

January 28, 2026, at 5:00 PM



STARK AREA REGIONAL TRANSIT AUTHORITY

BOARD OF TRUSTEES
MEETING

**Stark Area Regional Transit Authority
Board of Trustees
December 12, 2025, at 5:00 PM
Regular Meeting**

Mr. Macala called the meeting to order at 5:05 PM.

Attendance

Board (Quorum Present)

Ronald Macala (President), Gregory Blasiman, NaSheka Combs-Lemon, Margaret Egbert, Rex Morey, Christopher Nichols, Chet Warren, and Myra Watkins

Excused

James Reinhard (Vice-President)

Ms. Egbert moved to accept the excused absences. Mr. Morey seconded the motion; the vote passed unanimously.

Staff

Ralph Lee (Interim Executive Director/CEO), Mark Finnicum (Chief Operating Officer), Tammy Marie Brown (Director, HR), Craig Smith (Director, IT), Clayton Popik (Director, Planning), Latrice Virola (Director of Customer Relations), Joe Wayne (Chief Financial Officer), and Sheila Gines (Executive Assistant)

Other

Andrew Burton (Schulman, Roth and Associates CO., L.P.A.)

Approval/Correction of Minutes

November 12, 2025 – Regular Meeting

Mr. Blasiman moved to adopt the minutes of November 12, 2025. Ms. Egbert seconded the motion, the vote passed unanimously.

Introduction of Joe Wayne, Chief Financial Officer

Mr. Wayne has about 30 years of finance experience and is a Certified Public Accountant and Certified Management Accountant. Joe is excited to be at SARTA and hopes to be an asset that contributes to the organization's financial well-being. Joe has worked in the private sector throughout his career and is looking forward to expanding his knowledge into the public sector and learning more about the many ways SARTA serves the community.

- **Finance Review**

- October financials were distributed among the Board Members to update the Board on the areas that were not budgeted, causing significant financial overruns.
- SARTA had some high payouts for OPERS at the beginning of the year in connection with the restructuring that occurred, which resulted in them being over budgeted.
- Over-budget Operating Expenses Review: Materials are over budget at \$240,000, due to catalytic converters and hydrogen batteries. A couple of reasons for the Supplies being over budget include sales tax revenue being up year-to-date, and the fees we pay in association with it increased by about \$71,000. Another \$110,000 for IT software and hardware service contracts.
- Over-budget Dues are about \$200,000 for INFOR license fees for the new ERP system SARTA is migrating to.
- We anticipate receiving \$77,000 more in sales tax than we received in December of last year, bringing the year-to-date total to about \$850,000, more than what we received last year.
- SARTA's cash and short-term investment positions are looking good.

Resolutions

#47 – A Resolution To Dispose Of Obsolete And Unusable Assets

Ms. Combs-Lemon moved to adopt the resolution. Mr. Warren seconded the motion; the vote passed unanimously.

#48 – A Resolution To Dispose Of Obsolete And Unusable Vehicles

Mr. Morey moved to adopt the resolution. Ms. Combs-Lemon seconded the motion; the vote passed unanimously.

#49 – A Resolution To Authorize The Executive Director/CEO To Offer Free Rides On February 13, 2026

Mr. Warren moved to adopt the resolution. Ms. Combs-Lemon seconded the motion; the vote passed unanimously.

Adopting A Whistleblower Policy

The resolution was tabled due to scheduling constraints preventing adequate consideration at this meeting.

Implementing An AI Policy

The resolution was tabled due to scheduling constraints preventing adequate consideration at this meeting.

Updating SARTA Policies And Handbooks

The resolution was tabled due to scheduling constraints preventing adequate consideration at this meeting.

A Resolution Submitting To The Electors Of Stark County, Ohio, The Question Of The Continuation Of An Existing Sales And Use Tax At A Rate Of One-Fourth Of One Percent (0.25%), And An Increase In The Rate Of Said Tax Of One-Tenth Of One Percent (0.10%) To Be Levied For All Transit Purposes Of The Stark Area Regional Transit Authority For Ten (10) Years

The resolution was tabled due to additional information and analysis being required before a decision can be made.

#50 – A Resolution Authorizing The Interim Executive Director/CEO To Purchase Intelligent Transportation System (ITS) Maintenance And Support For The Avail CAD/AVL System

Ms. Egbert moved to adopt the resolution. Ms. Watkins seconded the motion; the vote passed unanimously.

Adjournment

Mr. Warren moved to adjourn the meeting at 5:35 PM. Ms. Egbert seconded; the vote passed unanimously.

Stark Area Regional Transit Authority
Board of Trustees Meeting
January 14, 2026 @ 5:00 PM
Special Meeting

Mr. Macala called the meeting to order at 5:03 PM.

Attendance

Board (Quorum Present)

Ronald Macala (Board President), James Reinhard (Vice President), Gregory Blasiman, Margaret Egbert, Christopher Nichols, Rex Morey, and Myra Watkins

Excused

NaSheka Combs-Lemon and Chet Warren

Ms. Egbert moved to accept the excused absence. Mr. Morey seconded the motion; the vote passed unanimously.

Staff

Ralph Lee (Interim CEO/Executive Director), Latrice Virola (Director, Customer Relations), Craig Smith (Director, IT), Clayton Popik (Director, Planning), Tammy Marie Brown (Director, HR), Joe Wayne (Chief Financial Officer), and Sheila Gines (Executive Assistant)

Other

Andrew Burton (Schulman, Roth) and Robert Wang (The Repository)

Mr. Macala stated he would like to discuss and take action on the continuation, decrease, or increase of the existing sales and use tax levied for SARTA. An open discussion of the need for a small increase is imperative to sustain and improve the services SARTA provides.

Discussion points:

- Currently, SARTA's fleet has many buses past their life expectancy and requires constant maintenance. Several of SARTA's hydrogen buses are first and second generation, which are nearly impossible to find parts for repairs, and the cost continues to rise
- Federal grants require local matching funds
- Federal funding availability is unknown
- Return discontinued services, like Proline, where it makes sense. Expand/create services that best meet the public needs, like a limited Sunday service

- SARTA needs to remain positive and relevant while continuing to be a strong partner within the community
- Currently, SARTA receives five (\$.05) cents for every twenty (\$20) dollars. If the levy is approved, SARTA would receive seven (\$.07) cents for every twenty (\$20) dollars.

Resolutions

#1 – A Resolution Submitting To The Electors Of Stark County, Ohio, The Question Of The Continuation Of An Existing Sales And Use Tax At A Rate Of One-Fourth Of One Percent (0.25%), And An Increase In The Rate Of Said Tax Of One-Tenth Of One Percent (0.10%) To Be Levied For All Transit Purposes Of The Stark Area Regional Transit Authority For Ten (10) Years

Ms. Egbert moved to adopt the resolution. Ms. Watkins seconded the motion; the vote passed unanimously.

Adjournment

Ms. Egbert moved to adjourn the meeting. Ms. Watkins seconded the motion. The meeting adjourned at 6:05 PM.

Transportation & Maintenance

Mark Finnicum
Director



STARK AREA REGIONAL TRANSIT AUTHORITY

Transportation Department

December 2025

Submitted by: Mark Finnicum

Transportation

- Overall ridership was up for the month of December for both fixed route and proline. Fixed route ridership increased from 94,430 in November to 112,529 in December. Proline increased from 5,581 in November to 5,984 in December. The year-to-date total ridership for SARTA decreased from 1,455,492 in 2024 to 1,406,920 in 2025. Fixed-route ridership increased from 1,326,600 in 2024 to 1,328,374 in 2025. Proline ridership decreased from 123,007 in 2024 to 78,546 in 2025. The overall decrease is due to the elimination of five (5) bus routes (151, 152, 153, 157, 158), the reduction in daily service hours, and the withdrawal of Proline.
- Stark State and Canton City Schools transportation agreements have been beneficial to growing our ridership, with Stark State students and faculty riding 21,633 times and Canton City Schools students and faculty riding 36,969 times throughout 2025. We are continuing to meet and work on expanding transportation agreements with Mount Union and area schools and colleges.
- To improve on ride efficiencies, we will continue to combine Proline and Proline Plus trips. This allows vehicles in certain regions of the county to be used for both purposes without the need to backtrack.
- Overtime for 2025 was down for the year in transportation due to the reduction of runs and cuts that were put in place last February.

SARTA RIDERSHIP REPORT

December 2025

2025 Operating Days 22 Weekdays, 4 Saturdays

2024 Operating 21 Days Weekdays, 4 Saturdays

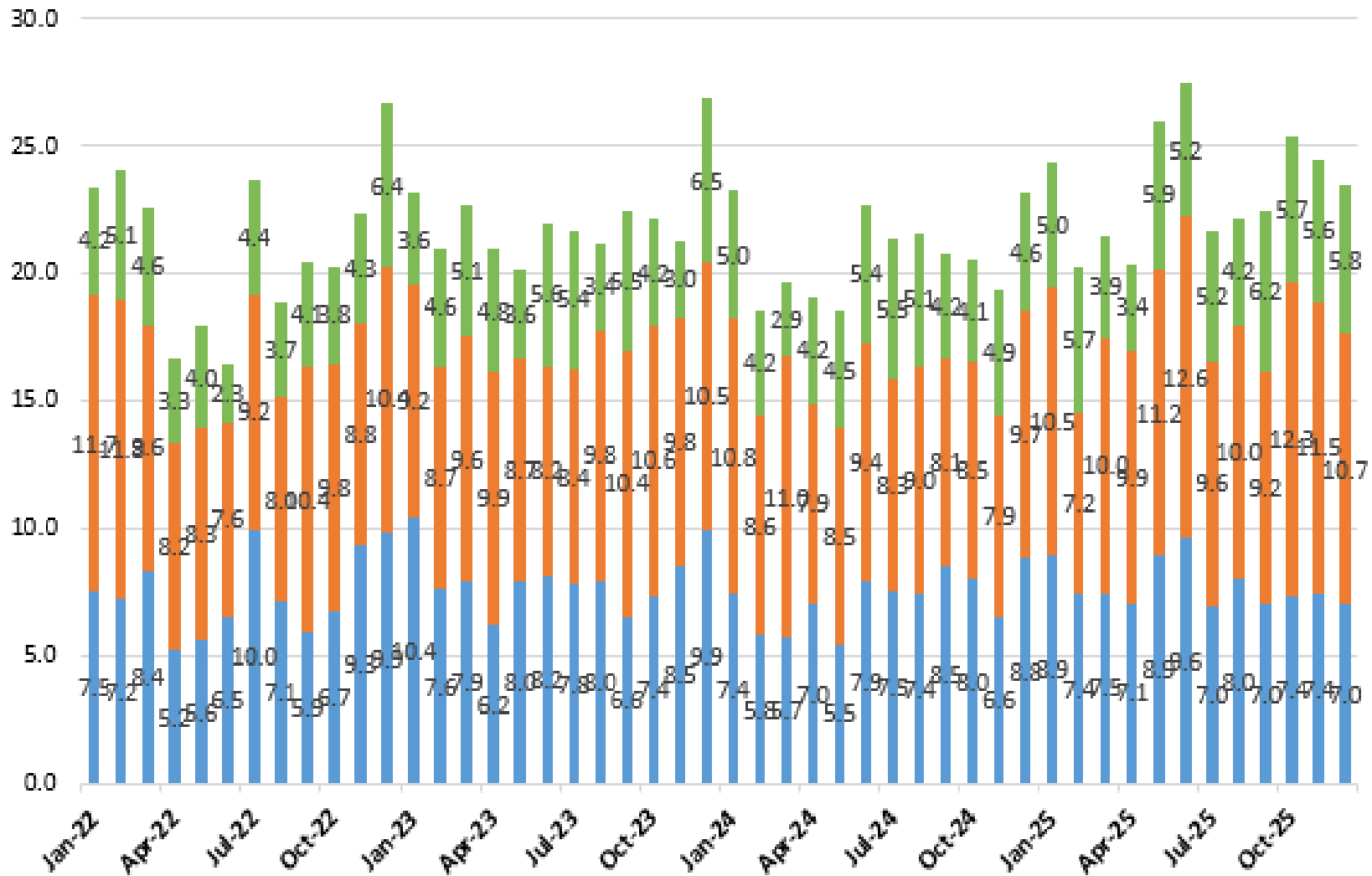
<i>Ridership</i>	CURRENT MO.				YTD			
	2025	2024	change	%	2025	2024	change	%
Fixed Route	111,692	102,436	9,256	9.04%	1,322,182	1,311,763	10,419	0.79%
Other Revenue	837	283	554	195.76%	6,192	14,837	-8,645	100.00%
Paratransit	5,984	9,408	-3,424	-36.39%	78,546	123,007	-44,461	-36.15%
CS-Out of county	0	0	0	100.00%	0	5,885	-5,885	100.00%
Total	118,513	112,127	6,386	5.70%	1,406,920	1,455,492	-48,572	-3.34%

<i>Vehicle Operations</i>	CURRENT MO.				YTD	PRIOR YTD		
	2025	2024	change	%	2025	2024	change	%
Fixed Route	189,695	197,377	-7,682	-3.89%	2,263,353	2,404,137	-140,784	-5.86%
Other Revenue	2,138	212	1,926	908.49%	15,948	20,378	-4,430	100.00%
Fixed Deadhead	8,644	9,330	-686	-7.35%	103,702	114,303	-10,601	-9.27%
Paratransit	58,599	92,979	-34,380	-36.98%	748,760	1,200,982	-452,222	-37.65%
CS-Out of county	0	0	0	100.00%	0	74,611	-74,611	100.00%
Para Deadhead	9,414	13,738	-4,324	100.00%	54,749	281,159	-226,410	-80.53%
Total	268,490	313,636	-45,146	-14.39%	3,186,512	4,095,570	-909,058	-22.20%

<i>Hours</i>	CURRENT MO.				YTD			
	2025	2024	change	%	2025	2024	change	%
Fixed Route	11,634	11,873	-239	-2.01%	138,812	146,202	-7,390	-5.05%
Other Revenue	88	70	18	25.71%	501	1,482	-981	100.00%
Paratransit	3,685	5,269	-1,584	-30.06%	44,187	69,830	-25,644	-36.72%
CS-Out of county	0	0	0	100.00%	0	5,308	-5,308	100.00%
Total	15,407	17,212	-1,805	-10.49%	183,500	222,822	-39,322	-17.65%

PROLINE INFRACTIONS DARA - PER 1000 ATTEMPTS

■ NO SHOW - RATE ■ LATE CANCEL - RATE ■ CANCEL AT THE DOOR - RATE



2025 Proline "Shared Ride" Service Statistics

Month	Trips Scheduled	Advanced Cancels	Same Day Cancels	No - Shows	Late Cancels	Cancels at the Door	Total Performed Trips	Vehicle Miles	Miles per Trip
January	10,196	864	969	91	107	51	8,114	109,207	13.46
February	7,955	1,229	629	59	57	45	5,936	77,672	13.08
March	7,090	976	481	53	71	28	5,481	68,876	12.57
April	7,069	849	444	50	70	24	5,632	70,949	12.60
May	6,956	811	528	62	78	41	5,436	67,305	12.38
June	6,340	848	408	61	80	33	4,910	62,716	12.77
July	6,590	848	482	46	63	34	5,117	64,757	12.66
August	6,627	829	427	53	66	28	5,224	68,791	13.17
September	6,418	808	409	45	59	40	5,057	68,258	13.50
October	7,058	859	488	52	87	40	5,532	73,414	13.27
November	5,930	802	420	44	68	33	4,563	61,706	13.52
December	6,571	1,012	577	46	70	38	4,828	68,056	14.10
Year to Date Totals	84,800	10,735	6,262	662	876	435	65,830	861,707	13.09

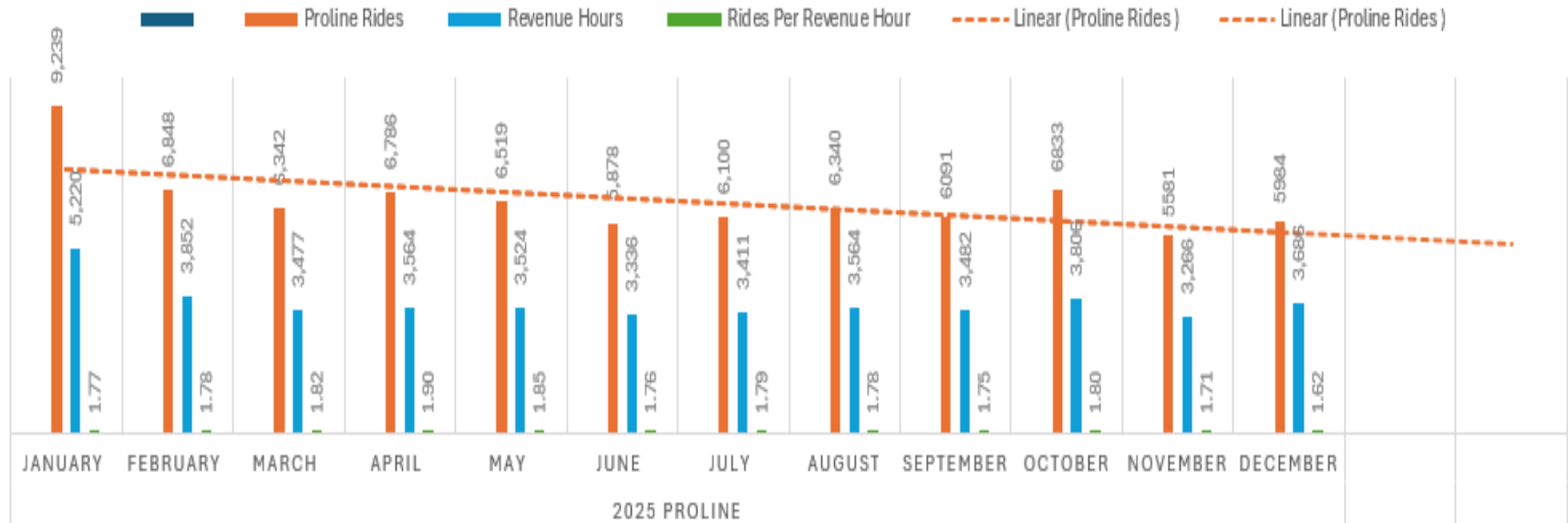
Proline "Shared Ride" Service Statistics for the month of

Month	Trips Scheduled	Advanced Cancels	Same Day Cancels	No - Shows	Late Cancels	Cancels at the Door	Total Performed Trips	Vehicle Miles	Miles per Trip
December	6,571	1,012	577	46	70	38	4,828	68,056	14.10

2025 Proline

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Proline Rides	9,239	6,848	6,342	6,786	6,519	5,878	6,105	6,340	6091	6833	5581	5984	78,546
Revenue Hours	5,220	3,852	3,477	3,564	3,524	3,336	3,411	3,564	3,482	3,806	3,266	3,685	44,186
Rides Per Revenue Hour	1.77	1.78	1.82	1.90	1.85	1.76	1.79	1.78	1.75	1.80	1.71	1.62	1.78

2025 PROLINE RIDES



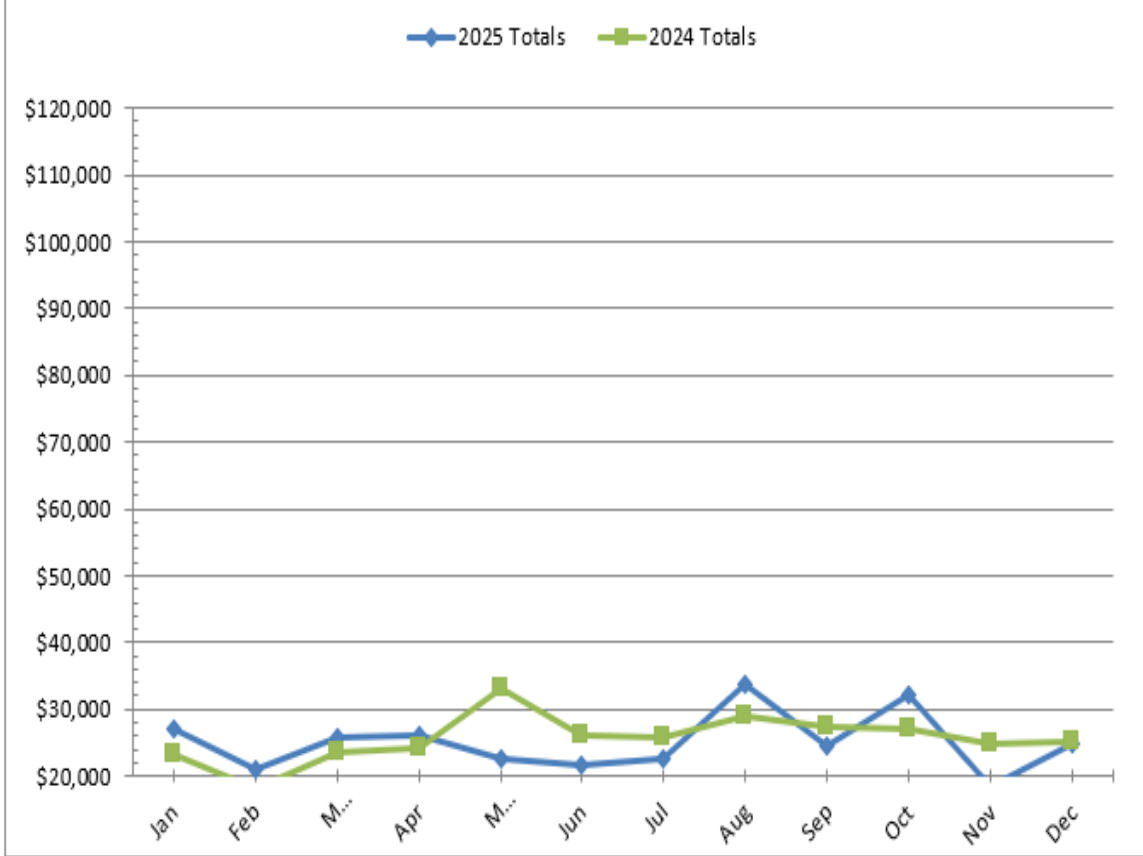
2025 Proline Trip Count by Disability													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
N/A	5,282	3,867	3,700	3,971	3,778	3,385	3,459	3,610	3,476	3,725	3,034	3,052	44,339
Blind	352	332	335	343	336	376	427	452	394	426	329	437	4,539
Cognitive	1,880	1,417	1,339	1,380	1,304	1,110	1,181	1,196	1,282	1,439	1,208	1,150	15,886
Health Related	202	187	204	209	245	226	224	242	216	381	298	485	3,119
Physical	451	342	302	352	333	303	312	321	324	334	283	375	4,032
Psychiatric	301	245	228	241	228	216	234	203	177	185	172	212	2,642
Total Trips	8,468	6,390	6,108	6,496	6,224	5,616	5,837	6,024	5,869	6,490	5,324	5,711	74,557

2025 Proline Trip Count by Purpose													
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Misc.	57	39	59	68	48	44	45	43	33	46	33	64	579
Medical	1,041	915	889	920	905	879	905	880	825	944	724	781	10,608
Personal	1,733	1,432	1,451	1,501	1,448	1,383	1,452	1,676	1,482	1,590	1,317	1,375	17,840
School	1,050	603	401	533	374	166	244	231	380	472	375	254	5,083
Shopping	390	352	408	456	434	367	428	403	416	369	355	417	4,795
Work	4,197	3,049	2,900	3,018	3,015	2,777	2,763	2,791	2,732	3,069	2,520	2,821	35,652
Total Trips	8,468	6,390	6,108	6,496	6,224	5,616	5,837	6,024	5,868	6,490	5,324	5,712	74,557

Pass/Ticket Sales Comparison, 2025 - 2024

2025	2025 Totals	2024	2024 Totals	Percent changed
Jan	\$27,086.00	Jan	\$23,389.25	15.81%
Feb	\$21,117.00	Feb	\$18,265.50	15.61%
Mar	\$25,658.80	Mar	\$23,526.50	9.06%
Apr	\$26,145.55	Apr	\$24,087.50	8.54%
May	\$22,690.30	May	\$33,029.75	-31.30%
Jun	\$21,630.20	Jun	\$26,048.00	-16.96%
Jul	\$22,512.50	Jul	\$25,691.28	-12.37%
Aug	\$33,824.27	Aug	\$29,097.20	16.25%
Sep	\$24,471.21	Sep	\$27,216.48	-10.09%
Oct	\$32,231.55	Oct	\$27,024.85	19.27%
Nov	\$18,378.00	Nov	\$24,782.75	-25.84%
Dec	\$24,962.50	Dec	\$25,189.32	-0.90%
Year-to-Date	\$300,707.88	Year-to-Date	\$307,348.38	-2.16%

Pass/Ticket Sales Comparison, 2025 - 2024



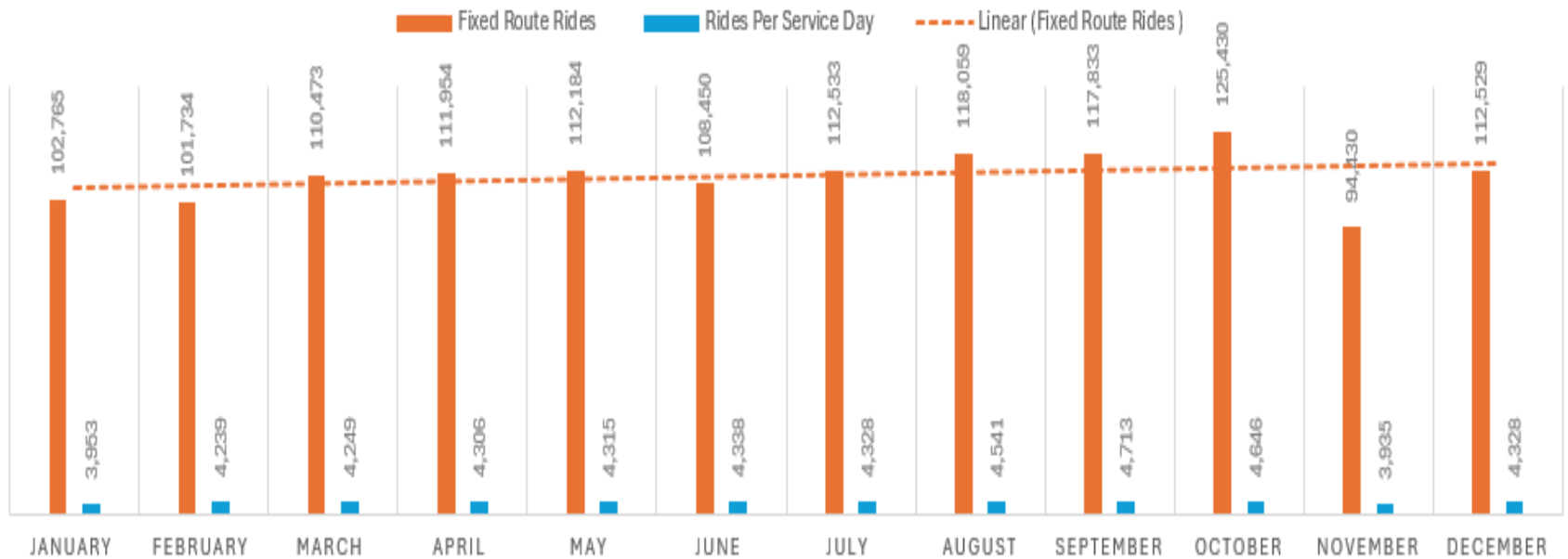
Stark State College				
	2025	2024	Change	
	System Wide	System Wide	System	%
January	1,268	1,607	339	-21.10%
February	1,868	1,874	6	-0.32%
March	1,913	1,553	360	23.18%
April	1,978	2,015	37	-1.84%
May	1,368	1,411	43	-3.05%
June	1,403	1,103	300	27.20%
July	1,491	1,123	368	32.77%
August	1,758	1,484	274	18.46%
September	2,743	1,894	849	44.83%
October	2,419	2,141	278	12.98%
November	1,754	1,679	75	4.47%
December	1,670	1,256	414	32.96%
Totals	21,633	19,140	2,493	13.03%

Canton City Schools				
	2025	2024	Change	
	System Wide	System Wide	System	%
January	1,759	327	1,432	100.00%
February	2,601	291	2,310	100.00%
March	2,974	360	2,614	100.00%
April	3,456	360	3,096	100.00%
May	3,313	318	2,995	100.00%
June	2,591	319	2,272	100.00%
July	2,213	332	1,881	100.00%
August	2,484	304	2,180	100.00%
September	4,120	316	3,804	100.00%
October	4,413	1,085	3,328	100.00%
November	3,419	1,688	1,731	100.00%
December	3,626	1,789	1,837	100.00%
Totals	36,969	7,489	29,480	100.00%

2025 Fixed Route

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Fixed Route Rides	102,765	101,734	110,473	111,954	112,184	108,450	112,533	118,059	117,833	125,430	94,430	112,529	1,328,374
Rides Per Service Day	3,953	4,239	4,249	4,306	4,315	4,338	4,328	4,541	4,713	4,646	3,935	4,328	4,324

2025 FIXED ROUTE RIDES PER SERVICE DAY



2025-2024 Month to Month Ridership by Route

Route	December 2025	December 2024	Difference	Percentage Change
4	181	221	-40	-18.10%
45	1,985	1,989	-4	-0.20%
81	6,102	6,289	-187	-2.97%
101	4,441	3,862	579	14.99%
102	19,104	18,744	360	1.92%
103	3,790	4,047	-257	-6.35%
105	7,922	6,687	1,235	18.47%
106	8,182	6,906	1,276	18.48%
107	3,274	3,343	-69	-2.06%
108	5,057	4,115	942	22.89%
110	5,923	6,317	-394	-6.24%
111	3,825	3,746	79	2.11%
113	3,408	2,319	1,089	46.96%
114	2,115	1,846	269	14.57%
117	3,654	4,092	-438	-10.70%
118	2,361	2,270	91	4.01%
119	4,643	4,093	550	13.44%
121	1,373	1,429	-56	-3.92%
122	0	0	0	0.00%
124	1,318	1,189	129	10.85%
125	1,627	1,282	345	26.91%
126	1,138	1,073	65	6.06%
128	1,456	1,235	221	17.89%
130	2,156	1,267	889	70.17%
131	3,300	3,779	-479	-12.68%
132	0	931	-931	-100.00%
133	0	0	0	0.00%
139	6,577	6,572	5	0.08%
151	0	473	-473	-100.00%
152	0	469	-469	-100.00%
153	0	541	-541	-100.00%
157	0	205	-205	-100.00%
158	0	193	-193	-100.00%
Total	104,912	101,524	3,388	3.34%

2025-2024 Year to Date Ridership by Route

Route	December 2025	December 2024	Difference	Percentage Change
4	2,933	2,877	56	1.95%
45	26,772	27,304	-532	-1.95%
81	78,771	72,334	6,437	8.90%
101	55,425	54,369	1,056	1.94%
102	239,996	241,004	-1,008	-0.42%
103	45,506	49,057	-3,551	-7.24%
105	95,531	81,570	13,961	17.12%
106	89,232	90,055	-823	-0.91%
107	41,614	46,236	-4,622	-10.00%
108	59,086	61,494	-2,408	-3.92%
110	75,653	76,109	-456	-0.60%
111	48,279	47,150	1,129	2.39%
113	40,730	31,900	8,830	27.68%
114	23,610	21,479	2,131	9.92%
117	51,205	50,374	831	1.65%
118	28,784	29,954	-1,170	-3.91%
119	54,114	53,665	449	0.84%
121	20,856	20,102	754	100.00%
122	0	0	0	-100.00%
124	19,046	17,106	1,940	100.00%
125	19,906	17,839	2,067	11.59%
126	13,364	11,355	2,009	17.69%
128	20,515	16,884	3,631	21.51%
130	13,977	16,473	-2,496	-15.15%
131	44,769	44,414	355	100.00%
132	12,191	12,216	-25	-0.20%
133	0	0	0	-100.00%
139	84,374	91,567	-7,193	-7.86%
151	706	5,892	-5,186	-88.02%
152	736	8,488	-7,752	-91.33%
153	661	6,969	-6,308	-90.52%
157	259	2,456	-2,197	-89.45%
158	264	4,058	-3,794	-93.49%
Total	1,308,865	1,312,750	-3,885	-0.30%

STARK AREA REGIONAL TRANSIT AUTHORITY
MAINTENANCE DEPARTMENT

December 2025

Submitted by: Mark Finnicum

- Preventive maintenance costs increased in December due to the purchase of a catalytic converter and engine repairs for the Gillig CNG buses.
- We are continuing to replace/rebuild the engines on the Ford paratransit vehicles. We are using this as part of our in-house training that is required for technicians to advance.
- The three thirty-five-foot Gillig buses that were on order arrived and will have a post inspection completed by Gillig prior to being prepared for revenue service.
- Several of the sub-inspections listed below have been updated to match the OEM specifications. FTA does not require any sub-inspections other than regular preventive maintenance, and all wheelchair lifts/ramps are inspected every 3,000 miles.
- EH Van 1880 was involved in an accident and will not be scheduled for repair. The bus will be eight years old with 283,840 miles.
- Maintenance costs per vehicle for 2025 are included in the packet. The average age of the CNG fleet is nine (9) years, with 441,460 miles, with a cost per mile average of \$.78. The average age of the Hydrogen fleet is eight years, with 134,862 miles, with a cost per mile average of \$1.59. The average age of the paratransit fleet is 4 years, with 70,020 miles, and the average cost per mile is \$.46.
- We currently have an opening for a maintenance technician that we are working with HR to fill.

