



Board of Trustees Meeting Packet – November 21, 2024

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Agenda

1. Call to Order
Roll Call of Attendees Oral
2. Meeting Minutes
Minutes from October 24, 2024, Meeting (Motion Required) Attachment A
3. Guest Communications (2-minute limit) Oral
4. General Manager's Report Attachment B
5. Committee Reports
 - a. Administration **Did Not Meet**
 - b. Finance (Attachment C) Met 11/06/2024
Scheduled to Meet 11/21/2024
 - c. Operations **Did Not Meet**
 - d. Personnel Met 10/08/2024
6. Old Business
7. New Business
8. Resolutions - Roll Call Approval Required
 - #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.
 - #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).
 - #2024-11-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PARTICIPATE IN AND CONTRIBUTE TO RISK POOLING WITH THE OHIO TRANSIT RISK POOL (OTRP).
 - #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.
 - #2024-11-05: 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.
 - #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.
9. Executive Session, as needed
10. Adjournment

Next Regular Meeting:
January 23, 2025 @ 7:00 p.m.



Section A



PARTA
Board of Trustees

**Meeting Minutes
&
Attachments**

Reviewed by Senior Staff

PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

BOARD OF TRUSTEES MEETING

MINUTES

October 24, 2024

Board Members Present:

Victor Baerman
 Karen Beck
 Debbie Davison
 Virginia Harris

Mike Lewis, Vice President
 R. T. Mansfield
 Jack Murphy
 Janice Simmons-Mortimer

Frank Vitale
 Stacey Wilson
 Karen Wise
 Marvin Woods, TPO

Board Members Not Present:

Dave Gynn (1st excused absence)

Staff Present:

Claudia Amrhein
 Denise Baba

Sony Richardson-Gilroy
 Rebeca Schrader

Natalie Schulte, Legal Counsel
 Brian Trautman

Guests Present:

Celia King

Barbara Rhodes

CALL TO ORDER

Mr. Mike Lewis called the October 24, 2024, PARTA Board of Trustees meeting to order at 6:58 p.m. Mr. Lewis said he was filling in for Mr. Dave Gynn who is listening to the meeting by phone and asked for an oral roll call, after which it was determined that **a quorum was present**.

Moving on, Mr. Lewis asked for a motion to approve the minutes of the September 26, 2024, Board meeting. **Mr. Jack Murphy** made a motion to approve the minutes as presented, which was seconded by **Ms. Virginia Harris**. Mr. Lewis asked if there were any questions. Hearing none, he said the **motion to approve the minutes, as presented, passed unanimously**.

GUEST COMMUNICATIONS

Mr. Lewis said we have a couple of guests, but we will be calling on them a little bit later in the agenda. We are going to start with the General Manager's report.

GENERAL MANAGER'S REPORT

Ms. Claudia Amrhein thanked Mr. Lewis. Ms. Amrhein said it is great to see everyone here tonight and to have Mr. Gynn with us by phone as he gets better. She said that she would like to get started since we have a few things to get through and she would be happy to answer any questions that anyone had from her board report.

Reviewed by Senior Staff

Mr. Lewis said as always it was a very good report and expressed his appreciation for the report. Hearing nothing on the General Managers Report, Mr. Lewis moved on to the committee reports.

ADMINISTRATION COMMITTEE REPORT

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

FINANCE COMMITTEE REPORT

Mr. Lewis said the Finance Committee met right before this meeting. We had a very good turnout. Thank you to everyone who came.

Mr. Lewis said we talked about the overall finances for PARTA, and everything does look good and looks pretty strong. Some of the highlights of this would have been from the revenue side. KSU Revenues has caught up as we expected with the students at full tilt, and it is on pace to catch up in the next month or two with the YTD Budget. Also, the Sales Tax Revenues were strong for the month, about \$24,000 above budget.

On the expense side many of them are below, due to mainly having less employees and fewer running routes. We can expect to see some of a pickup as we move closer to full employment across the board, not only drivers but mechanics, and every other thing that supports our routes. The only thing I have marked here to bring up is Fuel and Lubricants and Tires and Tubes, are out for bid currently, so we will have something on those soon. We had Other Misc. Expenses, for a new walking path that people may have walked by as they came in tonight.

For the month we have a surplus of \$442,652 and the surplus to budget for the year \$2,723,302. Mr. Lewis asked Ms. Rebecca Schrader if there was anything that she would like to point out.

Ms. Schrader said the only other thing was the walking track. We are getting reimbursed for the walking track, through a wellness grant from our health insurance company. We will see a credit in Other Misc. Expenses in the next month or so.

Mr. Lewis said I have nothing else in the actual report, but I will bring up one other thing about the investment income. We have investment income coming from many different sources, one of which is Fifth Third, which is our newer account for a little over a year, and we had a little over \$29,000 in interest on that and about \$14,500 in interest on our Star Ohio account. Those are the two we have set aside for that purpose, and they are working as we thought they would.

Mr. Lewis asked if there were any questions about the PARTA part of finance.

Mr. R. T. Mansfield said your new format of meeting right before this meeting leaves us with no report to review. Will we be getting that report as we have in the past.

Mr. Lewis said we talked about getting out the report to the board, so everyone had a chance to review it. Mr. Lewis asked if the finance report was received the finance report. The board responded with both yes and no. Mr. Lewis assured the board that unless he heard something different the finance report would go out ahead of time. Ms. Schrader noted that the finance report was emailed to the board, and we do have extra copies that can be passed out.

Mr. Lewis asked if there were any other questions about the PARTA finance reports.

Hearing none, Mr. Lewis said moving on to the Kent Central Gateway. We are in a good position financially, and if you have been with us long enough, you know that I haven't always been able to say

Reviewed by Senior Staff

that because we have had some lean years. The overall month was a little behind on the Hotel Overnight Parking and Monthly Parking Passes, however, year-to-date we are on schedule for both of those. Revenues are pretty much on schedule with budget, and we had a surplus to budget of \$14,272 for the month and about \$78,444 for the year. The only thing that was above was Contract Maintenance Service for repair on elevators. As the building is getting older things are going to need to be kept up and repaired. We are doing a good job but it's hard to budget for what is going to break, so there is some allowance, but we have had a good year for replacing things, let's put it that way. Year to date everything looks pretty good on the Kent Gateway. Mr. Lewis asked Ms. Schrader if she wanted to talk about the payable back to PARTA or if she wanted to wait until next month. Ms. Schrader indicated that she would wait. Mr. Lewis asked if there were any questions on the Kent Central Gateway.

Hearing none, Mr. Lewis then moved on to the Operations Committee report.

OPERATIONS COMMITTEE REPORT

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

PERSONNEL COMMITTEE REPORT

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

Ms. Beck reported that the committee met, and we are in process of finishing Ms. Amrhein's annual review. There will be more to report next month.

Mr. Lewis thanked Ms. Beck for her report.

OLD BUSINESS

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

NEW BUSINESS

Mr. Lewis said we have a visitor with us asked Ms. Amrhein if she would you like to take the introduction for that. Ms. Amrhein introduced Ms. Barbara Rhoades. Ms. Rhodes is the CEO of Ohio Transit Risk Pool (OTRP). She is the woman behind the curtain of OTRP. We pool our property and casualty risks with other transit authorities and so Ms. Rhoades oversees that function, which is an important part of how we operate. It feeds into our safety procedures and all different aspects of transit service, so welcome Ms. Rhoades.

Ms. Rhoades thanked the board and those present. We [OTRP] are here tonight too present PARTA with our SOAR (Safe Operations Award/Recognition) award. As Ms. Amrhein said, OTRP is the public entity risk pool that does the property casualty insurance. We insure fifteen public transits in Ohio, and at this point the only two we don't insure are Cleveland and Columbus. We've had a lot of growth in the last five to seven years, which has been very exciting. We are currently running as a pool about fifty million miles a year. PARTA fits into Division III and the other two people in your division are currently WRTA (Western Reserve Transit Authority) and Butler County Reginal Transit Authority. So, I think you all know who WRTA is, they are right next door, but Butler County is a lovely transit just north of Cincinnati, south of Dayton. They sit nicely in that region between the two and they are a very similar size, with all three of you running between a million and three million miles on a yearly basis. PARTA is getting this award not just because you have low cost of risk or that you beat the other people in your category, but because you have a really, really, great operation here. Every year you go through an extensive risk management inventory that everyone at PARTA is part of. Last year in your audit PARTA scored a perfect score. The

Reviewed by Senior Staff

PARTA drives undergo a training program that was developed with the assistance of Mr. Brian Trautman and many of the other PARTA trainers. It is now a nationally acclaimed training program; it is literally the go to driver program in the United States. Your drivers all use the program, and it is a very comprehensive program. PARTA does a great job of bringing all your employees all the way through that program. You had excellent hiring practices; you are top notch on your operational controls. All those things together really lead to that reduction in risk. You would think it's just the drivers on the road. It's not. It's, are the buses in good repair, are they getting the training, are your routes developed, safety is at the forefront of all those things. When you buy buses, it sounds like a simple thing, but even as you design what you are going to be purchasing at PARTA safety goes into that thought process. I'm proud to say that PARTA's name has been on here for the last two years. You have the lowest cost-of-loss in your division with a \$3.89 per hundred miles. That also beat out the overall pool average of \$7.43. PARTA should truly be commended on your collaborations that you have around the State that also feed into the knowledge that you have and that you share with everyone else. Whether it is at the risk pool, if it's at the Ohio Department of Transit, with OPTA (Ohio Public Transit Authority) partners, and with NEORide (Transportation Services in Wadsworth). In all those places PARTA comes to the table, collaborates, shares their experiences, and gains from everyone else's. That is why, with very great pleasure, I am here again to announce that PARTA is the SOAR award winner. This is a traveling plaque and every year I think I'm going to get it back, but it seems like it's here to stay. Thank you so much.

