Board Approved 8/27/2026

PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY
BOARD OF TRUSTEES MEETING
MINUTES
July 23, 2026

Board Members Present:

Victor Baerman *(arr. 6:41 p.m.)*	Karen Beck	Julee Cariglio
Debbie Davison	Virginia Harris	Becky Lehman
Mike Lewis	R. T. Mansfield *(arr. 6:41 p.m.)*	Janice Simmons-Mortimer
Frank Vitale	Stacey Wilson	Karen Wise
Marvin Woods		

Board Members Not Present:

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

Denise Baba	Heather Burkholder	Kylie Calcei
Melissa Hanus	Kelly Jurisch	Joy Loper
Justin Markey, Legal	Sony Richardson-Gilroy	Rebecca Schrader
Dan Spaulding	Brian Trautman	Lita Wiley

Guests Present:

CALL TO ORDER

Mr. Marvin Woods called the *PARTA* Board of Trustees, July 23, 2026, meeting to order at 6:30 p.m. and asked for a roll call, after which it was determined that **a quorum was present**.

Mr. Woods asked for a motion to approve the minutes of the May 28, 2026, board meeting. **Ms. Virginia Harris** made a motion to approve the minutes as presented, seconded by **Ms. Stacey Wilson**. Mr. Woods asked all those in favor say aye, those opposed say no, he said the **motion to approve the minutes, as presented, passed unanimously.**

GUEST COMMUNICATIONS

Mr. Woods said there were no guest communications and moved onto the general manager's report.

GENERAL MANAGER'S REPORT

Ms. Kelly Jurisch welcomed and thanked everyone for coming out tonight and thanked Ms. Becky Lehman for allowing the use of the health department's conference room. Ms. Jurisch said we will be here this month and next month, and hopefully we will be back in our own space in September. You have my general manager's report, and I added a little bit about what's going on at *PARTA* in the report. If you have any questions, please ask. I want to thank everyone who came to Ms. Claudia

Amrhein's celebration of her retirement. I spoke with her and she was very touched by how many were in attendance, and she was very pleased with the night. I am happy to announce that we have a new KCG lease signed with Kenmore Construction, starting August 1st and that will make us full. They have a commitment for just over two years. The service reports were included with my report and ridership looks good. We know those numbers will come down during the summer months after the end of the semester for KSU. Ms. Jurisch asked if there were any questions.

Mr. Woods said, hearing no questions, I'd like to thank Ms. Jurisch for her report and then moved onto the committee meetings and reports.

COMMITTEE MEETINGS/REPORTS

Administration Committee Meeting

Ms. Stacey Wilson, chair of the administration committee, called the meeting to order at 6:34 p.m. committee members, Ms. Julee Cariglio and Ms. Karen Wise, were in attendance. The meeting adjourned at 6:36 p.m.

The administration committee met to discuss the slate of nominees to present to the board for consideration. The slate included Mr. Marvin Woods, president, Mr. Mike Lewis, vice president, and Ms. Karen Wise, temporary presiding office.

Finance Committee Meeting

Mr. Mike Lewis, chair of the finance committee, called the finance committee to order at 6:36 p.m. Ms. Virginia Harris and Mr. Frank Vitale of the finance committee were in attendance. The meeting adjourned at 6:56 p.m.

Ms. Rebecca Schrader reviewed the *PARTA* and Kent Central Gateway monthly financial reports for May and June and the investment portfolio. The reports begin on page 30 of the July Board & Committee Meeting/Report packet.

Operations Committee Report

Mr. Woods said the operations committee did not meet.

Personnel Committee Report

Mr. Woods said the personnel committee did not meet and moved on to old business.

OLD BUSINESS

Mr. Woods said there was no old business and moved on to new business.

NEW BUSINESS

Mr. Woods said we have a presentation.

Ms. Kylie Calcei, Director of Operations and Mr. Dan Spaulding, Director of IT for *PARTA*, presented the POGO Transit video and presentation. Ms. Denise Baba, Communications & Public Advocacy Advisor and Ms. Joy Loper, Communications & Content Specialist, created the POGO Transit video that was part of the presentation.

Mr. Woods thanked everyone for the presentation and moved onto officer elections.

Mr. Woods asked if there were any additional nominations from the floor for any of the board officer positions. Hearing none, Mr. Woods read the slate of board officers as provided by the administration committee. For President, Mr. Marvin Woods, for Vice President, Mr. Mike Lewis, and for Temporary Presiding Office, Ms. Karen Wise.

Mr. Woods asked for a motion to accept the slate of officers as presented.

Motion: Ms. Stacey Wilson **Seconded: Ms. Virginia Harris**

Mr. Woods asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	X		R. T. Mansfield	X	
Karen Beck	X		Janice Simmons-Mortimer	X	
Julee Cariglio	X		Frank Vitale	X	
Debbie Davison	X		Stacey Wilson	X	
Virginia Harris	X		Karen Wise	X	
Becky Lehman	X		Marvin Woods	X	
Mike Lewis	X				

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

Mr. Woods said the next order of business we have are resolutions.

RESOLUTIONS

Mr. Woods introduced Resolution #2026-07-01.

#2026-07-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR THEIR DESIGNEE, TO APPROVE THE PURCHASE OF SEVEN (7) TRANSIT SHELTERS AND SHELTER AMENITIES FROM DUO-GARD INDUSTRIES.

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

Motion: Ms. Karen Beck **Second: Ms. Karen Wise**

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	X		R. T. Mansfield	X	
Karen Beck	X		Janice Simmons-Mortimer	X	
Julee Cariglio	X		Frank Vitale	X	
Debbie Davison	X		Stacey Wilson	X	
Virginia Harris	X		Karen Wise	X	
Becky Lehman	X		Marvin Woods	X	
Mike Lewis	X				

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

Mr. Woods introduced Resolution #2026-07-02.

#2026-07-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING AN ADDITIONAL

EXPENDITURE FOR FOXSTER OPCO, LLC DBA CTS SOFTWARE (“CTS”) FOR A MICROTRANSIT SOFTWARE SYSTEM.

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

Motion: Ms. Stacey Wilson **Second: Ms. Virginia Harris**

Mr. Woods asked if there were any questions or comments. Hearing none he asked for a roll call.

Roll Call:	Yes	No		Yes	No
Victor Baerman	X		R. T. Mansfield	X	
Karen Beck	X		Janice Simmons-Mortimer	X	
Julee Cariglio	X		Frank Vitale	X	
Debbie Davison	X		Stacey Wilson	X	
Virginia Harris	X		Karen Wise	X	
Becky Lehman	X		Marvin Woods	X	
Mike Lewis	X				

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

EXECUTIVE SESSION

Mr. Woods said there was no need for an executive session.

ADJOURNMENT

Mr. Woods asked if there were any other items before we adjourn.

Ms. Jurisch said Ms. Baba placed a fair brochure [Portage County Randolph Fair, Aug. 25-30] at every spot so please look at it and if you are able to help us out that would be awesome. Please let Ms. Baba or Ms. Sony Richardson-Gilroy know if you are able to help and we will get you slotted in. Rubber Ducks, we are going to go to a game and the question is when. We have two Thursdays to pick from, August 20th and September 3rd. I will ask Ms. Richardson-Gilroy to send an email out and the date with the most votes will be the date we go.

Mr. Woods asked for a motion to adjourn. **Mr. Frank Vitale** motion to adjourn, **Ms. Karen Wise** seconded.

The meeting adjourned at 6:56 p.m.

Respectfully submitted,

Sony Richardson-Gilroy
Executive Assistant