1. There was a total of 81 Preventive Maintenance Inspections
 - 42 Fixed Route Buses
 - 37 Paratransit Buses
 - 02 Support Vehicle
2. There was a total of 81 Wheelchair Inspections
3. There was a total of 00 Heat & Air Conditioning Inspections
4. There was a total of 19 Farebox Inspections
5. There was a total of 02 Front End Alignments
6. There was a total of 179 Bus Exchanges
7. There was a total of 02 CNG Recertification Inspections
8. There was a total of 08 Avail System Inspections
9. There was a total of 21 Bi-Monthly Camera Inspections
10. There was a total of 12 Road Calls
 - 11 Fixed Route Buses – 11 Towed
 - 00 Non-Revenue Vehicle – 00 Towed
 - 01 Paratransit Buses – 01 Towed
11. There was a total of 27 Warranty Repair
12. There were 00 job-related injuries reported

Dec-25										
Fleet Information				Life- to-Date Costs				Cost per Meter Unit		
Bus Number	Model Year	Fuel Type	FTA Useful Life	Mileage	Costs(PM/Repair)	Fuel Cost	Total Cost	Cost (PM/Repairs)	Fuel Cost	Total Cost per Mile
1200	2012	CNG	12 Yrs 500,000	671,135	\$ 246,584.53	\$ 345,771.68	\$ 592,356.21	\$ 0.37	\$ 0.52	\$ 0.88
1292	2012	CNG	12 Yrs 500,000	636,528	\$ 232,989.28	\$ 319,247.19	\$ 552,236.47	\$ 0.37	\$ 0.50	\$ 0.87
1293	2012	CNG	12 Yrs 500,000	731,178	\$ 242,733.64	\$ 376,521.37	\$ 619,255.01	\$ 0.33	\$ 0.51	\$ 0.85
1294	2012	CNG	12 Yrs 500,000	546,076	\$ 212,981.23	\$ 277,525.66	\$ 490,506.89	\$ 0.39	\$ 0.51	\$ 0.90
1295	2012	CNG	12 Yrs 500,000	750,798	\$ 237,629.91	\$ 378,690.57	\$ 616,320.48	\$ 0.32	\$ 0.50	\$ 0.82
1296	2012	CNG	12 Yrs 500,000	626,452	\$ 239,686.84	\$ 361,977.06	\$ 601,663.90	\$ 0.38	\$ 0.58	\$ 0.96
1297	2012	CNG	12 Yrs 500,000	760,770	\$ 266,020.65	\$ 42,234.34	\$ 308,254.99	\$ 0.35	\$ 0.06	\$ 0.41
1298	2012	CNG	12 Yrs 500,000	691,538	\$ 251,714.96	\$ 352,663.66	\$ 604,378.62	\$ 0.36	\$ 0.51	\$ 0.87
1299	2012	CNG	12 Yrs 500,000	761,791	\$ 226,221.79	\$ 383,165.21	\$ 609,387.00	\$ 0.30	\$ 0.50	\$ 0.80
1401	2014	CNG	12 Yrs 500,000	636,111	\$ 212,309.14	\$ 298,662.39	\$ 510,971.53	\$ 0.33	\$ 0.47	\$ 0.80
1402	2014	CNG	12 Yrs 500,000	590,464	\$ 201,263.10	\$ 277,936.95	\$ 479,200.05	\$ 0.34	\$ 0.47	\$ 0.81
1403	2014	CNG	12 Yrs 500,000	661,559	\$ 201,311.79	\$ 308,442.62	\$ 509,754.41	\$ 0.30	\$ 0.47	\$ 0.77
1404	2014	CNG	12 Yrs 500,000	298,692	\$ 161,045.02	\$ 147,358.46	\$ 308,403.48	\$ 0.54	\$ 0.49	\$ 1.03
1505	2015	CNG	12 Yrs 500,000	600,815	\$ 197,045.78	\$ 273,258.09	\$ 470,303.87	\$ 0.33	\$ 0.45	\$ 0.78
1606	2016	CNG	12 Yrs 500,000	517,523	\$ 160,335.79	\$ 243,197.49	\$ 403,533.28	\$ 0.31	\$ 0.47	\$ 0.78
1607	2016	CNG	12 Yrs 500,000	554,930	\$ 192,330.29	\$ 257,097.56	\$ 449,427.85	\$ 0.35	\$ 0.46	\$ 0.81
1608	2016	CNG	12 Yrs 500,000	554,514	\$ 186,052.12	\$ 254,288.79	\$ 440,340.91	\$ 0.34	\$ 0.46	\$ 0.79
1609	2016	CNG	12 Yrs 500,000	546,904	\$ 180,136.98	\$ 254,112.83	\$ 434,249.81	\$ 0.33	\$ 0.46	\$ 0.79
1917	2019	CNG	10 Yrs 350,000	142,781	\$ 52,865.99	\$ 71,529.93	\$ 124,395.92	\$ 0.37	\$ 0.50	\$ 0.87

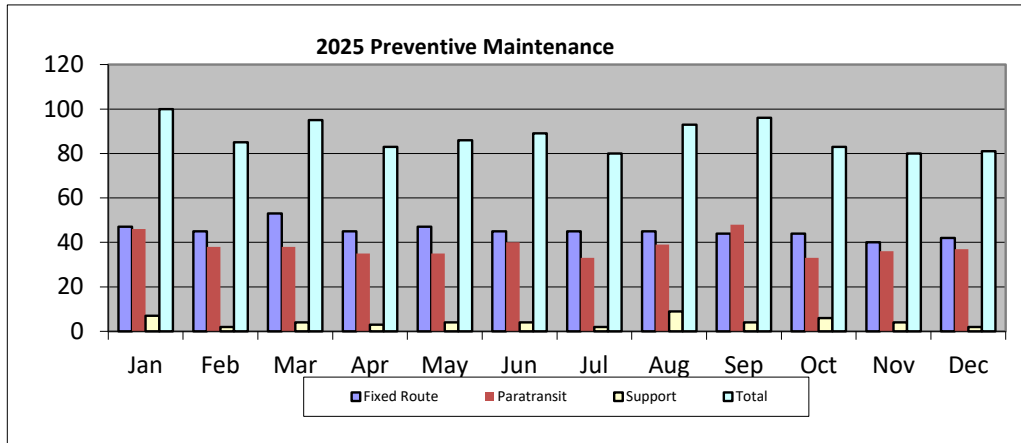
2001	2020	CNG	12 Yrs 500,000	294,793	\$ 86,256.61	\$ 136,912.24	\$ 223,168.85	\$ 0.29	\$ 0.46	\$ 0.76
2223	2022	CNG	12 Yrs 500,000	183,901	\$ 48,429.49	\$ 87,467.01	\$ 135,896.50	\$ 0.26	\$ 0.48	\$ 0.74
2224	2022	CNG	12 Yrs 500,000	221,078	\$ 59,308.52	\$ 101,988.12	\$ 161,296.64	\$ 0.27	\$ 0.46	\$ 0.73
2225	2022	CNG	12 Yrs 500,000	226,183	\$ 48,300.94	\$ 106,041.62	\$ 154,342.56	\$ 0.21	\$ 0.47	\$ 0.68
2226	2022	CNG	12 Yrs 500,000	193,964	\$ 51,066.21	\$ 95,735.54	\$ 146,801.75	\$ 0.26	\$ 0.49	\$ 0.76
2227	2022	CNG	12 Yrs 500,000	218,571	\$ 68,520.45	\$ 103,329.33	\$ 171,849.78	\$ 0.31	\$ 0.47	\$ 0.79
2228	2022	CNG	10 Yrs 350,000	166,192	\$ 33,292.78	\$ 81,128.85	\$ 114,421.63	\$ 0.20	\$ 0.49	\$ 0.69
2229	2022	CNG	10 Yrs 350,000	76,240	\$ 16,624.26	\$ 34,478.00	\$ 51,102.26	\$ 0.22	\$ 0.45	\$ 0.67
2430	2024	CNG	12 Yrs 500,000	129,502	\$ 19,732.09	\$ 67,468.33	\$ 87,200.42	\$ 0.15	\$ 0.52	\$ 0.67
2431	2024	CNG	12 Yrs 500,000	132,544	\$ 22,320.87	\$ 67,287.12	\$ 89,607.99	\$ 0.17	\$ 0.51	\$ 0.68
2432	2024	CNG	12 Yrs 500,000	120,279	\$ 19,171.26	\$ 59,366.81	\$ 78,538.07	\$ 0.16	\$ 0.49	\$ 0.65
				441,460						\$ 0.78
1610	2016	H2	12 Yrs 500,000	84,452	\$ 51,298.43	\$ 126,447.63	\$ 177,746.06	\$ 0.61	\$ 1.50	\$ 2.10
1611	2016	H2	12 Yrs 500,000	186,795	\$ 95,856.56	\$ 225,849.63	\$ 321,706.19	\$ 0.51	\$ 1.21	\$ 1.72
1712	2017	H2	12 Yrs 500,000	226,251	\$ 80,167.55	\$ 285,119.72	\$ 365,287.27	\$ 0.35	\$ 1.26	\$ 1.61
1713	2017	H2	12 Yrs 500,000	181,163	\$ 88,154.39	\$ 206,343.30	\$ 294,497.69	\$ 0.49	\$ 1.14	\$ 1.63
1715	2017	H2	12 Yrs 500,000	251,998	\$ 86,699.83	\$ 289,876.78	\$ 376,576.61	\$ 0.34	\$ 1.15	\$ 1.49
1716	2017	H2	12 Yrs 500,000	124,110	\$ 33,704.10	\$ 129,904.69	\$ 163,608.79	\$ 0.27	\$ 1.05	\$ 1.32
1918	2019	H2	12 Yrs 500,000	108,491	\$ 36,793.38	\$ 116,839.28	\$ 153,632.66	\$ 0.34	\$ 1.08	\$ 1.42
1919	2019	H2	12 Yrs 500,000	115,711	\$ 36,709.20	\$ 126,338.60	\$ 163,047.80	\$ 0.32	\$ 1.09	\$ 1.41
1920	2019	H2	12 Yrs 500,000	110,513	\$ 34,333.44	\$ 112,559.19	\$ 146,892.63	\$ 0.31	\$ 1.02	\$ 1.33
1921	2019	H2	12 Yrs 500,000	112,398	\$ 42,937.39	\$ 119,594.13	\$ 162,531.52	\$ 0.38	\$ 1.06	\$ 1.45
1922	2019	H2	12 Yrs 500,000	92,453	\$ 34,585.29	\$ 96,989.15	\$ 131,574.44	\$ 0.37	\$ 1.05	\$ 1.42
2433	2024	H2	12 Yrs 500,000	21,843	\$ 7,127.36	\$ 41,096.24	\$ 48,223.60	\$ 0.33	\$ 1.88	\$ 2.21
				134,682						\$ 1.59

Dec-25										
Fleet Information				Life- to-Date Costs				Cost per Meter Unit		
Bus Number	Model Year	Fuel Type	FTA Useful Life	Mileage	Costs(PM/Repair)	Fuel Cost	Total Cost	Cost (PM/Repair)	Fuel Cost	Total Cost per Mile
1779	2017	CNG	5 yrs 200,000	305,666	\$ 122,827.00	\$ 73,261.38	\$ 196,088.38	\$ 0.40	\$ 0.24	\$ 0.64
1880	2018	CNG	5 yrs 200,000	283,840	\$ 101,253.00	\$ 73,579.65	\$ 174,832.65	\$ 0.36	\$ 0.26	\$ 0.62
1882	2018	CNG	5 yrs 200,000	263,968	\$ 108,150.00	\$ 69,962.74	\$ 178,112.74	\$ 0.41	\$ 0.27	\$ 0.67
2188	2021	CNG	5 yrs 200,000	129,759	\$ 23,415.00	\$ 37,162.81	\$ 60,577.81	\$ 0.18	\$ 0.29	\$ 0.47
2189	2021	CNG	5 yrs 200,000	129,099	\$ 16,665.00	\$ 35,443.13	\$ 52,108.13	\$ 0.13	\$ 0.27	\$ 0.40
2190	2021	CNG	5 yrs 200,000	143,406	\$ 26,823.00	\$ 40,123.33	\$ 66,946.33	\$ 0.19	\$ 0.28	\$ 0.47
2191	2021	CNG	5 yrs 200,000	114,114	\$ 13,957.00	\$ 30,068.14	\$ 44,025.14	\$ 0.12	\$ 0.26	\$ 0.39
2192	2021	CNG	5 yrs 200,000	112,029	\$ 19,906.00	\$ 28,880.23	\$ 48,786.23	\$ 0.18	\$ 0.26	\$ 0.44
2193	2021	CNG	5 yrs 200,000	115,209	\$ 12,774.00	\$ 30,374.94	\$ 43,148.94	\$ 0.11	\$ 0.26	\$ 0.37
2194	2021	CNG	5 yrs 200,000	99,305	\$ 12,587.00	\$ 26,769.43	\$ 39,356.43	\$ 0.13	\$ 0.27	\$ 0.40
2195	2021	CNG	5 yrs 200,000	142,819	\$ 25,492.00	\$ 41,136.19	\$ 66,628.19	\$ 0.18	\$ 0.29	\$ 0.47
2203	2022	CNG	5 yrs 200,000	105,121	\$ 13,704.00	\$ 29,004.31	\$ 42,708.31	\$ 0.13	\$ 0.28	\$ 0.41
2204	2022	CNG	5 yrs 200,000	82,770	\$ 11,352.00	\$ 24,080.31	\$ 35,432.31	\$ 0.14	\$ 0.29	\$ 0.43
2205	2022	CNG	5 yrs 200,000	100,358	\$ 13,328.00	\$ 27,699.27	\$ 41,027.27	\$ 0.13	\$ 0.28	\$ 0.41
2206	2022	CNG	5 yrs 200,000	109,341	\$ 22,147.00	\$ 30,792.75	\$ 52,939.75	\$ 0.20	\$ 0.28	\$ 0.48
2207	2022	CNG	5 yrs 200,000	101,314	\$ 10,781.00	\$ 27,749.25	\$ 38,530.25	\$ 0.11	\$ 0.27	\$ 0.38
2208	2022	CNG	5 yrs 200,000	101,650	\$ 18,550.00	\$ 28,606.31	\$ 47,156.31	\$ 0.18	\$ 0.28	\$ 0.46
2209	2022	CNG	5 yrs 200,000	122,534	\$ 13,317.00	\$ 35,357.57	\$ 48,674.57	\$ 0.11	\$ 0.29	\$ 0.40
2319	2023	CNG	5 yrs 200,000	59,189	\$ 6,431.00	\$ 19,222.75	\$ 25,653.75	\$ 0.11	\$ 0.32	\$ 0.43
2320	2023	CNG	5 yrs 200,000	51,959	\$ 5,198.00	\$ 16,131.87	\$ 21,329.87	\$ 0.10	\$ 0.31	\$ 0.41
2321	2023	CNG	5 yrs 200,000	34,758	\$ 3,492.00	\$ 10,501.58	\$ 13,993.58	\$ 0.10	\$ 0.30	\$ 0.40
2322	2023	CNG	5 yrs 200,000	59,958	\$ 4,910.00	\$ 19,322.60	\$ 24,232.60	\$ 0.08	\$ 0.32	\$ 0.40
2323	2023	CNG	5 yrs 200,000	26,142	\$ 2,859.00	\$ 8,262.25	\$ 11,121.25	\$ 0.11	\$ 0.32	\$ 0.43
2324	2023	CNG	5 yrs 200,000	59,484	\$ 5,917.00	\$ 19,345.27	\$ 25,262.27	\$ 0.10	\$ 0.33	\$ 0.42
2325	2023	CNG	5 yrs 200,000	33,779	\$ 4,060.00	\$ 10,514.78	\$ 14,574.78	\$ 0.12	\$ 0.31	\$ 0.43
2326	2023	CNG	5 yrs 200,000	41,639	\$ 4,211.00	\$ 14,031.38	\$ 18,242.38	\$ 0.10	\$ 0.34	\$ 0.44
2327	2023	CNG	5 yrs 200,000	46,183	\$ 4,721.00	\$ 14,304.01	\$ 19,025.01	\$ 0.10	\$ 0.31	\$ 0.41
2328	2023	CNG	5 yrs 200,000	61,599	\$ 6,260.00	\$ 20,121.59	\$ 26,381.59	\$ 0.10	\$ 0.33	\$ 0.43
2329	2023	CNG	5 yrs 200,000	33,183	\$ 3,025.00	\$ 10,908.30	\$ 13,933.30	\$ 0.09	\$ 0.33	\$ 0.42
2330	2023	CNG	5 yrs 200,000	53,940	\$ 4,889.00	\$ 17,152.07	\$ 22,041.07	\$ 0.09	\$ 0.32	\$ 0.41
2331	2023	CNG	5 yrs 200,000	52,982	\$ 3,739.00	\$ 16,857.86	\$ 20,596.86	\$ 0.07	\$ 0.32	\$ 0.39
2332	2023	CNG	5 yrs 200,000	31,773	\$ 5,453.00	\$ 10,138.03	\$ 15,591.03	\$ 0.17	\$ 0.32	\$ 0.49

2333	2023	CNG	5 yrs 200,000	49,070	\$ 4,708.00	\$ 15,509.00	\$ 20,217.00	\$ 0.10	\$ 0.32	\$ 0.41
2334	2023	CNG	5 yrs 200,000	52,508	\$ 4,454.00	\$ 17,107.51	\$ 21,561.51	\$ 0.08	\$ 0.33	\$ 0.41
2335	2023	CNG	5 yrs 200,000	26,593	\$ 3,669.00	\$ 9,530.40	\$ 13,199.40	\$ 0.14	\$ 0.36	\$ 0.50
2336	2023	CNG	5 yrs 200,000	38,195	\$ 5,124.00	\$ 13,415.70	\$ 18,539.70	\$ 0.13	\$ 0.35	\$ 0.49
2337	2023	CNG	5 yrs 200,000	52,120	\$ 5,208.00	\$ 17,901.26	\$ 23,109.26	\$ 0.10	\$ 0.34	\$ 0.44
2338	2023	CNG	5 yrs 200,000	2,222	\$ 496.00	\$ 681.64	\$ 1,177.64	\$ 0.22	\$ 0.31	\$ 0.53
2339	2023	CNG	5 yrs 200,000	52,507	\$ 6,218.00	\$ 17,518.13	\$ 23,736.13	\$ 0.12	\$ 0.33	\$ 0.45
2340	2023	CNG	5 yrs 200,000	49,327	\$ 13,334.00	\$ 16,141.91	\$ 29,475.91	\$ 0.27	\$ 0.33	\$ 0.60
2341	2023	CNG	5 yrs 200,000	49,208	\$ 12,175.00	\$ 16,418.31	\$ 28,593.31	\$ 0.25	\$ 0.33	\$ 0.58
2442	2024	CNG	5 yrs 200,000	38,675	\$ 6,004.00	\$ 13,402.66	\$ 19,406.66	\$ 0.16	\$ 0.35	\$ 0.50
2443	2024	CNG	5 yrs 200,000	40,929	\$ 5,252.00	\$ 14,624.93	\$ 19,876.93	\$ 0.13	\$ 0.36	\$ 0.49
2444	2024	CNG	5 yrs 200,000	35,236	\$ 3,729.00	\$ 12,784.81	\$ 16,513.81	\$ 0.11	\$ 0.36	\$ 0.47
2445	2024	CNG	5 yrs 200,000	39,071	\$ 4,735.00	\$ 13,758.53	\$ 18,493.53	\$ 0.12	\$ 0.35	\$ 0.47
2446	2024	CNG	5 yrs 200,000	15,208	\$ 5,556.00	\$ 5,052.60	\$ 10,608.60	\$ 0.37	\$ 0.33	\$ 0.70
2447	2024	CNG	5 yrs 200,000	38,208	\$ 4,495.00	\$ 13,450.32	\$ 17,945.32	\$ 0.12	\$ 0.35	\$ 0.47
2548	2025	CNG	5 yrs 200,000	8,605	\$ 1,281.00	\$ 3,284.25	\$ 4,565.25	\$ 0.15	\$ 0.38	\$ 0.53
2549	2025	CNG	5 yrs 200,000	13,940	\$ 1,810.00	\$ 4,640.10	\$ 6,450.10	\$ 0.13	\$ 0.33	\$ 0.46
2550	2025	CNG	5 yrs 200,000	12,519	\$ 1,521.00	\$ 4,300.41	\$ 5,821.41	\$ 0.12	\$ 0.34	\$ 0.47
2551	2025	CNG	5 yrs 200,000	16,310	\$ 1,684.00	\$ 4,994.97	\$ 6,678.97	\$ 0.10	\$ 0.31	\$ 0.41
2552	2025	CNG	5 yrs 200,000	6,408	\$ 2,936.00	\$ 220.12	\$ 3,156.12	\$ 0.46	\$ 0.03	\$ 0.49
2553	2025	CNG	5 yrs 200,000	13,664	\$ 1,675.00	\$ 4,093.79	\$ 5,768.79	\$ 0.12	\$ 0.30	\$ 0.42
2554	2025	CNG	5 yrs 200,000	13,726	\$ 1,154.00	\$ 4,361.78	\$ 5,515.78	\$ 0.08	\$ 0.32	\$ 0.40
2555	2025	CNG	5 yrs 200,000	18,270	\$ 1,501.00	\$ 5,666.25	\$ 7,167.25	\$ 0.08	\$ 0.31	\$ 0.39
2556	2025	CNG	5 yrs 200,000	16,831	\$ 1,716.00	\$ 5,166.02	\$ 6,882.02	\$ 0.10	\$ 0.31	\$ 0.41
2557	2025	CNG	5 yrs 200,000	15,534	\$ 1,883.00	\$ 5,009.77	\$ 6,892.77	\$ 0.12	\$ 0.32	\$ 0.44
2558	2025	CNG	5 yrs 200,000	17,064	\$ 2,193.00	\$ 5,237.24	\$ 7,430.24	\$ 0.13	\$ 0.31	\$ 0.44
2559	2025	CNG	5 yrs 200,000	13,727	\$ 1,470.00	\$ 5,348.74	\$ 6,818.74	\$ 0.11	\$ 0.39	\$ 0.50
2215	2022	Gasoline	5 yrs 200,000	84,787	\$ 23,906.00	\$ 9,661.18	\$ 33,567.18	\$ 0.28	\$ 0.11	\$ 0.40
2216	2022	Gasoline	5 yrs 200,000	99,824	\$ 28,195.00	\$ 6,456.46	\$ 34,651.46	\$ 0.28	\$ 0.06	\$ 0.35
2217	2022	Gasoline	5 yrs 200,000	115,465	\$ 32,171.00	\$ 4,443.79	\$ 36,614.79	\$ 0.28	\$ 0.04	\$ 0.32
2218	2022	Gasoline	5 yrs 200,000	108,248	\$ 30,100.00	\$ 5,184.27	\$ 35,284.27	\$ 0.28	\$ 0.05	\$ 0.33
2200	2022	Gasoline	5 yrs 200,000	96,760	\$ 46,718.00	\$ 3,107.62	\$ 49,825.62	\$ 0.48	\$ 0.03	\$ 0.51
2201	2022	Gasoline	5 yrs 200,000	88,476	\$ 44,164.00	\$ 3,330.75	\$ 47,494.75	\$ 0.50	\$ 0.04	\$ 0.54
2202	2022	Gasoline	5 yrs 200,000	73,225	\$ 36,481.00	\$ 2,591.98	\$ 39,072.98	\$ 0.50	\$ 0.04	\$ 0.53
				70,020						\$ 0.46

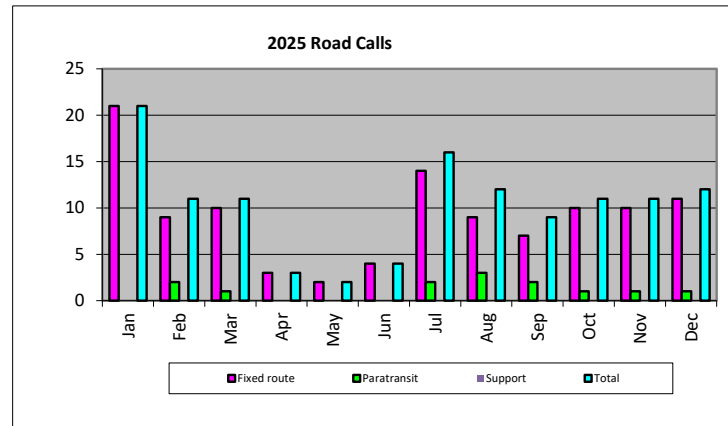
Preventive Maintenance Inspections

2025	Fixed Route	Paratransit	Support	Total
Jan	47	46	7	100
Feb	45	38	2	85
Mar	53	38	4	95
Apr	45	35	3	83
May	47	35	4	86
Jun	45	40	4	89
Jul	45	33	2	80
Aug	45	39	9	93
Sep	44	48	4	96
Oct	44	33	6	83
Nov	40	36	4	80
Dec	42	37	2	81



Road calls

2025	Fixed route	Paratransit	Support	Total
Jan	21	0	0	21
Feb	9	2	0	11
Mar	10	1	0	11
Apr	3	0	0	3
May	2	0	0	2
Jun	4	0	0	4
Jul	14	2	0	16
Aug	9	3	0	12
Sep	7	2	0	9
Oct	10	1	0	11
Nov	10	1	0	11
Dec	11	1	0	12