Mr. Lewis said we will move on to what is next on the agenda, which is a presentation from Ms. Celia King.

Ms. King then presented her PowerPoint, which is attached. Additional handouts were provided for those present and are attached. Following Ms. King's presentation, Mr. Lewis moved on to the resolutions.

RESOLUTIONS

Mr. Lewis said there were no resolutions and moved on to the Executive Session.

EXECUTIVE SESSION

Mr. Lewis said there was no need for an Executive Session and asked if there were any other comments.

Mr. Trautman said Sunday, November 17, 2024, we will be doing a Stuff the Bus canned food drive from 10:00 a.m. to 2:00 p.m. at the Ravenna Walmart (St. Rt. 59) if anyone would like to come out and help. We did really well last year, and we have flyers that will be sent out in an email blast so make sure you let people know we are doing the Stuff the Bus. We will be collecting for the RSA Food Shelf, which I'm a little biased here because my 86-year-old mom runs it, and Kent Socials Services overheard with Mr. Mark Frisone.

Ms. Denise Baba said I want to remind everyone to come out on Monday, November 11, 2024, for our Veterans Day Ceremony down at the Gateway. You heard last month about the ruck. Our featured speaker will be talking about the Kent legion's Pets for Vets and how important it is to alleviate PTSD. If you are available, please join us at 1:00 p.m. on Monday, November 11, 2024, for our Veteran's Day Ceremony.

Mr. Lewis said since we are doing reminders before the adjournment, just a reminder everyone is invited November 6, 2024, for the Finance and Budget meeting at 3:00 p.m. We will get reports out to everyone ahead of time so we can have very precise discussions on the budget. November 21, 2024, is the next board meeting at 7:00 p.m. and I believe in the report it said we would not have a December meeting so this would be the last meeting of the year. Ms. Amrhein added that it is the last meeting of the year, and we put every resolution we need for the large expenditures for next year and the budget.

Reviewed by Senior Staff

ADJOURNMENT

Hearing nothing further, Mr. Lewis entertained a motion to adjourn. **Ms. Debbie Davison** made a motion to adjourn the meeting, which was seconded by **Ms. Karen Beck**. Mr. Lewis 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 8:05 p.m.

Respectfully submitted,

Sony Richardson-Gilroy
Executive Assistant

Congruence: How to Find It for Yourself and Your Team

Presented by: Celia King



Congruence

The inner certainty about where to put your Energy and Attention. It's when our outer choices match our deepest internal realities.



4 Intuitive Skills of Congruence

Connection

Intent

Energy

Pressure



Connection

- When you're thinking and working in sync with the horse, you can accomplish your objectives together because he is completely tuned in and responsive to your energy and communication.
- You've seen this kind of Connection between a quarterback and receiver or in a surgical team or construction crew where people just seem to know what to do next and how to respond to each other.

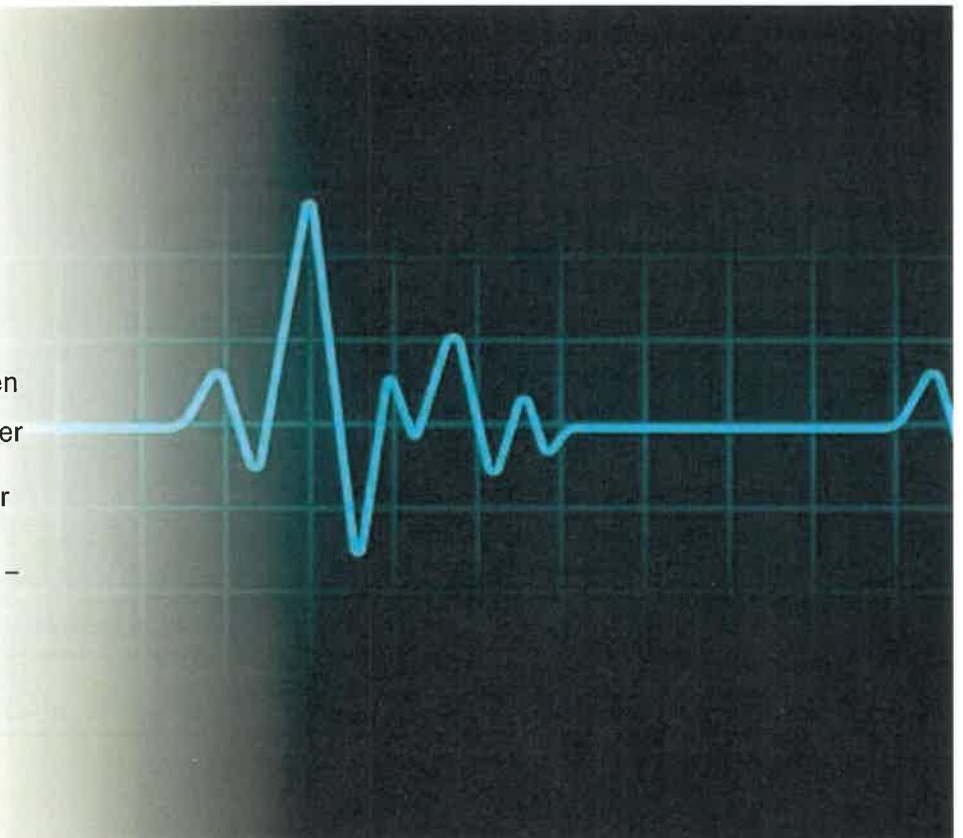
Intent

- Setting Intention is when you are absolutely clear about where you're taking the horse and how you'll get there.
- It involves both having a logical plan and an inner certainty as you execute it.
- When leaders move along with clarity and confidence, people know what's expected of them and are empowered to take responsibility for their role in accomplishing the task.



Energy

- The way your presence affects how the horse responds to you.
- It might seem like emotion when you first become aware of it, but it's really a sensation that's deeper than emotion.
- Recognizing and managing your own Energy will help you in conversations where people typically report increased anxiety – like attending networking events, confronting unmet expectations with a colleague, or delivering performance reviews.





Pressure

- Directing your Energy to different areas of the horse to get him to accomplish the goal you're after.
- It involves learning how to manage and focus your Energy so the horse can understand what you're asking him to do.
- When you're learning to use appropriate Pressure, it's just as important to learn when to release it as when to apply it.
- You use communication to apply and release Pressure with people.
- Verbally you select particular words for people to both understand and feel what you're asking of them.
- Nonverbally, you use all sorts of cues - you may stand at a particular distance, choose whether to touch someone's shoulder, or decide whether to sustain eye contact.

4 Intuitive Skills of Congruence

Energy

Pressure

Intent

Connection

HOW YOUR TEAM IS USING THE 4 INTUITIVE ASPECTS
OF CONGRUENCE

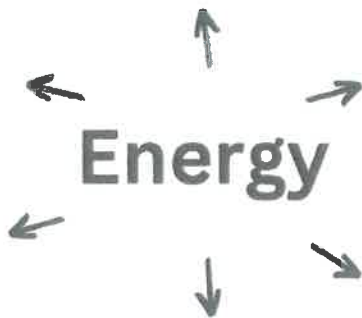
ARRANTS MOUNTAIN
LEADERSHIP

CONNECTION DESCRIBE WHAT'S WORKING FOR CONNECTION IN YOUR TEAM. WHAT'S MISSING?	INTENTION DESCRIBE YOUR TEAM'S PURPOSE IN THE COMPANY. HOW CLEAR ARE YOU ON INTENT?
PRESSURE WHAT ARE SOURCES OF PRESSURE FOR YOUR TEAM? HOW DOES THE TEAM REACT TO PRESSURE?	ENERGY DESCRIBE YOUR TEAM'S MENTAL AND EMOTIONAL ENERGY



