	\$ 39,000
7) PARTA Upgraded Facility Cameras	Upgraded Hardware	\$ 67,500	\$ 54,000	\$ 13,500
TOTALS:		\$ 798,500	\$ 638,800	\$ 159,700
			AWARD - Federal Flex Funds	

The award includes funding for two transit planning studies. Conducting a Transit Feasibility Study (TFS) and developing a comprehensive Transit Development Plan (TDP) will enable PARTA to identify strategic priorities to guide our path over the next five to ten years. The TFS will analyze existing services, recommend service improvements, and estimate operational costs. Following the TFS, the TDP will outline PARTA's strategic vision for the future, guide decision-making, and provide rationale for investment prioritization when applying for federal and state funding. We issued an RFP to solicit competitive proposals for the planning studies and are working to bring forward a contract award recommendation at the February board meeting.

Service Reports. Ridership and Key Performance Indicators. We are thrilled to report that 2024 ridership surpassed 2019 ridership totals. The pandemic-related reductions began in 2020, continued to decline in 2021, and began increasing gradually in 2022, as shown in Figure 1. The 2024 total ridership of 1,178,738 is 2% greater than 2019 total ridership and 30% greater than 2023 total ridership. Figures 2 and 3 show that both service miles and service hours decreased by 20% in 2024 as compared to 2019.

On-Time Compliance. ADA Complementary Paratransit Service. ADA on-time compliance in 2024 remained excellent, averaging 97.77% for the year. Of 9,517 trips, all but 212 trips were performed on time.

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

Figure 1. Annual Comparison: All Service Modes, 2019 through 2024

Total ridership in 2024 surpassed 2019 by 2% (all fixed route, express route, demand response, and ADA).

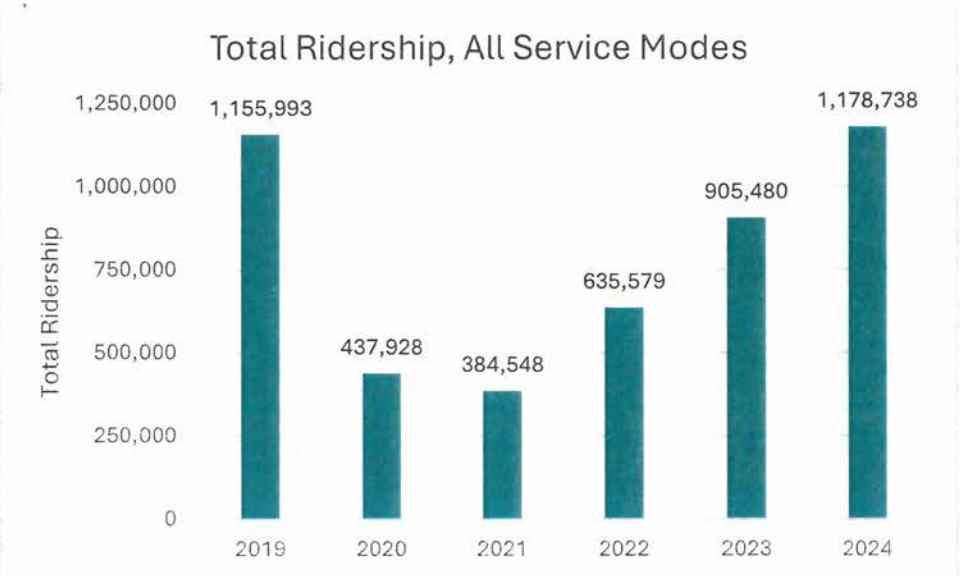


Figure 2. Annual Comparison: Service Miles, 2019 through 2024

Total service miles driven in 2024 decreased by 20% as compared to 2019 total service miles.

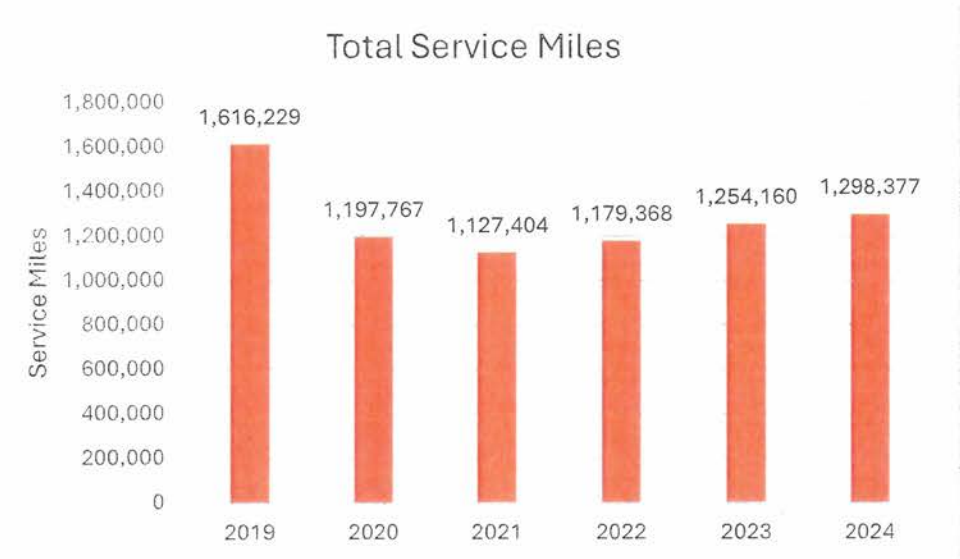


Figure 3. Annual Comparison: Service Hours, 2019 through 2024

Total service hours performed in 2024 decreased by 20% as compared to 2019 total service hours.