2025	Preventive Maintenance Costs	Repair Costs	Total	Diesel Gallons Used 2024	Diesel Gallons Used 2025	SARTA CNG GGE Used 2024	SARTA CNG GGE Used 2025	CNG Public Use GGE 2024	CNG Public Use GGE 2025	Hydrogen Usage KG 2024	Hydrogen Usage KG 2025
Jan	\$19,519.99	\$82,638.79	\$102,158.78	9,412	547	43,362	56,647	862	2,781	5,588	2,995
Feb	\$12,700.85	\$64,314.97	\$77,015.82	9,356	14	40,253	48,790	680	1,354	4,991	4,006
Mar	\$19,815.61	\$74,213.06	\$94,028.67	8,349	4	43,397	47,588	848	979	5,551	5,841
Apr	\$12,224.94	\$75,914.49	\$88,139.43	8,137	12	43,383	48,261	1,603	552	4,771	5,220
May	\$15,439.51	\$70,722.01	\$86,161.52	6,750	130	48,526	47,564	1,110	983	5,201	3,649
Jun	\$19,075.41	\$85,746.79	\$104,822.20	5,989	110	46,442	50,844	957	1,397	6,677	5,367
Jul	\$19,617.08	\$76,903.47	\$96,520.55	5,901	144	50,655	53,791	1,078	1,849	4,920	4,443
Aug	\$21,588.14	\$71,332.43	\$92,920.57	5,381	41	56,321	50,313	785	3,044	6,101	4,545
Sep	\$27,571.78	\$60,207.49	\$87,779.27	4,459	160	48,660	50,900	753	1,884	5,039	3,792
Oct	\$16,012.91	\$116,214.62	\$132,227.53	4,074	61	54,561	51,282	861	1,812	4,554	6,653
Nov	\$19,462.30	\$129,509.44	\$148,971.74	2,559	85	50,116	45,728	819	925	4,845	3,896
Dec	\$20,873.72	\$105,856.03	\$126,729.75	1,807	7	55,330	51,886	2,490	1,065	3,116	3,714
Total	\$223,902.24	\$1,013,573.59	\$1,237,475.83	72174.00	1315.00	581007.15	603594.06	12844.93	18625.22	61354.68	54121.00
<i>Month Avg.</i>	<i>\$18,658.52</i>	<i>\$84,464.47</i>	<i>\$103,122.99</i>	<i>6,014.50</i>	<i>110</i>	<i>48,417</i>	<i>50,300</i>	<i>1,070.41</i>	<i>1,552</i>	<i>5,113</i>	<i>4,510</i>

GGE - Gasoline Gallon Equivalent

Finance

Joe Wayne
Chief Financial Officer



Stark Area Regional Transit Authority
Statement of Revenue Expenses, and Changes In Net Position
November 2025 and YTD Year Over Year

	November			11 Months		
	2025	2024	Change	2025	2024	Change
OPERATING REVENUES:						
Passenger fares	\$ 58,454	\$ 98,155	\$ (39,701)	\$ 994,786	\$ 969,297	\$ 25,490
Special transit fares	19,565	47,944	(28,379)	336,399	577,662	(241,263)
Auxiliary transportation revenues	13,895	19,891	(5,996)	147,574	171,229	(23,655)
TOTAL OPERATING REVENUES	91,913	165,990	(74,077)	1,478,760	1,718,188	(239,428)
OPERATING EXPENSES:						
Labor	742,410	918,980	176,571	9,022,228	11,146,366	2,124,138
Benefits	931,893	1,027,946	96,053	9,646,229	9,528,323	(117,906)
Materials, supplies and training	415,563	302,103	(113,459)	3,872,848	3,962,355	89,507
ODOT fuel tax reimbursement	(317)	(1,773)	(1,456)	(4,731)	(45,426)	(40,695)
Services	158,224	297,725	139,501	1,977,316	2,889,487	912,172
Utilities	63,538	54,745	(8,793)	686,505	600,173	(86,331)
Casualty and liability insurance	63,612	42,970	(20,642)	732,585	647,642	(84,943)
Leases and rentals	-	-	-	-	14,005	14,005
Miscellaneous	41,715	29,936	(11,779)	1,590,895	1,568,905	(21,990)
TOTAL OPERATING EXPENSES EXCLUDING DEPRECIATION	2,416,637	2,672,633	255,995	27,523,874	30,311,830	2,787,956
OPERATING LOSS BEFORE DEPRECIATION	(2,324,724)	(2,506,642)	181,919	(26,045,114)	(28,593,642)	2,548,528
DEPRECIATION EXPENSE	654,038	833,695	179,657	6,998,535	6,082,796	(915,740)
OPERATING LOSS	(2,978,761)	(3,340,337)	361,576	(33,043,649)	(34,676,438)	1,632,789
NON-OPERATING REVENUES (EXPENSES):						
Sales tax revenues	1,647,434	1,684,727	(37,293)	17,616,764	17,390,589	226,175
Operating grants and reimbursements	42,891	649,880	(606,989)	8,214,368	8,334,319	(119,951)
Interest income	30,262	30,300	(38)	241,584	152,260	89,323
Sales tax collection expense	(14,168)	(14,320)	152	(180,729)	(172,854)	(7,876)
Gain (loss) on disposal of capital assets	-	-	-	(259,029)	3,071	(262,100)
Non-transportation revenues	70,743	12,761	57,982	900,692	203,486	697,207
TOTAL NON-OPERATING REVENUES (EXPENSES)-NET	1,777,163	2,363,348	(586,185)	26,533,650	25,910,871	622,779
NET LOSS BEFORE CAPITAL GRANTS REVENUE	(1,201,599)	(976,989)	(224,610)	(6,510,000)	(8,765,567)	2,255,567
CAPITAL GRANTS:						
Federal capital grants	34,869	378,649	(343,780)	5,441,992	11,889,889	(6,447,897)
State capital grants	-	17,518	(17,518)	511,908	409,191	102,718
TOTAL CAPITAL GRANTS	34,869	396,167	(361,298)	5,953,901	12,299,080	(6,345,179)
INCREASE (DECREASE) IN NET POSITION	(1,166,730)	(580,822)	(585,908)	(556,099)	3,533,513	(4,089,612)
NET POSITION, BEGINNING OF MONTH / YEAR	66,628,463			66,017,833		
NET POSITION, END OF YEAR	\$ 65,461,734			\$ 65,461,734		

Stark Area Regional Transit Authority
Statement of Revenue Expenses, and Changes In Net Position
November 2025 Budget vs Actual

	November			11 Months		
	Actual	Budget	Difference	Actual	Budget	Difference
OPERATING REVENUES:						
Passenger fares	\$ 58,454	\$ 78,762	\$ (20,308)	\$ 994,786	\$ 776,663	\$ 218,123
Special transit fares	19,565	39,561	(19,996)	336,399	422,778	(86,379)
Auxiliary transportation revenues	13,895	4,783	9,112	147,574	44,179	103,395
TOTAL OPERATING REVENUES	<u>91,913</u>	<u>123,105</u>	<u>(31,192)</u>	<u>1,478,760</u>	<u>1,243,620</u>	<u>235,140</u>
OPERATING EXPENSES:						
Labor	742,410	854,096	111,686	9,022,228	10,249,147	1,226,919
Benefits	931,893	719,800	(212,092)	9,646,229	8,492,336	(1,153,892)
Materials, supplies and training	415,563	281,659	(133,904)	3,872,848	3,526,720	(346,128)
ODOT fuel tax reimbursement	(317)	(2,859)	(2,542)	(4,731)	(31,449)	(26,719)
Services	158,224	123,710	(34,514)	1,977,316	1,684,670	(292,646)
Utilities	63,538	60,419	(3,119)	686,505	662,375	(24,129)
Casualty and liability insurance	63,612	38,047	(25,565)	732,585	550,421	(182,164)
Leases and rentals	-	-	-	-	-	-
Miscellaneous	41,715	19,232	(22,483)	1,590,895	2,263,181	672,286
TOTAL OPERATING EXPENSES EXCLUDING DEPRECIATION	<u>2,416,637</u>	<u>2,094,103</u>	<u>(322,534)</u>	<u>27,523,874</u>	<u>27,397,401</u>	<u>(126,472)</u>
OPERATING LOSS BEFORE DEPRECIATION	(2,324,724)	(1,970,998)	(353,726)	(26,045,114)	(26,153,781)	108,667
DEPRECIATION EXPENSE	654,038	-	(654,038)	6,998,535	-	(6,998,535)
OPERATING LOSS	(2,978,761)	(1,970,998)	(1,007,763)	(33,043,649)	(26,153,781)	(6,889,868)
NON-OPERATING REVENUES (EXPENSES):						
Sales tax revenues	1,647,434	1,607,175	40,259	17,616,764	16,590,058	1,026,706
Operating grants and reimbursements	42,891	1,085,114	(1,042,223)	8,214,368	10,591,549	(2,377,180)
Interest income	30,262	8,156	22,106	241,584	46,006	195,577
Sales tax collection expense	(14,168)	(8,627)	(5,541)	(180,729)	(104,128)	(76,601)
Gain (loss) on disposal of capital assets	-	-	-	(259,029)	-	(259,029)
Non-transportation revenues	70,743	3,593	67,150	900,692	104,771	795,921
TOTAL NON-OPERATING REVENUES (EXPENSES)-NET	<u>1,777,163</u>	<u>2,695,411</u>	<u>(918,249)</u>	<u>26,533,650</u>	<u>27,228,256</u>	<u>(694,606)</u>
NET LOSS BEFORE CAPITAL GRANTS REVENUE	(1,201,599)	724,413	(1,926,012)	(6,510,000)	1,074,474	(7,584,474)
CAPITAL GRANTS:						
Federal capital grants	34,869	-	34,869	5,441,992	-	5,441,992
State capital grants	-	-	-	511,908	-	511,908
TOTAL CAPITAL GRANTS	<u>34,869</u>	<u>-</u>	<u>34,869</u>	<u>5,953,901</u>	<u>-</u>	<u>5,953,901</u>
INCREASE (DECREASE) IN NET POSITION	<u>(1,166,730)</u>	<u>724,413</u>	<u>(1,891,143)</u>	<u>(556,099)</u>	<u>1,074,474</u>	<u>(1,630,573)</u>
NET POSITION, BEGINNING OF MONTH / YEAR	66,628,463			66,017,833		
NET POSITION, END OF YEAR	<u>\$ 65,461,734</u>			<u>\$ 65,461,734</u>		

Stark Area Regional Transit Authority
Canton, Ohio
STATEMENT OF NET POSITION
As of November 30, 2025

ASSETS:	
CURRENT ASSETS:	
Cash & cash equivalents	\$ 8,294,587
Receivables:	
Trade	95,667
Sales tax	4,614,239
Other miscellaneous	20,046
Materials & supplies inventory	547,827
Prepaid expenses & other assets	(167,066)
Cash & cash equivalents: Restricted for capital assets	385,912
TOTAL CURRENT ASSETS	13,791,213
NONCURRENT ASSETS:	
Other noncurrent assets-net OPEB asset	705,133
Other noncurrent assets-net pension asset	225,265
TOTAL OTHER NONCURRENT ASSETS	930,398
Capital assets:	
Land, nondepreciable	2,592,129
Construction & WIP, nondepreciable	3,871,656
Buildings & improvements, depreciable	41,024,443
Transportation equipment, depreciable	62,622,001
Other equipment, depreciable	7,969,038
Total capital assets	118,079,267
Less accumulated depreciation	(51,278,806)
Capital assets-net	66,800,461
TOTAL NONCURRENT ASSETS	67,730,859
TOTAL ASSETS	\$ 81,522,072
DEFERRED OUTFLOWS OF RESOURCES:	
OPEB	\$ 607,635
Pension	7,057,974
TOTAL DEFERRED OUTFLOWS OF RESOURCES	\$ 7,665,609

Stark Area Regional Transit Authority
Canton, Ohio
STATEMENT OF NET POSITION
As of November 30, 2025

LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION

CURRENT LIABILITIES:

Accounts payable	\$	368,316
Accrued payroll		444,550
Accrued payroll taxes & withholdings		439,616
Compensated absences		129,810
Other current liabilities		60,980
Capital grants payable		385,912
TOTAL CURRENT LIABILITIES		1,829,184

NONCURRENT LIABILITIES:

Compensated absences		449,680
Net OPEB liability		-
Net pension liability		20,938,306
TOTAL NONCURRENT LIABILITIES		21,387,986

TOTAL LIABILITIES	\$	23,217,170
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DEFERRED INFLOW OF RESOURCES:

OPEB	\$	413,480
Pension		95,298
TOTAL DEFERRED INFLOWS OF RESOURCES	\$	508,778

NET POSITION:

Net investment in capital assets	\$	66,800,461
Restricted for OPEB asset		705,133
Restricted for net pension asset		225,265
Unrestricted		(2,269,126)
TOTAL NET POSITION	\$	65,461,734



Joe Wayne

November 2025 Investment Report

Investments			
Name	Yield	Total	Maturity
Star Ohio	4.14%	\$ 2,595,515.66	
CDARS			
-8182	3.60%	\$ 248,232.87	4/2/2026
-8375	4.00%	\$ 254,000.36	1/8/2026
Total of all CDARS		\$ 502,233.23	

5th 3rd								
Type	Current Units	Purchase Date	Identifier	Description	Final Maturity	Original Cost	Market Value	Current Book Yield
CD	249,000.00	4/14/2021	856285VK4	STATE BANK OF INDIA-33682	4/14/2026	\$ 249,000.00	\$ 246,248.55	0.90
CD	245,000.00	5/15/2024	61768E3R2	MORGAN STANLEY PRIVATE BANK	5/15/2026	\$ 245,000.00	\$ 246,298.50	5.00
CD	245,000.00	9/19/2025	319137DM4	FIRST BANK	3/19/2027	245,000.00	\$ 244,838.30	3.70
CD	245,000.00	9/10/2025	549104L88	LUANA SAVINGS BANK	9/10/2027	245,000.00	\$ 244,644.75	3.65
CD	245,000.00	9/15/2025	68405VEL9	OPTUM BANK	9/15/2027	245,000.00	\$ 244,855.45	3.70
CD	250,000.00	9/17/2025	59013LDF8	MERRICK BANK	9/17/2027	250,000.00	\$ 249,887.50	3.70
CD	245,000.00	9/18/2025	89235MTE1	TOYOTA FINANCIAL SAVINGS BANK	9/20/2027	245,000.00	\$ 244,522.25	3.60
CD	170,000.00	9/19/2025	55316CDU7	M1 BANK	10/19/2027	170,000.00	\$ 169,660.00	3.60
CD	245,000.00	9/15/2025	227563NM1	CROSS RIVER BANK	3/15/2028	245,000.00	\$ 244,664.35	3.85
CD	250,000.00	9/15/2025	32022RA72	1ST FINANCIAL BANK USA	9/15/2028	250,000.00	\$ 249,150.00	3.60
MM Fund	519,487.75		60934N104	Federated HRMS	10/31/2025	\$ 519,487.75	\$ 519,487.75	3.85
US GOV	730,000.00	3/31/2025	91282CLG4	United States Treasury	8/15/2027	\$ 728,830.86	\$ 732,598.80	3.82
SUMMARY	3,638,487.75					\$ 3,637,318.61	\$ 3,636,856.20	

Total of All Investments: \$ 6,734,605.09



Stark Area Regional Transit Authority
Comparative Balance Sheet
 For the Eleven Months Ending Sunday, November 30, 2025

Joe Wayne

	CURRENT YTD	LAST YTD	VARIANCE
CASH - HUNTINGTON-CHECKING	1,774,930.00	1,482,219.00	292,711
CASH - HUNT-MERCHANT TRANSACTIONS	47,564.00	97,459.00	-49,896
CASH - HUNTINGTON-AR TRANSACTIONS	69,186.00	83,359.00	-14,173
CASH - SAVINGS (STAR OHIO)	2,595,516.00	1,833.00	2,593,682
CASH - HUNT-FSA ACCOUNT	50,457.00	48,081.00	2,376
CASH - FIFTH THIRD BANK	3,636,856.00	3,505,084.00	131,772
HUNTINGTON CDAR'S	502,233.00	1,047,454.00	-545,221
IMPREST FUND - COINS	739.00	646.00	93
IMPREST FUND - FINANCE	550.00	500.00	50
IMPREST FUND - CORNERSTONE	660.00	700.00	-40
IMPREST FUND - MAINTENANCE	0.00	50.00	-50
IMPREST FUND - BV	300.00	300.00	0
IMPREST FUND - ALLIANCE	250.00	250.00	0
IMPREST FUND - MASSILLON	300.00	300.00	0
IMPREST FUND - TVM	959.00	1,164.00	-205
TOTAL CASH & EQUIVALENTS	8,680,499.00	6,269,399.00	2,411,099
ACCOUNTS RECEIVABLE	44,966.00	131,934.00	-86,969
PROJECT RECEIVABLE	50,702.00	19,304.00	31,398
INTEREST AND DIVIDENDS REC	20,046.00	4,198.00	15,849
ESTIMATED SALES TAX RECV	4,614,239.00	5,036,072.00	-421,833
TOTAL RECEIVABLES	4,729,953.00	5,191,508.00	-461,556
INVENTORY - VEHICLE PARTS & SUPPLIES	479,374.00	674,055.00	-194,681
INVENTORY - DIESEL FUEL	15,824.00	6,262.00	9,563
INVENTORY - LUBRICANTS	31,684.00	116,139.00	-84,455
INVENTORY - HYDROGEN	20,945.00	17,748.00	3,197
TOTAL INVENTORIES	547,827.00	814,204.00	-266,376
WIP - CORNERSTONE PROJECT	7,620.00	5,917.00	1,703
WIP - GATEWAY RENOVATION	3,766.00	0.00	3,766
WIP - ROOF REPLACEMENT	0.00	19,930.00	-19,930
WIP - BUS PURCHASES	0.00	43,250.00	-43,250
WIP - MAINTENANCE PROJECTS	13,798.00	0.00	13,798
WIP - IT PROJECTS	161,749.00	965,897.00	-804,148
WIP - BUILDING EXPANSION PROJECT	5,600.00	1,568.00	4,033
WIP - RESEARCH	89,137.00	19,296.00	69,841
WIP - HYDROGEN STATION	19,613.00	1,638,000.00	-1,618,387
WIP - 5310 ENHANCED MOBILITY FOR DISABILITIES	65,737.00	1,157.00	64,580
WIP - FIXED ASSET CLEARING	3,504,637.00	5,520,530.00	-2,015,893
TOTAL WORK IN PROCESS	3,871,656.00	8,215,545.00	-4,343,888
LAND	2,592,129.00	2,592,129.00	0
BLDG & IMPROVEMENTS	41,024,443.00	41,038,868.00	-14,426
30', 35' & 40' BUSES	38,125,637.00	39,479,237.00	-1,353,601
LIGHT DUTY BUSES	16,498,289.00	14,810,468.00	1,687,821
AUTOS & PICKUPS	790,303.00	887,934.00	-97,631
LIFE EXTENDING OVERHAULS	206,583.00	377,962.00	-171,379
COMPUTER HARDWARE	755,406.00	946,268.00	-190,862
SOFTWARE/MISC	2,154,465.00	2,246,542.00	-92,077
FURNITURE & FIXTURES	376,843.00	384,376.00	-7,533
ELECTRONICS	871,676.00	1,075,293.00	-203,618
MACHINERY & EQUIPMENT	2,584,585.00	2,263,330.00	321,255
SIGNS & SHELTERS	1,226,064.00	1,262,554.00	-36,490
BUS M&E FAREBOXES RADIOS	7,001,189.00	5,182,158.00	1,819,030
TOTAL FIXED ASSETS	114,207,611.00	112,547,121.00	1,660,490
ACC DEPR - BLDG	-9,408,273.00	-8,224,679.00	-1,183,594
ACC DEPR - 30' 35' 40'	-21,717,461.00	-20,208,935.00	-1,508,526
ACC DEPR - LT DU	-6,360,984.00	-5,463,422.00	-897,563
ACC DEPR - AUTOS	-659,392.00	-678,103.00	18,711
ACC DEPR - OVERH	-100,972.00	-147,840.00	46,868
ACC DEPR - HARDW	-538,620.00	-568,733.00	30,113



Stark Area Regional Transit Authority
Comparative Balance Sheet
 For the Eleven Months Ending Sunday, November 30, 2025

	CURRENT YTD	LAST YTD	VARIANCE
ACC DEPR - FURN	-125,183.00	-93,972.00	-31,212
ACC DEPR - ELECT	-810,962.00	-947,109.00	136,147
ACC DEPR - MACH	-1,587,517.00	-1,452,105.00	-135,412
ACC DEPR - SIGNS	-1,181,026.00	-1,003,656.00	-177,370
ACC DEPR - BUS M	-6,704,123.00	-7,021,009.00	316,886
ACC AMORT - SOFTWARE & MISC ASSETS	-2,084,294.00	-2,058,564.00	-25,730
TOTAL ACC DEPR + AMORT	-51,278,806.00	-47,868,126.00	-3,410,680
NET CAPITAL ASSETS	62,928,805.00	64,678,995.00	-1,750,190
PREPAID INSURANCE	-6,943.00	42,970.00	-49,913
OTHER PREPAID EXPENSES	964,166.00	442,720.00	521,446
PREPAID HEALTH INSURANCE	-1,124,288.00	-403,888.00	-720,400
NET OPEB ASSET	705,133.00	0.00	705,133
NET PENSION ASSET	225,265.00	132,677.00	92,588
DEFERRED OUTFLOW-OPEB	607,635.00	1,435,542.00	-827,907
DEFERRED OUTFLOW OF RESOURCES	7,057,974.00	10,769,873.00	-3,711,899
TOTAL OTHER ASSETS	8,428,941.00	12,419,894.00	-3,990,953
TOTAL ASSETS	89,187,681.00	97,589,545.00	-8,401,864
ACCOUNTS PAYABLE	165,316.00	2,710,668.00	-2,545,352
ACCRUED PURCHASES	203,000.00	1,140,491.00	-937,491
TOTAL ACCOUNTS PAYABLE	368,316.00	3,851,159.00	-3,482,843
ACCRUED PAYROLL	444,550.00	480,591.00	-36,042
ACCRUED PTO	124,418.00	277,001.00	-152,583
ACCRUED SICK LEAVE	449,680.00	538,730.00	-89,050
ACCRUED ANNIVERSARY & BIRTHDAY	5,392.00	14,689.00	-9,296
ACCRUED LOCAL TAX WITHHELD	0.00	-11.00	11
ACCRUED MEDICARE - EMPLOYEES SHARE	6,639.00	7,966.00	-1,327
ACCRUED MEDICARE - EMPLOYER SHARE	6,638.00	7,966.00	-1,327
ACCRUED PERS-EMPLOYEES	176,373.00	124,747.00	51,626
ACCRUED PERS-EMPLOYER	246,895.00	199,157.00	47,738
ACCRUED BENEFITS - VDSTDTL	4,676.00	4,932.00	-257
ACCRUED UNION BENEFITS - VDH	-2,136.00	-16,613.00	14,477
GARNISHMENT LIABILITY	531.00	0.00	531
MISCELLANEOUS DEDUCTION LIABILITY	0.00	19.00	-19
YMCA DUES LIABILITY	2,501.00	3,042.00	-541
SUPPLEMENTAL INSURANCE LIAB	412.00	2,153.00	-1,740
EMPLOYEES DEF. COMPENSATION LIAB	0.00	5.00	-5
FLEXIBLE SPENDING LIABILITY	30,709.00	55,201.00	-24,493
TOTAL PAYROLL LIABILITIES	1,497,278.00	1,699,576.00	-202,297
OTHER CURR LIABILITIES-MISC	27,357.00	714,332.00	-686,974
CURRENT LIAB.-FTA INTEREST	385,912.00	471,754.00	-85,842
NET OPEB LIABILITY	0.00	482,555.00	-482,555
NET PENSION LIABILITY	20,938,306.00	23,228,813.00	-2,290,507
DEFERRED INFLOWS-OPEB	413,480.00	169,217.00	244,263
DEFERRED INFLOWS OF RESOURCES	95,298.00	119,312.00	-24,014
TOTAL OTHER LIABILITIES	21,860,353.00	25,185,982.00	-3,325,629
TOTAL LIABILITIES	23,725,948.00	30,736,717.00	-7,010,769
FEDERAL GOVT CAPITAL GRANT	7,277,936.00	7,277,936.00	0
STATE GOVT CAPITAL GRANT	656,930.00	656,930.00	0
NON-GOVT DONATIONS	217,429.00	217,429.00	0
UNRESTRICTED PENSION	-12,616,587.00	-12,527,321.00	-89,266
RESTRICTED OPERS PENSION	202,985.00	113,719.00	89,266
ACCUMULATED EARNINGS<LOSSES>	70,279,140.00	67,580,622.00	2,698,518
NET REVENUE	-556,099.00	3,533,513.00	-4,089,612
TOTAL LIABILITIES &	89,187,681.00	97,589,545.00	-8,401,864



Stark Area Regional Transit Authority
Comparative Balance Sheet
For the Eleven Months Ending Sunday, November 30, 2025

	<u>CURRENT</u> <u>YTD</u>	<u>LAST</u> <u>YTD</u>	<u>VARIANCE</u>
ACCUMULATED EARNINGS			



Joe Wayne

**FOR THE ELEVEN MONTHS ENDING
NOVEMBER 30, 2025 SUMMARY
BUDGET COMPARISON**

EXPENDITURES	2025 YTD	2025 Budget	Variance
Wages	\$ 10,449,965	\$ 11,686,650	\$ 1,236,685
Health Insurance	\$ 4,349,665	\$ 3,863,078	\$ (486,587)
PERS and other Benefits	\$ 3,852,430	\$ 3,176,587	\$ (675,843)
Subtotal Wages & Benefits	\$ 18,652,060	\$ 18,726,315	\$ 74,255
Professional Services - Legal	\$ 357,740	\$ 374,622	\$ 16,882
Professional Services - Other	\$ 715,070	\$ 629,970	\$ (85,100)
Materials	\$ 2,698,560	\$ 2,307,630	\$ (390,930)
Supplies	\$ 753,855	\$ 449,590	\$ (304,265)
Fuel (Diesel, Hydrogen, CNG, Unleaded)	\$ 1,087,158	\$ 1,106,713	\$ 19,555
Utilities	\$ 686,505	\$ 662,375	\$ (24,129)
Casualty & Liability	\$ 700,532	\$ 549,644	\$ (150,888)
Fuel Tax	\$ 378	\$ 9,365	\$ 8,988
Dues	\$ 304,079	\$ 72,319	\$ (231,760)
Advertising	\$ 38,473	\$ 469	\$ (38,003)
Training	\$ 17,991	\$ 32,762	\$ 14,771
Legal Ads	\$ 1,662	\$ 8,030	\$ 6,368
Expendable Assets	\$ 20,654	\$ 38,891	\$ 18,237
Tuition Reimbursement	\$ 7,500	\$ -	\$ (7,500)
Wellness	\$ 9,470	\$ 10,138	\$ 668
Security/Safety	\$ 425,440	\$ 309,845	\$ (115,596)
Employee Relations	\$ -	\$ 320	\$ 320
General	\$ 135,165	\$ 17,405	\$ (117,759)
Clinic & Clinic Supplies	\$ 117,167	\$ 125,348	\$ 8,181
Total Operating Expenses	\$ 8,077,398	\$ 6,705,437	\$ (1,371,962)
Total Expenses Before Subgrantee	\$ 26,729,458	\$ 25,431,751	\$ (1,297,707)
Subgrantee Expenses	\$ 1,072,109	\$ 2,099,415	\$ 1,027,305
Total Operating Expenses	\$ 27,801,568	\$ 27,531,166	\$ (270,402)

REVENUES	2025 YTD	2025 Budget	Variance
FARES	\$ 1,331,185	\$ 1,199,441	\$ 131,744
PROGRAM INCOME	\$ 145,137	\$ 40,549	\$ 104,588
INTEREST INCOME	\$ 241,584	\$ 46,006	\$ 195,577
NON TRANSPORTATION REVENUE	\$ 1,000,620	\$ 139,851	\$ 860,769
AUX TRANSPORTATION REVENUE	\$ -	\$ -	\$ -
SALES TAX REVENUE	\$ 17,616,764	\$ 16,590,058	\$ 1,026,706
STATE OPERATING GRANTS	\$ -	\$ -	\$ -
STATE PM GRANTS	\$ 274,380	\$ -	\$ 274,380
FCG - PREVENTIVE MAINTENANCE	\$ 3,682,679	\$ 4,615,187	\$ (932,508)
FG- PLANNING	\$ 24,044	\$ 160,000	\$ (135,956)
FG-5310 ENHANCED MOBILITY	\$ 402,191	\$ 717,283	\$ (315,092)
FEDERAL GRANTS OTHER/SUBGRANTEE	\$ 705,927	\$ 1,823,994	\$ (1,118,068)
FEDERAL GRANTS - OPERATING	\$ 3,125,148	\$ 3,275,085	\$ (149,937)
Total Operating Revenues	\$ 28,549,658	\$ 28,607,453	\$ (57,796)
Local Share for 2025	\$ 898,013	\$ 951,904	\$ 53,891
Total Revenue Less Local Share	\$ 27,651,645	\$ 27,655,549	\$ (3,905)

OPERATING EXCESS/(SHORTFALL) \$ (149,923) \$ 124,383 \$ (274,307)