ENERGY

ARRANTS MCSWAIN
LEADERSHIP



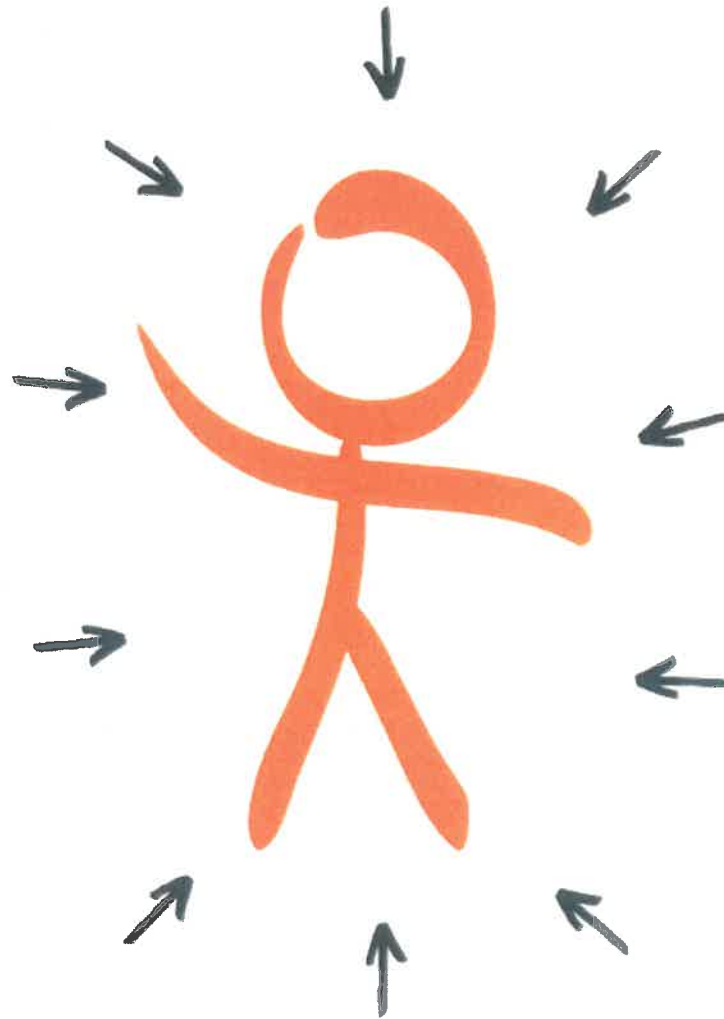
What gives you Energy at a Board Meeting?

How do you prepare for a Board meeting so you have the best energy to participate?

What would help you maintain Energy as part of the Board?

PRESSURE

ARRANTS MGSWAIN
LEADERSHIP





Section B



General Manager

Report & Attachments

PARTA
2000 Summit Road
Kent, Ohio 44240

GENERAL MANAGER'S REPORT

TO: PARTA Board of Trustees *Claudia*
FROM: Claudia B. Amrhein, General Manager
DATE: November 2024

Committee Meetings and Resolutions. We have a full agenda for the November meeting with six resolutions for board consideration.

During its meeting on Wednesday, November 6, the finance committee reviewed the resolutions, including proposed 2025 operating budgets for PARTA and the Kent Central Gateway. Other resolutions authorize large purchase contracts in 2025. In addition, the committee reviewed Resolution #2024-11-06, to authorize the award of a five-year contract to Goodyear Tire & Rubber Company for leasing tires and tire equipment.

The finance committee will meet again on Thursday, November 21, at 6:15 p.m., just prior to the 7 p.m. board meeting, to review October finance reports.

No meetings in December. The November meetings are the final meetings for the 2024 calendar year. We have no resolutions to bring forward and can complete all necessary business during the November meetings. Regular meetings will resume in January.

Annual Fuel Bid Ratification on January Agenda. Securing diesel and gasoline fuel is an annual procurement process completed with other area regional transit authorities.

Each year, we issue an invitation for bids to solicit the lowest bid for fuel purchase and delivery for the upcoming calendar year. By doing so, we secure stable, predictable fuel pricing for the next calendar year. This is a time-sensitive group procurement, with the bid opening occurring this year on December 4 and execution of a contract with the apparent low bidder required by 3 p.m. on that day.

At the January board meeting, we will bring forward a resolution to ratify the execution of the contract with the vendor identified as the low bidder through the group procurement process.

Annual Budget Resolutions. The finance committee discussed and will recommend board approval of the proposed 2025 operating budgets for PARTA and the Kent Central Gateway via Resolutions #2024-11-01 and -02, respectively.

#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.

#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).

Annual Large Purchase Resolutions. The finance committee also reviewed Resolutions #2024-11-03, -04, and -05, to authorize known large purchase expenditures in 2025 for goods and services utilized in day-to-day operations. A large purchase is one that will exceed \$100,000.

Property and Casualty Risk Pooling. Resolution #2024-11-03 authorizes the pooling of property and casualty risk in 2025 through the Ohio Transit Risk Pool (OTRP), for \$349,080, plus deductibles.

#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).

Information Technology Managed Services. Resolution #2024-11-04 authorizes expenditures for IT managed services in 2025 with Quality IP, for not to exceed \$175,000, including pass-through payments for licensing and equipment.

#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.

Transit Software System Maintenance and Support. Resolution #2024-11-05 authorizes expenditures for CTS transit software system maintenance and support in 2025, for not to exceed \$130,000.

#2024-11-05: 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.

Tires and Tire Equipment Contract. Resolution #2024-11-06 authorizes awarding a five-year contract for the lease of tires and tire equipment to Goodyear Tire & Rubber Company. The tire leasing contract is a joint effort with Akron METRO to secure the most advantageous terms for acquiring tires and related equipment for fleet vehicles.

#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.

Service Reports. Ridership and Key Performance Indicators. Please see the enclosed tables comparing total ridership by month on all modes in 2019 and 2024. Figure 1 shows fluctuations from month to month as compared to 2019, with some months increasing significantly as compared to 2019 and others decreasing less significantly. Overall, total ridership through October is trending at 89% of total ridership during all of 2019, with 1,029,051 trips thus far in 2024, and 1,155,993 total trips performed during all of 2019.

Figure 2 shows that total ridership year-to-date through October 2024 has surpassed total ridership through October 2019. Total ridership through October is 1,029,051 trips, which is 6.5% greater than the 965,903 trips performed through October 2019.

On-Time Compliance. ADA Complementary Paratransit Service. ADA on-time compliance remained excellent at 97.11% in October. Of 900 trips, 874 were performed on time, and 26 trips were performed late. October marks the greatest number of ADA trips performed in a single month this year.

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. Monthly Comparison Totals 2019 vs. 2024

Total ridership (all fixed route, express route, demand response, and ADA) is trending at 89% of total ridership in all of 2019.

Total PARTA Ridership		
	2019	2024
January	91,627	140,280
February	128,607	193,118
March	105,351	150,905
April	129,203	129,175
May	62,617	43,996
June	32,069	23,434
July	34,538	24,106
August	75,390	77,269
September	150,364	123,586
October	156,137	123,182
November	123,059	
December	67,031	
Total	1,155,993	1,029,051

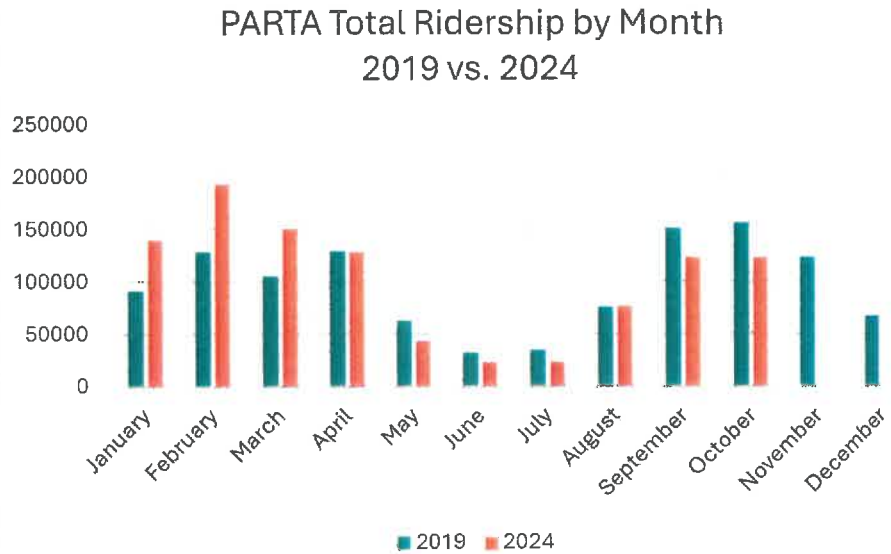


Figure 2. YTD Comparison, October 2019 vs. 2024

Total ridership year-to-date through October 2024 is 6.5% greater than total ridership year-to-date through October 2019.