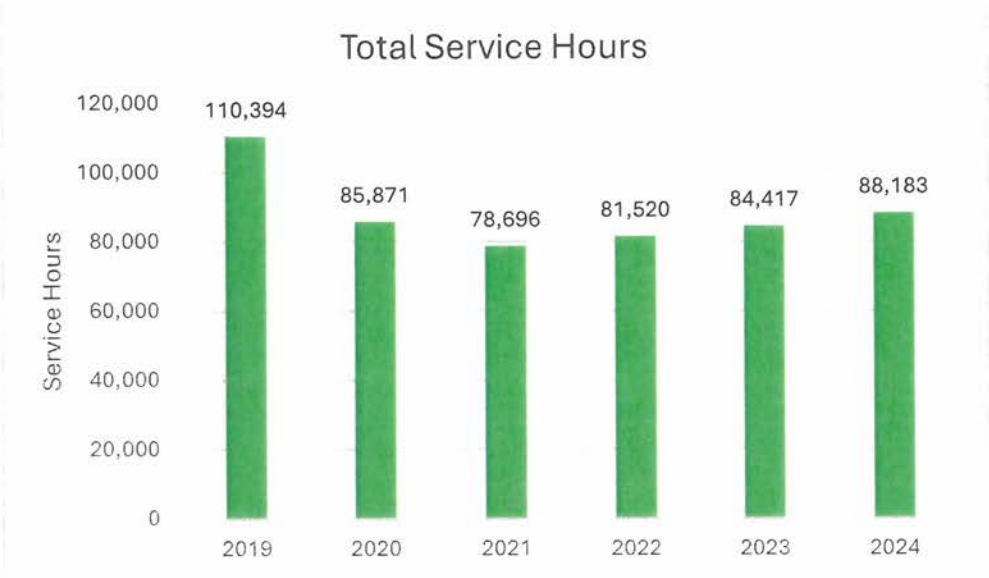
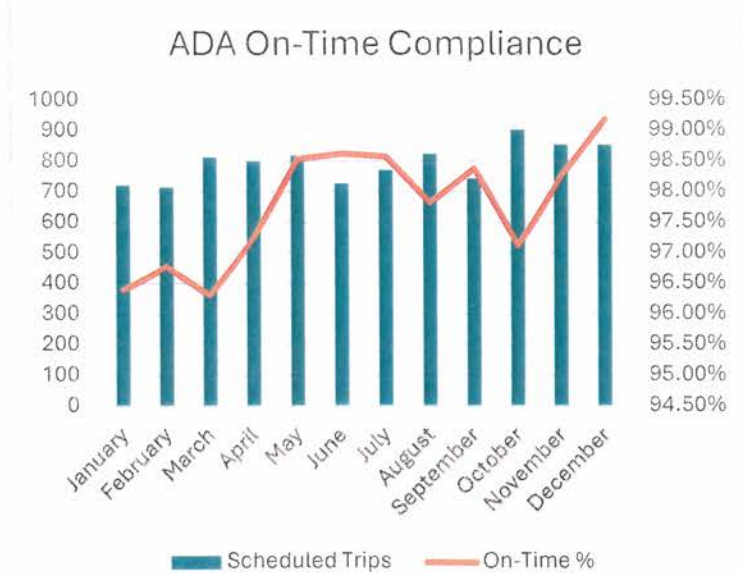


Figure 4. Year-End 2024: ADA Trips and On-Time Compliance

ADA trips were consistently performed on time during 2024, with 9,517 trips completed at 97.77% on schedule.

ADA On Time Compliance				
Month	Scheduled Trips	Arrived Late	Late %	On-Time %
January	720	26	3.61%	96.39%
February	713	23	3.23%	96.77%
March	811	30	3.70%	96.30%
April	797	22	2.76%	97.24%
May	816	12	1.47%	98.53%
June	725	10	1.38%	98.62%
July	768	11	1.43%	98.57%
August	822	18	2.19%	97.81%
September	742	12	1.62%	98.38%
October	900	26	2.89%	97.11%
November	852	15	1.76%	98.24%
December	851	7	0.82%	99.18%
Totals	9517	212	2.23%	97.77%