STARK AREA REGIONAL TRANSIT AUTHORITY
 DETAILED INCOME STATEMENT
 For the Period Ending 11/30/2025

Joe Wayne

	November 2025 Actual	November 2025 Budget	November 2025 Prior Yr Actual	Jan 25 - Nov 25 Actual	Jan 25 - Nov 25 Budget	Jan 24 - Nov 24 Prior Yr Actual	-over/under Budget
CASH FARES	30,530	32,777	40,772	441,245	363,434	452,081	-77,810
CASH FARES WAYNE COUNTY	0	0	0	0	0	1,559	0
ADULT PASSES	10,766	28,314	35,333	300,013	216,212	269,804	-83,801
FULL FARE TICKETS	17,044	17,420	21,739	251,339	195,531	243,998	-55,808
PURCHASED TRANSPORTATION FARES	0	934	1,166	39	2,510	3,133	2,471
STUDENT PASSES	208	4,798	5,988	10,644	18,726	23,368	8,082
PROLINE CASH FARES	6,234	6,836	7,108	76,256	75,196	94,549	-1,060
REDUCED FARE TICKETS	152	135	168	2,142	2,206	2,752	64
REDUCED FARE PASSES	5,460	5,855	7,306	75,629	64,557	80,559	-11,072
PROLINE TICKETS	1,156	584	729	10,341	10,793	13,468	452
PROLINE PASSES	2,452	2,470	3,083	24,866	32,602	40,683	7,736
CLEVELAND TICKETS	115	250	313	2,190	1,486	1,855	-704
TOTAL PASSENGER FARES	74,114	100,374	123,701	1,194,703	983,252	1,227,807	-211,451
CONTRACTED SERVICES	3,904	17,949	22,398	86,757	189,059	235,921	102,301
WAYNE COUNTY SERVICES	0	0	0	0	0	49,376	0
VETERANS TRANSPORT FARES	0	0	0	49,725	26,565	33,150	-23,160
SPECIAL SHUTTLE FARES	0	0	0	0	565	705	565
TOTAL SPECIAL TRANSIT	3,904	17,949	22,398	136,482	216,189	319,152	79,706
PROGRAM INCOME - ADVERTISING	3,163	1,679	6,990	41,049	14,583	60,694	-26,466
PROGRAM INCOME - CONCESSIONS	177	0	0	1,121	329	1,370	-792
PROGRAM INCOME-RNG SUPPLY	9,383	3,100	12,901	102,367	25,452	105,929	-76,915
PROGRAM INCOME - BUS WASH	0	0	0	600	147	610	-453
PROGRAM INCOME - HYDROGEN FUEL	0	3	0	0	38	174	38
SUBTOTAL PROGRAM INCOME	12,722	4,783	19,891	145,137	40,549	168,776	-104,588
INTEREST INCOME	30,262	8,156	30,300	241,584	46,006	152,260	-195,577
TOTAL INTEREST & DISCOUNT REVENUE	30,262	8,156	30,300	241,584	46,006	152,260	-195,577
DIESEL FUEL TAX REFUND	0	0	1,206	0	0	32,491	0
DIESEL FUEL TAX REFUND	0	167	0	723	1,833	0	1,111
STARK COUNTY GASOLINE REFUND	317	2,602	0	4,008	28,618	0	24,610
WAYNE COUNTY GASOLINE REFUND	0	0	0	0	0	6,226	0
CNG FUEL REFUND	0	91	0	0	998	0	998
STARK COUNTY GASOLINE REFUND	0	0	567	0	0	5,825	0
CNG FUEL REFUND	0	0	0	0	0	883	0
CNG ROYALTIES	678	0	0	1,898	2,229	1,808	331
CNG - UTILITY REIMBURSEMENT	-490	1,182	959	18,526	14,706	11,928	-3,820
MISC REV-NONTRANSPORTATION	71,233	2,411	1,955	881,566	89,918	72,931	-791,648
MISC REV-EXTRAORDINARY ITEM	495	0	0	1,140	1,547	1,255	408
INVESTMENT INCOME	-346	0	0	6,917	0	0	-6,917
INSURANCE PROCEEDS REVENUE	0	0	0	85,842	0	0	-85,842
TOTAL NON-TRANSPORTATION REVENUE	71,886	6,452	4,687	1,000,620	139,851	133,348	-860,769
SALES TAX REVENUE	1,647,434	1,607,175	1,684,727	17,616,764	16,590,058	17,390,589	-1,026,706
TOTAL SALES TAX REVENUE	1,647,434	1,607,175	1,684,727	17,616,764	16,590,058	17,390,589	-1,026,706
TOTAL REVENUES	1,840,324	1,744,888	1,885,704	20,335,289	18,015,905	19,391,932	-2,319,385



STARK AREA REGIONAL TRANSIT AUTHORITY
DETAILED INCOME STATEMENT
 For the Period Ending 11/30/2025

	<u>November 2025 Actual</u>	<u>November 2025 Budget</u>	<u>November 2025 Prior Yr Actual</u>	<u>Jan 25 - Nov 25 Actual</u>	<u>Jan 25 - Nov 25 Budget</u>	<u>Jan 24 - Nov 24 Prior Yr Actual</u>	<u>-over/under Budget</u>
EXPENSES							
EXECUTIVE OFFICE							
EX - SAL & WAGES-FIXED	13,721	11,963	13,082	152,510	143,550	157,591	-8,959
EX - SAL & WAGES-PARATRANSIT	6,998	6,163	6,739	79,037	73,950	81,183	-5,087
EX - INCENTIVES	775	118	0	2,325	1,421	750	-904
EX - MEDICARE TAX	337	260	316	3,909	3,124	3,991	-786
EX - PERS	5,035	4,244	6,553	64,002	50,929	65,287	-13,073
EX - HEALTH INSURANCE	2,210	3,146	5,003	39,016	34,601	37,716	-4,415
EX - LIFE INSURANCE	7	22	24	90	262	372	172
EX - STD INSURANCE	0	53	0	0	641	913	641
EX - VISION	14	19	11	377	222	316	-155
EX - DENTAL	5	52	8	505	629	897	125
EX - WORKERS' COMP	102	125	188	2,108	1,504	1,954	-604
EX - SICK LEAVE	29	545	0	2,452	6,535	2,819	4,083
EX - HOLIDAY,FUNERAL,OTHER	0	629	1,867	3,739	7,543	6,254	3,804
EX - PTO	231	2,764	5,617	25,791	33,168	33,345	7,376
EX - UNIFORMS	0	11	0	167	135	193	-32
TOTAL EXECUTIVE OFFICES WAGES & BENEFITS	29,464	30,113	39,408	376,028	358,214	393,581	-17,814
EX - PTS LEGAL-GENERAL	5,748	33,114	27,641	357,740	374,622	312,706	16,882
EX - PTS-OTHER	47,085	7,777	9,115	206,691	29,876	35,014	-176,815
EX - CLINIC	7,200	7,787	7,200	84,600	93,442	86,394	8,842
EX - CLINIC SUPPLIES	5,931	5,985	5,534	32,567	31,907	29,500	-661
EX - TRAINING & TRAVEL EXPENSE	738	25	140	5,332	3,133	17,158	-2,199
EX - EXPENDABLE ASSETS	0	0	0	1,487	1,181	1,630	-307
TOTAL EXECUTIVE OFFICE	96,166	84,803	89,038	1,064,446	892,374	875,984	-172,072
TRANSPORTATION							
TR - SAL & WAGES-FIXED	323,485	324,899	353,386	3,666,709	3,898,790	4,221,176	232,082
TR - SAL & WAGES-PARATRANSIT	109,775	172,766	176,242	1,341,126	2,073,188	2,243,608	732,061
TR - INCENTIVE	1,525	5,715	1,750	188,475	68,585	43,225	-119,890
TR - MEDICARE TAX	5,583	6,520	8,107	83,188	78,239	102,993	-4,949
TR - PERS	111,959	104,119	136,786	1,388,303	1,249,429	1,640,233	-138,874
TR - HEALTH INSURANCE	270,844	208,291	320,691	2,633,226	2,291,198	2,506,484	-342,029
TR - LIFE INSURANCE	-218	664	1,592	4,586	7,967	11,166	3,381
TR - STD INSURANCE	0	1,156	0	0	13,870	19,760	13,870
TR - VISION	0	62	714	0	742	1,058	742
TR - DENTAL	8,909	7,626	10,028	136,357	91,509	121,175	-44,849
TR - UNEMPLOYMENT	0	0	0	117,144	0	0	-117,144
TR - WORKERS' COMP	12,699	8,756	12,379	147,970	105,068	137,201	-42,901
TR - HOLIDAY,FUNERAL,OTHER	24,462	11,816	23,914	130,337	141,790	142,569	11,453
TR - PTO	34,620	42,645	42,138	531,572	511,738	527,063	-19,834
TR - SHORT TERM DISABILITY AND OTHER WAGES	3,470	7,032	6,990	88,416	84,383	114,727	-4,033
TR - UNIFORMS	61	1,832	0	29,660	21,988	30,309	-7,672
TR - YMCA & MISC BENEFITS	0	135	29	1,180	1,618	2,364	438

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STARK AREA REGIONAL TRANSIT AUTHORITY
DETAILED INCOME STATEMENT
 For the Period Ending 11/30/2025

	<u>November 2025</u> <u>Actual</u>	<u>November 2025</u> <u>Budget</u>	<u>November 2025</u> <u>Prior Yr Actual</u>	<u>Jan 25 - Nov 25</u> <u>Actual</u>	<u>Jan 25 - Nov 25</u> <u>Budget</u>	<u>Jan 24 - Nov 24</u> <u>Prior Yr Actual</u>	<u>-over/under</u> <u>Budget</u>
TA - SAL & WAGES-FIXED	41,817	51,033	53,663	574,211	612,401	670,676	38,190
TA - SAL & WAGES-PARATRANSIT	21,344	26,290	27,645	297,112	315,480	345,500	18,367
TA - INCENTIVE	12,125	1,130	0	25,300	13,564	7,225	-11,736
TA - MEDICARE TAX	1,239	1,069	1,336	15,177	12,825	16,622	-2,352
TA - PERS	20,140	17,965	24,420	259,168	215,585	279,280	-43,583
TA - HEALTH INSURANCE	33,703	29,253	45,018	373,950	321,778	352,388	-52,172
TA - LIFE INSURANCE	110	92	217	949	1,104	1,573	154
TA - STD INSURANCE	0	216	0	0	2,593	3,694	2,593
TA - VISION	208	160	97	2,706	1,919	2,739	-788
TA - DENTAL	75	509	72	4,444	6,109	8,709	1,665
TA - UNEMPLOYMENT	0	1,521	0	0	18,246	0	18,246
TA - WORKERS' COMP	1,536	1,150	1,688	20,056	13,802	18,055	-6,254
TA - SICK LEAVE	1,847	2,090	1,453	31,792	25,084	20,766	-6,708
TA - HOLIDAY,FUNERAL,OTHER	5,350	2,711	5,304	26,522	32,529	31,662	6,007
TA - PTO	13,559	8,375	13,686	100,407	100,499	93,345	93
TA - SHORT TERM DISABILITY AND OTHER WAGES	0	0	0	1,200	0	0	-1,200
TA - UNIFORMS	0	217	0	1,199	2,605	3,689	1,407
TA - YMCA & MISC BENEFITS	0	38	0	249	460	655	211
TA - TRAINING & TRAVEL	0	0	0	0	2,827	15,480	2,827
TOTAL TRANSPORTATION WAGES & BENEFITS	1,060,225	1,047,852	1,269,346	12,222,692	12,339,513	13,737,171	116,821
TR - PTS-OTHER	2,908	2,445	2,865	31,325	24,786	29,048	-6,539
TR - PRINTING	0	3,855	6,400	9,490	34,124	56,646	24,634
TR - DUES & SUBSCRIPTIONS	279	0	0	2,233	0	0	-2,233
TR - EXPENDABLE ASSETS	0	0	0	1,061	1,821	2,514	760
TOTAL TRANSPORTATION	1,063,413	1,054,152	1,278,611	12,266,801	12,400,244	13,825,380	133,442
MAINTENANCE							
MA - SAL & WAGES-FIXED	20,849	22,996	24,869	279,003	275,948	299,415	-3,056
MA - SAL & WAGES-PARATRANSIT	10,469	11,846	12,811	144,370	142,155	154,244	-2,215
MA - INCENTIVE	6,925	466	0	12,550	5,598	3,200	-6,952
MA - MEDICARE TAX	695	514	752	7,841	6,163	7,902	-1,678
MA - PERS	10,317	8,545	11,990	130,111	102,543	131,648	-27,568
MA - HEALTH INSURANCE	15,737	13,450	22,560	153,671	147,945	163,481	-5,727
MA - LIFE INSURANCE	52	40	108	399	484	697	85
MA - STD INSURANCE	0	104	0	0	1,250	1,780	1,250
MA - VISION	97	84	49	1,195	1,011	1,446	-184
MA - DENTAL	35	269	36	1,833	3,229	4,606	1,396
MA - UNEMPLOYMENT	0	2,468	0	0	29,618	0	29,618
MA - WORKERS' COMP	717	537	844	8,300	6,446	8,427	-1,854
MA - SICK LEAVE	0	1,938	3,543	20,963	23,251	19,101	2,288
MA - HOLIDAY,FUNERAL,OTHER	2,865	1,266	2,329	16,660	15,197	15,276	-1,463
MA - PTO	8,805	5,198	9,388	60,241	62,375	62,326	2,134
MA - SHORT TERM DISABILITY AND OTHER WAGES	0	0	0	6,606	0	0	-6,606
MA - TRAINING & TRAVEL EXPENSE	306	142	776	591	1,192	6,528	601
MA - UNIFORMS	0	46	0	0	554	578	554

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STARK AREA REGIONAL TRANSIT AUTHORITY
DETAILED INCOME STATEMENT
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	<u>November 2025</u> <u>Actual</u>	<u>November 2025</u> <u>Budget</u>	<u>November 2025</u> <u>Prior Yr Actual</u>	<u>Jan 25 - Nov 25</u> <u>Actual</u>	<u>Jan 25 - Nov 25</u> <u>Budget</u>	<u>Jan 24 - Nov 24</u> <u>Prior Yr Actual</u>	<u>-over/under</u> <u>Budget</u>
MA - YMCA & MISC BENEFITS	0	24	0	0	285	407	285
MS - SAL & WAGES-FIXED	19,227	16,513	16,140	189,553	198,156	215,315	8,602
MS - SAL & WAGES-PARATRANSIT	9,824	8,577	8,315	98,254	102,922	111,911	4,668
MS - INCENTIVE	125	322	100	12,100	3,860	3,125	-8,240
MS - MEDICARE TAX	420	334	438	4,969	4,012	5,258	-957
MS - PERS	8,208	5,403	7,170	86,523	64,832	84,369	-21,691
MS - HEALTH INSURANCE	17,485	-834	19,510	161,322	125,424	141,724	-35,898
MS - LIFE INSURANCE	59	40	96	464	478	676	14
MS - STD INSURANCE	0	73	0	0	875	1,247	875
MS - VISION	0	4	43	0	45	64	45
MS - DENTAL	642	428	599	8,400	5,135	6,753	-3,265
MS - WORKERS' COMP	819	491	750	9,161	5,890	7,635	-3,270
MS - HOLIDAY,FUNERAL,OTHER	1,400	667	1,539	8,147	8,009	7,885	-137
MS - PTO	2,700	2,438	4,039	36,138	29,262	31,538	-6,877
MS - SHORT TERM DISABILITY AND OTHER WAGES	2,840	465	1,212	16,227	5,575	5,250	-10,652
MS - UNIFORMS	458	295	250	3,379	3,543	4,736	164
MS - YMCA & MISC BENEFITS	0	0	0	211	0	0	-211
MT - SAL & WAGES-FIXED	44,615	41,842	45,408	484,776	502,102	550,862	17,327
MT - SAL & WAGES-PARATRANSIT	23,124	21,555	23,392	252,215	258,659	283,778	6,444
MT - INCENTIVE	300	705	200	25,000	8,458	4,825	-16,542
MT - MEDICARE TAX	938	832	1,117	12,606	9,987	13,042	-2,619
MT - PERS	18,902	13,358	18,350	210,340	160,302	209,714	-50,038
MT - HEALTH INSURANCE	32,683	25,116	41,560	320,527	276,280	303,072	-44,247
MT - LIFE INSURANCE	110	72	205	893	866	1,223	-26
MT - STD INSURANCE	0	139	0	0	1,664	2,370	1,664
MT - VISION	0	8	92	0	95	135	95
MT - DENTAL	1,138	874	1,272	16,762	10,485	13,735	-6,277
MT - WORKERS' COMP	1,536	1,027	1,594	18,220	12,323	15,948	-5,897
MT - HOLIDAY	4,110	1,615	3,760	20,801	19,385	18,611	-1,416
MT - PTO	6,244	5,612	8,613	77,221	67,348	61,315	-9,873
MT - SHORT TERM DISABILITY AND OTHER WAGES	3,765	681	0	36,472	8,174	11,645	-28,299
MT - UNIFORMS	567	801	1,309	12,452	9,613	12,480	-2,839
MT - YMCA & MISC BENEFITS	0	6	0	0	72	103	72
MT - TOOLS	1,581	384	535	11,472	4,606	5,562	-6,866
MBGE - SAL & WAGES-FIXED	7,257	8,125	10,581	96,685	97,500	105,681	815
MBGE - SAL & WAGES-PARATRANSIT	3,774	4,372	5,451	50,048	52,459	57,067	2,411
MBGE - INCENTIVE	1,500	181	0	5,275	2,170	975	-3,105
MBGE - MEDICARE TAX	164	188	287	2,783	2,250	2,894	-533
MBGE - PERS	3,132	3,238	5,028	48,463	38,860	50,001	-9,603
MBGE - HEALTH INSURANCE	9,031	7,832	13,295	95,759	86,150	93,919	-9,609
MBGE - LIFE INSURANCE	29	22	60	227	262	370	35
MBGE - STD INSURANCE	0	36	0	0	436	621	436
MBGE - VISION	55	42	27	796	500	712	-296
MBGE - DENTAL	20	130	20	1,219	1,562	2,226	344
MBGE - WORKERS' COMP	410	304	469	5,214	3,650	4,728	-1,563

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STARK AREA REGIONAL TRANSIT AUTHORITY
DETAILED INCOME STATEMENT
 For the Period Ending 11/30/2025

	<u>November 2025</u> <u>Actual</u>	<u>November 2025</u> <u>Budget</u>	<u>November 2025</u> <u>Prior Yr Actual</u>	<u>Jan 25 - Nov 25</u> <u>Actual</u>	<u>Jan 25 - Nov 25</u> <u>Budget</u>	<u>Jan 24 - Nov 24</u> <u>Prior Yr Actual</u>	<u>-over/under</u> <u>Budget</u>
MBGE - SICK LEAVE	779	539	977	7,113	6,467	6,905	-646
MBGE - HOLIDAY,FUNERAL,OTHER	826	422	789	4,587	5,063	4,780	476
MBGE - PTO	416	1,399	3,154	18,924	16,788	15,937	-2,136
MBGE - SHORT TERM DISABILITY AND OTHER WAGES	0	713	0	10,170	8,561	9,954	-1,609
MBGE - UNIFORMS	103	128	140	2,479	1,542	2,021	-937
MBGE - YMCA & MISC BENEFITS	0	1	0	47	16	23	-31
TOTAL MAINTENANCE WAGES & BENEFITS	309,183	247,449	337,940	3,328,729	3,057,918	3,375,782	-270,811
M - TEMPORARY HELP	0	760	1,261	0	17,965	29,822	17,965
M - CMS REV VEH-FIXED	3,450	3,175	3,331	80,114	52,051	54,604	-28,063
M - CMS REV VEH-PARATRANSIT	250	3,191	3,348	37,950	33,509	35,152	-4,441
M - CMS-NON REV VEHICLES	0	0	0	4,390	8,456	8,871	4,066
M - CMS-FAREBOX PARTS-FIXED	0	0	0	1,527	-2	-957	-1,529
M - CMS-BLDG GRND. & EQUIPMENT	22,336	7,056	7,402	129,884	187,029	196,200	57,146
M - CMS-RADIO EQUIP-FIXED	0	0	0	5,428	627	657	-4,801
M - CMS-RADIO EQUIP-PARATRANSIT	0	0	0	5,921	1,620	1,699	-4,302
M - CMS-SECURITY SYSTEM	0	0	0	1,302	337	354	-964
M - CMS - CNG FUELING STATION	29,545	27,498	28,847	318,188	263,404	276,320	-54,784
M - CMS - HYDROGEN FUELING STATION	13,103	12,048	12,638	167,473	136,689	143,391	-30,785
M - DIESEL FUEL-FIXED	217	1,188	3,112	2,958	43,261	113,283	40,303
M - DIESEL FUEL-PARATRANSIT	0	1,221	3,185	2,536	44,316	115,567	41,780
M - LUBRICANTS-FIXED	-59,790	775	798	-27,852	13,899	14,313	41,751
M - LUBRICANTS-PARATRANSIT	421	436	449	12,683	7,984	8,222	-4,699
M - FUEL TAX EXP-FIXED	30	92	197	257	2,394	5,105	2,137
M - FUEL TAX EXP-PARATRANSIT	0	255	544	121	6,972	14,870	6,851
M - CNG FUEL-FIXED	79,285	16,685	17,182	292,198	203,158	209,212	-89,040
M - CNG FUEL-PARATRANSIT	8,064	7,432	7,653	106,543	22,460	23,129	-84,083
M - CNG FUEL SUPPORT VEHICLES	0	0	0	0	30	31	30
M - CNG FUEL PUBLIC	524	493	508	9,247	4,337	4,466	-4,910
M - HYDROGEN-FIXED	50,396	51,867	53,413	615,843	568,608	585,554	-47,235
M - HYDROGEN-PARA	0	0	0	0	36,708	37,802	36,708
M - WAYNE COUNTY FUEL	0	0	0	2,671	0	56,943	-2,671
M - PARA GAS	2,601	9,432	4,936	31,998	104,446	54,654	72,448
M - FUEL & LUBE-COMPANY VEHICLES	2,797	7,238	7,454	38,333	57,507	59,221	19,174
M - TIRES & TUBES-FIXED	13,053	15,306	16,056	151,045	174,462	183,017	23,417
M - TIRES & TUBES-PARATRANSIT	1,909	2,272	2,383	16,936	26,225	27,511	9,289
M - TIRES SUPPORT VEHICLES	0	162	170	4,100	6,029	6,324	1,929
M - OMS-SUPPLIES	11,429	8,978	9,419	85,554	92,033	96,546	6,479
M - FREIGHT	1,016	1,218	1,278	13,612	7,732	8,112	-5,880
M - INSP & REPAIR-FIXED	126,648	57,970	62,969	875,315	733,695	771,829	-141,619
M - INSP & REPAIR-PARATRANSIT	33,991	18,854	19,779	276,995	332,692	349,006	55,696
M - INSP & REPAIR-CO. VEHICLES	1,794	1,430	1,500	27,297	15,409	16,164	-11,889
M - OMS-MAINT EQUIPMENT	11,708	9,309	9,766	72,414	70,280	73,726	-2,134
M - OMS FIXED ROUTE	2,873	1,306	1,370	262,294	21,239	22,281	-241,055
M - OMS PARATRANSIT	443	605	634	8,813	13,660	14,330	4,848
M - CORE CHARGES/CREDITS	3,145	971	1,019	3,921	10,590	11,110	6,669

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	<u>November 2025</u> <u>Actual</u>	<u>November 2025</u> <u>Budget</u>	<u>November 2025</u> <u>Prior Yr Actual</u>	<u>Jan 25 - Nov 25</u> <u>Actual</u>	<u>Jan 25 - Nov 25</u> <u>Budget</u>	<u>Jan 24 - Nov 24</u> <u>Prior Yr Actual</u>	<u>-over/under</u> <u>Budget</u>
M - OMS-COMPANY VEHICLES	600	0	0	6,559	7,173	7,525	613
M - FAREBOX PARTS-FIXED	316	2,328	2,600	4,043	14,021	15,659	9,978
M - FAREBOX PARTS-PARATRANSIT	105	0	0	1,556	16,151	16,943	14,596
M - COMMUNICATIONS MODEMS AVAIL	3,827	4,090	4,290	45,054	45,215	47,432	160
M - BLDG & GROUNDS OMS	43,707	2,198	2,305	118,638	58,779	61,661	-59,859
M - PROPERTY INSURANCE	0	5,230	5,907	0	75,558	85,334	75,558
M - OMS INSURANCE REC-OTRP	0	-5,574	-5,848	-27,362	-21,109	-22,144	6,253
M - LABOR INSURANCE REC-OTRP	0	0	0	-405	-369	-388	36
M - TRAINING & TRAVEL EXPENSE	0	0	0	9,233	1,482	8,116	-7,751
M - DUES & SUBSCRIPTIONS	0	0	0	4,130	3,034	6,831	-1,096
M - EXPENDABLE ASSETS	0	9	13	3,537	790	1,091	-2,747
TOTAL MAINTENANCE	718,977	524,954	629,808	7,131,725	6,580,454	7,232,286	-551,270
FINANCE							
FIN - SAL & WAGES-FIXED	11,868	20,156	24,165	236,460	241,875	262,217	5,415
FIN - SAL & WAGES-PARATRANSIT	5,841	10,384	12,449	122,189	124,602	135,081	2,413
FIN - MEDICARE TAX	367	421	542	6,411	5,047	6,504	-1,364
FIN - INCENTIVE	3,900	398	0	20,375	4,773	2,250	-15,602
FIN - PERS	4,927	7,099	10,226	101,416	85,188	110,228	-16,228
FIN - HEALTH INSURANCE	11,241	10,791	17,509	145,505	118,696	129,466	-26,809
FIN - LIFE INSURANCE	37	36	84	387	429	607	43
FIN - STD INSURANCE	0	90	0	0	1,080	1,539	1,080
FIN - VISION	69	75	38	1,121	897	1,278	-224
FIN - DENTAL	25	239	28	1,796	2,862	4,079	1,066
FIN - WORKERS' COMP	512	434	656	7,954	5,202	6,749	-2,751
FIN - SICK LEAVE	418	942	619	17,426	11,299	9,664	-6,127
FIN - HOLIDAY,FUNERAL,OTHER	1,278	1,048	1,789	10,579	12,578	12,150	1,999
FIN - PTO	1,124	3,438	3,588	39,249	41,253	42,440	2,004
FIN - UNIFORMS	0	32	0	0	380	542	380
FIN - YMCA & MISC BENEFITS	0	44	0	211	523	746	312
TOTAL FINANCE WAGES & BENEFITS	41,605	55,623	71,693	711,080	656,687	725,539	-54,393
FIN - SOFTWARE SERVICE	1,402	0	0	1,725	1,299	2,156	-426
FIN - PTS OTHER	0	2,166	2,539	166,311	54,412	63,770	-111,898
FIN - DUES & SUBSCRIPTIONS	0	0	0	6,180	3,576	8,052	-2,604
FIN - LEGAL ADS	180	0	0	479	2,967	2,158	2,488
FIN - TRAINING & TRAVEL EXPENSE	0	76	416	1,962	1,216	6,658	-746
FIN - EXPENDABLE ASSETS	0	0	0	0	116	160	116
TOTAL FINANCE	43,187	57,865	74,648	887,736	720,273	808,492	-167,463
INFORMATION TECHNOLOGY							
IT - SAL & WAGES-FIXED	9,329	9,966	10,996	132,085	119,591	135,057	-12,494
IT - SAL & WAGES-PARATRANSIT	4,644	5,134	5,665	68,272	61,608	69,575	-6,664
IT - MEDICARE TAX	328	219	300	3,453	2,632	3,402	-821
IT - INCENTIVE	3,575	184	150	5,900	2,211	1,150	-3,689