Total PARTA Ridership thru October		
	2019	2024
	965,903	1,029,051

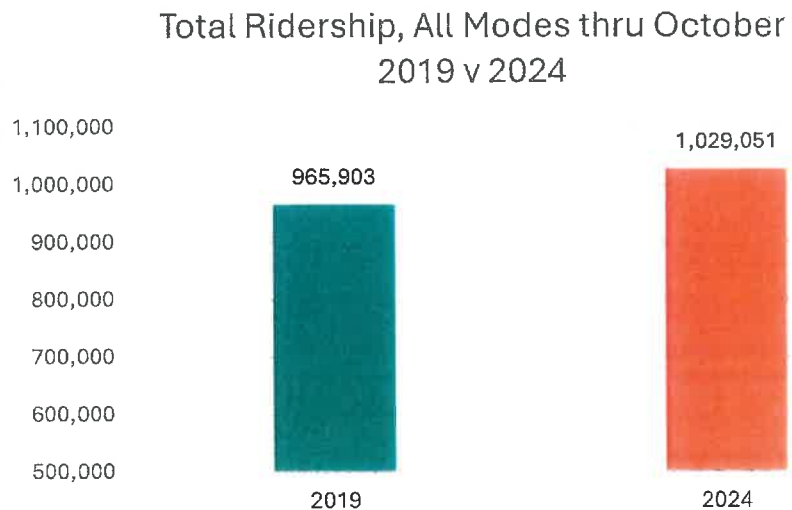
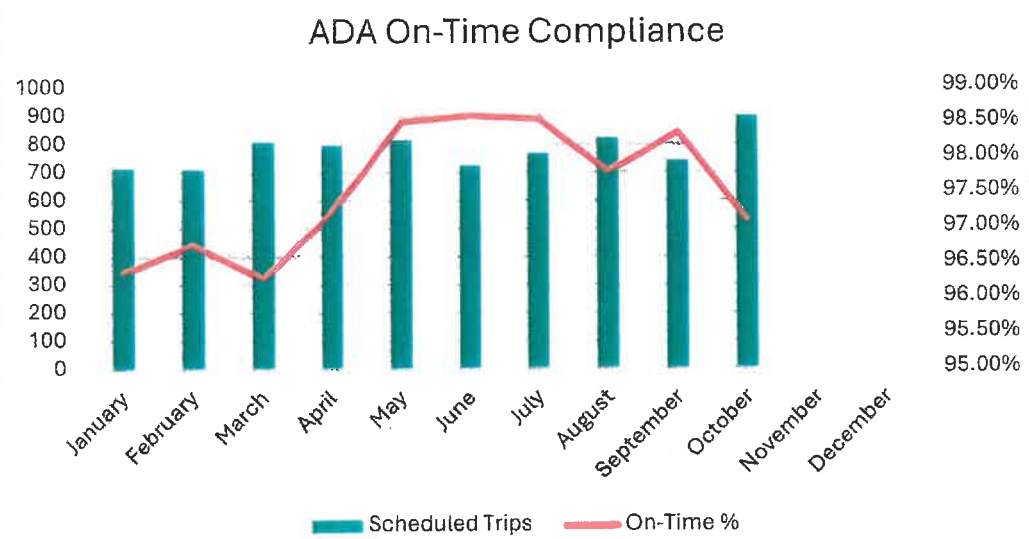


Figure 3. ADA On-Time Compliance

October marks the greatest number of ADA trips performed per month during 2024. On-time compliance was 97.11% in October.

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				
December				
Totals	7814	190	2.43%	97.57%





Section C



Finance

PARTA Reports
&
Kent Central Gateway
Reports

PARTA FINANCE REPORT

10/31/2024

Section C.1

			Un-Audited			A		83.33%		PROJECTED	
CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2024 BUDGET	% BUDGET SPENT		Year End As of Oct.	Annual Proj'd (Sept)
REVENUE											
\$ 22,403	\$ 18,750	\$ 3,653	Farebox & Ticket Sales	\$ 210,299	\$ 187,500	\$ 22,799	\$ 225,000	93.5%		\$ 252,359	\$ 250,529
\$ 44,228	\$ 25,174	\$ 19,054	Agency Cash Grants and Reimb	\$ 318,366	\$ 251,740	\$ 66,626	\$ 302,088	105.4%		\$ 382,040	\$ 365,518
\$ 259,222	\$ 176,689	\$ 82,532	KSU Revenues	\$ 1,757,608	\$ 1,766,893	\$ (9,285)	\$ 2,120,271	82.9%		\$ 2,107,608	\$ 2,098,386
\$ 6,249	\$ 6,250	\$ (1)	State Reimbursement (Fuel)	\$ 59,992	\$ 62,500	\$ (2,508)	\$ 75,000	80.0%		\$ 71,990	\$ 71,657
\$ 29,665	\$ 20,504	\$ 9,161	State Capital Maintenance Assis	\$ 220,974	\$ 205,041	\$ 15,933	\$ 246,049	89.8%		\$ 246,049	\$ 246,049
\$ -	\$ -	\$ -	Elderly & Disabled Fare Assist.	\$ 85,814	\$ 85,814	\$ -	\$ 85,814	100.0%		\$ 85,814	\$ 85,814
\$ 112,076	\$ 100,000	\$ 12,076	Federal Capital Maintenance Ass	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 1,100,000	100.0%		\$ 1,100,000	\$ 1,100,000
\$ -	\$ -	\$ -	Federal Operating (ARPA)	\$ 644,668	\$ 640,280	\$ 4,388	\$ 640,280	100.7%		\$ 644,668	\$ 644,668
\$ 6,066	\$ 4,333	\$ 1,733	Federal Project Mgmt. & Plannin	\$ 52,000	\$ 43,333	\$ 8,667	\$ 52,000	100.0%		\$ 52,000	\$ 52,000
\$ 74,772	\$ 25,000	\$ 49,772	Investment Income	\$ 701,221	\$ 250,000	\$ 451,221	\$ 300,000	233.7%		\$ 841,465	\$ 835,265
\$ 648,764	\$ 637,798	\$ 10,966	Sales Tax Revenues	\$ 6,221,317	\$ 6,377,983	\$ (156,666)	\$ 7,653,580	81.3%		\$ 7,401,317	\$ 7,352,553
\$ 10,604	\$ 6,808	\$ 3,795	Other Revenues	\$ 75,657	\$ 69,083	\$ 6,573	\$ 83,700	90.4%		\$ 85,657	\$ 86,737
\$ 1,214,049	\$ 1,021,307	\$ 192,742	TOTAL REVENUES	\$ 11,447,917	\$ 11,040,167	\$ 407,750	\$ 12,883,782	88.9%		\$ 13,270,967	\$ 13,039,176
EXPENSES											
\$ 136,701	\$ 151,219	\$ 14,518	Operators Salaries and Wages	\$ 1,434,361	\$ 1,663,404	\$ 229,043	\$ 1,965,841	73.0%		\$ 1,695,153	\$ 1,686,958
\$ 48,662	\$ 62,037	\$ 13,375	Students Salaries and Wages	\$ 318,076	\$ 460,060	\$ 141,983	\$ 545,430	58.3%		\$ 375,909	\$ 350,239
\$ 77,531	\$ 88,180	\$ 10,649	Maintenance Salaries and Wage	\$ 803,980	\$ 969,977	\$ 165,997	\$ 1,146,336	70.1%		\$ 950,158	\$ 944,384
\$ 59,149	\$ 70,935	\$ 11,787	Operations Staff Salaries and W	\$ 618,001	\$ 780,285	\$ 162,284	\$ 922,155	67.0%		\$ 730,364	\$ 726,508
\$ 68,602	\$ 79,426	\$ 10,824	Admin Salaries and Wages	\$ 780,724	\$ 873,684	\$ 92,960	\$ 1,032,536	75.6%		\$ 922,674	\$ 925,759
\$ 120,657	\$ 121,718	\$ 1,061	Employee Health Insurance	\$ 1,165,854	\$ 1,217,177	\$ 51,323	\$ 1,460,612	79.8%		\$ 1,407,167	\$ 1,400,997
\$ 99,203	\$ 115,375	\$ 16,172	Other Fringe Benefits	\$ 1,292,223	\$ 1,366,250	\$ 74,027	\$ 1,597,000	80.9%	72.8%	\$ 1,527,172	\$ 1,550,926
\$ -	\$ 833	\$ 833	Advertising Fees	\$ 13,129	\$ 11,333	\$ (1,796)	\$ 13,000	101.0%		\$ 13,129	\$ 13,129
\$ 23,458	\$ 19,167	\$ (4,291)	Professional/Tech Services	\$ 191,358	\$ 225,667	\$ 34,309	\$ 264,000	72.5%		\$ 229,629	\$ 223,867
\$ 52,186	\$ 39,250	\$ (12,936)	Capital Maintenance Service	\$ 244,290	\$ 259,700	\$ 15,410	\$ 295,400	82.7%		\$ 284,290	\$ 256,138
\$ 11,197	\$ 14,042	\$ 2,845	Other Services	\$ 132,710	\$ 158,417	\$ 25,706	\$ 186,500	71.2%		\$ 159,252	\$ 162,018
\$ 54,637	\$ 78,667	\$ 24,029	Fuel and Lubricants	\$ 536,003	\$ 786,667	\$ 250,664	\$ 944,000	56.8%		\$ 643,203	\$ 641,820
\$ 3,934	\$ 3,083	\$ (850)	Tires and Tubes	\$ 30,632	\$ 30,833	\$ 202	\$ 37,000	82.8%		\$ 36,758	\$ 35,597
\$ 29,678	\$ 35,708	\$ 6,030	Other Materials and Supplies	\$ 237,307	\$ 357,083	\$ 119,777	\$ 428,500	55.4%		\$ 284,768	\$ 276,838
\$ 11,148	\$ 15,000	\$ 3,852	Utilities	\$ 131,342	\$ 150,000	\$ 18,658	\$ 180,000	73.0%		\$ 157,610	\$ 160,258
\$ 51,197	\$ 53,000	\$ 1,803	Premium Public Liab/Prop Dama	\$ 301,878	\$ 312,383	\$ 10,505	\$ 318,383	94.8%		\$ 306,878	\$ 308,381
\$ -	\$ -	\$ -	Dues and Subscriptions	\$ 31,189	\$ 37,100	\$ 5,911	\$ 37,100	84.1%		\$ 32,689	\$ 31,189
\$ 1,450	\$ 6,708	\$ 5,258	Travel and Meetings	\$ 11,911	\$ 23,383	\$ 11,472	\$ 27,500	43.3%		\$ 26,911	\$ 26,462
\$ 954	\$ 4,100	\$ 3,146	Advertising/Promotions Media	\$ 16,316	\$ 42,400	\$ 26,084	\$ 50,500	32.3%		\$ 19,579	\$ 20,483
\$ (6,655)	\$ 908	\$ 7,563	Other Misc. Expenses	\$ 7,244	\$ 9,183	\$ 1,939	\$ 11,000	65.9%		\$ 8,693	\$ 16,399
\$ 6,488	\$ 6,378	\$ (110)	Sales Tax Fees	\$ 62,213	\$ 63,780	\$ 1,567	\$ 76,536	81.3%		\$ 74,656	\$ 74,301
\$ 850,175	\$ 965,733	\$ 115,558	TOTAL EXPENSES	\$ 8,360,741	\$ 9,798,766	\$ 1,438,025	\$ 11,539,329	72.5%		\$ 9,886,646	\$ 9,832,652
\$ 363,874	\$ 55,574	\$ 308,300	Gross Operating Surplus/(Deficit)	\$ 3,087,176	\$ 1,241,401	\$ 1,845,774	\$ 1,344,453			\$ 3,384,321	\$ 3,206,524