Section C



Finance Committee

PARTA Finance Reports
&
KCG Finance Reports

PARTA FINANCE REPORT

11/30/2024

Section C.1

			Un-Audited				A			
CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2024 BUDGET	% BUDGET SPENT	Annual Proj'd (Nov)	
REVENUE										
\$ 23,648	\$ 18,750	\$ 4,898	Farebox & Ticket Sales	\$ 233,948	\$ 206,250	\$ 27,698	\$ 225,000	104.0%	\$ 255,216	
\$ 51,507	\$ 25,174	\$ 26,333	Agency Cash Grants and Reimb	\$ 369,874	\$ 276,914	\$ 92,960	\$ 302,088	122.4%	\$ 403,498	
\$ 219,676	\$ 176,689	\$ 42,987	KSU Revenues	\$ 1,977,284	\$ 1,943,582	\$ 33,702	\$ 2,120,271	93.3%	\$ 2,127,284	
\$ 6,000	\$ 6,250	\$ (250)	State Reimbursement (Fuel)	\$ 65,992	\$ 68,750	\$ (2,758)	\$ 75,000	88.0%	\$ 71,992	
\$ -	\$ 20,504	\$ (20,504)	State Capital Maintenance Assis	\$ 220,974	\$ 225,545	\$ (4,571)	\$ 246,049	89.8%	\$ 246,049	
\$ -	\$ -	\$ -	Elderly & Disabled Fare Assist.	\$ 85,814	\$ 85,814	\$ -	\$ 85,814	100.0%	\$ 85,814	
\$ -	\$ -	\$ -	Federal Capital Maintenance As:	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 1,100,000	100.0%	\$ 1,100,000	
\$ -	\$ -	\$ -	Federal Operating (ARPA)	\$ 644,668	\$ 640,280	\$ 4,388	\$ 640,280	100.7%	\$ 644,668	
\$ -	\$ 4,333	\$ (4,333)	Federal Project Mgmt. & Plannin	\$ 52,000	\$ 47,667	\$ 4,333	\$ 52,000	100.0%	\$ 52,000	
\$ 84,253	\$ 25,000	\$ 59,253	Investment Income	\$ 785,474	\$ 275,000	\$ 510,474	\$ 300,000	261.8%	\$ 856,880	
\$ 580,517	\$ 637,798	\$ (57,281)	Sales Tax Revenues	\$ 6,801,835	\$ 7,015,782	\$ (213,947)	\$ 7,653,580	88.9%	\$ 7,381,835	
\$ 6,517	\$ 6,808	\$ (291)	Other Revenues	\$ 82,174	\$ 75,892	\$ 6,282	\$ 83,700	98.2%	\$ 82,174	
\$ 972,118	\$ 921,307	\$ 50,811	TOTAL REVENUES	\$ 12,420,035	\$ 11,961,475	\$ 458,561	\$ 12,883,782	96.4%	\$13,307,410	
EXPENSES										
\$ 140,582	\$ 151,219	\$ 10,636	Operators Salaries and Wages	\$ 1,574,943	\$ 1,814,622	\$ 239,679	\$ 1,965,841	80.1%	\$ 1,706,188	
\$ 47,217	\$ 43,235	\$ (3,982)	Students Salaries and Wages	\$ 365,294	\$ 503,294	\$ 138,001	\$ 545,430	67.0%	\$ 395,735	
\$ 71,890	\$ 88,180	\$ 16,290	Maintenance Salaries and Wage	\$ 875,870	\$ 1,058,156	\$ 182,287	\$ 1,146,336	76.4%	\$ 948,859	
\$ 57,299	\$ 70,935	\$ 13,636	Operations Staff Salaries and W	\$ 675,300	\$ 851,220	\$ 175,920	\$ 922,155	73.2%	\$ 731,575	
\$ 68,414	\$ 79,426	\$ 11,012	Admin Salaries and Wages	\$ 849,138	\$ 953,110	\$ 103,972	\$ 1,032,536	82.2%	\$ 919,899	
\$ 116,889	\$ 121,718	\$ 4,828	Employee Health Insurance	\$ 1,282,743	\$ 1,338,894	\$ 56,151	\$ 1,460,612	87.8%	\$ 1,399,632	
\$ 106,089	\$ 115,375	\$ 9,286	Other Fringe Benefits	\$ 1,398,312	\$ 1,481,625	\$ 83,313	\$ 1,597,000	87.6%	\$ 1,528,838	
\$ -	\$ 833	\$ 833	Advertising Fees	\$ 13,129	\$ 12,167	\$ (963)	\$ 13,000	101.0%	\$ 14,323	
\$ 16,110	\$ 19,167	\$ 3,057	Professional/Tech Services	\$ 207,468	\$ 244,833	\$ 37,366	\$ 264,000	78.6%	\$ 226,328	
\$ 17,377	\$ 36,250	\$ 18,873	Capital Maintenance Service	\$ 261,667	\$ 276,150	\$ 14,483	\$ 295,400	88.6%	\$ 285,455	
\$ 16,308	\$ 14,042	\$ (2,266)	Other Services	\$ 149,018	\$ 172,458	\$ 23,440	\$ 186,500	79.9%	\$ 162,565	
\$ 57,573	\$ 74,917	\$ 17,344	Fuel and Lubricants	\$ 593,575	\$ 824,083	\$ 230,508	\$ 899,000	66.0%	\$ 647,537	
\$ 2,671	\$ 3,083	\$ 413	Tires and Tubes	\$ 33,302	\$ 33,917	\$ 614	\$ 37,000	90.0%	\$ 36,330	
\$ 26,219	\$ 35,708	\$ 9,489	Other Materials and Supplies	\$ 263,526	\$ 392,792	\$ 129,266	\$ 428,500	61.5%	\$ 287,483	
\$ 12,885	\$ 15,000	\$ 2,115	Utilities	\$ 144,227	\$ 165,000	\$ 20,773	\$ 180,000	80.1%	\$ 157,338	
\$ 1,870	\$ -	\$ (1,870)	Premium Public Liab/Prop Dam	\$ 303,748	\$ 312,383	\$ 8,635	\$ 318,383	95.4%	\$ 303,748	
\$ 528	\$ -	\$ (528)	Dues and Subscriptions	\$ 31,717	\$ 37,100	\$ 5,383	\$ 37,100	85.5%	\$ 32,217	
\$ 2,871	\$ 2,858	\$ (12)	Travel and Meetings	\$ 14,782	\$ 26,242	\$ 11,460	\$ 27,500	53.8%	\$ 29,782	
\$ 1,083	\$ 4,100	\$ 3,017	Advertising/Promotions Media	\$ 17,399	\$ 46,500	\$ 29,101	\$ 50,500	34.5%	\$ 18,981	
\$ 382	\$ 908	\$ 526	Other Misc. Expenses	\$ 7,627	\$ 10,092	\$ 2,465	\$ 11,000	69.3%	\$ 8,627	
\$ 5,805	\$ 6,378	\$ 573	Sales Tax Fees	\$ 68,018	\$ 70,158	\$ 2,140	\$ 76,536	88.9%	\$ 74,202	
\$ 770,062	\$ 883,331	\$ 113,269	TOTAL EXPENSES	\$ 9,130,803	\$ 10,624,797	\$ 1,493,994	\$ 11,494,329	79.4%	\$ 9,915,643	
\$ 202,056	\$ 37,976	\$ 164,080	Gross Operating Surplus/(Defici	\$ 3,289,232	\$ 1,336,678	\$ 1,952,554	\$ 1,389,453		\$ 3,391,767	