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IT - PERS	5,063	3,712	5,335	59,266	44,542	57,578	-14,724
IT - HEALTH INSURANCE	6,744	4,718	7,504	67,770	51,901	56,574	-15,869
IT - LIFE INSURANCE	22	16	36	175	189	268	15
IT - STD INSURANCE	0	46	0	0	557	793	557
IT - VISION	42	35	16	581	422	601	-159
IT - DENTAL	15	114	12	791	1,366	1,947	576
IT - WORKERS' COMP	307	188	281	3,631	2,257	2,931	-1,374
IT - SICK LEAVE	781	706	231	8,262	8,471	6,686	208
IT - HOLIDAY,FUNERAL,OTHER	1,291	556	1,291	6,867	6,670	6,867	-197
IT - PTO	5,052	2,334	3,895	22,012	28,011	21,275	6,000
IT - UNIFORMS	0	15	0	0	182	259	182
IT - YMCA & MISC BENEFITS	0	24	0	211	292	416	81
TOTAL INFORMATION TECHNOLOGY WAGES & BENEFI...	37,195	27,968	35,713	379,275	330,902	365,379	-48,373
IT - HARDWARE SERVICE CONTRACTS	0	7,421	12,319	117,383	87,236	144,812	-30,147
IT - SOFTWARE SERVICE CONTRACTS	19,438	11,718	19,451	247,266	135,975	225,719	-111,291
IT - PTS-OTHER	206	0	0	356	278	326	-78
IT - EXPENDABLE ASSETS & SOFTWARE	3,496	5,325	7,353	11,175	20,720	28,612	9,545
IT - DUES & SUBSCRIPTIONS	2,209	981	2,209	26,614	11,569	26,049	-15,045
IT - TRAINING EXPENSE	59	0	0	59	2,008	10,999	1,950
TOTAL INFORMATION TECHNOLOGY	62,602	53,413	77,044	782,127	588,687	801,896	-193,440
PLANNING							
PL - SAL & WAGES-FIXED	12,556	0	0	12,556	0	0	-12,556
PL - SAL & WAGES-PARATRANSIT	6,845	0	0	6,845	0	0	-6,845
PL - MEDICARE TAX	218	0	0	218	0	0	-218
PL - INCENTIVE	4,500	0	0	4,500	0	0	-4,500
PL - PERS	5,554	0	0	5,554	0	0	-5,554
PL - HEALTH INSURANCE	9,069	0	0	9,069	0	0	-9,069
PL - LIFE INSURANCE	29	0	0	29	0	0	-29
PL - VISION	55	0	0	55	0	0	-55
PL - DENTAL	20	0	0	20	0	0	-20
PL - WORKERS' COMP	410	0	0	410	0	0	-410
PL - SICK LEAVE	112	0	0	112	0	0	-112
PL - HOLIDAY,FUNERAL,OTHER	1,593	0	0	1,593	0	0	-1,593
PL - PTO	2,035	0	0	2,035	0	0	-2,035
TOTAL PLANNING WAGES & BENEFITS	42,996	0	0	42,996	0	0	-42,996
PL - PTS OTHER	10,745	0	0	10,745	0	0	-10,745
TOTAL PLANNING	53,741	0	0	53,741	0	0	-53,741
BOARD							
CUSTOMER RELATIONS							
CR - SAL & WAGES-FIXED	25,249	36,340	39,573	312,199	436,078	476,547	123,879
CR - SAL & WAGES-PARATRANSIT	13,004	18,728	20,386	161,632	224,737	245,601	63,105
CR - MEDICARE TAX	653	806	955	8,793	9,668	12,594	874

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CR - INCENTIVE	7,175	933	400	15,650	11,195	5,900	-4,455
CR - PERS	11,770	13,423	17,464	144,427	161,075	210,585	16,649
CR - HEALTH INSURANCE	27,054	27,755	42,560	238,738	305,304	332,414	66,566
CR - LIFE INSURANCE	88	92	205	652	1,100	1,556	448
CR - STD INSURANCE	0	175	0	0	2,097	2,987	2,097
CR - VISION	166	164	92	1,858	1,965	2,800	108
CR - DENTAL	60	504	68	2,892	6,046	8,616	3,154
CR - UNEMPLOYMENT	0	6,250	0	0	75,004	0	75,004
CR - WORKERS' COMP	1,229	1,111	1,594	13,414	13,328	17,380	-86
CR - SICK LEAVE	872	3,722	2,823	29,912	44,667	47,201	14,755
CR - HOLIDAY	4,050	1,950	4,564	17,610	23,398	23,266	5,788
CR - PTO	5,868	6,709	4,847	72,656	80,513	81,620	7,857
CR - SHORT TERM DISABILITY AND OTHER WAGES	0	288	173	3,115	3,460	4,756	345
CR - UNIFORMS	0	214	0	871	2,565	3,096	1,694
CR - YMCA & MISC BENEFITS	0	30	0	246	363	518	117
TOTAL CUSTOMER RELATIONS WAGES & BENEFITS	97,239	119,193	135,705	1,024,663	1,402,563	1,477,438	377,900
CR - PTS OTHER	12,773	3,453	4,047	44,327	199,111	233,353	154,784
CR - PRINTING	123	0	0	27,247	4,421	7,338	-22,827
CR - DUES & SUBSCRIPTIONS	2,357	607	1,367	18,860	8,762	19,728	-10,099
CR - TRAINING & TRAVEL EXPENSE	0	49	269	0	2,721	14,904	2,721
CR - ADVERTISING	1,154	31	26,873	28,871	413	356,388	-28,458
CR - PROGRAM OUTREACH	0	0	0	1,968	6	4,895	-1,962
CR - EVENTS	1,280	0	249	7,633	5	5,849	-7,628
CR - PROMOTIONAL MATERIALS	0	3	2,724	0	45	44,425	45
CR - LEGAL ADS	0	1,012	736	0	4,749	3,453	4,749
CR - EXPENDABLE ASSETS	0	0	0	1,660	10,860	14,996	9,200
TOTAL CUSTOMER RELATIONS	114,926	124,349	171,968	1,155,231	1,633,656	2,182,767	478,425
HUMAN RESOURCE							
HR - SAL & WAGES-FIXED	10,767	16,137	18,494	181,852	193,641	214,026	11,789
HR - SAL & WAGES-PARATRANSIT	5,428	8,313	9,527	94,123	99,754	110,256	5,631
HR - MEDICARE TAX	393	355	462	5,125	4,264	5,513	-861
HR - PERS	6,229	6,058	8,290	84,468	72,691	93,785	-11,778
HR - INCENTIVE	4,850	352	0	10,500	4,229	2,075	-6,271
HR - HEALTH INSURANCE	8,973	9,437	15,008	111,111	103,802	113,148	-7,310
HR - LIFE INSURANCE	29	32	72	292	378	535	86
HR - STD INSURANCE	0	78	0	0	933	1,329	933
HR - VISION	55	70	32	895	840	1,197	-55
HR - DENTAL	20	227	24	1,325	2,719	3,874	1,394
HR - UNEMPLOYMENT	0	2,069	0	0	24,824	0	24,824
HR - WORKERS' COMP	410	376	563	6,120	4,513	5,862	-1,607
HR - SICK LEAVE	2,687	1,528	987	20,953	18,333	16,505	-2,620
HR - HOLIDAY,FUNERAL,OTHER	1,177	1,035	1,854	10,319	12,416	11,661	2,097
HR - PTO	1,721	3,155	3,680	36,890	37,864	32,743	974
HR - SHORT TERM DISABILITY AND OTHER WAGES	3,215	237	0	3,215	2,842	4,049	-373

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HR - UNIFORMS	0	35	0	0	419	597	419
HR - TUITION REIMBURSEMENT	0	0	0	7,500	0	0	-7,500
HR - YMCA & MISC BENEFITS	0	6	0	0	74	106	74
TOTAL HUMAN RESOURCES WAGES & BENEFITS	45,954	49,498	58,993	574,688	584,537	617,262	9,849
HR - PTS-OTHER	7,062	4,974	5,829	68,820	69,918	81,942	1,097
HR - PRINTING	0	0	0	0	10	17	10
HR - OFFICE SUPPLIES	0	0	0	0	246	409	246
HR - DUES & SUBSCRIPTIONS	0	0	0	0	102	229	102
HR - LEGAL ADS	0	320	233	0	320	233	320
HR - EMPLOYEE RELATIONS	989	278	571	9,470	10,138	20,857	668
HR - WELLNESS PROGRAM	0	-3,660	-1,097	-1,849	15,169	4,546	17,018
HR - TRAINING & TRAVEL EXPENSE	579	262	1,435	2,664	3,013	16,502	349
HR - AGENCY TRAINING	140	0	0	1,734	2,069	11,329	335
HR - EXPENDABLE ASSETS	0	231	319	525	1,804	2,491	1,279
TOTAL HUMAN RESOURCE	54,724	51,903	66,283	656,052	687,326	755,816	31,274
GENERAL							
GEN - LEGAL ADS	0	0	0	1,183	314	228	-869
GEN - PTS-OTHER	8,724	28,707	33,644	186,494	251,588	294,855	65,094
GEN - SECURITY SERVICES	37,425	6,080	6,515	389,738	293,618	314,626	-96,121
GEN - OFFICE EXPENSES	1,144	1,738	2,885	27,867	21,007	34,873	-6,860
GEN - OFFICE EXPENSE-IT	0	0	0	1,240	1,325	2,199	85
GEN - EXPENDABLE ASSETS	0	0	0	0	1,335	1,854	1,335
GEN - UTILITIES-ELECTRIC	26,563	29,650	26,865	306,362	275,657	249,771	-30,705
GEN - UTILITIES-ELECTRIC - CNG	12,957	14,997	13,589	106,450	159,316	144,355	52,866
GEN - UTILITIES-OTHER	3,184	3,098	2,807	33,401	37,389	33,878	3,988
GEN - UTILITIES-TELEPHONE	16,780	7,181	6,507	111,470	96,085	87,062	-15,384
GEN - UTILITIES-TELEPHONE - CNG	0	446	404	2,050	4,552	4,125	2,502
GEN - UTILITIES-NATURAL GAS	4,055	5,046	4,572	126,772	89,376	80,983	-37,396
GEN - PREM FOR PUBLIC LIAB & PROPERTY INSURANCE	63,612	24,662	27,853	700,532	356,278	402,379	-344,254
GEN - PREM FOR EXCESS INSURANCE	0	8,155	9,210	0	117,808	133,052	117,808
GEN - SPECIAL ASSESSMENTS-PRIOR PERIODS	0	0	0	97,607	0	0	-97,607
GEN - DEDUCTIBLES	0	0	0	20,287	777	26,877	-19,511
GEN - PROPERTY TAXES	0	0	0	1,903	48	1,476	-1,854
GEN - DUES & SUBSCRIPTIONS	22,409	3,622	8,156	246,061	45,277	101,949	-200,784
GEN - BAD DEBT EXPENSE	0	0	0	23	0	0	-23
GEN - MISC ACCOUNT CORRECTIONS	0	0	0	15,345	16,580	573,850	1,235
GEN - SAFETY	1,988	8,533	9,144	35,702	16,227	17,388	-19,475
GEN - FEES	5,342	1,535	2,548	50,414	20,603	34,201	-29,811
GEN - FEES CREDIT CARD	1,067	1,896	3,147	31,439	18,043	29,951	-13,396
GEN - SALES TAX COLLECTION EXPENSE	14,168	8,627	14,320	180,729	104,128	172,854	-76,601
GEN - POSTAGE	329	179	296	4,866	2,880	4,781	-1,986
GEN - MISCELLANEOUS	0	0	0	54,187	328	544	-53,859
GEN - CTE RFHCC	0	0	0	3,464	0	0	-3,464
SUBGRANTEE - 5310 ENHANCED MOBILITY	0	0	0	401,357	1,048,098	347,228	646,741

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SUBGRANTEE - WAYNE COUNTY	0	0	0	0	0	30,958	0
SUBGRANTEE - RESEARCH	3,293	1	0	667,289	1,051,317	334,146	384,028
GEN - LEASE & RENT	0	0	0	0	0	14,005	0
GEN - PURCHASED TRANSPORTATION SC	0	0	128,863	0	0	334,717	0
GEN - PURCHASED TRANSPORTATION WC	0	0	0	0	0	238,323	0
TOTAL GENERAL EXPENSES	223,039	154,152	301,325	3,804,233	4,029,955	4,047,488	225,722
TOTAL EXPENSES	2,430,776	2,105,590	2,688,726	27,802,093	27,532,970	30,530,110	-269,123
OPERATING INCOME (LOSS) EXCLUDING PREVENTIVE MAINTENANCE GRANTS	-590,452	-360,702	-803,022	-7,466,803	-9,517,065	-11,138,178	-2,050,261
RESTRICTED REVENUE FROM CAPITAL GRANTS							
TOTAL LOCAL CASH GRANTS							
SCG - OPERATING	0	0	302,182	0	0	1,115,692	0
SCG - PREVENTIVE MAINTENANCE	0	0	0	274,380	0	0	-274,380
STATE CAPITAL GRANTS	0	0	17,518	511,908	0	409,191	-511,908
TOTAL STATE GRANTS	0	0	319,700	786,288	0	1,524,883	-786,288
FG - 5310 ENHANCED MOBILITY	140	1,617	0	402,191	717,283	373,046	315,092
FG - PLANNING	7,587	0	0	24,044	160,000	3,685	135,956
FCG - PREVENTIVE MAINTENANCE	0	446,955	474,959	3,682,679	4,615,187	4,904,357	932,508
FEDERAL GRANTS	0	139,519	-142,385	3,125,148	3,275,085	1,655,002	149,937
FEDERAL GRANTS-OTHER	35,164	497,023	15,124	705,927	1,823,994	282,538	1,118,068
FEDERAL CAPITAL GRANTS	34,869	0	378,649	5,441,992	0	11,889,889	-5,441,992
TOTAL FEDERAL GRANTS	77,760	1,085,114	726,348	13,381,981	10,591,549	19,108,516	-2,790,432
TOTAL GRANTS	77,760	1,085,114	1,046,047	14,168,269	10,591,549	20,633,399	-3,576,720
DEPRECIATION & AMORTIZATION							
DEPRECIATION EXP-GRANTS	563,083	0	717,068	6,010,836	0	5,202,876	-6,010,836
DEPRECIATION EXP-LOCAL MATCH	84,565	0	108,053	904,877	0	784,645	-904,877
GENERAL AMORTIZATION	6,390	0	8,573	82,823	0	95,275	-82,823
TOTAL DEPRECIATION & AMORTIZATION	654,038	0	833,695	6,998,535	0	6,082,796	-6,998,535
GAIN/LOSS ON DISPOSAL	0	0	0	259,029	0	-3,071	-259,029
GEN - SETTLEMENTS/LOSSES	0	0	-9,847	0	0	-118,017	0
TOTAL GAIN/LOSS ON DISPOSAL OF ASSETS	0	0	-9,847	259,029	0	-121,087	-259,029
NET INCOME AFTER DEPRECIATION,AMORTIZATION...	-1,166,730	724,412	-580,822	-556,099	1,074,484	3,533,513	1,630,583



Joe Wayne

NOVEMBER CHECKS-BY VENDOR

Document Date	Document Number	Vendor Name	Vendor ID	Document Amount	Voided
11/12/2025	096586	ALLIANCE WATER UTILITY	ALLI004	239.88000	No
11/12/2025	096587	BALLARD POWER SYSTEMS INC	BALL002	790.00000	No
11/12/2025	096588	CANTON CITY UTILITIES	CANT011	1,268.62000	No
11/12/2025	096589	CANTON MUNICIPAL COURT	CANT020	681.12000	No
11/26/2025	96615	CANTON MUNICIPAL COURT	CANT020	992.37000	No
11/12/2025	096590	CFIS GROUP	CFIS001	1,299.43000	No
11/26/2025	96600	CFIS GROUP	CFIS001	948.34000	No
11/12/2025	096591	CHAMBER OF COMMERCE	CHAM001	250.00000	No
11/12/2025	096592	CHAPTER 13 TRUSTEE	CHAP001	530.77000	No
11/26/2025	96601	CHAPTER 13 TRUSTEE	CHAP001	530.77000	No
11/26/2025	96602	COLUMBIA GAS OF OHIO	COLU001	210.67000	No
11/12/2025	096593	DOMINION EAST OHIO	DOMI001	139.04000	No
11/26/2025	96613	DOMINION EAST OHIO	DOMI001	12,964.45000	No
11/12/2025	096594	"DSI MEDICAL SERVICES	DSIM001	4,294.00000	No
11/26/2025	96603	INTERSTATE GAS SUPPLY INC	IGS001	17,054.26000	No
11/26/2025	96604	LEGAL SHIELD	LEGA003	530.74000	No
11/12/2025	096595	LIBERTY FORD	LIBE003	17,420.08000	No
11/26/2025	96605	LIBERTY FORD	LIBE003	495.23000	No
11/12/2025	096596	NEW FLYER PARTS	NEWF001	1,002.02000	No
11/26/2025	96606	NEW FLYER PARTS	NEWF001	105.74000	No
11/26/2025	96607	OHIO EDISON	OHIO011	1,525.41000	No
11/26/2025	96608	LITTLE PINK RIBBON GIRL FOUNDATION	PINK002	400.00000	No
11/26/2025	96609	PROGRESSIVE CHRYSLER JEEP DODGE INC	PROG003	417.50000	No
11/12/2025	096599	"SCHULMAN	SCHU002	7,170.00000	No
11/26/2025	96610	STANDARD INS CO	STAN005	1,574.94000	No
11/12/2025	096597	STARK COUNTY SANITARY ENGINEERING	STAR034	357.48000	No
11/26/2025	96614	TREASURER STATE OF OHIO	TREA004	25,350.00000	No
11/12/2025	096598	VERIZON WIRELESS	VERI001	85.28000	No
11/26/2025	96611	VERIZON WIRELESS	VERI001	2,833.07000	No
11/26/2025	96612	VONTAS	VONT001	57,476.00000	No

END OF REPORT



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NOVEMBER CHECKS-DATE ORDER

Document Date	Document Number	Vendor Name	Vendor ID	Document Amount	Voided
11/12/2025	096586	ALLIANCE WATER UTILITY	ALLI004	239.88000	No
11/12/2025	096587	BALLARD POWER SYSTEMS INC	BALL002	790.00000	No
11/12/2025	096588	CANTON CITY UTILITIES	CANT011	1,268.62000	No
11/12/2025	096589	CANTON MUNICIPAL COURT	CANT020	681.12000	No
11/12/2025	096590	CFIS GROUP	CFIS001	1,299.43000	No
11/12/2025	096591	CHAMBER OF COMMERCE	CHAM001	250.00000	No
11/12/2025	096592	CHAPTER 13 TRUSTEE	CHAP001	530.77000	No
11/12/2025	096593	DOMINION EAST OHIO	DOMI001	139.04000	No
11/12/2025	096594	"DSI MEDICAL SERVICES	DSIM001	4,294.00000	No
11/12/2025	096595	LIBERTY FORD	LIBE003	17,420.08000	No
11/12/2025	096596	NEW FLYER PARTS	NEWF001	1,002.02000	No
11/12/2025	096599	"SCHULMAN	SCHU002	7,170.00000	No
11/12/2025	096597	STARK COUNTY SANITARY ENGINEERING	STAR034	357.48000	No
11/12/2025	096598	VERIZON WIRELESS	VERI001	85.28000	No
11/26/2025	96615	CANTON MUNICIPAL COURT	CANT020	992.37000	No
11/26/2025	96600	CFIS GROUP	CFIS001	948.34000	No
11/26/2025	96601	CHAPTER 13 TRUSTEE	CHAP001	530.77000	No
11/26/2025	96602	COLUMBIA GAS OF OHIO	COLU001	210.67000	No
11/26/2025	96613	DOMINION EAST OHIO	DOMI001	12,964.45000	No
11/26/2025	96603	INTERSTATE GAS SUPPLY INC	IGS001	17,054.26000	No
11/26/2025	96604	LEGAL SHIELD	LEGA003	530.74000	No
11/26/2025	96605	LIBERTY FORD	LIBE003	495.23000	No
11/26/2025	96606	NEW FLYER PARTS	NEWF001	105.74000	No
11/26/2025	96607	OHIO EDISON	OHIO011	1,525.41000	No
11/26/2025	96608	LITTLE PINK RIBBON GIRL FOUNDATION	PINK002	400.00000	No
11/26/2025	96609	PROGRESSIVE CHRYSLER JEEP DODGE INC	PROG003	417.50000	No
11/26/2025	96610	STANDARD INS CO	STAN005	1,574.94000	No
11/26/2025	96614	TREASURER STATE OF OHIO	TREA004	25,350.00000	No
11/26/2025	96611	VERIZON WIRELESS	VERI001	2,833.07000	No
11/26/2025	96612	VONTAS	VONT001	57,476.00000	No

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Joe Wayne

NOVEMBER ELECTRONIC PAYMENTS

Document Date	Document Number	Vendor Name	Vendor ID	Document Amount	Voided
11/4/2025	000127619	HUNTINGTON BANK - EA1W18	HUNT004	50,550.72000	No
11/5/2025	000127531	AMERICAN HERITAGE LIFE INS CO	AMER022	530.64000	No
11/7/2025	000127626	CANTON CITY INCOME TAX	CANT008	10,574.29000	No
11/7/2025	000127627	CANTON CITY INCOME TAX	CANT008	1.33000	No
11/7/2025	000127617	COLONIAL SUPPLEMENTAL INSURANCE	COLO001	1,184.11000	No
11/7/2025	000127628	INTERNAL REVENUE SERVICE	IRSA002	47,305.77000	No
11/7/2025	000127629	INTERNAL REVENUE SERVICE	IRSA002	13.21000	No
11/7/2025	000127584	OHIO CSPC	OHIO007	3,727.91000	No
11/7/2025	000127630	OHIO DEPT OF TAXATION	OHIO010	9,791.94000	No
11/7/2025	000127631	OHIO DEPT OF TAXATION	OHIO010	1.58000	No
11/7/2025	000127618	OHIO PUBLIC EMPLOYEES	OHIO017	9,913.84000	No
11/7/2025	000127620	OPERS	PERS001	206,292.91000	No
11/14/2025	000127691	AFLAC	AFLA001	4,755.92000	No
11/19/2025	000127622	CANTON CITY INCOME TAX	CANT008	10,553.99000	No
11/19/2025	000127621	OPERS	PERS001	5,348.83000	No
11/21/2025	000127692	CANTON CITY INCOME TAX	CANT008	11,661.56000	No
11/21/2025	000127625	COLONIAL SUPPLEMENTAL INSURANCE	COLO001	1,165.90000	No
11/21/2025	000127695	INTERNAL REVENUE SERVICE	IRSA002	51,094.28000	No
11/21/2025	000127693	OHIO DEPT OF TAXATION	OHIO010	10,632.10000	No
11/21/2025	000127623	OHIO PUBLIC EMPLOYEES	OHIO017	10,113.84000	No
11/21/2025	000127694	SCHOOL DISTRICT TAX WITHHOLDINGS	SDTX001	204.15000	No
11/24/2025	000127624	OHIO CSPC	OHIO007	3,727.91000	No

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NOVEMBER EFT PAYMENTS

Document Date	Document Number	Vendor Name	Vendor ID	Document Type	Document Amount	Voided
11/6/2025	EFT000000010439	AIR PRODUCTS AND CHEMICALS INC	AIRP002	Payment	14,615.30000	No
11/6/2025	EFT000000010440	SUBURBAN PARTS SOURCE	AUTO009	Payment	343.20000	No
11/6/2025	EFT000000010441	RICHARD L. BOWEN & ASSOCIATES	BOWE002	Payment	13,032.02000	No
11/6/2025	EFT000000010442	CANTON POLICE PATROLMENS	CANT026	Payment	6,410.80000	No
11/6/2025	EFT000000010443	CANTON TOWING	CANT059	Payment	1,150.00000	No
11/6/2025	EFT000000010444	CINTAS	CINT001	Payment	568.89000	No
11/6/2025	EFT000000010445	CLEAN ENERGY	CLEA005	Payment	29,152.14000	No
11/6/2025	EFT000000010446	COPELY OHIO NEWSPAPERS	COPL001	Payment	299.14000	No
11/6/2025	EFT000000010447	CORNERSTONE INFORMATION ASSURANCE LTD	CORN004	Payment	375.00000	No
11/6/2025	EFT000000010448	EMPLOYER HCS	EHCS001	Payment	13,130.76000	No
11/6/2025	EFT000000010449	ELDORADO NATIONAL - CALIFORNIA	ELDO001	Payment	988.89000	No
11/6/2025	EFT000000010450	FINGER LAKES SYSTEM CHEMSITRY	FING001	Payment	777.60000	No
11/6/2025	EFT000000010451	GILLIG LLC	GILL001	Payment	2,500.40000	No
11/6/2025	EFT000000010452	HEALTH TP OF OHIO	HEAL004	Payment	400,000.00000	No
11/6/2025	EFT000000010453	INDEPENDENT ELEVATOR CO.	INDE005	Payment	221.00000	No
11/6/2025	EFT000000010454	ROBERT KOVACSISS-TOOLS	KOVA001	Payment	582.56000	No
11/6/2025	EFT000000010455	KWGD	KRUG001	Payment	4,722.24000	No
11/6/2025	EFT000000010456	M CONLEY	MCON001	Payment	457.08000	No
11/6/2025	EFT000000010457	MEDICAID BILLING SOLUTIONS INC	MEDI004	Payment	400.00000	No
11/6/2025	EFT000000010458	METRO CLEVELAND SECURITY INC	METR006	Payment	11,361.08000	No
11/6/2025	EFT000000010459	MOBILE SCREEN OF OHIO	MOBI004	Payment	875.00000	No
11/6/2025	EFT000000010460	MSC INDUSTRIAL SUPPLY CO	MSCI001	Payment	22.84000	No
11/6/2025	EFT000000010461	MUNCIE RECLAMATION & SPLY	MUNC001	Payment	268.80000	No
11/6/2025	EFT000000010462	NATIONAL ELECTRO COATINGS INC	NATI018	Payment	1,249.86000	No
11/6/2025	EFT000000010463	NEORIDE	NEOR001	Payment	33,207.27000	No
11/6/2025	EFT000000010464	OHIO AFSCME CAREPLAN	OHIO002	Payment	10,975.25000	No
11/6/2025	EFT000000010465	AIRGAS USA LLC	OHIO003	Payment	849.83000	No
11/6/2025	EFT000000010466	SILCO	SILC001	Payment	1,171.25000	No
11/6/2025	EFT000000010467	ADAM SNYDER-MILEAGE	SNYD002	Payment	58.66000	No
11/6/2025	EFT000000010468	TESCO	TESC001	Payment	1,827.70000	No
11/6/2025	EFT000000010469	UNIFIRST CORPORATION	UNIF001	Payment	83.00000	No
11/6/2025	EFT000000010470	UPS FREIGHT	UPSF001	Payment	77.23000	No
11/6/2025	EFT000000010471	VIDEO SYSTEMS & SECURITY INC	VIDE001	Payment	1,590.00000	No
11/6/2025	EFT000000010472	WHISLER PLUMBING & HEATING INC	WHIS001	Payment	724.43000	No
11/12/2025	EFT000000010473	AEP OHIO	AEPO001	Payment	33,609.12000	No
11/12/2025	EFT000000010474	AFSCME	AFSC001	Payment	3,583.97000	No
11/12/2025	EFT000000010475	AIR PRODUCTS AND CHEMICALS INC	AIRP002	Payment	7,500.00000	No
11/12/2025	EFT000000010476	APO PUMPS AND COMPRESSORS INC	APOP001	Payment	11,379.38000	No
11/12/2025	EFT000000010477	NICK BREINIG-TOOLS	BREI002	Payment	298.47000	No

11/12/2025	EFT000000010478	CANTON TOWING	CANT059	Payment	450.00000	No
11/12/2025	EFT000000010479	CONSUMER DRIVEN ADMINISTRATORS LLC	CDA001	Payment	520.00000	No
11/12/2025	EFT000000010480	CINTAS	CINT001	Payment	248.58000	No
11/12/2025	EFT000000010481	CLEAN ENERGY	CLEA005	Payment	29,544.58000	No
11/12/2025	EFT000000010482	CITIZENS FOR SARTA	COMM001	Payment	180.00000	No
11/12/2025	EFT000000010504	HEARTLAND EXPERT AUTOMOTIVE NAPA	DONS001	Payment	320.44000	No
11/12/2025	EFT000000010483	D & W DIESEL INC	DWDI001	Payment	2,071.90000	No
11/12/2025	EFT000000010484	ELDORADO NATIONAL - CALIFORNIA	ELDO001	Payment	402.94000	No
11/12/2025	EFT000000010485	EPTURA INC	EPTU001	Payment	1,650.00000	No
11/12/2025	EFT000000010486	FSA	FSA001	Payment	3,444.57000	No
11/12/2025	EFT000000010487	GILLIG LLC	GILL001	Payment	3,973.90000	No
11/12/2025	EFT000000010488	HEAVY LIFT SYSTEMS INC.	HEAV001	Payment	520.00000	No
11/12/2025	EFT000000010489	M CONLEY	MCON001	Payment	35.36000	No
11/12/2025	EFT000000010490	MOHAWK MFG. & SUPPLY CO.	MOHA001	Payment	1,766.32000	No
11/12/2025	EFT000000010491	MUNCIE RECLAMATION & SPLY	MUNC001	Payment	182.40000	No
11/12/2025	EFT000000010492	NEORIDE	NEOR001	Payment	8,149.14000	No
11/12/2025	EFT000000010493	OHIO TRANSIT RISK POOL	OHIO022	Payment	3,921.39000	No
11/12/2025	EFT000000010494	PEOPLE	PEOP001	Payment	13.79000	No
11/12/2025	EFT000000010495	PROTECH SECURITY INC	PROT003	Payment	66.00000	No
11/12/2025	EFT000000010496	RALPH O. LEE-PAYCHECK	RALP003	Payment	7,500.00000	No
11/12/2025	EFT000000010497	REDMONDS PARTS & SUPPY INC.	REDM001	Payment	205.40000	No
11/12/2025	EFT000000010498	SILCO	SILC001	Payment	83.00000	No
11/12/2025	EFT000000010499	TESCO	TESC001	Payment	1,063.41000	No
11/12/2025	EFT000000010500	UNIFIRST CORPORATION	UNIF001	Payment	83.00000	No
11/12/2025	EFT000000010501	VESCO OIL	VESC001	Payment	2,624.00000	No
11/12/2025	EFT000000010502	BLAYNE WEBBER-TOOLS	WEBB001	Payment	400.00000	No
11/12/2025	EFT000000010503	W.W. GRAINGER INC.	WWGR001	Payment	42.90000	No
11/19/2025	EFT000000010505	ABCD INC.	ABCD001	Payment	58,502.00000	No
11/19/2025	EFT000000010506	AEP OHIO	AEPO001	Payment	924.06000	No
11/19/2025	EFT000000010507	AIR PRODUCTS AND CHEMICALS INC	AIRP002	Payment	32,182.63000	No
11/19/2025	EFT000000010508	APO PUMPS AND COMPRESSORS INC	APOP001	Payment	2,863.00000	No
11/19/2025	EFT000000010509	SUBURBAN PARTS SOURCE	AUTO009	Payment	1,617.00000	No
11/19/2025	EFT000000010510	CANTON POLICE PATROLMENS	CANT026	Payment	6,863.18000	No
11/19/2025	EFT000000010511	CANTON TOWING	CANT059	Payment	1,050.00000	No
11/19/2025	EFT000000010512	CHAPANARS AAA KEY & LOCK	CHAP003	Payment	51.12000	No
11/19/2025	EFT000000010513	CINTAS	CINT001	Payment	364.68000	No
11/19/2025	EFT000000010514	GILLIG LLC	GILL001	Payment	5,793.40000	No
11/19/2025	EFT000000010515	INNIS MAGGIORE GROUP INC	INNI001	Payment	11,768.27000	No
11/19/2025	EFT000000010516	J. P. BOYLAN CO. & SONS	JPBO001	Payment	540.00000	No
11/19/2025	EFT000000010517	KRONOS SAASHR INC	KRON001	Payment	14.80000	No
11/19/2025	EFT000000010518	METRO CLEVELAND SECURITY INC	METR006	Payment	11,386.93000	No
11/19/2025	EFT000000010519	MOHAWK MFG. & SUPPLY CO.	MOHA001	Payment	252.36000	No
11/19/2025	EFT000000010520	NEORIDE	NEOR001	Payment	52,008.12000	No
11/19/2025	EFT000000010521	ANTWAN PHILLIPS-CDL REIMBURSEMENT	PHIL003	Payment	140.00000	No
11/19/2025	EFT000000010522	PRINTING CONCEPTS INC	PRIN004	Payment	1,005.00000	No
11/19/2025	EFT000000010523	REDMONDS PARTS & SUPPY INC.	REDM001	Payment	280.04000	No
11/19/2025	EFT000000010524	SHE ELEVATES INC	SHEE002	Payment	1,000.00000	No
11/19/2025	EFT000000010525	TESCO	TESC001	Payment	1,965.15000	No
11/19/2025	EFT000000010526	UNIFIRST CORPORATION	UNIF001	Payment	83.00000	No