PARTA CAPITAL FINANCE REPORT

Section C.1

B

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	ACTUAL	
														ACTUAL	BUDGET	REMAINING	
														REC'D / EXP			
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			\$	3,087,176	\$ 1,344,453	\$3,087,176
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	\$ -
2024- 2 CNG Transit (CMAQ)						\$ 30,400								\$	30,400	\$ 30,400	\$ -
[APC (2024 OPT2 Flex)] + St #						\$ 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)	\$ (3,542,600)	\$ -
2024- 2 CNG Transit (CMAQ)														\$	(38,255)	\$ (38,000)	\$ (255)
[APC (2024 OPT2 Flex)] + St #						\$ (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)					\$	(57,940)	\$ (100,000)	\$ 42,060
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)	\$ -	\$ -	\$ -	\$	(7,344,786)	\$ (12,007,551)	\$4,653,034
BALANCE		\$ (1,151,770)	\$ 29,626	\$ 360,821	\$ 112,955	\$ 2,145,783	\$ 341,356	\$ 53,853	\$ (22,141)	\$ 490,384	\$ 363,874	\$ -	\$ -			\$ (1,601,082)	\$ 1,559,113
Restricted Balance	\$	15,145	\$ 14,101	\$ 15,068	\$ 14,643	\$ 15,159	\$ 14,724	\$ 15,258	\$ 15,313	\$ 14,518	\$ 14,350			\$	148,279	\$ 3,220,560	\$ 3,368,839
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	\$ -	\$ -	\$	8,987,095		

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	\$ 1,351,345
	\$ 3,368,839

PARTA
STATEMENT OF NET POSITION
10/31/2024
Un-Audited

<u>ASSETS</u>	<u>10/31/2024</u>	<u>9/30/2024</u>	<u>Variance</u>
CURRENT ASSETS:			
Cash & Cash Equivalents	\$ 8,774,287	\$ 8,444,279	\$ 330,008
Receivables:			
RECEIVABLES-A/R Control (Oper)	\$ 402,509	\$ 385,365	\$ 17,144
Receivables Accrued Sales Tax	\$ 1,945,259	\$ 1,945,259	
Materials & Supply Inventory	\$ 285,477	\$ 285,477	
TOTAL UNRESTRICTED/CURRENT ASSETS	\$ 11,407,532	\$ 11,060,380	
RESTRICTED ASSETS:			
Special Deposits-Restricted	\$ 8,567,896	\$ 8,536,066	\$ 31,830
Star Ohio Restricted Capital	\$ 3,368,839	\$ 3,354,489	\$ 14,350
TOTAL RESTRICTED ASSETS	\$ 11,936,735	\$ 11,890,555	
PROPERTY FACILITIES, & EQUIP.:			
Land	\$ 160,000	\$ 160,000	\$ -
Land - KCG	\$ 2,027,675	\$ 2,027,675	\$ -
Buildings & Improvements	\$ 15,624,980	\$ 15,624,980	\$ -
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	\$ 58,986,744	\$ 58,986,744	
Less Accumulated Depreciation	\$ (30,748,913)	\$ (30,498,913)	
CAPITAL ASSETS (Net of Accum. Dep.)	\$ 28,237,831	\$ 28,487,831	
Deferred Outflow - Pension & OPEB	\$ 4,620,738	\$ 4,620,738	
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 56,202,836	\$ 56,059,504	
LIABILITIES AND NET POSITION			
CURRENT LIABILITIES:			
Accounts Payable	\$ 41,672	\$ 16,249	\$ 25,423
Advances Payable - KCG	\$ (119,601)	\$ (119,601)	\$ -
Accrued Sales Tax Fee Payable	\$ 19,850	\$ 19,892	
Payroll Liability	\$ 542,968	\$ 538,891	
TOTAL CURRENT LIABILITIES	\$ 484,888	\$ 455,430	
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	\$ 10,146,481	\$ 10,117,023	
NET POSITION:			
Invested in Capital Assets, Net of Related Deb	\$ 28,237,831	\$ 28,487,831	
Restricted for Capital Assets	\$ 11,936,735	\$ 11,890,555	
Unrestricted Funds Balance	\$ 5,881,789	\$ 5,564,095	
TOTAL NET POSITION	\$ 46,056,355	\$ 45,942,481	
TOTAL LIABILITIES & NET POSITION	\$ 56,202,836	\$ 56,059,504	



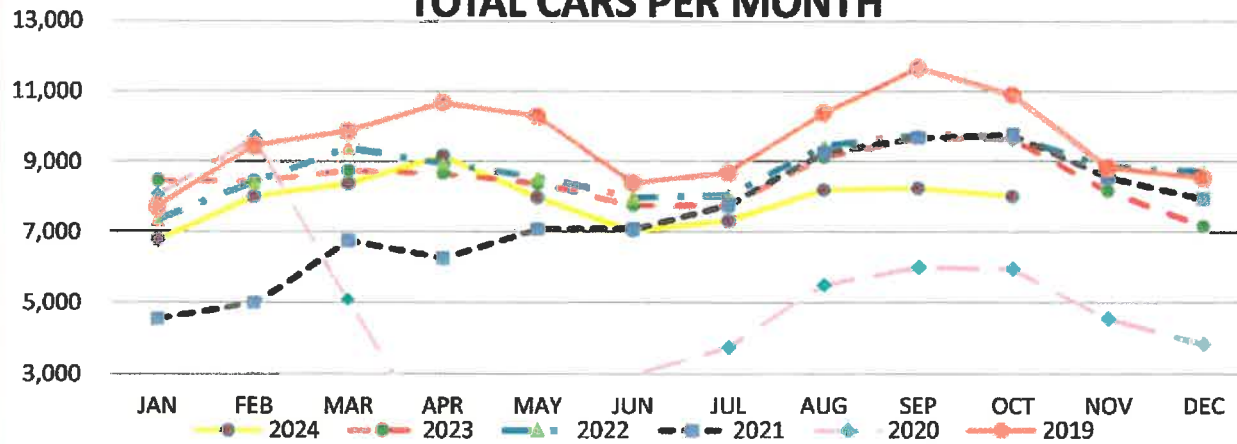
KENT CENTRAL GATEWAY PARKING SUMMARY - OCTOBER 2024

6 Month Lookback						
	Monthly	Transient	Total	Cars/Day	Last	Last Year
May-24	3,437	4,520	7,957	257	-13%	-5%
Jun-24	2,399	4,633	7,032	234	-12%	-9%
Jul-24	2,691	4,625	7,316	236	4%	-5%
Aug-24	3,712	4,466	8,178	264	12%	-10%
Sep-24	4,278	3,942	8,220	274	1%	-15%
Oct-24	4,448	3,541	7,989	258	-3%	-17%

Annual Comparison

	2024	2023	2022
JAN	6,776	8,445	7,349
FEB	7,987	8,421	8,391
MAR	8,342	8,715	9,363
APR	9,149	8,634	8,923
MAY	7,957	8,360	8,529
JUN	7,032	7,749	7,967
JUL	7,316	7,730	8,009
AUG	8,178	9,106	9,437
SEP	8,220	9,660	9,749
OCT	7,989	9,638	9,693
NOV		8,138	8,840
DEC		7,159	8,694
TOTAL	78,946	101,755	104,944
	-8.7%	-3.0%	17.2%