PARTA CAPITAL FINANCE REPORT

Section C.1

Un-Audited	PY	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	YTD	FY 2024	B	
														ACTUAL	BUDGET	ACTUAL	
														RECVD / EXP		REMAINING	
2024 Operating Surplus (From Finance Report)	\$	68,161	\$ 255,376	\$270,423	\$173,140	\$ 1,015,021	\$359,206	\$ 77,178	\$ 62,145	\$ 442,652	\$ 363,874	\$ 202,056		\$	3,289,232	\$ 1,344,453	\$3,289,232
Grant Funding																	
2022 CMAQ 2-CNG 1-Trolley #			\$ 460,000											\$	920,000	\$ 920,000	\$ -
2022 OTP2 match (for 2022) #			\$ 115,000											\$	230,000	\$ 230,000	\$ -
2025- 2 CNG Transit (2021 DERG)														\$	-	\$ 737,164	\$ 737,164
2024- 1 CNG Transit (2021 DERG)			\$ 368,582											\$	368,582	\$ 368,582	\$ 0
2024- 2 CNG Transit (CMAQ)						\$ 896,141								\$	896,141	\$ 896,141	\$ -
2024 OTP2 Overmatch GRF (1-CMAQ)			\$ 105,938											\$	105,938	\$ 105,938	\$ -
2024 OTP2 Overmatch FLEX (for 3-DERG)						\$ 114,749								\$	114,749	\$ 328,036	\$ 213,287
2025 4- Diesel Transit (5339(b))														\$	-	\$ 1,514,888	\$1,514,888
Bus Storage Facility (5339) #			\$ 16,874	\$ 90,398										\$	2,834,078	\$ 2,834,078	\$ -
Utility Vehicles 2024 OPT2 Flex						\$ 30,400								\$	30,400	\$ 30,400	\$ -
[APC (2024 OPT2 Flex)] + Sr #						\$ 126,929								\$	224,464	\$ 241,535	\$ 17,071
2024 & 2025 Maint Equip. OPT2 Flex						\$ 52,250				\$ 83,348				\$	135,598	\$ 519,254	\$ 383,656
2024 & 2025 Facility Rehab OPT2 Flex						\$ 77,095								\$	77,095	\$ 336,000	\$ 258,905
TOTAL GRANT FUNDING # \$			\$ 1,066,394	\$ 90,398	\$ -	\$ 1,297,564	\$ -	\$ -	\$ -	\$ 83,348	\$ -	\$ -	\$ -	\$	5,937,045	\$ 9,062,016	\$3,124,971
Capital Project Costs (Fixed Assets)																	
2022 CMAQ 2-CNG 1-Trolley # \$ (607,402)														\$	(1,296,366)	\$ (1,377,928)	\$ 81,562
2 CNG Transit (2021 DERG)														\$	-	\$ (1,309,000)	\$1,309,000
2024- 1 CNG Transit (2021 DERG)			\$ (607,402)											\$	(607,402)	\$ (607,402)	\$ -
2024- 2 CNG Transit (CMAQ) \$ (607,402) \$ (607,402)														\$	(1,214,804)	\$ (1,214,804)	\$ -
2025 4- Diesel Transit (5339(b))														\$	-	\$ (2,407,220)	\$2,407,220
Bus Storage Facility (5339) #			\$ (77,340)											\$	(3,532,869)	\$ (3,542,800)	\$ -
ROV Utility Vehicles 2024 OPT2 Flex														\$	(38,255)	\$ (38,000)	\$ (255)
[APC (2024 OPT2 Flex)] + Sr #						\$ (158,661)								\$	(324,190)	\$ (345,529)	\$ 21,339
2024 & 2025 Maint Equip. OPT2 \$ (5,127)					\$ (60,185)				\$ (68,569)	\$ (35,616)				\$	(169,497)	\$ (575,068)	\$ 405,571
2024 & 2025 Facility Rehab (#														\$	(96,369)	\$ (420,000)	\$ 323,631
LOCAL PROJECTS																	
Component Rebuilds						\$ (8,141)	\$ (17,850)	\$ (16,231)	\$ (15,717)			\$ 8,865		\$	(49,074)	\$ (100,000)	\$ 50,926
Facility Improvements														\$	-	\$ (60,000)	\$ 60,000
Misc. Equip.									\$ (7,094)					\$	(7,094)	\$ (10,000)	\$ 2,906
TOTAL CAPITAL PROJECT # \$			\$(1,219,931)	\$(1,292,144)	\$ -	\$(60,185)	\$ (166,802)	\$(17,850)	\$ (23,325)	\$ (84,286)	\$ (35,616)	\$ -	\$ 8,865	\$	(7,335,921)	\$ (12,007,551)	\$4,661,899
BALANCE			\$(1,151,770)	\$ 29,626	\$360,821	\$112,955	\$ 2,145,783	\$341,356	\$ 53,853	\$ (22,141)	\$490,384	\$363,874	\$ 210,922	\$ -		\$ (1,601,082)	\$1,752,304
Restricted Balance			\$ 15,145	\$ 14,101	\$ 15,068	\$ 14,643	\$ 15,159	\$ 14,724	\$ 15,258	\$ 15,313	\$ 14,518	\$ 14,350	\$ 13,437	\$	161,716	\$ 3,220,560	\$3,382,276
Carry Forward Balance 23/24 #			\$(1,166,915)	\$ 15,525	\$345,753	\$ 98,312	\$ 2,130,624	\$326,632	\$ 38,595	\$(37,454)	\$475,866	\$349,524	\$ 197,485	\$ -	\$ 9,184,580		

Restricted: Local Match	
2 CNG Transits (2025) 2021 DEF	\$ 358,549
4 Diesel Transits (2025)	\$ 568,718
[APC (2024 OPT2 Flex)] + Schec	\$ 4,268
2025 Maint. Equip. (CNG Genera	\$ 95,915
2025 Facility Rehab (Maint. Roof	\$ 64,726
2025 5 - LTV	\$ 125,000
2026 CNG Transits	\$ 800,318
Future Capital Projects	\$ 1,364,782
	\$ 3,382,276