11/26/2025	EFT000000010527	AEP OHIO	AEPO001	Payment	1,623.18000	No
11/26/2025	EFT000000010528	AFSCME	AFSC001	Payment	3,560.40000	No
11/26/2025	EFT000000010529	APO PUMPS AND COMPRESSORS INC	APOPO01	Payment	2,006.94000	No
11/26/2025	EFT000000010530	PERRY BAKER- TOOLS	BAKE004	Payment	300.00000	No
11/26/2025	EFT000000010531	CANTON PEST CONTROL	CANT023	Payment	184.00000	No
11/26/2025	EFT000000010532	CANTON TOWING	CANT059	Payment	1,750.00000	No
11/26/2025	EFT000000010533	CINTAS	CINT001	Payment	1,416.76000	No
11/26/2025	EFT000000010534	CLEAN ENERGY	CLEA005	Payment	3,469.62000	No
11/26/2025	EFT000000010535	CITIZENS FOR SARTA	COMM001	Payment	183.00000	No
11/26/2025	EFT000000010536	DE LAGE LANDEN FINANCIAL SEVICES INC	DELA001	Payment	742.00000	No
11/26/2025	EFT000000010537	HEARTLAND EXPERT AUTOMOTIVE NAPA	DONS001	Payment	354.82000	No
11/26/2025	EFT000000010538	FIRST CHRISTIAN CHURCH	FIRS007	Payment	7,234.84000	No
11/26/2025	EFT000000010539	FSA	FSA001	Payment	3,444.57000	No
11/26/2025	EFT000000010540	GENFARE LLC	GFI 001	Payment	910.37000	No
11/26/2025	EFT000000010541	GILLIG LLC	GILL001	Payment	33,690.33000	No
11/26/2025	EFT000000010542	THE GLASS STATION	GLAS001	Payment	600.00000	No
11/26/2025	EFT000000010543	GOODYEAR TIRE AND RUBBER	GOOD001	Payment	14,962.35000	No
11/26/2025	EFT000000010544	J. P. BOYLAN CO. & SONS	JPBO001	Payment	200.00000	No
11/26/2025	EFT000000010545	MOHAWK MFG. & SUPPLY CO.	MOHA001	Payment	1,783.82000	No
11/26/2025	EFT000000010546	MSC INDUSTRIAL SUPPLY CO	MSCI001	Payment	721.51000	No
11/26/2025	EFT000000010547	MUNCIE RECLAMATION & SPLY	MUNC001	Payment	2,420.10000	No
11/26/2025	EFT000000010548	PEOPLE	PEOP001	Payment	13.79000	No
11/26/2025	EFT000000010549	PROFORMA 3RD DEGREE MARKETING	PROF004	Payment	122.75000	No
11/26/2025	EFT000000010550	RALPH O. LEE- PAYCHECK	RALP003	Payment	7,500.00000	No
11/26/2025	EFT000000010551	REDMONDS PARTS & SUPPY INC.	REDM001	Payment	1,105.34000	No
11/26/2025	EFT000000010552	SAFETY-KLEEN	SAFE001	Payment	71.29000	No
11/26/2025	EFT000000010553	TESCO	TESC001	Payment	1,473.74000	No
11/26/2025	EFT000000010554	TRUOPTIONS ASSOCIATES LLC	TRUO001	Payment	17,510.00000	No
11/26/2025	EFT000000010555	UNIFIRST CORPORATION	UNIF001	Payment	83.00000	No
11/26/2025	EFT000000010556	VIDEO SYSTEMS & SECURITY INC	VIDE001	Payment	480.00000	No
11/26/2025	EFT000000010557	NATHANIEL WEST- OPTA CONFERENCE	WEST012	Payment	144.00000	No
11/26/2025	EFT000000010558	W.W. GRAINGER INC.	WWGR001	Payment	246.20000	No
11/26/2025	EFT000000010559	YMCA OF CENTRAL STARK COUNTY	YMCA003	Payment	2,582.95000	No
11/26/2025	EFT000000010560	YUNKER INC	YUNK001	Payment	14,025.00000	No
11/26/2025	EFT000000010561	ZEP MANUFACTURING CO.	ZEPM001	Payment	3,155.17000	No
11/26/2025	EFT000000010562	ZIEGLERS BOLT NUT HOUSE	ZIEG002	Payment	8.14000	No

END OF REPORT

Project Name	Grant Number	Deadline to Use	Federal Share	Year	Funded Amount	Total Draws	Remaining Balance	Remaining Local Share
FY22 OTPP- bus	OH-2021-001-00	12/31/2027	80%	2022	\$ 108,000.00	\$ (76,046.00)	\$ 31,954.00	\$ 7,988.50
FY22 OTPP- Expansion of Hydrogen Tank	OH-2021-001-00	12/31/2027	80%	2022	\$ 1,280,000.00	\$ (244,827.00)	\$ 1,035,173.00	\$ 258,793.25
FY23 OTPP2 TVM Machines	OH-2021-001-00	12/31/2027	80%	2023	\$ 148,000.00	\$ (128,230.00)	\$ 19,770.00	\$ 4,942.50
FY23 CR Hydrogen Paratransit Bus and Add-ons	OH-2021-001-00	12/31/2027	79%	2023	\$ 422,650.00	\$ -	\$ 422,650.00	\$ 112,350.00
FY24 OTP2 Gateway Construction/Renovation	OH-2021-001-00	12/31/2027	80%	2024	\$ 2,000,000.00	\$ (1,974,421.00)	\$ 25,579.00	\$ 6,394.75
FY24 OTP2 Garage Safety Harness/Portable Lifts	OH-2021-001-00	12/31/2027	80%	2024	\$ 160,000.00	\$ (74,290.00)	\$ 85,710.00	\$ 21,427.50
					\$ 4,118,650.00	\$ (2,497,814.00)	\$ 1,620,836.00	\$ 411,896.50
FY24 OWMP Regional Pass Feasibility Study	OH-2021-001-00	3/30/2029	80%	2029	\$ 158,240.00	\$ (9,854.00)	\$ 148,386.00	\$ 9,080.83
					\$ 158,240.00	\$ (9,854.00)	\$ 148,386.00	\$ 9,080.83
FY25 OTP2 Transit Development Plan	OH-2021-001-00	3/30/2029	80%	2029	\$ 160,000.00	\$ (20,369.00)	\$ 139,631.00	\$ 14,538.75
					\$ 160,000.00	\$ (20,369.00)	\$ 139,631.00	\$ 14,538.75
FY21 5307 CNG FACILITY	OH-2021-046-00	9/30/2026	80%	2021	\$ 1,877,740.00	\$ (1,874,625.00)	\$ 3,115.00	\$ 778.75
FY21 5307 HYDRO STATION	OH-2021-046-00	9/30/2026	80%	2021	\$ 366,936.00	\$ (89,212.00)	\$ 277,724.00	\$ 69,431.00
FY21 5307 TRANSIT ENHANSMENT	OH-2021-046-00	9/30/2026	80%	2021	\$ 167,260.00	\$ (155,320.00)	\$ 11,940.00	\$ 2,985.00
FY21 5307 SOFTWARE	OH-2021-046-00	9/30/2026	80%	2021	\$ 244,000.00	\$ (165,844.00)	\$ 78,156.00	\$ 19,539.00
FY21 5307 HARDWARE	OH-2021-046-00	9/30/2026	80%	2021	\$ 28,000.00	\$ (19,392.00)	\$ 8,608.00	\$ 2,152.00
					\$ 2,683,936.00	\$ (2,304,393.00)	\$ 379,543.00	\$ 94,885.75
FY 2021 FCC BUS REPLACEMENT	OH-2021-036-00	3/31/2026	100%	2021	\$ 71,239.00	\$ -	\$ 71,239.00	\$ -
FY 21 MERCY OPERATING	OH-2021-036-00	3/31/2026	100%	2021	\$ 37,894.00	\$ (3,675.00)	\$ 34,219.00	\$ -
					\$ 109,133.00	\$ (3,675.00)	\$ 105,458.00	\$ -
FY22 5307 Software	OH-2022-030-00	3/30/2029	80%	2022	\$ 869,600.00	\$ (682,346.00)	\$ 187,254.00	\$ 46,813.50
FY22 5307 Phone Service upgrade	OH-2022-030-00	3/30/2029	80%	2022	\$ 96,000.00	\$ (82,262.00)	\$ 13,738.00	\$ 3,434.50
					\$ 965,600.00	\$ (764,608.00)	\$ 200,992.00	\$ 50,248.00
FY23 5307 Transit Enhancements	OH-2022-030-00	3/30/2029	80%	2023	\$ 52,304.00	\$ (43,511.00)	\$ 8,793.00	\$ 2,198.25
FY 23 5307 Hardware	OH-2022-030-00	3/30/2029	80%	2023	\$ 96,000.00	\$ (74,661.00)	\$ 21,339.00	\$ 5,334.75
FY 23 5307 Software	OH-2022-030-00	3/30/2029	80%	2023	\$ 724,741.00	\$ (1,400.00)	\$ 723,341.00	\$ 180,835.25
					\$ 873,045.00	\$ (119,572.00)	\$ 753,473.00	\$ 188,368.25
FY24 5307 Hardware	OH-2022-030-00	3/30/2029	80%	2024	\$ 80,000.00	\$ (32,389.12)	\$ 47,610.88	\$ 11,902.72
FY24 5307 Software/ERP	OH-2022-030-00	3/30/2029	80%	2024	\$ 792,906.00	\$ (750,123.00)	\$ 42,783.00	\$ 10,695.75
FY24 5307 35'Bus Replacement	OH-2022-030-00	3/30/2029	80%	2024	\$ 457,759.00	\$ -	\$ 457,759.00	\$ 114,439.75
FY24 5307 Transit Enhancements	OH-2022-030-00	3/30/2029	80%	2024	\$ 64,000.00	\$ (1,964.00)	\$ 62,036.00	\$ 15,509.00
FY24 5307 Security	OH-2022-030-00	3/30/2029	80%	2024	\$ 54,383.00	\$ (52,667.01)	\$ 1,715.99	\$ 429.00
FY 24 5339 35' Bus Replacement	OH-2022-030-00	3/30/2029	80%	2024	\$ 476,646.00	\$ -	\$ 476,646.00	\$ 125,633.25
FY25 5339 35 Ft Bus	OH-2022-030-00	3/30/2029	80%	2025	\$ 502,533.00	\$ -	\$ 502,533.00	\$ 125,633.25
					\$ 2,428,227.00	\$ (837,143.13)	\$ 1,591,083.87	\$ 404,242.72
FY23 5310 SARTA Van	OH-2022-036-00	8/28/2026	80%	2023	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 25,000.00
					\$ 100,000.00	\$ -	\$ 100,000.00	\$ 25,000.00

FY24 5310 ABCD Capital	OH-2022-036-00	8/28/2026	100%	2024	\$ 58,502.00	\$ (58,502.00)	\$ -	\$ -
FY24 5310 FCC Operating	OH-2022-036-00	8/28/2026	100%	2024	\$ 72,750.00	\$ (50,276.80)	\$ 22,473.20	\$ -
FY24 5310 SARTA	OH-2022-036-00	8/28/2026	80%	2024	\$ 125,000.00	\$ -	\$ 125,000.00	\$ 31,250.00
FY24 5310 TWI Capital	OH-2022-036-00	8/28/2026	100%	2024	\$ (62,500.00)	\$ (62,500.00)	\$ -	\$ -
FY24 5310 TWI Operating	OH-2022-036-00	8/28/2026	100%	2024	\$ (10,250.00)	\$ (10,250.00)	\$ -	\$ -
<hr/>								
FY23 LoNo 2 -40' Electric Buses	OH-2023-016-00	3/30/2027	85%	2023	\$ 2,077,527.71	\$ -	\$ 2,077,527.71	\$ 366,622.54
FY23 LoNo Gaseous Monitors	OH-2023-016-02	3/30/2027	90%	2023	\$ 287,118.00	\$ (271,954.00)	\$ 15,164.00	\$ 3,791.00
FY 23 LoNO Workforce Development	OH-2023-016-00	3/30/2027	80%	2023	\$ 62,400.00	\$ -	\$ 62,400.00	\$ 15,600.00
FY LoNo Electric Chargers	OH-2023-016-00	3/30/2027	90%	2023	\$ 271,544.00	\$ -	\$ 271,544.00	\$ 30,171.56
					\$ 2,698,589.71	\$ (271,954.00)	\$ 2,426,635.71	\$ 416,185.09
<hr/>								
IBI Group EZConnect	OH-2023-030-00	10/30/2026	100%	2023	\$ -	\$ -	\$ -	\$ -
EZConnect Project	OH-2023-030-00	10/30/2026	100%	2023	\$ -	\$ -	\$ -	\$ -
					\$ 1,250,000.00	\$ (325,172.85)	\$ 924,827.15	\$ -
<hr/>								
FY23 SMART Grant Accident Avoidance	69A3552441029		100%	2029	\$ 1,975,000.00	\$ (945,698.18)	\$ 1,029,301.82	\$ -
					\$ 1,975,000.00	\$ (945,698.18)	\$ 1,029,301.82	\$ -
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FY25 OWMP Bus Replacement 40ft	OH-2025-013-00	6/30/2030	80%		\$ 549,570.00	\$ -	\$ 549,570.00	\$ 137,392.50
FY25 OWMP Bus Replacement 35ft	OH-2025-013-00	6/30/2030	80%		\$ 2,165,086.00	\$ -	\$ 2,165,086.00	\$ 541,271.50
FY25 OWMP Bus Replacement <30ft	OH-2025-013-00	6/30/2030	80%		\$ 660,000.00	\$ -	\$ 660,000.00	\$ 165,000.00
FY25 OWMP Transit Enhancement-transit stations	OH-2025-013-00	6/30/2030	80%		\$ 240,000.00	\$ -	\$ 240,000.00	\$ 60,000.00
FY25 OWMP ADP Hardware	OH-2025-013-00	6/30/2030	80%		\$ 328,500.00	\$ -	\$ 328,500.00	\$ 82,125.00
FY 25 DERG 35ft CNG	OH-2025-013-00	6/30/2030	80%		\$ 531,530.00	\$ -	\$ 531,530.00	\$ 132,882.00
FY25 OWMP Micro Transit(Pro-line plus)	OH-2025-013-00	6/30/2030	50%		\$ 500,000.00	\$ (49,899.00)	\$ 450,101.00	\$ 450,101.00
FY 25 5307 Transit Enhancements(17m grant)	OH-2025-013-00	6/30/2030	80%		\$ 56,478.00	\$ -	\$ 56,478.00	\$ 14,119.50
					\$ 5,031,164.00	\$ (49,899.00)	\$ 4,981,265.00	\$ 1,582,891.50
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Fy 24 Lono Gateway Main Office Upgrades	OH-2025-016-00	6/1/2029	80%	2024	\$ 4,343,629.60	\$ -	\$ 4,343,629.60	\$ 1,085,907.40
Fy 24 LONO Hillside Driveway Facility Upgrade	OH-2025-016-00	6/1/2029	80%	2024	\$ 887,228.00	\$ -	\$ 887,228.00	\$ 221,807.00
FY 24 LONO Electrolyzer System Installation	OH-2025-016-00	6/1/2029	80%	2024	\$ 419,318.40	\$ -	\$ 419,318.40	\$ 104,829.60
FY 24 LoNo Gateway Asphalt/Circulation Upgrades	OH-2025-016-00	6/1/2029	80%	2024	\$ 712,496.80	\$ -	\$ 712,496.80	\$ 178,124.20
FY 24 Lono Gateway Roof Repair and upgrade for Solar	OH-2025-016-00	6/1/2029	80%	2024	\$ 1,644,414.40	\$ -	\$ 1,644,414.40	\$ 411,103.60
Fy24 LoNo Cornerstone Roof Repair and upgrade for Solar	OH-2025-016-00	6/1/2029	80%	2024	\$ 960,000.00	\$ -	\$ 960,000.00	\$ 240,000.00
FY 24 Lono Solar System Procurement and Installation	OH-2025-016-00	6/1/2029	80%	2024	\$ 2,939,766.40	\$ -	\$ 2,939,766.40	\$ 734,941.60
Fy 24 LoNo Workforce Development	OH-2025-016-00	6/1/2029	80%	2024	\$ 699,193.60	\$ -	\$ 699,193.60	\$ 174,798.40
FY 24 LONO Bus and Bus Facilities Admin Cost	OH-2025-016-00	6/1/2029	80%	2024	\$ 454,992.80	\$ -	\$ 454,992.80	\$ 113,748.20
Fy 24 LoNo Electrolyzer System Installation	OH-2025-016-00	6/1/2029	80%	2024	\$ 4,193,189.60	\$ -	\$ 4,193,189.60	\$ 1,048,297.40
					\$ 17,254,229.60	\$ -	\$ 17,254,229.60	\$ 4,313,557.40
<hr/>								
FY22 UTP- Upgrade Hydrogen Tank- Local Match	TUTP-0084-GRF-221		100%	2022	\$ 500,000.00	\$ (212,226.14)	\$ 287,773.86	\$ -
					\$ 500,000.00	\$ (212,226.14)	\$ 287,773.86	\$ -
<hr/>								
FY-24 UPT Administration Facility Furniture (Mass&Gate)	TUTP-0084-GRF-242		100%	2024	\$ 260,000.00	\$ (258,824.91)	\$ 1,175.09	\$ -
					\$ 260,000.00	\$ (258,824.91)	\$ 1,175.09	\$ -
<hr/>								
FY 25 UTP Accounting System (ERP)	TUTP-0084-GRF-251		100%	2024	\$ 691,365.00	\$ (460,302.60)	\$ 231,062.40	\$ -
					\$ 691,365.00	\$ (460,302.60)	\$ 231,062.40	\$ -

FY26 OTP2 LONO Match	OTPP-0084-GRF-261	100%		\$ 294,468.00	\$ -	\$ 294,468.00	
FY26 OTP2 Operating Match	OTPP-0084-GRF-261	100%		\$ 650,000.00	\$ -	\$ 650,000.00	
FY26 OTP2 PM Match	OTPP-0084-GRF-261	100%		\$ 350,000.00	\$ (274,379.75)	\$ 75,620.25	
				\$ 1,294,468.00	\$ (274,379.75)	\$ 1,020,088.25	
FY28 CR Hydorgen Paratransit Bus and Add-ons	Awarded	79%	2028	\$ 422,650.00	\$ -	\$ 422,650.00	\$ 112,350.00
				\$ 422,650.00	\$ -	\$ 422,650.00	\$ 112,350.00
FY25 5310 Operating Awards	Awarded	100%		\$ 30,000.00	\$ -	\$ 30,000.00	\$ -
FY25 5310 Capital Awards	Awarded	100%		\$ 298,048.00	\$ -	\$ 298,048.00	\$ -
FY25 5310 SARTA Van	Awarded	80%		\$ 125,000.00	\$ -	\$ 125,000.00	\$ 31,250.00
FY25 5310 MM	Awarded	50%		\$ 7,739.00	\$ -	\$ 7,739.00	\$ 7,739.00
				\$ 460,787.00	\$ -	\$ 460,787.00	\$ 38,989.00
FY26 OTP2 LoNo A&E	Awarded	80%		\$ 312,500.00	\$ -	\$ 312,500.00	\$ 78,125.00
FY26 OTP2 PM	Awarded	80%		\$ 1,462,685.00	\$ -	\$ 1,462,685.00	\$ 365,671.25
				\$ 1,775,185.00	\$ -	\$ 1,775,185.00	\$ 443,796.25
FY28 CMAQ 3 CNG Paratransits	Awarded	79%+10% TRC	2028	\$ 667,500.00	\$ -	\$ 667,500.00	\$ 82,500.00
FY29 CMAQ 3 CNG Paratransits	Awarded	79%+10% TRC	2029	\$ 667,500.00	\$ -	\$ 667,500.00	\$ 82,500.00
				\$ 1,335,000.00	\$ -	\$ 1,335,000.00	\$ 165,000.00

	Local Share to be		
	Remaining Grant Funding	provided by SARTA	Local Share from Grants
Operating			\$ 650,000.00
PM			\$ 75,620.25
Mobility Management	\$ 7,739.00	\$ 7,739.00	
Buses	\$ 9,751,916.71	\$ 2,098,601.59	
Neoride-Pass through	\$ 2,164,914.97	\$ 24,680.83	
5310-Pass through			
5310-Sarta administration(Employee time)	\$ 39,549.00		
17 Million Lono Project	\$ 17,649,961.69	\$ 4,412,196.65	\$ 294,468.00
Transit Enhancements	\$ 322,769.00	\$ 80,692.25	
IT(software+Hardware)	\$ 1,471,099.88	\$ 367,774.97	\$ 231,062.40
Planning(TDP)	\$ 139,631.00	\$ 14,538.75	
Pro-Line plus Operating(New service- can not reapply for)	\$ 450,101.00	\$ 450,101.00	
Hydrogen Tank	\$ 1,312,897.00	\$ 328,224.25	\$ 287,773.86
CNG	\$ 18,279.00	\$ 4,569.75	
Security	\$ 1,715.99	\$ 429.00	
Garage harness/Lifts	\$ 85,710.00	\$ 21,427.50	
Totals	\$ 33,416,284.24	\$ 7,810,975.54	\$ 1,538,924.51

Planning

Clayton Popik
Director





PLANNING REPORT JANUARY 2026

Projects

Queue:

Projects waiting in the queue are garage roof replacement, hillside driveway, asphalt replacement at Gateway, and renovation of the Operations Building, aka Original Administration Building.

Service Planning

February Service Changes:

We held four public hearings during the week of January 12th for proposed service updates that will go into effect on February 9th and 27th. SARTA will make a total of five changes in the coming weeks. The meetings were well attended, with a total of 32 people attending throughout the week. These meetings were held in Canal Fulton, Canton, and Alliance. These areas are where the majority of changes will be noticed. Most of the changes were well received. We even had a few people share their understanding of why Proline was restructured and how much they appreciate us working to continually improve our service by making gradual expansions to Proline Plus. A couple of families are looking forward to the change in hours, while others are interested in the proposed curb-to-curb pilot for the public.

The first is to extend the Proline Plus service hours from 7 am - 7 pm to 6 am - 8 pm. This will allow riders the chance to book rides earlier and later, giving them a better chance of getting a ride when needed.

The second is to pilot a demand response service in Canal Fulton. Currently, both Proline services only allow people with disabilities to schedule rides. This pilot, branded SARTA D2D (Destination to Destination), will allow anyone a chance to book a curb-to-curb ride. This service will be delivered using SARTA vehicles and Operators, allowing SARTA to control the amount of capacity offered. Similar to Proline Plus, D2D will be offered on a first-come, first-served basis with rides being booked 1-4 days in advance.

SARTA will also be taking the Community Coach to Canal Fulton. This service operates once a week in various parts of the county, aiming to get people to the store to fulfill grocery, retail, and pharmaceutical needs. Typically, its pickup locations will be in high-density areas where transportation is needed. Canal Fulton has several residential areas that fit this model and offer the choice of traveling to their senior center for socializing and lunch or to the Massillon Walmart for shopping. This will occur on Thursdays. Canal Fulton has been instrumental in providing feedback throughout 2025 on the restructuring of Proline and the publication of

our TDP. They were willing to work with us in planning a service that would help their residents maintain a high quality of life.

The Veterans Service Commission (VSC) issued a notice that it will not be extending its contract with us to help operate our Route 4 bus (Cleveland Express). They will be providing alternative transportation for the Veterans. Their contribution was \$66k of the approximate \$447k we spent on the route in 2024. Given the cost and low ridership, we will end the route and shift the hours back into the main service area. The Route 105 bus travelling between downtown Canton and Belden Village could use some mid-day assistance. A second bus will be added to the route, increasing its frequency from 60 minutes to 30 minutes, utilizing the hours saved by Route 4.

Procurement

HVAC Preventive Maintenance:

We are now under contract with Standard Plumbing and Heating for HVAC preventive maintenance for the next five years. Standard had previously held this contract, which expired in May 2025. An RFP was issued to vendors to submit proposals for maintaining the heating and cooling systems at all five properties. Standard was the only vendor to submit a proposal, while two others had shown interest but never submitted.

Architectural & Engineering Services:

We currently have a Request for Proposals out for architectural & engineering services. Our last procurement was a five-year task-order-based agreement held by Richard L. Bowen & Associates in Cleveland. They have been a great firm to work with and are well-versed in public transit needs. However, the FTA encourages us to seek proposals periodically to ensure we are not eliminating competition by failing to consider other vendors. This gives other firms a chance to submit their qualifications for us to evaluate what they have to offer. It is convenient for us to have a firm on hand, as they help with A/E questions that arise, even when there is no active project. With five properties to maintain, easily obtaining professional assessments is very beneficial to SARTA.

Grants

Vehicle Replacement:

We have begun meeting with Transportation and Finance to discuss how best to build a more regular vehicle replacement schedule.

Project Management:

Chris Tyson, Grants Manager, will continue to help me work with Finance to establish a strong project timeline that will help spend down Federal grants, carefully budget the local match, and get some of the above-named projects out of the queue.