TOTAL CARS PER MONTH



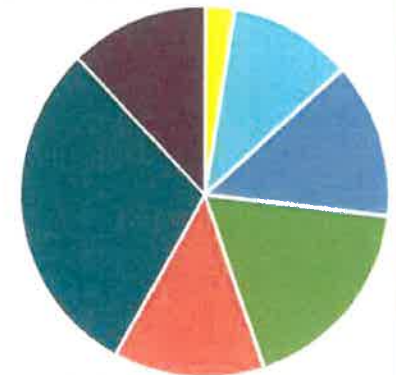
Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15

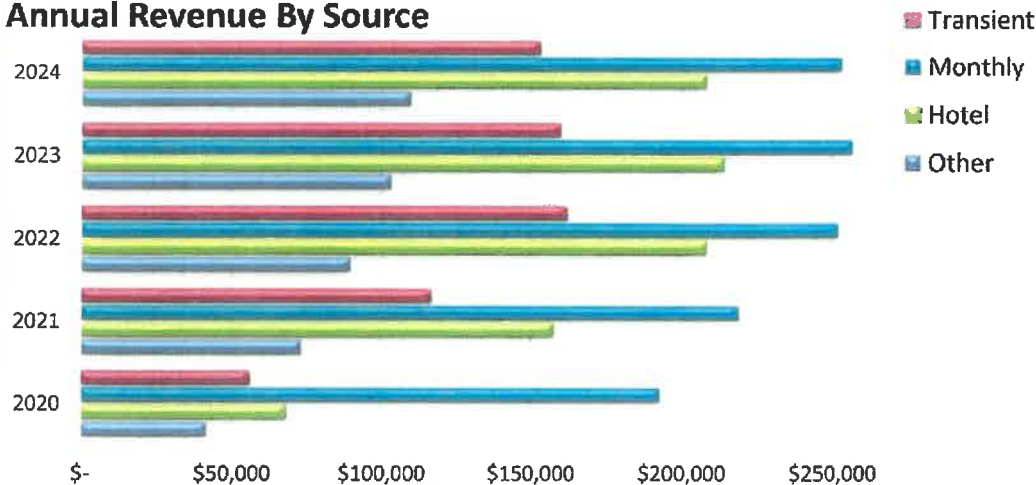


\$ Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15



Annual Revenue By Source



KCG FINANCE REPORT

10/31/2024

Un-Audited

A
83.33%

PROJECTED

CURRENT PERIOD	MONTHLY BUDGET	VARIANCE		YTD ACTUAL	YTD BUDGET	VARIANCE	FY 2024 BUDGET		OCT	SEPT
REVENUE										
\$ 15,768	\$ 17,000	\$ (1,232)	Hotel Overnight Parking	\$ 172,125	\$ 177,600	\$ (5,475)	\$ 195,000	88.3%	\$ 206,550	\$ 208,476
\$ 21,127	\$ 21,452	\$ (325)	Monthly Parking Passes	\$ 211,258	\$ 210,616	\$ 642	\$ 253,218	83.4%	\$ 253,510	\$ 253,508
\$ 10,501	\$ 12,000	\$ (1,499)	Daily Parking Revenue	\$ 125,729	\$ 126,000	\$ (271)	\$ 142,000	88.5%	\$ 150,875	\$ 153,638
\$ 8,251	\$ 8,091	\$ 160	Lease Revenue	\$ 83,695	\$ 80,907	\$ 2,789	\$ 97,088	86.2%	\$ 100,435	\$ 100,593
\$ 820	\$ 417	\$ 404	Other Revenues	\$ 7,787	\$ 4,167	\$ 3,621	\$ 5,000	155.7%	\$ 8,387	\$ 8,467
\$ 56,467	\$ 58,959	\$ (2,493)	TOTAL REVENUES	\$ 600,595	\$ 599,289	\$ 1,306	\$ 692,306	86.8%	\$ 719,757	\$ 724,682
EXPENSES										
\$ 22,402	\$ 22,108	\$ (294)	KCG Salaries and Wages	\$ 228,222	\$ 243,182	\$ 14,960	\$ 287,398	79.4%	\$ 269,717	\$ 267,567
\$ 4,565	\$ 6,000	\$ 1,435	Employee Health Insurance	\$ 44,909	\$ 60,000	\$ 15,091	\$ 72,000	62.4%	\$ 54,038	\$ 54,038
\$ 9,917	\$ 6,629	\$ (3,288)	Other Fringe Benefits	\$ 84,773	\$ 72,922	\$ (11,851)	\$ 86,180	98.4%	\$ 100,187	\$ 97,313
\$ -	\$ 833	\$ 833	Professional/Tech Services	\$ -	\$ 8,333	\$ 8,333	\$ 10,000	0.0%	\$ -	\$ -
\$ 2,643	\$ 4,000	\$ 1,357	Contract Maintenance Service	\$ 68,712	\$ 34,000	\$ (34,712)	\$ 42,000	163.6%	\$ 76,712	\$ 78,069
\$ 1,925	\$ 1,325	\$ (600)	Other Services	\$ 13,176	\$ 13,250	\$ 74	\$ 15,900	82.9%	\$ 15,811	\$ 15,002
\$ 7,728	\$ 2,100	\$ (5,628)	Other Materials and Supplies	\$ 27,188	\$ 21,000	\$ (6,188)	\$ 25,200	107.9%	\$ 32,625	\$ 25,947
\$ 4,568	\$ 6,000	\$ 1,432	Utilities	\$ 52,406	\$ 60,000	\$ 7,594	\$ 72,000	72.8%	\$ 62,888	\$ 63,784
\$ 6,500	\$ 6,500	\$ -	Premium Public Liab/Prop Damag	\$ 6,500	\$ 6,500	\$ -	\$ 6,500	100.0%	\$ 6,500	\$ 6,500
\$ -	\$ -	\$ -	Advertising/Promotions Media	\$ -	\$ -	\$ -	\$ 6,000	0.0%	\$ 5,000	\$ -
\$ -	\$ -	\$ -	Other Misc. Expenses	\$ 46	\$ -	\$ (46)	\$ 2,400	1.9%	\$ 2,000	\$ 2,000
\$ 60,247	\$ 55,495	\$ (4,752)	TOTAL EXPENSES	\$ 525,931	\$ 519,187	\$ (6,744)	\$ 625,578	84.1%	\$ 625,477	\$ 609,919
\$ (3,780)	\$ 3,464	\$ (7,244)	Gross Operating Surplus/(Deficit)	\$ 74,664	\$ 80,102	\$ (5,438)	\$ 66,728		\$ 94,279	\$ 114,763

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	\$ -	\$ -	\$ 172,125	\$ 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	\$ -	\$ -	\$ 211,258	\$ 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	\$ -	\$ -	\$ 125,729	\$ 142,000
Lease Revenue	\$ 9,742	\$ 7,936	\$ 8,091	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,244	\$ 8,456	\$ 8,251	\$ -	\$ -	\$ 83,695	\$ 97,088
Other Revenue	\$ 911	\$ 659	\$ 638	\$ 716	\$ 724	\$ 1,050	\$ 792	\$ 789	\$ 687	\$ 820	\$ -	\$ -	\$ 7,787	\$ 5,000
TOTAL REVENUES	\$ 51,607	\$ 54,445	\$ 58,514	\$65,453	\$61,347	\$61,366	\$69,202	\$60,087	\$62,107	\$56,467	\$ -	\$ -	\$ 600,595	\$ 692,306
Parking Revenue	\$ 40,954	\$ 45,849	\$ 49,785	\$56,493	\$52,380	\$52,073	\$60,166	\$51,053	\$52,964	\$47,396	\$ -	\$ -		
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	\$ -	\$ -	\$ 228,222	\$ 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	\$ -	\$ -	\$ 44,909	\$ 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	\$ -	\$ -	\$ 84,773	\$ 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	\$ -	\$ -	\$ 68,712	\$ 42,000
Other Services	\$ 1,339	\$ 767	\$ 1,157	\$ 1,295	\$ 2,140	\$ 880	\$ 1,304	\$ 1,253	\$ 1,115	\$ 1,925	\$ -	\$ -	\$ 13,176	\$ 15,900
Other Materials and Supplies	\$ 3,097	\$ 486	\$ 860	\$ 1,219	\$ 2,939	\$ 4,387	\$ 4,664	\$ 403	\$ 1,405	\$ 7,728	\$ -	\$ -	\$ 27,188	\$ 25,200
Utilities	\$ 6,245	\$ 6,606	\$ 6,246	\$ 5,786	\$ 4,558	\$ 4,475	\$ 4,582	\$ 4,591	\$ 4,751	\$ 4,568	\$ -	\$ -	\$ 52,406	\$ 72,000
Premium Public Liab/Prop D	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ -	\$ -	\$ 6,500	\$ 6,500
Advertising/Promotions Med	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
Other Misc. Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46	\$ -	\$ -	\$ -	\$ 46	\$ 2,400
TOTAL EXPENSES	\$ 50,443	\$ 47,044	\$ 70,926	\$49,189	\$47,013	\$46,048	\$45,622	\$61,565	\$47,833	\$60,247	\$ -	\$ -	\$ 525,931	\$ 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)	\$ -	\$ -	\$ 74,664	\$ 66,728
Cummulative Surplus	\$ 1,164	\$ 8,565	\$ (3,847)	\$12,417	\$26,751	\$42,069	\$65,649	\$64,170	\$78,444	\$74,664	\$74,664	\$74,664		
HOURS	744	696	744	720	744	720	744	744	720	744	720	744	7,320	
Cost Per Hour	\$ 67.80	\$ 67.59	\$ 95.33	\$ 68.32	\$ 63.19	\$ 63.96	\$ 61.32	\$ 82.75	\$ 66.44	\$ 80.98	\$ -	\$ -	\$ 71.85	
CARS	6,776	7,987	8,342	9,149	7,957	7,032	7,316	8,178	8,220	7,989			78,946	
Cost Per Car	\$ 7.44	\$ 5.89	\$ 8.50	\$ 5.38	\$ 5.91	\$ 6.55	\$ 6.24	\$ 7.53	\$ 5.82	\$ 7.54	#DIV/0!	#DIV/0!	\$ 6.66	
Revenue Per Car	\$ 6.04	\$ 5.74	\$ 5.97	\$ 6.17	\$ 6.58	\$ 7.41	\$ 8.22	\$ 6.24	\$ 6.44	\$ 5.93	#DIV/0!	#DIV/0!	\$ 6.45	
Revenue Per Monthly	\$ 5.55	\$ 4.89	\$ 5.35	\$ 4.64	\$ 6.34	\$ 8.24	\$ 7.09	\$ 5.46	\$ 4.92	\$ 4.75	\$ -	\$ -	\$ 5.72	
Revenue Per Daily	\$ 6.71	\$ 6.90	\$ 6.59	\$ 7.78	\$ 6.77	\$ 6.97	\$ 8.88	\$ 6.89	\$ 8.10	\$ 7.42	\$ -	\$ -	\$ 7.30	