PARTA
STATEMENT OF NET POSITION
12/31/2024
Un-Audited

Section C.1 **C**

<u>ASSETS</u>	<u>12/31/2024</u>	<u>11/30/2024</u>	<u>Variance</u>
CURRENT ASSETS:			
Cash & Cash Equivalents	\$ 8,939,810	\$ 8,939,810	\$ -
Receivables:			
RECEIVABLES-A/R Control (Oper)	\$ 386,871	\$ 381,535	\$ 5,337
Receivables Accrued Sales Tax	\$ 1,945,259	\$ 1,945,259	
Materials & Supply Inventory	\$ 285,477	\$ 285,477	
TOTAL UNRESTRICTED/CURRENT ASSETS	\$ 11,557,417	\$ 11,552,080	
RESTRICTED ASSETS:			
Special Deposits-Restricted	\$ 8,611,265	\$ 8,611,265	\$ -
Star Ohio Restricted Capital	\$ 3,382,276	\$ 3,382,276	\$ -
TOTAL RESTRICTED ASSETS	\$ 11,993,541	\$ 11,993,541	
PROPERTY FACILITIES, & EQUIP.:			
Land	\$ 160,000	\$ 160,000	\$ -
Land - KCG	\$ 2,027,675	\$ 2,027,675	\$ -
Buildings & Improvements	\$ 15,633,845	\$ 15,633,845	\$ -
Buildings - KCG	\$ 16,887,691	\$ 16,887,691	\$ -
Transportation Vehicles & Equip.	\$ 22,341,256	\$ 22,341,256	\$ -
Computer Hardware & Software	\$ 1,560,389	\$ 1,560,389	\$ -
Other	\$ 384,753	\$ 384,753	\$ -
TOTAL	\$ 58,995,610	\$ 58,995,610	
Less Accumulated Depreciation	\$ (30,998,913)	\$ (30,998,913)	
CAPITAL ASSETS (Net of Accum. Dep.)	\$ 27,996,696	\$ 27,996,696	
Deferred Outflow - Pension & OPEB	\$ 4,620,738	\$ 4,620,738	
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 56,168,393	\$ 56,163,056	
LIABILITIES AND NET POSITION			
CURRENT LIABILITIES:			
Accounts Payable	\$ 81,822	\$ 81,822	\$ -
Advances Payable - KCG	\$ (119,601)	\$ (119,601)	\$ -
Accrued Sales Tax Fee Payable	\$ 20,083	\$ 20,083	
Payroll Liability	\$ 491,010	\$ 491,010	
TOTAL CURRENT LIABILITIES	\$ 473,314	\$ 473,314	
NONCURRENT LIABILITIES:			
Net Pension & OPEB Liability	\$ 9,520,225	\$ 9,520,225	
TOTAL NONCURRENT LIABILITIES	\$ 9,520,225	\$ 9,520,225	
Deferred Inflow - Pension & OPEB	\$ 141,368	\$ 141,368	
TOTAL LIABILITIES & DEFERRED INFLOWS	\$ 10,134,907	\$ 10,134,907	
NET POSITION:			
Invested in Capital Assets, Net of Related Deb	\$ 27,996,696	\$ 27,996,696	
Restricted for Capital Assets	\$ 11,993,541	\$ 11,993,541	
Unrestricted Funds Balance	\$ 6,043,248	\$ 6,037,912	
TOTAL NET POSITION	\$ 46,033,486	\$ 46,028,149	
TOTAL LIABILITIES & NET POSITION	\$ 56,168,393	\$ 56,163,056	

KCG FINANCE REPORT

11/30/2024

Section C.2

Un-Audited

A
91.67%

Projected
YE 2024
As of Nov.

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2024 BUDGET			
REVENUE										
\$ 16,176	\$ 9,000	\$ 7,176	Hotel Overnight Parking	\$ 188,301	\$ 186,600	\$ 1,701	\$ 195,000	96.6%	\$ 204,476	
\$ 21,328	\$ 21,452	\$ (124)	Monthly Parking Passes	\$ 232,586	\$ 232,068	\$ 518	\$ 253,218	91.9%	\$ 253,730	
\$ 10,139	\$ 8,000	\$ 2,139	Daily Parking Revenue	\$ 135,869	\$ 134,000	\$ 1,869	\$ 142,000	95.7%	\$ 148,220	
\$ 8,022	\$ 8,091	\$ (69)	Lease Revenue	\$ 91,717	\$ 88,997	\$ 2,720	\$ 97,088	94.5%	\$ 100,055	
\$ 820	\$ 417	\$ 403	Other Revenues	\$ 8,607	\$ 4,583	\$ 4,024	\$ 5,000	172.1%	\$ 8,607	
\$ 56,484	\$ 46,959	\$ 9,525	TOTAL REVENUES	\$ 657,080	\$ 646,249	\$ 10,831	\$ 692,306	94.9%	\$ 715,089	
EXPENSES										
\$ 21,357	\$ 22,108	\$ 751	KCG Salaries and Wages	\$ 249,579	\$ 265,290	\$ 15,711	\$ 287,398	86.8%	\$ 270,377	
\$ 4,565	\$ 6,000	\$ 1,435	Employee Health Insurance	\$ 49,473	\$ 66,000	\$ 16,527	\$ 72,000	68.7%	\$ 54,038	
\$ 7,640	\$ 6,629	\$ (1,011)	Other Fringe Benefits	\$ 92,413	\$ 79,551	\$ (12,862)	\$ 86,180	107.2%	\$ 100,114	
\$ -	\$ 833	\$ 833	Professional/Tech Services	\$ -	\$ 9,167	\$ 9,167	\$ 10,000	0.0%	\$ -	
\$ 3,355	\$ 4,000	\$ 645	Contract Maintenance Service	\$ 72,067	\$ 38,000	\$ (34,067)	\$ 42,000	171.6%	\$ 78,618	
\$ 1,199	\$ 1,325	\$ 126	Other Services	\$ 14,375	\$ 14,575	\$ 200	\$ 15,900	90.4%	\$ 15,682	
\$ 1,357	\$ 2,100	\$ 743	Other Materials and Supplies	\$ 28,545	\$ 23,100	\$ (5,445)	\$ 25,200	113.3%	\$ 31,140	
\$ 4,503	\$ 6,000	\$ 1,497	Utilities	\$ 56,909	\$ 66,000	\$ 9,091	\$ 72,000	79.0%	\$ 62,083	
\$ -	\$ -	\$ -	Premium Public Liab/Prop Dama;	\$ 6,500	\$ 6,500	\$ -	\$ 6,500	100.0%	\$ 6,500	
\$ 5,000	\$ 6,000	\$ 1,000	Advertising/Promotions Media	\$ 5,000	\$ 6,000	\$ 1,000	\$ 6,000	83.3%	\$ 5,000	
\$ 1,652	\$ 2,400	\$ 748	Other Misc. Expenses	\$ 1,698	\$ 2,400	\$ 702	\$ 2,400	70.7%	\$ 2,198	
\$ 50,628	\$ 57,395	\$ 6,767	TOTAL EXPENSES	\$ 576,560	\$ 576,583	\$ 23	\$ 625,578	92.2%	\$ 625,751	
\$ 5,856	\$ (10,436)	\$ 16,292	Gross Operating Surplus/(Defici	\$ 80,520	\$ 69,666	\$ 10,854	\$ 66,728		\$ 89,338	