Customer Relations

Latrice Virola
Director



NOVEMBER 2025

Marketing & Public Outreach



SARTABuzz

➤ 2 New Subscribers, 0 message



Facebook
• 5,024 likes on our page
• 5,607 followers on our page
• 51 new likes
• 32 posts
• 11 mentions
• 911 reactions
• 77 comments
• 432 shares
• 1,997 link clicks



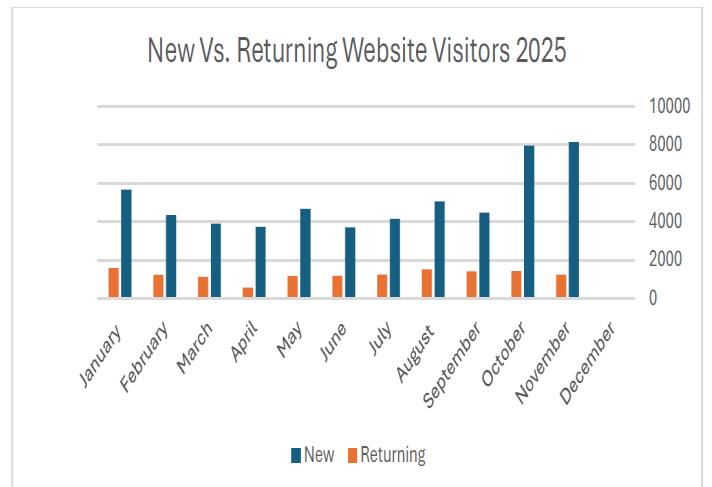
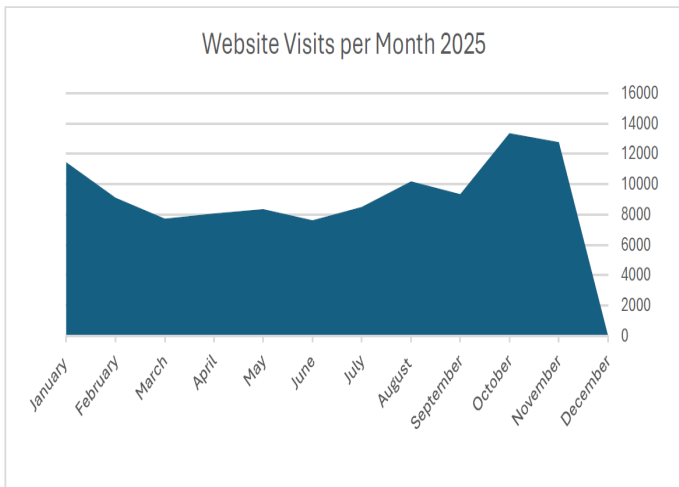
Twitter
• 923 followers
• 2 re-tweets
• 1 like
• 0 link clicks
• 130 impressions
• 5 tweets
• 2 mentions
• 0 profile visits
• 14 media engagement

Instagram
• 928 total followers
• 13 new followers
• 15 images
• 64 image/video likes

LinkedIn
• 923 total followers
• 689 impressions
• 6 new followers

YouTube
• 304 subscribers
• 51 views this month
• 3,048 total views to the page
• 66 minutes watched

SARTA November Website Visits



DECEMBER 2025

Marketing & Public Outreach



SARTABuzz



➤ 6 New Subscribers, 1 message

Facebook

- 5,045 likes on our page
- 5,620 followers on our page
- 21 new likes
- 43 posts
- 9 mentions
- 729 reactions
- 95 comments
- 346 shares
- 1,389 link clicks



Twitter

- 918 followers
- 3 re-tweets
- 1 like
- 0 link clicks
- 114 impressions
- 2 tweets
- 6 mentions
- 0 profile visits
- 4 media engagement

Instagram

- 929 total followers
- 7 new followers
- 16 images
- 175 image/video likes

LinkedIn

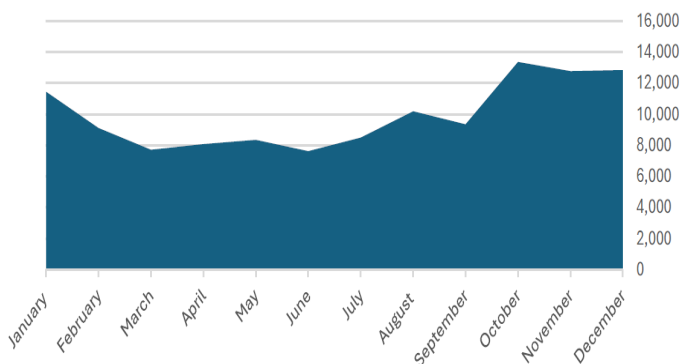
- 924 total followers
- 787 impressions
- 6 new followers

YouTube

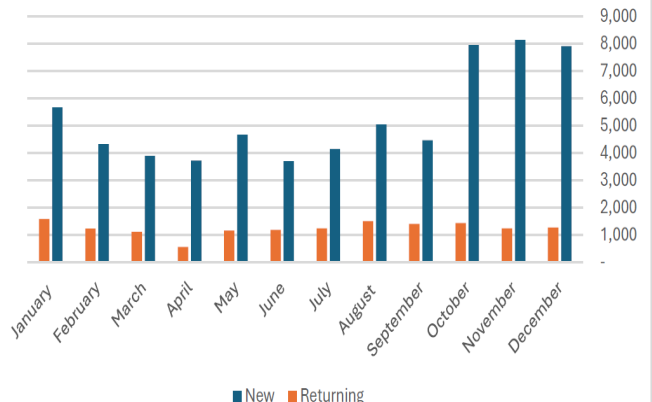
- 303 subscribers
- 36 views this month
- 3,084 total views to the page
- 66 minutes watched

SARTA December Website Visits

Website Visits per Month 2025



New Vs. Returning Website Visitors 2025



TRANSPORTATION CONTRACTS

SARTA started a new transportation agreement with JRC in November. We did 14 trips in November and 30 trips in December. To ensure we can maintain the service offered under this agreement, along with all our other services, we are gradually increasing the number of people who can be transported under it.

COMMUNITY OUTREACH & TRAINING

SARTA believes that getting out in the community is very important, so we can explain our services and tools to people, answer any questions they have, and demonstrate through our actions that SARTA is a resource to the community. The following is a list of Community Outreach events that we did in November and December:

- **Nov 1st : Southeast Harvest Festival** – Took Woody, the trolley, to the event and passed out candy. This event helps us highlight how SARTA is part of the community, and we are asked to attend it yearly.
- **Nov 4th : Jackson High School Travel Training** - An all-day event. We went over how to use SARTA services with the students.
- **Nov 7th : Stark High School's Networking Breakfast** - Allowed us to connect with community partners.
- **Nov 7th : Canton City Health Department's Swap Table Event** - Monthly event that we attend to share information on SARTA services and tools.
- **Nov 12th : Harvest for Health Fair at Oxford Place** - We handed out SARTA swag and talked with seniors about SARTA services.
- **Nov 19th : SCCAA Head Start/Early Head Resource/Job Fair** - We handed out SARTA swag and talked with parents about SARTA services.
- **Nov 21st : Heartland Behavioral Health Travel Training in Massillon** - We provided information on SARTA services.
- **Dec 3rd : Canton Regional Chamber of Commerce Light Up Downtown** - We took Woody, the trolley, and provided information on services and tools. The Chamber specifically requested that we be part of this event because it has been so well received over the last couple of years.
- **Dec 5th : Canton City Health Department's Swap Table Event** - Monthly event that we attend to share information on SARTA services and tools.
- **Dec 6th : Canton Township and Canton Local Schools Holiday Parade and Winterfest** - Took a decorated SARTA vehicle and passed out candy. This event helps highlight how SARTA is part of the community, and we are asked to come every year.

THE DIRECTOR OF CUSTOMER RELATIONS PARTICIPATED IN THE FOLLOWING OUTREACH OPPORTUNITIES:

- **Leadership Stark County Signature Program Events** - *The Signature Program is for business and community leaders who are ready to take their careers and community involvement to the next level. This event helps highlight SARTA's role in the community, and the Director is asked to participate in multiple events each year. Most of SARTA's Executive Team has completed this program.*
- **United Way United Community Impact Council Meetings** - *The council examines data and facts about Greater Stark County, based on that data, allocates funds to programs and services that address the root causes of our community's problems.*

Information Technology

Craig Smith
Director





PROJECT REPORT
December 2025

PROJECT NAME	PURPOSE	PHASE	COST	% COMPLETE
Enterprise Resource Planning Software Replacement	SARTA will be replacing its current ERP system (Microsoft Dynamics GP 2016 R2) with a modern, intuitive, and customizable system. Currently, the RFP for the ERP is out, and those proposals are due by Feb. 12 th , 2024.	Active	\$1.9 M	85%
Onsite Yard Management	SARTA will be implementing Trapeze’s state-of-the-art Ultra-Wideband (UWB) yard location technology. The features provided by this real-time location system (“RTLS”) technology enable vehicle location throughout the fixed-bus parking and maintenance facility coverage areas, as well as augmentation of vehicle position at Gateway.	Active	\$704,000	90%
Trapeze Workforce Management (OPS)	Trapeze Workforce Management is a solution that is fully optimized to manage the transit workforce, empowering our team to meet ever-changing service and rider demands, and will maximize operational and cost controls.	Active	\$558,325	64%

Enterprise Resource Planning Software Replacement

Project Description and Scope:

SARTA will be replacing its current ERP system (Microsoft Dynamics GP 2016 R2) with a modern, intuitive, and customizable system.

Project Approval:	10/25/2023	Project Manager:	Craig Smith
Estimated Project Cost:	\$1,900,000.00	(Est. planning, execution, close-out)	
Est. 3 Future Yrs. Operational Cost:			
Execution Project Cost:	N/A	Execution Cost to Date:	\$645,500.00
Execution Start:	8/28/2024	Execution End:	TBD
<u>Funding Source for Project Cost</u>		<u>Vendor(s)</u>	
Federal award	80%	Infor	Trapeze Group
Local match	20%	GForce	

Project Status:

With the proof-of-concept completed in April, the Conference Room Pilot (CRP) completed in July. Even though CRP is complete, there were a few questions and concerns that are being addressed. However, we are continuing to configure and test the integrations the Infor CloudSuite will have with various other software packages that SARTA utilizes. This is a very important and time-consuming process, as each integration is subject to vigorous testing to ensure logic and accuracy.

The team has been working on the Trapeze EAM and Genfare integrations. This testing will prove the validity of the integrations from these various systems. Trapeze EAM contains information regarding SARTA's fleet, such as the costs for repairs, work orders, or fluids, etc... for all of SARTA's vehicles. Genfare software encapsulates SARTA's fare sales from the APOS, fareboxes, TVMs, etc.... The integration of these software systems will bring this data into the ERP and help give SARTA a complete and clear assessment of its finances.

The team is currently in UAT -> User Acceptance Testing, this phase began on January 19th. Each member has their test scripts to perform on a daily basis. This process is used to have real end-users (financial team) validate that Infor CloudSuite FSM meets SARTA's actual business needs and works as expected in real-world scenarios. Ensuring the system is ready for production by confirming its functionality, usability, and alignment with business requirements before go-live launch, ultimately boosting user satisfaction and product value.

Onsite Yard Management Solution

Project Description and Scope:

The primary goal of this project is to implement the Yard Management solution at our Gateway facility, which will be accomplished by deploying new Yard Manager RTLS Software and Hardware. This solution will allow vehicle locating technology inside the Gateway facility, providing real-time vehicle location data.

At the Gateway facility, the Yard Manager solution will strengthen the overall efficiency of SARTA's transit operation by:

- Providing accurate location information for vehicles inside the Gateway facility parking and maintenance areas, thus eliminating the need for manual yard walks and enabling staff to quickly find assigned vehicles for pull-out or maintenance
- Automatically populating the parking grid in Workforce Management/OPS with the locations of parked vehicles inside the Gateway facility, eliminating the need to manually enter vehicle locations
- Providing at-a-glance situational awareness by displaying vehicle positions in map and grid views and styling them based on status information
- Tracking key status elements that drive garage performance and service readiness such as fuel and wash status

Project Approval:	4/24/2024	Project Manager:	Craig Smith
Estimated Project Cost:	\$705,819	(Est. planning, execution, close-out)	
Est. 3 Future Yrs. Operational Cost:			
Execution Project Cost:	\$705,819	Execution Cost to Date:	\$272,988.00
Execution Start:	10/31/2024	Execution End:	10/08/2025
<u>Funding Source for Project Cost</u>		<u>Vendor(s)</u>	
Federal award	80%	Trapeze Group / Vontas	
Local match	20%	Hilscher-Clarke	

Project Status:

The Onsite Yard Management project is mostly complete. This software is tied to the Workforce Management software and cannot be fully implemented until it is fully implemented.

Trapeze Workforce Management Software (OPS)

Project Description and Scope:

Trapeze Workforce Management is a solution that is fully optimized to manage the transit workforce, empowering SARTA’s team to meet ever-changing service and rider demands and will maximize operational and cost controls. Trapeze’s Workforce Management solutions help agencies minimize unnecessary time at the garage and helps an agency be more agile, by providing flexibility and real-time updates to support our changing business needs.

Below are several ways in which Trapeze Workforce Management will be helpful to SARTA’s workforce:

- *Sign in with contactless badge scans eliminating walking up to the window to check in, waiting to verbally ask what work you have, and face to face communication with dispatch*
- *Display boards showing pullout time, vehicle assignments, vehicle location and extra board assignments*
- *Allow employees to access information 24/7 remotely – work assignment details, review paddles, request absences, check accruals, sign up to volunteer, and even complete bids.*
- *Can eliminate the need for SARTA’s operators to call dispatch or travel to the garage to fill out paper, minimizing the time commitment for operators, and letting dispatchers focus on ensuring service is delivered on time.*
- *Push alerts and notifications using email, text/SMS, and online messages to ensure everyone is updated in real-time.*
- *Keep SARTA’s employees always informed with messages, detours, and documents.*

Project Approval:	12/23/2023	Project Manager:	Craig Smith
Estimated Project Cost:	\$558,325	(Est. planning, execution, close-out)	
Est. 3 Future Yrs. Operational Cost:			
Execution Project Cost:	\$558,325	Execution Cost to Date:	\$0.00
Execution Start:	10/7/2024	Execution End:	2/08/2026
<u>Funding Source for Project Cost</u>		<u>Vendor(s)</u>	
Federal award	80%	Trapeze Group	
Local match	20%		

Project Status:

SARTA and Trapeze are still working on the test environment. This is a complex phase of the design, as this system will interact with SARTA HRIS system and operations, as well as the new Yard Management system that is being implemented. We are still testing and setting up the software how SARTA management has desired.

The setup phase is still occurring. We are making strides weekly to prepare the software application. The environment needs some tweaking as the new rules for bidding are being implemented into the software configuration. All team members have access to the testing environment.

Human Resources

Tammy Marie Brown
Director



Human Resources

New Hires

Name	Position	Start Date
Justus Cooper	Non-CDL Coach Operator	11-24-25
Jacqueline Greer	Non-CDL Coach Operator	11-24-25
Aretta Harrison	Non-CDL Coach Operator	11-24-25
Ashley Johnson	Non-CDL Coach Operator	11-24-25
Harlan Lee	Non-CDL Coach Operator	11-24-25
Garrel Gamble	Non-CDL Coach Operator	11-24-25
Joseph Wayne	Chief Financial Officer	12-1-25
Virginia Massey	CDL Coach Operator	12-19-25
Richard Orr	CDL Coach Operator	12-19-25

Promotions/Realigned

Name	New Position	Start Date
Ashley Johnson	CDL Coach Operator	12-19-25
Derrick Brown	Dispatcher	12-17-25
Michelle Allen	Receptionist	12-8-25

Current Job Openings

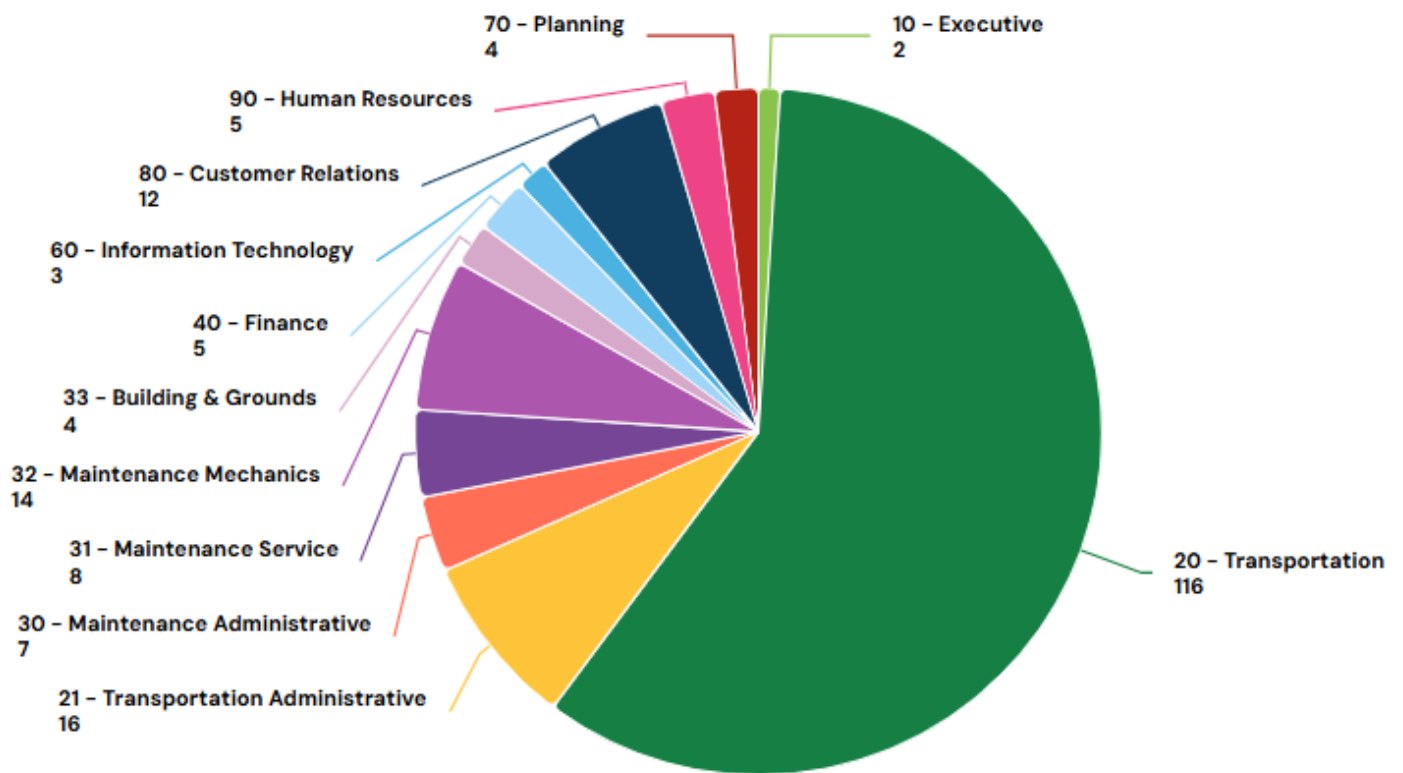
Position	Status
CDL Coach Operators	Posted
HR Administrator	Posted

Resignations, Terminations, and Probation Releases

Retirement	Termination	Layoff	Resigned	Death
4	3	0	3	0

Total Number of Current Employees, 200

Executive	Non Union	2
Human Resources	Non Union	5
Customer Relations	Non Union	12
Information Technology	Non Union	3
Finance	Non Union	5
Planning	Non Union	4
Building & Grounds	Non Union	3
Maintenance Mechanics	Union	14
Maintenance Service	Union	8
Maintenance Admin	Non Union	7
Transportation Admin	Non Union	16
CDL Coach Operator	Union	91
Non-CDL Coach Operator	Union	25
	Total	196



FMLA / Short-Term Disability

FMLA/Continuous Leave/Transitional work

- 0 on transitional work
- 4 employees on FMLA continuous leave
- 6 employees on FMLA intermittent leave
- 4 employees on Short-Term Disability

General Human Resources Functions

- SARTA has upgraded our vending at the Gateway location. Team members now have access to a larger variety of food and beverages. This upgrade adds no additional cost to SARTA.
- We completed four exit interviews. Four (4) team members retired on January 2nd.
- SARTA supported two (2) local charities in December. We supported the Unforgettable Christmas as well as the Salvation Army's Adopt a Family Program.

Training

- CPR training will continue for all drivers whose licenses expire within the coming months.
- One (1) New CDL Coach Operator is currently in training and will be tested in the next few weeks.
- Annual refresher training for all Coach Operators who have been employed for at least a year has begun and will continue until completion.
- We have a new bus arriving next week, and training of all CDL Coach Operators will begin the following week.

Stark County Safety Council

The Safety Council's January Session, presented by Audrey Hemlinger, CSP, shared that ergonomic-related injuries are often preventable when risk factors are identified early. Ms. Hemlinger led the group in analyzing ergonomic injuries, uncovering root causes, and applying practical, real-world strategies to reduce injury risk, improve comfort, and support employee well-being.

Ms. Hemlinger also stated that generic "how to" training should not be used; instead, use employees' actual job-duty processes to demonstrate the unique way to perform each task in a way that best minimizes or eliminates injuries.

Resolutions



Stark Area Regional Transit Authority

Resolution # _____, 2026

A Resolution To Dispose Of Obsolete And Unusable Vehicles

WHEREAS, this resolution authorizes the Executive Director/CEO to dispose of Obsolete and unusable transit vehicles; and

WHEREAS, there are a total of four (4) obsolete or unusable transit vehicles to be disposed of, including the following;

Vehicle Number	MAKE	MODEL	Reason for Disposal	VIN
2296	FORD	TRANSIT	Obsolete	NM0GE9F24N1510606
2297	FORD	TRANSIT	Obsolete	NM0GE9E20N1512256
2298	FORD	TRANSIT	Obsolete	NM0GE9F29N1511010
2299	FORD	TRANSIT	Obsolete	NM0GE9F28N1511936

NOW, THEREFORE, BE IT RESOLVED by the Stark Area Regional Transit Authority Board of Trustees, that the Executive Director/CEO has the authority to dispose of these vehicles in the manner most beneficial to SARTA.

Date

Board President

Secretary-Treasurer

Stark Area Regional Transit Authority

Resolution # _____, 2026

Adopting A Whistleblower Policy

WHEREAS, the Board of Trustees adopted the Code of Conduct to provide guidance to Board members and employees regarding SARTA’s expectation for standards of ethics and conduct; and

WHEREAS, the Board of Trustees has determined that SARTA will benefit from a comprehensive Whistleblower policy; and

WHEREAS, the Whistleblower policy provides clarity and guidance to the Board and all SARTA employees regarding reporting and investigating violations of SARTA policies and unlawful activity without fear of retaliation;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees adopts the attached Whistleblower Policy and directs that it be implemented immediately.

Date

Board President

Secretary-Treasurer

WHISTLEBLOWER POLICY Effective December 10, 2025

Purpose

To require the Board of Directors, Executive Leadership, and employees to observe high standards of business and personal ethics while performing duties and responsibilities on behalf of SARTA. This policy is intended to encourage and enable employees to raise serious concerns internally to address any inappropriate conduct or actions.

Policy

All SARTA employees must practice honesty and integrity in fulfilling their responsibilities and comply with all applicable laws and regulations, as well as SARTA's policies and procedures.

It is the responsibility of all employees to report concerns about any violation of SARTA policies, procedures, or other suspected violations of law or regulations that govern the operations of SARTA.

Reporting

If an employee has knowledge of or concerns about unlawful activity or a violation of SARTA policy, the employee is to contact their immediate supervisor. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of improper activity will be subject to discipline up to and including termination. Confidentiality will be upheld for legitimate Whistleblower claims, and retaliation of any kind will not be tolerated and is subject to discipline up to and including termination.

An employee who is not comfortable speaking with their immediate supervisor or are not satisfied with their supervisor's response, is encouraged to talk with the Human Resources Director or the Executive Director/CEO. If knowledge of, or a concern about, unlawful activity or a violation of SARTA policy involves the Human Resources Director or the Executive Director/CEO, the employee should report the concern to the President or Vice President of the Board of Trustees

In the event that the activity relates to alleged accounting or financial improprieties, such activity shall be immediately reported to the Executive Director/CEO and the President or Vice President of the Board of Trustees.

The activity is to be investigated immediately by the Human Resources Director, Executive Director/CEO, or the President or Vice President of the Board of Trustees and corrective action must be taken if the claim holds true.

Stark Area Regional Transit Authority

Resolution # _____, 2025

Implementing An AI Policy

WHEREAS, Artificial Intelligence (AI) presents opportunities and challenges as it relates to strategic growth that may cause impacts on data privacy, bias, intellectual property, and workforce skills; and

WHEREAS, there is a need for a clear policy to ensure ethical, secure, and compliant usage of AI technology, to protect stakeholders and maintain public trust; and

WHEREAS, AI technologies should only be implemented with proper human oversight and the decision-making power primarily in the hands of SARTA-authorized officials;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees adopts a comprehensive set of guidelines related to the procurement, implementation, and oversight identified in the attached AI Policy.

Date

Board President

Secretary-Treasurer

Artificial Intelligence Usage Policy Effective December 10, 2025

Purpose

The purpose of this policy is to establish Stark Area Regional Transit Authority's ("SARTA") ~~expectations and guidelines framework~~ for the ~~appropriate~~ responsible use of Artificial Intelligence ("AI") technologies ~~in the workplace~~. This policy ~~aims to ensure that AI technology is deployed responsibly and is used in a lawful an ethical manner to enhance productivity, efficiency, and decision-making while complying with applicable law and respective privacy, confidentiality, and data security requirements. demonstrates SARTA's commitment to ethical, transparent, and risk-conscious AI practices in support of our mission to serve the citizens of Stark County.~~

~~While AI technologies offer a wide range of opportunities for users, the use of AI without appropriate oversight and governance poses a range of potential risks, from benign inaccuracies or the misallocation of SARTA's resources to cybersecurity risks that could result in data spills.~~

~~The goal is to enhance operational efficiency while ensuring compliance with legal, ethical, and data protection obligations, as well as ensuring transparency and accountability for the use of AI for SARTA-related purposes.~~

Scope

This policy applies to all SARTA employees, ~~contractors, and third-party vendors who interact with, develop, or implement AI Tools~~ using AI technologies in connection with operations, programs, or services (collectively, "AI Users"). ~~It covers all AI technologies, including Large Language Models, Generative Adversarial Networks, Diffusion Models, machine learning, deep learning, neural networks, natural language processing, predictive analytics, autonomous systems, and computer vision. If you are unsure whether a software tool, app, or website employs AI technology and falls within the scope of this policy, please contact SARTA's Director of Human Resources. Any agreement subject to SARTA's formal procurement process will request the vendor and/or contracting party's AI usage policy as part of its procurement submission or any affirmative denial that the vendor and/or contracting party does not have an AI usage policy.~~

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Definitions

- A. "AI" means the capability of computer systems or algorithms (which combine math and/or logical rules to handle tasks) to imitate intelligent human behavior. AI includes

Generative AI.

~~B. “AI Tools” means— any app, software, or system that utilizes artificial intelligence (including Generative and Algorithmic AI), machine learning, or other advanced algorithms to perform tasks, analyze data, or make (or assist in making) decisions. AI Tools may use Gen AI, AAI, or both. Tools that use AI are not always easy to recognize. If you are unsure whether a software tool, app or website employs AI technology and falls within the scope of this policy, please contact SARTA’s Director of Human Resources the following non-exhaustive list:~~

- ~~a. Generative AI (e.g., ChatGPT, Claude, DALL-E)~~
- ~~b. Predictive analytics platforms~~
- ~~c. Automation tools using machine learning~~
- ~~d. Third-party AI tools integrated into insurance or legal platforms~~

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~~B. “Generative AI” (or “GenAI”) means algorithms and/or computer processes that use AI to generate text, audio, images, videos, or other data based on user prompts. Generative AI is distinguished from AI as being capable of learning patterns and structures of input data to generate recommendations, predictions, or decisions for a given set of objectives. These systems may be trained on sets of data from the Internet or proprietary sources.~~

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~~C. Algorithmic AI (AAI) refers to artificial intelligence systems that use predefined sets of rules and instructions (algorithms) to analyze data, make decisions, and perform tasks. Algorithmic AI follows fixed programmed procedures to accomplish specific goals. These algorithms can range from simple to highly complex. A subset of AAI uses machine learning where the system improves performance by identifying patterns and making predictions from data without being explicitly programmed for every scenario.~~

D. “Non-Secured AI Tool” (or “open-source” AI) means an AI Tool that does not protect and guarantee the confidentiality of data or documents entered into the system by users. This includes a system that retains user documents or data, and a system that may use user documents and data to train an AI system or may release user documents and data to third parties. Examples include, but are not limited to, Meta’s LLaMA, DeepSeek, and Qwen.

E. “Secured AI Tool” (or “closed-source” AI) means an AI Tool that protects the confidentiality and privilege of all data and documents entered in the system by users. Secured AI Tools do not retain any such data or documents entered into the system, do not transfer or sell data or documents to third parties, and do not expose such data or documents to the public domain. Examples include, but are not limited to, OpenAI’s

GPT-4.5 (i.e., ChatGPT), Google DeepMind's Gemini 2.0, and Anthropic's Claude 3.7.

Commented [AB1]: Are these actually secured?

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Policy

General Principles.

For purposes of this policy:

(A) Legal Compliance and Ethical Use of AI. SARTA is dedicated to upholding ethical standards in the usage, development, and deployment of AI technologies. We aim to ensure that our AI systems are designed to respect fundamental human rights, dignity, and diversity. We actively seek to mitigate biases and discrimination in any tool or system that employs AI to promote fairness and inclusivity. AI Users must comply with all relevant laws and regulations, including intellectual property, data protection, and anti-discrimination laws. Furthermore, AI usage must also comply with industry-specific regulations and others where AI applications may be subject to additional scrutiny or legal requirements.

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(B) Transparency. SARTA believes in transparency as a cornerstone of responsible AI use. We strive to provide clear and understandable explanations of how our AI systems work, including their objectives, capabilities, and limitations. Any reliance on AI in creating reports, communications, or analyses must be disclosed in writing.

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(C) Location and Use of AI. This policy applies when AI Users use AI Tools to perform, or assist in the performance of, any work-related activities without regard to the location (i.e., in the office, at home, or at any other location) of the AI Users at the time they use the AI Tools, or whether the AI Users operate the AI Tools on SARTA equipment and systems, on the AI Users' personal devices, or on third-party electronic devices.

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(D) Other SARTA Policies. In addition to this policy, AI Users must comply with all other SARTA policies concerning conduct, confidentiality, ethics, computer use, electronic communication, equal employment opportunity and anti-discrimination and harassment.

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(E) Appropriate Use of AI. AI will be used in a manner consistent with SARTA's values of integrity, fairness, and service to the public. AI may never be used to discriminate, mislead, or undermine the trust of members or the public. Accordingly, AI Users should only use permitted, Secured AI Tools in authorized circumstances (see "Use of Approved AI Tools" below) when they enhance or assist the AI User in performing their job-related

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tasks by enhancing productivity, efficiency, and decision making. Examples where AI Tools can be useful include: sorting ranking, and evaluating large quantities of data, documents, and information. Examples of possible uses of AI Tools include:

- a. Drafting reports, summaries, or communications;
- b. Analyzing data for operational or risk management purposes;
- c. Generating ideas or outlines for presentations, training materials, or documentation; and
- d. Enhancing customer service through pre-approved AI-powered tools

(F) Potential for Error. AI Tools (particularly Gen AI tools) may produce erroneous or nonsensical information or results that are not real, do not match any data the algorithm has been trained on, or do not follow any other discernible pattern. In addition, the results may reflect biased or incomplete data sets on which they were trained. AI Tools should not be used blindly for decision-making and/or the creation of content and should not be relied upon for important inquiries.