Kent Central Gateway
STATEMENT OF NET POSITION
10/31/2024
Un-Audited

	<u>10/31/2024</u>	<u>9/30/2024</u>	<u>Variance</u>
<u>ASSETS</u>			
Current Assets:			
CHECKING ACCT - KCG	\$ 83,041.36	\$ 67,930.66	\$ 15,111
CHECKING ACCT - KCG VISA	\$ 14,671.86	\$ 21,630.65	\$ (6,959)
POF Change Fund	\$ 2,000.00	\$ 2,000.00	\$ -
RECEIVABLES-A/R Control (Oper)	\$ (1,756.90)	\$ 13,930.53	\$ (15,687)
Total Current Assets	\$ 97,956	\$ 105,492	
Restricted Assets:			
MMAX RESTRICTED	\$ 152,477.56	\$ 152,064.28	\$ 413
Total Restricted Assets	\$ 152,478	\$ 152,064	
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	\$ 117,399	\$ 117,399	
Total Assets	\$ 367,833	\$ 374,955	
<u>LIABILITIES AND NET POSITION</u>			
Current Liabilities:			
ACCOUNTS PAYABLE	\$ 2,191.57	\$ 5,205.30	\$ (3,014)
Deferred Income Student	\$ 928.12	\$ 1,256.25	
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	\$ 168,595	\$ 171,937	
Net Position:			
Invested in Capital Assets, Net of Related	\$ 117,399	\$ 117,399	
Restricted for Capital Assets	\$ 152,478	\$ 152,064	
Unrestricted Funds Balance	\$ (70,638)	\$ (66,445)	
Total Net Position	\$ 199,238	\$ 203,019	
Profit (Loss) For Period	74,663.85	78,444.23	
Total Liabilities & Net Position	\$ 367,833	\$ 374,955	

RESOLUTION #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.

WHEREAS, the PARTA Board of Trustees has authorized the spending of funds so appropriated in the budget as recommended by the Finance Committee; and,

WHEREAS, the FY2025 budget for PARTA is attached.

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

The FY2025 proposed budget for PARTA is approved as submitted.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested

2025 PARTA PROPOSED OPERATING BUDGET				
	BUDGET 2024	2024 TOTAL PROJECTED (Sept)	Variance	BUDGET 2025
REVENUE			(Over Budgeted)	
Farebox	\$ 225,000	\$ 250,529	\$ 25,529	\$ 250,000
Agency Cash Grants & Reimb.	\$ 302,088	\$ 365,518	\$ 63,430	\$ 345,623
KSU Revenue	\$ 2,120,271	\$ 2,098,386	\$ (21,885)	\$ 2,190,379
State Reimb. (Fuel Tax Refund)	\$ 75,000	\$ 71,657	\$ (3,343)	\$ 70,000
State Capital Maint. Assist.	\$ 246,049	\$ 246,049	\$ -	\$ 275,000
Elderly & Disabled Fare Assist.	\$ 85,814	\$ 85,814	\$ -	\$ -
Federal Capital Maintenance	\$ 1,100,000	\$ 1,100,000	\$ -	\$ 1,100,000
Federal Op CRRSSA/ARP	\$ 640,280	\$ 644,668	\$ 4,388	\$ 641,843
Federal Operating MM	\$ 52,000	\$ 52,000	\$ -	\$ 52,000
Investment Income	\$ 300,000	\$ 835,265	\$ 535,265	\$ 500,000
Sales Tax	\$ 7,653,580	\$ 7,413,117	\$ (240,463)	\$ 7,413,117
Advertising Revenue	\$ 45,000	\$ 42,354	\$ (2,646)	\$ 40,000
Other Revenues	\$ 38,700	\$ 44,383	\$ 5,683	\$ 46,100
TOTAL REVENUES	\$ 12,883,782	\$ 13,249,741	\$ 365,959	\$ 12,924,063
EXPENSE			(Over Spent)	
Operators Salaries and Wages	\$ 1,965,841	\$ 1,686,958	\$ 278,883	\$ 2,005,530
Student Wages	\$ 545,430	\$ 350,239	\$ 195,191	\$ 478,720
Maintenance Wages	\$ 1,146,336	\$ 944,384	\$ 201,952	\$ 1,146,520
Operations Salaries and Wages	\$ 922,155	\$ 726,508	\$ 195,647	\$ 861,272
Admin Salaries and Wages	\$ 1,032,536	\$ 925,759	\$ 106,777	\$ 1,089,746
Employee Health Insurance	\$ 1,460,612	\$ 1,400,997	\$ 59,615	\$ 1,410,612
Other Fringe Benefits	\$ 1,597,000	\$ 1,550,926	\$ 46,074	\$ 1,619,000
Advertising Fees	\$ 13,000	\$ 13,129	\$ (129)	\$ 15,000
Professional/ Tech Services	\$ 264,000	\$ 223,867	\$ 40,133	\$ 265,500
Contract Maintenance Service	\$ 295,400	\$ 256,138	\$ 39,262	\$ 313,400
Other Services	\$ 186,500	\$ 162,018	\$ 24,482	\$ 183,000
Fuel & Lubricants	\$ 944,000	\$ 641,820	\$ 302,180	\$ 745,625
Tires & Tubes	\$ 37,000	\$ 35,597	\$ 1,403	\$ 65,000
Other Materials & Supplies	\$ 428,500	\$ 276,838	\$ 151,662	\$ 413,500
Utilities	\$ 180,000	\$ 160,258	\$ 19,742	\$ 180,000
Prem. Public Liab/Prop Damage	\$ 318,383	\$ 308,381	\$ 10,002	\$ 357,080
Dues & Subscriptions	\$ 37,100	\$ 31,189	\$ 5,911	\$ 36,250
Travel & Meetings	\$ 27,500	\$ 26,462	\$ 1,038	\$ 31,500
Advertising/Promotions Media	\$ 50,500	\$ 20,483	\$ 30,017	\$ 39,500
Other Misc. Expenses	\$ 11,000	\$ 16,399	\$ (5,399)	\$ 22,400
Sales Tax Admin. 1% Fee	\$ 76,536	\$ 74,301	\$ 2,235	\$ 74,131
TOTAL EXPENSES	\$ 11,539,329	\$ 9,832,652	\$ 1,706,677	\$ 11,353,287
Gross Profit/(loss)	\$ 1,344,453	\$ 3,417,089		\$ 1,570,776

RESOLUTION #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).

WHEREAS, the PARTA Board of Trustees has authorized the spending of funds so appropriated in the budget as recommended by the Finance Committee; and,

WHEREAS, the FY2025 budget for the Kent Central Gateway (KCG) is attached.