KCG FINANCE REPORT
2024 Summary

A+

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	FY 2024 BUDGET
REVENUE														
Hotel Overnight Parking	\$ 12,218	\$ 12,704	\$ 15,755	\$18,590	\$17,375	\$22,761	\$21,911	\$19,859	\$15,188	\$15,768	\$16,176	\$ -	\$ 188,301	\$ 195,000
Monthly Parking Passes	\$ 21,691	\$ 22,500	\$ 22,318	\$21,681	\$21,787	\$19,759	\$19,090	\$20,278	\$21,028	\$21,127	\$21,328	\$ -	\$ 232,586	\$ 253,218
Daily Parking Revenue	\$ 7,046	\$ 10,646	\$ 11,712	\$16,223	\$13,218	\$ 9,553	\$19,166	\$10,917	\$16,749	\$10,501	\$10,139	\$ -	\$ 135,869	\$ 142,000
Lease Revenue	\$ 9,742	\$ 7,936	\$ 8,091	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,456	\$ 8,251	\$ 8,022	\$ -	\$ 91,717	\$ 97,088
Other Revenue	\$ 911	\$ 659	\$ 638	\$ 716	\$ 724	\$ 1,050	\$ 792	\$ 789	\$ 687	\$ 820	\$ 820	\$ -	\$ 8,607	\$ 5,000
TOTAL REVENUES	\$ 51,607	\$ 54,445	\$ 58,514	\$65,453	\$61,347	\$61,366	\$69,202	\$60,087	\$62,107	\$56,467	\$56,484	\$ -	\$ 657,080	\$ 692,306
Parking Revenue	\$ 40,954	\$ 45,849	\$ 49,785	\$56,493	\$52,380	\$52,073	\$60,166	\$51,053	\$52,964	\$47,396	\$47,643	\$ -		
EXPENSES														
KCG Salaries and Wages	\$ 18,274	\$ 21,974	\$ 32,840	\$21,617	\$21,568	\$17,612	\$19,462	\$31,228	\$21,246	\$22,402	\$21,357	\$ -	\$ 249,579	\$ 287,398
Employee Health Insurance	\$ 4,489	\$ 4,489	\$ 4,347	\$ 4,489	\$ 4,489	\$ 4,489	\$ 4,565	\$ 4,422	\$ 4,565	\$ 4,565	\$ 4,565	\$ -	\$ 49,473	\$ 72,000
Other Fringe Benefits	\$ 12,408	\$ 5,665	\$ 8,575	\$ 6,546	\$ 6,958	\$ 9,673	\$ 8,347	\$10,751	\$ 5,932	\$ 9,917	\$ 7,640	\$ -	\$ 92,413	\$ 86,180
Professional/Tech Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Contract Maintenance Serv	\$ 4,591	\$ 7,057	\$ 16,901	\$ 8,236	\$ 4,361	\$ 4,533	\$ 2,698	\$ 8,917	\$ 8,774	\$ 2,643	\$ 3,355	\$ -	\$ 72,067	\$ 42,000
Other Services	\$ 1,339	\$ 767	\$ 1,157	\$ 1,295	\$ 2,140	\$ 880	\$ 1,304	\$ 1,253	\$ 1,115	\$ 1,925	\$ 1,199	\$ -	\$ 14,375	\$ 15,900
Other Materials and Supplies	\$ 3,097	\$ 486	\$ 860	\$ 1,219	\$ 2,939	\$ 4,387	\$ 4,664	\$ 403	\$ 1,405	\$ 7,728	\$ 1,357	\$ -	\$ 28,545	\$ 25,200
Utilities	\$ 6,245	\$ 6,606	\$ 6,246	\$ 5,786	\$ 4,558	\$ 4,475	\$ 4,582	\$ 4,591	\$ 4,751	\$ 4,568	\$ 4,503	\$ -	\$ 56,909	\$ 72,000
Premium Public Liab/Prop D	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ -	\$ -	\$ 6,500	\$ 6,500
Advertising/Promotions Med	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000	\$ 6,000
Other Misc. Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46	\$ -	\$ 1,652	\$ -	\$ 1,698	\$ 2,400
TOTAL EXPENSES	\$ 50,443	\$ 47,044	\$ 70,926	\$49,189	\$47,013	\$46,048	\$45,622	\$61,565	\$47,833	\$60,247	\$50,628	\$ -	\$ 576,560	\$ 625,578
Gross Operating Surplus/(L	\$ 1,164	\$ 7,400	\$ (12,412)	\$16,264	\$14,334	\$15,318	\$23,579	\$(1,479)	\$14,274	\$(3,780)	\$ 5,856	\$ -	\$ 80,520	\$ 66,728
Cummulative Surplus	\$ 1,164	\$ 8,565	\$ (3,847)	\$12,417	\$26,751	\$42,069	\$65,649	\$64,170	\$78,444	\$74,664	\$80,520	\$80,520		
HOURS	744	696	744	720	744	720	744	744	720	744	720	744	8,040	
Cost Per Hour	\$ 67.80	\$ 67.59	\$ 95.33	\$ 68.32	\$ 63.19	\$ 63.96	\$ 61.32	\$ 82.75	\$ 66.44	\$ 80.98	\$ 70.32	\$ -	\$ 71.71	
CARS	6,776	7,987	8,342	9,149	7,957	7,032	7,316	8,178	8,220	7,989	7,449		86,395	
Cost Per Car	\$ 7.44	\$ 5.89	\$ 8.50	\$ 5.38	\$ 5.91	\$ 6.55	\$ 6.24	\$ 7.53	\$ 5.82	\$ 7.54	\$ 6.80	#DIV/0!	\$ 6.67	
Revenue Per Car	\$ 6.04	\$ 5.74	\$ 5.97	\$ 6.17	\$ 6.58	\$ 7.41	\$ 8.22	\$ 6.24	\$ 6.44	\$ 5.93	\$ 6.40	#DIV/0!	\$ 6.44	
Revenue Per Monthly	\$ 5.55	\$ 4.89	\$ 5.35	\$ 4.64	\$ 6.34	\$ 8.24	\$ 7.09	\$ 5.46	\$ 4.92	\$ 4.75	\$ 5.85	\$ -	\$ 5.73	
Revenue Per Daily	\$ 6.71	\$ 6.90	\$ 6.59	\$ 7.78	\$ 6.77	\$ 6.97	\$ 8.88	\$ 6.89	\$ 8.10	\$ 7.42	\$ 6.91	\$ -	\$ 7.27	

Kent Central Gateway
STATEMENT OF NET POSITION
11/30/2024
Un-Audited

Section C.2

C

	<u>11/30/2024</u>	<u>10/31/2024</u>	<u>Variance</u>
<u>ASSETS</u>			
Current Assets:			
CHECKING ACCT - KCG	\$ 91,507.05	\$ 83,041.36	\$ 8,466
CHECKING ACCT - KCG VISA	\$ 11,812.95	\$ 14,671.86	\$ (2,859)
POF Change Fund	\$ 2,000.00	\$ 2,000.00	\$ -
RECEIVABLES-A/R Control (Oper)	\$ (1,181.29)	\$ (1,756.90)	\$ 576
Total Current Assets	<u>\$ 104,139</u>	<u>\$ 97,956</u>	
Restricted Assets:			
MMAX RESTRICTED	\$ 152,857.71	\$ 152,477.56	\$ 380
Total Restricted Assets	<u>\$ 152,858</u>	<u>\$ 152,478</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	\$ -
Less Accumulated Depreciation	\$ (433,469)	\$ (433,469)	\$ -
Total Fixed Assets	<u>\$ 117,399</u>	<u>\$ 117,399</u>	
Total Assets	<u><u>\$ 374,396</u></u>	<u><u>\$ 367,833</u></u>	

LIABILITIES AND NET POSITION

Current Liabilities:			
ACCOUNTS PAYABLE	\$ 3,094.80	\$ 2,191.57	\$ 903
Deferred Income Student	\$ 731.25	\$ 928.12	
Accrued Net Payroll	\$ 42,323.99	\$ 42,323.99	\$ -
Advanced Payable - KCG	\$ 119,601.00	\$ 119,601.00	\$ -
Refundable Security Deposit	\$ 3,550.00	\$ 3,550.00	
Total Liabilities	<u>\$ 169,301</u>	<u>\$ 168,595</u>	
Net Position:			
Invested in Capital Assets, Net of Related	\$ 117,399	\$ 117,399	
Restricted for Capital Assets	\$ 152,858	\$ 152,478	
Unrestricted Funds Balance	\$ (65,162)	\$ (70,638)	
Total Net Position	<u>\$ 205,094</u>	<u>\$ 199,238</u>	
Profit (Loss) For Period	<u>80,520.03</u>	<u>74,663.85</u>	
Total Liabilities & Net Position	<u><u>\$ 374,396</u></u>	<u><u>\$ 367,833</u></u>	



Section D



**Resolutions
Additional Materials
&
Information**

RESOLUTION #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.

WHEREAS, the Invitation to Bid was duly advertised once a week for two (2) weeks in the *Kent Record Courier*; and,

WHEREAS, bids were received on December 4, 2024, for the procurement of diesel and gasoline fuel and were provided to PARTA, et al.; and,

WHEREAS, Sunoco, LLC dba Gladieux Energy, LLC provided a bid for the procurement of diesel and gasoline fuel beginning January 1, 2025, and they were found to be the lowest priced supplier at \$2.3300 per gallon for 47 Cetane diesel fuel, \$2.1807 per gallon for gasoline fuel when delivered with diesel, and \$2.2007 per gallon for gasoline fuel delivery only; and,

WHEREAS, the Board authorized the General Manager, or their designee, to enter into a contract with the lowest, most responsive bidder for the purchase of diesel and gasoline fuel in 2025, via Resolution #2020-06-01; and,

WHEREAS, PARTA is a Regional Transportation Authority and a subdivision of the State of Ohio and is exempt from federal excise tax; and,

WHEREAS, the General Manager executed the contract for diesel and gasoline fuel with Sunoco, LLC dba Gladieux Energy, LLC to ensure that the delivery of diesel and gasoline fuel will continue into the 2025 year without interruption.