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

The FY2025 proposed budget for KCG is approved as submitted.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested

2025 KENT CENTRAL GATEWAY PROPOSED OPERATING BUDGET
348 Parking Spaces

	2024 Budget	2024 Projected	2025 BUDGET
REVENUES			
HOTEL OVERNIGHT PARKING	\$ 195,000	\$ 208,476	\$ 199,000
MONTHLY PARKING	\$ 253,218	\$ 253,508	\$ 262,080
DAILY TRANSIENT PARKING (Including Special Events and Groups)	\$ 142,000	\$ 153,638	\$ 142,000
LEASE REVENUE	\$ 97,088	\$ 100,593	\$ 99,528
OTHER MISC.	\$ 5,000	\$ 8,467	\$ 5,000
TOTAL REVENUES	\$ 692,307	\$ 724,682	\$ 707,608
EXPENSES			
WAGES	\$ 287,398	\$ 267,567	\$ 298,543
HEALTH INSURANCE	\$ 72,000	\$ 54,038	\$ 60,000
FRINGE & ER TAXES	\$ 86,180	\$ 97,313	\$ 88,658
PROFESSIONAL / TECH. SERVICES	\$ 10,000	\$ -	\$ 3,600
CONTRACT MAINTENANCE SERVICE	\$ 42,000	\$ 78,069	\$ 75,000
OTHER SERVICES	\$ 15,900	\$ 15,002	\$ 15,900
MATERIALS & SUPPLIES	\$ 25,200	\$ 25,947	\$ 30,000
UTILITIES	\$ 72,000	\$ 63,784	\$ 72,000
PROPERTY LIABILITY	\$ 6,500	\$ 6,200	\$ 7,350
ADVERTISING MEDIA	\$ 6,000	\$ -	\$ 6,000
MISCELLANEOUS	\$ 2,400	\$ 2,000	\$ 2,400
TOTAL EXPENSES	\$ 625,578	\$ 609,919	\$ 659,451
OPERATING SURPLUS/(LOSS)	\$ 66,728	\$ 114,763	\$ 48,157

RESOLUTION #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).

WHEREAS, PARTA has assets and operates a transit service; and, as a result, is exposed to liability and has a responsibility to protect the public investment; and,

WHEREAS, the Ohio Revised Code allows for the pooling of risk, and PARTA has determined that risk pooling is the most cost-effective way to manage that liability; and,

WHEREAS, PARTA is a member of the Ohio Transit Risk Pool (OTRP); and,

WHEREAS, PARTA's budgeted amount for participation for 2025 is \$349,080 (not including deductibles); and,

WHEREAS, the PARTA Board of Trustees must approve all expenditures over \$100,000.

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

1. The General Manager, or their designee, is authorized to contribute to OTRP for the pooling of risk in an amount not to exceed \$349,080 (not including deductibles) for 2025.
2. The General Manager, or their designee, is authorized to pay to OTRP all necessary additional deductibles for 2025.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested

RESOLUTION #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.

WHEREAS, QualityIP is providing Information Technology (IT) managed services; and

WHEREAS, the Portage Area Regional Transportation Authority (*PARTA*) has identified a need for IT managed services for 2025 in an amount not to exceed \$175,000, which includes any pass-through payments for licensing or equipment.

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

The General Manager, or their designee, be given authority to approve expenditures not to exceed \$175,000 with QualityIP for IT managed services for the period January 1, 2025, through December 31, 2025, which includes any pass-through payments for licensing or equipment.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested

RESOLUTION #2024-11-05

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.

WHEREAS, Foxster OPCO, LLC dba CTS Software (CTS) for web-based demand response and fixed route scheduling/dispatching software is providing annual maintenance and support; and

WHEREAS, the Portage Area Regional Transportation Authority (*PARTA*) has identified a need for Managed Care and other pass through services for 2025 in an amount not to exceed \$130,000.

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 approve expenditures not to exceed \$130,000 with Foxster OPCO, LLC dba CTS Software (CTS) for the period January 1, 2025, through December 31, 2025, for annual maintenance and support of the software and software system.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested

RESOLUTION #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.

WHEREAS, an Invitation to Bid was duly advertised on September 5 and September 12, 2024, in the Akron Beacon Journal; and

WHEREAS, bids were due by Thursday, October 31, 2024, at 9:00 a.m. and publicly opened and read; and

WHEREAS, the lowest and most responsive bid was received from The Goodyear Tire & Rubber Company.

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

1. The Goodyear Tire & Rubber Company has been determined to be the lowest priced responsive bidder; and,
2. That a contract be awarded to lease tires from The Goodyear Tire & Rubber Company at the rate per mile by tire size as stated in the contract; and,
3. That the General Manager, or their designee, is authorized to enter into and execute a contract for same.

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 November 21, 2024.

Date

David Gynn, President
Board of Trustees

Attested



2025 Board of Trustees Meeting Schedule

PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

Board of Trustees Meeting Schedule Dates

JANUARY 23, 2025

FEBRUARY 27, 2025

MARCH 27, 2025

APRIL 24, 2025

MAY 22, 2025

JUNE 26, 2025

JULY 24, 2025

AUGUST 28, 2025

SEPTEMBER 25, 2025

OCTOBER 23, 2025

NOVEMBER 20, 2025

DECEMBER 18, 2025

Regularly scheduled Board meetings of PARTA are held on the 4th Thursday of each month, except as noted in red. The dates in red reflect those meetings that have been changed from the regularly scheduled 4th Thursday.

All PARTA Board of Trustees meetings are held at 7:00 p.m. in the Board Room at PARTA's Administrative Offices, located at 2000 Summit Road, Kent, OH 44240.



2025 Board of Trustees Finance Committee Meeting Schedule

PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

Finance Committee Meeting Schedule Dates

JANUARY 23, 2025

FEBRUARY 27, 2025

MARCH 27, 2025

APRIL 24, 2025

MAY 22, 2025

JUNE 26, 2025

JULY 24, 2025

AUGUST 28, 2025

SEPTEMBER 25, 2025

OCTOBER 23, 2025

NOVEMBER 13, 2025 @ 3:00 p.m.

DECEMBER 18, 2025

Regularly scheduled Board of Trustees Finance Committee meetings of PARTA are held on the 4th Thursday of each month, except as noted in red. The dates in red reflect those meetings that have been changed from the regularly scheduled 4th Thursday.

All PARTA Board of Trustees Finance Committee meetings are held at 6:15 p.m. in the Board Room at PARTA's Administrative Offices, located at 2000 Summit Road, Kent, OH 44240.

PARTA 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)
Appointed by City of Kent
402 Valleyview Street
Kent, OH 44240
(Home) 330-283-0723
nonni402@hotmail.com

Debbie Davison (Term Expires 6/30/26)
Appointed by City of Ravenna
1145 Woodbend Road
Ravenna, OH 44266
330-608-3806
debbieshares@gmail.com

Dave Gynn (Term Expires 6/30/25)
President
Appointed by Portage County
Commissioners (Middle Portage)
4210 Lancaster Lane
Brimfield, OH 44240
(Cell) 330-389-0915
gynndave@gmail.com

Virginia Harris (Term Expires 6/30/27)
Appointed by City of Streetsboro
1390 Evergreen Drive
Streetsboro, OH 44241
(Home) 330-626-2918
(Cell) 330-554-7546

Michael Lewis (Term Expires 6/30/25)
Vice President
Appointed by Ravenna Township
6237 Peck Road
Ravenna, OH 44266
(Work) 330-673-9827
(Cell) 330-842-2504
mlewis@ht.bank

R. T. Mansfield (Term Expires 6/30/25)
Appointed by Franklin Township
P.O. Box 11183
Brady Lake, OH 44211-1183
(Cell) 330-678-4632
rtmars@aol.com

Jack Murphy (Term Expires 6/30/26)
Appointed by City of Kent
517 Cuyahoga Street
Kent, OH 44240
513-262-4180
jmurph33@kent.edu

Janice Simmons-Mortimer (Term Expires 6/30/26)
Appointed by Portage County
Commissioners (Northern Portage)
11818 Alpha Road
Hiram, OH 44234
(Cell) 216-215-8420
janicessimmons@gmail.com

Frank Vitale (Term Expires 6/30/25)
Appointed by City of Aurora
298 Westview Drive
Aurora, OH 44202
(Cell) 216-409-0696
f.vitale4321@gmail.com

Stacey Wilson (Term Expires 6/30/25)
Appointed by City of Kent
341 Majors Lane
Kent, OH 44240
(Home) 330-552-3856
(Cell) 267-625-8851
stacey@othertime.com

Karen Wise (Term Expires when replaced)
Appointed by City of Ravenna
713 East Riddle Avenue
Ravenna, OH 44266
(Work) 330-673-5685 X8030
(Cell) 330-289-7689
Karenwise3232@gmail.com

Marvin Woods (Term Expires 6/30/26)
Temporary Presiding Officer
Appointed by City of Streetsboro
9747 Creekside Way
Streetsboro, OH 44241
(Home) 216-832-6097
marvinwoo5@gmail.com

STANDING COMMITTEES

Dave Gynn – ex-officio member of each committee

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

LEGAL COUNSEL

Justin Markey (Legal Counsel)
Roetzel & Andress
222 South Main Street, Suite 400
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(Work) 330-849-6632
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Natalie Schulte (Legal Counsel)
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PARTA CONTACTS

Main Number: 330-678-7745

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Denise Baba, Communications & Public
Advocacy Advisor
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Kelly Jurisch, Chief of Staff
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Rebecca Schrader, Director of Finance
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Brian Trautman, Chief Operating Officer
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(Heather Burkholder, Ext. 138
hburkholder@partaonline.org)