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

1. A contract be awarded to Sunoco, LLC dba Gladieux Energy, LLC for approximately 95,000 gallons of 47 Cetane diesel fuel and 100,000 gallons of 87 unleaded gasoline fuel.
2. The execution of this contract by the General Manager is ratified and adopted by the Board as if approved prior to the execution on December 4, 2024.
3. The General Manager, or their designee, is authorized to sign a federal excise tax exemption certificate on behalf of PARTA.

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 January 23, 2025.

Date

Dave Gynn, President
Board of Trustees

Attested

RESOLUTION #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.

WHEREAS, *PARTA* has identified the need to purchase low-floor, wheelchair accessible Light Transit Vehicles (Low-Floor LTVs) to replace LTVs that are beyond their useful life and are included in the AMATS approved Transportation Improvement Program (TIP); and

WHEREAS, *PARTA* issued a formal procurement through RFP #Low-Floor LTV 2025 for low-floor LTVs on December 6, 2024, and after reviewing the proposals received, found that TESCO represented the best overall product and price; and

WHEREAS, *PARTA* will use funding from the Federal Transit Administration (FTA), Flex Funds transferred from the Ohio Department of Transportation (ODOT), and local sales tax revenue to cover the cost of the vehicles during the contract period; and

WHEREAS, funding from the FTA will be through the 5339 Urbanized Area Formula Funding program and the 5310 Specialized Transportation grant award program; and

WHEREAS, *PARTA* will utilize local sales tax revenue as local match and to supplement the grant funding in the event unexpected contingent expenses arise; and

WHEREAS, *PARTA* plans to order low-floor LTVs, optional equipment, and spare parts from TESCO in accordance with *PARTA*'s TIP, each year beginning in 2025 through 2029, depending on the availability of funds, with an initial order in 2025 of five (5) low-floor LTVs to replace LTVs that have exceeded their useful life.

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 hereby authorized to execute said contract with Transportation Equipment Sales Corporation (TESCO) beginning in 2025 through 2029, and to authorize the initial order in 2025 of five (5) low-floor LTVs, optional equipment and spare parts, for a cost not to exceed \$1,150,000.

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 on January 23, 2025.

Date

Dave Gynn, President
Board of Trustees

Attested

RESOLUTION #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.

WHEREAS, the PARTA Board of Trustees adopted an initial pay structure for employees in 2001 and thereafter, approved further amendments in July 2002, October 2003, April 2005, March 2008, July 2011, June 2014, March 2015, May 2019, August 2021, and April 2024; and

WHEREAS, updating job categories, pay grade designations, and ranges from time-to-time based on relevant and current occupational wage data is integral for employee recruitment and retention efforts, as well as for succession planning purposes; and

WHEREAS, the Chief of Staff requests and the General Manager recommends updating the exempt and nonexempt pay structures as set forth to reflect relevant and current occupational needs.

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

1. As set forth in the attached, the PARTA Pay Structure for Exempt Employees is accepted and approved.
2. As set forth in the attached, the PARTA Pay Structure for Nonexempt Employees is accepted and approved.

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 on January 23, 2025

Date

Dave Gynn, President
Board of Trustees

Attested

PARTA JOB CATEGORIES, AUTHORIZED POSITIONS and PAY GRADE DESIGNATIONS for NONEXEMPT EMPLOYEES

A. Craft Workers

Grade 4 Foreman

Grade 5 Mechanic

B. Professional

Grade 4 Manager of Planning and Development, Community Outreach Liaison

Grade 5 Inventory Manager, Transit Planner, Account Manager

Grade 6 Trainer, Travel Trainer, Accountant, Computer Technician,
Communications and Content Assistant

C. Administrative Support

Grade 6 Lead Trainer, Lead Dispatcher, Road Supervisor, Parking Supervisor,
Assistant Night Manager

Grade 7 Dispatcher

Grade 8 Scheduler, Accounting Coordinator, Human Resources Coordinator,
Operations Coordinator, Customer Service Specialist

D. Laborers and Helpers

Grade 7 Maintenance and Grounds Technician

Grade 8 Mechanic Apprentice

Grade 9 Hostler, Laborer, Custodian, Attendant

PARTA JOB CATEGORIES, AUTHORIZED POSITIONS and PAY GRADE DESIGNATION for EXEMPT EMPLOYEES

A. Executive/Senior Level Officials & Managers

- Grade 1 Assistant General Manager; Chief of Staff; Chief Operations Officer
- Grade 2 Director of: Operations; Maintenance; Human Resources; Finance; Planning, Marketing, Information Technology; Risk Management

B. First/Mid Level Officials & Managers

- Grade 3 Manager of: Operations; Maintenance; Human Resources; Mobility; Deck; ~~Network Systems Administration~~; Controller; Advocacy Advisor; Safety and Security
- Grade 4 Assistant Operations Manager, Chief Accountant, Procurement and Grants Manager
- Grade 5 ~~Safety and Security Manager~~

C. Lead/Supervisory Level, Operatives & Administrative Support

- Grade 6 Lead Scheduler, Executive Assistant, Administrative Assistant



Board of Trustees Contact Sheet

Victor Baerman (Term Expires 6/30/26)

Appointed by City of Aurora
350-4 Hawthorne Drive
Aurora, OH 44202
(Cell) 216-225-3708
vbaerman@yahoo.com

Karen Beck (Term Expires 6/30/27)

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Debbie Davison (Term Expires 6/30/26)

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Dave Gynn (Term Expires 6/30/25)
President

Appointed by Portage County
Commissioners (Middle Portage)
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Temporary Presiding Officer
Appointed by City of Streetsboro
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STANDING COMMITTEES

Dave Gynn – ex-officio member

Administration Claudia Amrhein
Jack Murphy – Chair
Stacey Wilson
Karen Wise

Finance Becky Schrader
Mike Lewis – Chair
Virginia Harris
Frank Vitale

Operations Brian Trautman
Debbie Davison – Chair
Victor Baerman
R. T. Mansfield

Personnel Kelly Jurisch
Karen Beck – Chair
Janice Simmons-Mortimer
Marvin Woods

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