(G) Limitations and Over Reliance. When AI Users use AI Tools to assist in their performance of job-related responsibilities, SARTA expects AI Users to recognize the limitations of the tools they are using, avoid over-reliance on such tools, carefully review output for errors, and remain vigilant to identify potentially erroneous, incomplete, or otherwise problematic output.

(H) Accountability. We establish mechanisms for accountability with respect to any tool or application that uses AI and is launched for employee use. We recognize that AI is not infallible, and human oversight is crucial to correct and anticipate mistakes, maximizing the tool's value while ensuring ethical use. AI Users who have concerns with the output of an AI Tool should follow the Reporting Procedures set forth below.

~~AI will be used in a manner consistent with SARTA's values of integrity, fairness, and service to its members. Accordingly, only Secured AI Tools may be used for SARTA-related purposes.~~

~~AI may never be used to discriminate, mislead, or undermine the trust of members or the public.~~

~~Data Security & Privacy~~

~~The SARTA will protect confidential member information and personally identifiable data by prohibiting its entry into unapproved AI systems.~~

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~~AI Tools must comply with SARTA's cybersecurity standards and applicable state and federal law.~~

Transparency & Accountability

~~Any significant reliance on AI in creating reports, communications, or analyses must be disclosed in writing. Human review and oversight are required for all AI-assisted work products.~~

Training and Education

~~(A) SARTA may require that AI Users receive regular training, either in-house or through a third-party vendor, concerning responsible AI usage, data protection, and the potential benefits and risks associated with using AI Tools and on the operation and use of approved AI Tools. Training is designed to ensure employees understand the ethical and legal ramifications of AI use.~~

~~(B) If SARTA does require such training, AI Users must comply with any associated requirements (e.g., attendance and satisfaction of certain skills assessments) before they can access and use AI Tools for work-related purposes.~~

~~(C) Training materials will be updated and modified in accordance with evolving legal standards, including which AI Tools are permissible.~~

Governance & Oversight

Any agreement subject to SARTA's formal procurement process will request the vendor and/or contracting party's AI usage policy as part of its procurement submission or any affirmative denial that the vendor and/or contracting party does not have an AI usage policy.

Use of Approved AI Tools

~~(A) SARTA will maintain a list of AI Tools that have been approved for use, with a specific indication as to which departments and job classifications may use each tool ("List"). The List can be obtained by requesting a copy from SARTA's Director of Human Resources. Questions concerning whether an application, which is not included on the List, is an AI Tool, and thus subject to this policy, should also be referred to SARTA's Director of Human Resources.~~

~~(B) Prior to using an approved AI Tool, the AI User seeking to use the tool must request and be approved for access by sending a request to SARTA's Director of Human Resources. The request must state the intended use of the tool. Prior to using an AI Tool, the AI User must receive express written consent from SARTA's Director of Human~~

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Resources. The requesting AI User should be prepared to discuss the purpose, scope, and business justification of using the AI Tool in question to complete a work-related task.

(C) During working hours, AI User may only use AI Tools for work-related purposes in accordance with this policy. If an AI User uses AI Tools for non-work-related purposes during working hours, they may be subject to appropriate disciplinary action, up to and including immediate termination of employment or termination of contract (as in the case of a contractor or third-party vendor).

(D) Fully autonomous AI decision-making is prohibited without human oversight and may be subject to specific legal requirements. No AI User may use AI Tools for personnel decision-making purposes (e.g., hiring, promotion, performance rating, discipline, or termination) without the express written consent of SARTA's Director of Human Resources.

(E) AI Users must at all times comply with the SARTA's Equal Opportunity and Non-Discriminatory Employment Policy, and the Non-Harassment and Non-Discrimination policy when using AI Tools. Please refer to those policies for additional information on what might be considered inappropriate or unlawful use.

Compliance & Training

Staff will receive periodic training on responsible AI use (such as differentiating between Secured AI Tools and Non-Secured AI Tools, as well as when to exercise caution in using AI Tools). Compliance with this policy will be monitored and reported to the Board, as appropriate. Training materials will be updated and modified in accordance with evolving legal standards, including which AI Tools are permissible.

Acceptable Use

Employees **may** use AI Tools for:

- Drafting reports, summaries, or communications
- Analyzing data for operational or risk management purposes
- Generating ideas or outlines for presentations, training materials, or documentation
- Enhancing customer service through pre-approved AI-powered tools
- All AI-generated outputs must be reviewed and approved by a human before dissemination or use in decision-making.

Prohibited Use

An AI User is prohibited from using any AI Tool other than as expressly permitted above.

AI Tools **may must not** be used for:

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- Processing or storing personally identifiable information (PII), protected health information (PHI), or sensitive claim data;
- Making autonomous decisions that affect members or claimants;
- Drafting legal documents or contracts without legal review;
- Circumventing public records or open meeting laws;
- Creating misleading, discriminatory, or biased content;
- Bypassing cybersecurity protocols;
- Utilizing AI to harass or discriminate in any way; and
- Uploading work products of any kind into non-sanctioned AI products.

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This is a non-exclusive list of prohibited uses. If you have questions concerning the use of an AI Tool, please contact SARTA's Director of Human Resources.

Confidentiality, Privacy, and Data Protection

(A) SARTA adheres to data governance practices and comply with relevant regulations to safeguard client/customer data. AI Users must prevent the unauthorized access, disclosure, or destruction of data and respect privacy laws and adhere to applicable data protection laws. They must also ensure that personal or sensitive information used in AI technologies is handled with the utmost care. AI technologies can collect, store, and use inputted information and disclose this information to other third parties without SARTA's knowledge or control. This creates a risk of the disclosure of trade secrets, confidential information and data and potential violation of US or international law. Users of AI should remain alert and vigilant of potential cybersecurity threats and attacks as AI generated content is everywhere, creating a need to increase fact-checking procedures.

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(B) AI Users inputting data and information into an AI Tool are prohibited from disclosing or uploading trade secrets, confidential or proprietary business information, and other sensitive data belonging to SARTA or its clients and customers into an AI Tool, or from infringing upon the intellectual property of SARTA or others in the use of an AI Tool.

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i. To the extent information is licensed from a third-party, the output may be subject to restrictions on the use of the information contained therein. Inputting such licensed information into an AI Tool could constitute a breach by the user of those third-party restrictions.

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ii. AI Users must verify that any AI Tool used has contractual safeguards prohibiting the use of SARTA data for AI model training and retaining such

data beyond active session use.

- iii. Vendors and subcontractors must disclose any AI or third-party processing tools used in handling SARTA data, ensure such parties are bound by equivalent confidentiality obligations, and indemnify the SARTA for any breach.

(C) The publication or distribution of the output of an AI Tool could result in the violation of the Intellectual Property rights of third parties. Prior to publishing or distributing content generated by AI Tools (in whole or in part), an AI User must receive approval from SARTA’s Director of Human Resources. When publishing or distributing content generated in whole or in part by AI Tools, AI Users must make known –through a disclaimer or otherwise – that the content has been generated by AI.

(D) AI Tools must not store, cache, or retain any SARTA or client data beyond what is strictly necessary for immediate processing, and are expressly prohibited from using such data for system training or model development.

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Reporting Procedures.

(A) All AI Users are expected to contact their supervisor immediately if they become aware of any of the following:

- i. An actual or possible violation of this policy;
- ii. A breach of data privacy or security;
- iii. AI system failure; or
- iv. A circumstance where an AI Tool is generating output which is: i) erroneous, ii) incomplete, iii) misleading, iv) offensive, v) harassing, vi) discriminatory, vii) which causes an employee to have other concern(s), or viii) which violates any SARTA policy.

(B) Reports made under this section will be investigated, and AI Users must cooperate with any such investigation. SARTA may, in its sole discretion, decide to suspend use of the AI Tool during any such investigation. To the extent corrective measures are required following the investigation, AI Users must cooperate in the implementation of those measures.

Violations.

(A) Violations of this policy may result in disciplinary action, up to and including

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termination of employment or contract (as in the case of a contractor or third-party vendor). Nothing herein shall modify the at-will nature of an employee's employment with the SARTA. In addition, as needed, SARTA may pursue legal action and seek, among other remedies, injunctive relief in connection with any breach or threatened breach of this policy. If AI Users have questions about this policy, they should contact SARTA's Director of Human Resources.

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Indemnification

To the fullest extent permitted by law:

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(A) Each AI User—including employees, contractors, and third-party vendors—acknowledges that improper use of AI Tools may expose SARTA to data-security incidents, privacy violations, intellectual-property infringement, or other legal or financial liabilities. Accordingly, any AI User whose actions or omissions in violation of this Policy result in such losses shall be responsible for, and shall indemnify, defend, and hold harmless SARTA and its officers, directors, employees, and agents from and against, any and all losses, liabilities, damages, costs, and expenses (including reasonable attorneys' fees) arising out of or relating to:

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i. The unauthorized disclosure, processing, or use of SARTA or client data through any AI Tool;

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ii. The violation of any confidentiality, intellectual-property, or data-protection obligations contained in this Policy or applicable law; or

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iii. The breach of any third-party license, term of use, or data-handling restriction caused by the AI User's use of AI Tools

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(B) Each vendor, service provider, or subcontractor engaged by SARTA to deploy or manage AI Tools shall, in addition, indemnify, defend, and hold harmless the SARTA and its officers, directors, employees, and agents from and against any claims, losses, liabilities, or expenses (including attorneys' fees) arising out of or relating to:

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i. Any breach of this Policy or of the vendor's contractual representations regarding confidentiality, data-handling, or AI use;

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ii. The use of AI Tools or third-party processing systems that train upon, store, or otherwise retain SARTA data; or

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iii. The acts or omissions of the vendor's subcontractors or third-party service providers

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Compliance with Public Records and Transparency Laws

All AI-generated documents used in official communications or decision-making may be subject to public records requests.

Employees must:

- Save AI-generated content that contributes to public business.
- Disclose and/or document when and how AI Tools are used in the decision-making process.

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Amendment of These Policies.

(A) AI technology and the laws and regulations governing AI are rapidly evolving and these policies may be amended from time to time to reflect the evolving landscape.

(B) In addition, SARTA may issue supplemental AI Confidentiality Addenda or riders to govern specific vendor relationships or internal applications, establishing obligations regarding accuracy, bias mitigation, intellectual property ownership, and limitations on third-party AI tools.

AI Risk Levels for Secured AI

<u>Risk Level</u>	<u>What It Means</u>	<u>Example Uses</u>
<u>Low Risk</u>	<u>No private information Internal drafts</u>	<u>Writing internal emails</u>
<u>Medium Risk</u>	<u>Needs careful review Public-facing</u>	<u>Drafting an SARTA memo</u>
<u>High Risk</u>	<u>Could affect people's rights or safety</u>	<u>Hiring decisions Legal information (not allowed without special approval)</u>

Data Privacy and Security

SARTA employees may only use Secured AI Tools that are approved by IT and meet SARTA's data security standards. Employees are prohibited from uploading confidential, proprietary, or sensitive data into external AI Tools.

Employees must report any AI-related data breach or suspected misuse immediately.

Compliance with Public Records and Transparency Laws

All AI-generated documents used in official communications or decision-making may be subject to public records requests.

Employees must:

- Save AI-generated content that contributes to public business.
- Disclose and/or document when and how AI Tools are used in the decision-making process.

Ethical Use

Employees must use generative AI tools in accordance with SARTA's conduct and anti-discrimination policies. These technologies must not be used to create content that is inappropriate, discriminatory, or otherwise harmful to others or SARTA.

ACKNOWLEDGEMENT

I acknowledge that I have received and read the SARTA's Artificial Intelligence (AI) Tools in the Workplace Policy. I understand it and will abide by it. I understand that this policy is not an employment contract and does not change my status as an [at-will employee] [independent contractor] [third-party vendor].

Dated: _____

Signature: _____

Printed Name: _____

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Stark Area Regional Transit Authority

Resolution # _____, 2026

Updating SARTA Policies And Handbooks

WHEREAS, the Board of Trustees approves all policies and handbooks to ensure governance of operations with the organization’s mission, legal duties, and to set clear expectations for the agency; and

WHEREAS, the contractual agreement with AFSCME Local 1880 and SARTA necessitates the need to update impacted polices; and

WHEREAS, the Executive Director/CEO is proposing the implementation and update to the following policies:

- Absence Control Policy for the Union
- Credit Card Policy
- Family Medical Leave Act/FMLA for Administrative Employees
- Family Medical Leave Act/FMLA for Union Employees
- Nepotism Policy
- Service Change Policy
- Short Term Disability Policy/STD for Administrative Employees
- Short Term Disability Policy/STD for Union Employees
- Travel Policy;

WHEREAS, separate handbooks for Bargaining employees and Non-Bargaining employees must be updated to reflect current changes;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves and directs the Executive Director/CEO to enforce the aforementioned policies, superseding any prior approved policies and handbooks for Stark Area Regional Transit Authority.

Date

Board President

Secretary-Treasurer

Absence Control Policy Effective Date ~~March 22, 2023~~ December 10, 2025

Union Employees

Purpose

This policy addresses employees' absences from work. Employees must take earned PTO time for every absence unless otherwise allowed by company policy (e.g. bereavement, jury duty). All unpaid absences will incur disciplinary action.

Policy

Absences

An "~~A~~absence" is a failure to meet a scheduled shift. An "~~A~~absence" does not include legal holidays, approved PTO, birthdays, approved FMLA leave, or other contractual days off, as agreed by SARTA and the employee. As Specified in Article 21, Section 3 of the current Agreement between Stark Area Regional Transit Authority and Ohio Council 8 and Local 1880, both of AFSCME, (the "CBA") employees incurring an Unpaid ~~absence~~ Absence, Tardy (defined below), or Lose-out (defined below) will be subject to the below discipline.

~~Notwithstanding the below, and Section 2 of Article 21 of the CBA, SARTA reserves the right to accelerate discipline for Pattern Absenteeism, as defined in Article 21, Section 4 of the CBA, and incorporated in Pattern Absenteeism of this Policy.~~

- 1st Unpaid Absence, Tardy, or Lose-out — Written Notification
- 2nd Unpaid Absence, Tardy, or Lose-out — Two (2) Working Day Suspension
- 3rd Unpaid Absence, Tardy, or Lose-out — Five (5) Working Day Suspension
- 4th Unpaid Absence, Tardy, or Lose-out — Fifteen (15) Working Day Suspension and 150 days Probation. No unexcused absence will drop off until the 150 day probation has expired.
- 5th Unpaid Absence, Tardy, or Lose-out — Termination

<u>Unpaid Absence, Tardy or Lose-Out Occurrence Number</u>	<u>Disciplinary Action Received</u>
<u>1st Unpaid Absence, Tardy, or Lose-Out</u>	<u>Written Notification of 1st Occurrence</u>
<u>2nd Unpaid Absence, Tardy, or Lose-Out</u>	<u>Written Notification of 2nd Occurrence</u>
<u>3rd Unpaid Absence, Tardy, or Lose-Out</u>	<u>Written Notification of 3rd Occurrence</u>
<u>4th Unpaid Absence, Tardy, or Lose-Out</u>	<u>Written Notification of 4th Occurrence</u>
<u>5th Unpaid Absence, Tardy, or Lose-Out</u>	<u>Written Notification of 5th Occurrence and a Hearing will be conducted</u>

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6th Unpaid Absence, Tardy, or Lose-Out	Written Notification of 6th Occurrence
7 th Unpaid Absence, Tardy, or Lose-Out	Discharge

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An Absence, Tardy, or Lose-out will be removed from the above count twelve (12) months after the occurrence. Each Absence, Tardy, and Lose-Out is one occurrence.

Notwithstanding the above provision, any employee accumulating ~~five (5)~~seven (7) or more unpaid ~~absences~~Absences, Tardies, or ~~lose~~Lose-outsOuts, or any combination thereof, in a rolling twelve (12) month period may be terminated or discharged. Any employee can be terminated if any attendance infraction occurs during the 150 calendar day probation.

Notwithstanding the below, and Section 2 of Article 21 of the CBA, SARTA reserves the right to accelerate discipline for Pattern Absenteeism, as defined in Article 21, Section 4 of the CBA, and incorporated in Pattern Absenteeism section of this Policy.

Absences That Will Not Incur An Infraction

- Jury Duty or Court leave, including court ordered subpoenas and workers compensation hearings
- Bereavement Leave
- On-the-job injuries
- Other reasons, as determined at the sole discretion of SARTA or otherwise legally protected

Tardy/Lose-Out

A "Tardy" or "Lose-Out" occurs when ~~if an operator-employee~~ fails to report for work to the dispatcher by his/her scheduled report time plus 59 seconds, ~~the operator shall incur discipline.~~

Pattern Absenteeism

If SARTA establishes that an employee has a pattern of abusing absences according to this Policy, SARTA may accelerate discipline, up to and including termination.

Examples of Patterns of Abuse include, but are not limited to:

- Absences occurring repetitively before or after weekends or holidays
- Absences occurring repetitively immediately before or after paydays
- Absenteeism causing individual work performance and/or operational needs to suffer
- Absences occurring repetitively during certain times of the week, month, or year that do not qualify for FMLA

- ~~• Absences that coincide with the discipline provisions, e.g. three 2-day suspensions within a six month period~~

Job Abandonment

Any employee who fails to report to work for three (3) consecutive working days and does not properly notify the Employer by 5:00pm on the third day, then such employee will be considered as having quit his/her job, unless it is proven by the employee that notification was beyond/his/her control.

CBA Controls

This policy supplements the CBA. In the event of any conflict, the CBA governs. Nothing in this policy diminishes rights under applicable law of the CBA.

Credit Card Policy Effective ~~March 22, 2023~~ December 10, 2025

Purpose

The purpose of this policy is to define and control the proper use of SARTA's credit cards.

Policy

SARTA credit cards are to be used for SARTA business only. Credit Cards are a method of payment, not to circumvent the Procurement Policies and Procedures. An employee must follow the Procurement Policy, Travel Policy and/or the Virtual Card Procedure for acquisition, use, and management of a credit card.

Physical Credit Cards may be used to make approved ~~reoccurring~~ recurring payments to vendors, approved general agency purchases, training, and travel expenses. All credit cards must be returned immediately after purchase, unless otherwise specified herein. Physical credit cards will be used for:

- Food for events which cannot be ordered in advance – Receiving document and itemized receipts are required
- Travel – Expense report and itemized receipts are required

~~An employee must follow the Procurement Policy, Travel Policy and/or the Virtual Card Procedure for acquisition, use, and management of a credit card.~~

~~All online ordering will be done using SARTA virtual cards. Approved credit card users will sign out a credit card and be accompanied by a finance staff person to make necessary purchase. The following exception will be made for credit card use allowing the user to make purchases on their own:~~

- ~~• Food for Events which cannot be ordered in advance – Receiving Document & Itemized Receipts Required~~
- ~~• Travel – Expense Report, Itemized Receipts, Training Report required~~

~~All online ordering will be done using SARTA Virtual Cards.~~

The maximum credit limit on any one account will be \$500,000.

Completion of Purchase

The requestor must return the receipts ~~within one (1) business day for all purchases, two (2) business days for travel expenses~~ immediately:

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- Virtual Card – receipts are to be turned into the Accounting Administrator/DBELO
- Credit Card – receipts are ~~to be~~ turned into the ~~Director, Finance Chief~~ Financial Officer, CFO.

~~A line item receipt must be turned in, attached to a~~ receiving document. ~~In the event that a receipt does not itemize purchased items, it must be itemized on the receiving document, must be completed for all credit card purchases, accompanied by a line item receipt.~~ The receiving document must be completed and signed by the purchasing employee and one ~~finance other~~ staff member, unless the items are received and verified by the Receiving Department.

If receipts are not returned ~~within the allotted time~~ within three (3) business days, it must be immediately reported to the ~~Director, Finance~~ CFO and/or the Executive Director/CEO.

Reporting of Lost/Stolen Credit Cards

In the event that a physical or virtual credit card is lost, ~~or~~ stolen, or compromised:

- An employee must immediately notify the ~~Director, Finance~~ CFO or in the absence of the ~~Director, Finance~~ CFO the Executive Director/CEO.
- ~~Director, Finance~~ The CFO or the Executive Director/CEO will immediately notify the bank.

~~In the event that a credit card, physical or virtual is compromised:~~

- ~~The Accounting Administrator/DBELO must immediately report the activity to the Director, Finance or the in absence of the Director, Finance the Executive Director/CEO.~~

Responsibility of Maintaining Credit Cards

~~It shall be the policy of SARTA that the CFO will hold all physical SARTA credit cards, with the exception of credit cards designated for fuel only and the credit card issued to the Executive Director/CEO and Chief Operations Officer (COO). The Director, Finance CFO will be responsible for credit card issuance, credit card reissuance, credit card cancellation, and the process for reporting lost, or~~ stolen credit cards, or compromised cards.

~~It shall be the policy of SARTA that the Director, Finance will hold all physical SARTA credit cards, with the exception of credit cards designated for fuel only.~~

The ~~Director, Finance~~ CFO shall file an annual report to the Board of Directors detailing all rewards received based on the usage of the credit cards.

The Executive Director/CEO will hold the SARTA Executive Card at all times. It is understood that the Executive Director/CEO constantly conducts SARTA business purchases. The Executive Director/CEO will reconcile receipts monthly with the Finance department.

The Chief Operating Officer (COO) will hold a credit card at all times. It is understood that the COO will use this card in the event fuel is needed offsite during power outages.

Fuel Cards

Employees making fuel purchases for revenue vehicles, support vehicles, and maintenance vehicles must turn in a receipt daily. Fuel credit cards are assigned to each vehicle and must remain with the vehicle, unless authorized by the COO.

Policy Violations

It is the employee's responsibility to comply with all guidelines within this policy. Violations of this policy and consequences include, but are not limited to:

- Missing Itemized Receipt
 - Charges will be deemed personal and be deducted from the employee's next paycheck in accordance with applicable law and any collective bargaining agreement. For travel, see Travel policy.
 - Exceptions for missing receipts will be at the sole discretion of the Executive Director/CEO. Missing receipt exceptions for the Executive Director/CEO will be at the discretion of the Board President/Vice President. Employees must note the reason for the missing receipt on their expense report and have authorization from approved parties in order to avoid payroll deduction.
- Failure To Return Credit Card Immediately
- Failure to Immediately Report Lost/Stolen Card
- Making Unauthorized Purchases

Violations of this policy may result in disciplinary action, up to and including termination, consistent with SARTA's disciplinary procedures and any applicable collective bargaining agreements. A written discipline with measures deemed necessary, up to and including termination, will be placed in an employee's file for all violations.

CREDIT CARD POLICY ACKNOWLEDGEMENT FORM

I, _____ have received, read, and understand SARTA's Credit Card Policy. I understand that it is my responsibility to adhere to the Credit Card Policy in its entirety and how it relates to the Travel Policy and Procurement Policy and the rules for each. By signing this acknowledgement, I authorize Stark Area Transit Authority to payroll deduct any charges deemed personal, or for which a receipt has not been provided. I acknowledge that all of the Policy Violations will be applied.

Employee Signature

Date

Family Medical Leave Act Policy (FMLA) ~~Updated November 2025~~ Effective December 10, 2025

Union Employees

Purpose

[This policy is intended to comply with the Family and Medical Leave Act \(FMLA\) and to be administered consistently with the Collective Bargaining Agreement. To the extent there is any conflict between this policy and the Collective Bargaining Agreement, the Collective Bargaining Agreement will control, except where the FMLA provides greater rights to employees.](#) In compliance with the Family and Medical Leave Act of 1993, SARTA hereby states the following Family and Medical Leave Policy.

Policy

The [Family and Medical Leave Act \(FMLA\)](#) FMLA generally entitles qualified employees to take up to 12 weeks of unpaid leave during a 12-month period for any of the following reasons:

- The birth of the employee's child and to care for a newborn child
 - The employees' adoption of a child or foster care of a child;
 - The employees' care of a spouse, child or parent with a serious health condition
 - The employee's own serious health condition that makes the employee unable to perform the essential functions of the employee's job, including worker's compensation
 - Entitlement to Leave for birth of a child or placement for adoption or foster care expires 12 months after the birth or placement for adoption or foster care
- If spouses are both employed by SARTA, the combined total leave allowed for birth, adoption, foster care is twelve (12) weeks in the pertinent twelve (12) month period.

Definitions

12 Month Period - The method selected to measure the leave is a rolling calendar year, beginning on the date the FMLA leave commences and counting backwards for a twelve month period.

An employee's entitlement to leave for birth or placement for adoption expires at the end of the twelve (12) month period beginning on the date of the birth or placement.

Eligible Employees

All employees who have been employed by SARTA for twelve (12) months and have worked one thousand two hundred fifty (1,250) hours during the (12) twelve-month period immediately preceding the leave are eligible for FMLA leave.

Continuous Leave

Approved continuous FMLA leave is FMLA leave that is taken and not broken up by periods of work. Continuous FMLA leave is when an employee is absent for three consecutive business days or longer.

Intermittent Leave

Approved intermittent FMLA leave involves the use of days or hours, broken down into increments.

Intermittent Leave Or Leave On A Reduced Leave Schedule

Eligible employees will not be permitted to take intermittent leave or leave on a reduced schedule for the birth or placement of a child for adoption or foster care.

For all other FMLA leave, intermittent leave or leave on a reduced schedule will be permitted where determined to be medically necessary.

If leave is taken intermittently or on a reduced leave schedule, the employee may be temporarily transferred to any available alternative position, which will better accommodate the recurring periods of leave. The alternative position will have equivalent pay and benefits.

Military Family Leave Entitlements

Eligible employees with a spouse, son, daughter, or parent who is a member of the Armed Forces (or is on active duty or has been called to active duty status in the National Guard or Reserves) who has been, or is being, deployed to a foreign country may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

The FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves who has a

serious injury or illness incurred in the line of duty on active duty, or which was aggravated in the line of duty on active duty) that may render the service member medically unfit to perform his or her duties for which the service member is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list. A covered service member also includes a veteran (who was a member of the Armed Forces at any time during the five years preceding the veteran's medical treatment) who has a serious injury or illness incurred in the line of duty on active duty, or which was aggravated in the line of duty on active duty.

Qualifying Leave

All qualifying leave taken will be counted against annual FMLA leave entitlement.

~~Vacation and~~ Paid Time Off/Leave Substitution

FMLA leave is unpaid. However, ~~vacation time~~ PTO will be substituted for unpaid FMLA, continuous and/or intermittent leave (up to 40 hours per 12 month period). Once 40 hours of ~~vacation time~~ PTO is exhausted, Short Term Disability (STD) will be utilized on the 8th day for continuous leave for qualifying coverage. The leave, even if paid, is still considered to be FMLA leave.

FMLA leave spanning across calendar years will be subject to use of ~~vacation time~~ PTO earned in each calendar year.

Maintenance of Health Benefits and Other Benefits

While on approved FMLA leave, an employee will continue to be covered under the current group health and life insurance plan. SARTA will continue to pay its share of the monthly premium. If FMLA leave ~~is paid~~ qualifies for STD payments, regular withholding will continue to pay the employee's share of the monthly premiums. If FMLA leave ~~is unpaid~~ does not qualify for STD payments, the employee must remit to SARTA his/her portion of the premiums by the first of each month.

Recovery of Premiums. If an employee does not pay their share of the premiums for thirty (30) days after the due date, the employee's health insurance will be cancelled. ~~Employee~~ The employee will receive notice 15 days in advance of cancellation of insurance.

Maintenance of Other Benefits. In addition, life insurance, dental and vision benefits will be continued during FMLA leave. ~~The E~~ The employee must continue to pay their portion of the premium to continue such coverage. ~~The E~~ The employee will

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continue to accrue seniority during FMLA leave and will not lose any employment benefits, which accrued prior to the start of the leave.

Election of Leave

Notice Requirements. An employee is required to give thirty (30) days advance notice when the reason for requesting leave is foreseeable. If the leave is not foreseeable, the employee must provide notice as soon as practical, generally no more than two (2) days after employee is aware of the need for leave. Failure to give proper notice may result in leave delay or denial. If FMLA Leave is delayed or denied, such leave will not be subject to FMLA protection, and absences during that period prior to FMLA approval may subject the employee to disciplinary action for unapproved absence up to and including termination.

Medical Certification. When requesting leave for a serious health condition of a family member or for the employee's own serious health condition, the employee will be required to provide, at his or her expense, a Medical Certification from the health care provider of the family member or from the employee's own health care provider, as appropriate. The employee must return the completed medical certification to the Human Resources department within fifteen (15) days. Failure to return a properly completed medical certification will result in leave being delayed or denied. If FMLA Leave is delayed or denied, such leave will not be subject to FMLA protection, and absences during that period prior to FMLA approval may subject the employee to disciplinary action for unapproved absence, up to and including termination.

If SARTA has reason to question the sufficiency of the medical certification, SARTA may request, at SARTA's expense, a second opinion. If the two (2) medical certifications conflict, the parties will, in good faith, select a third health care provider to obtain a binding third opinion, at SARTA's expense.

Recertification. In addition to the initial certification, SARTA will require a recertification every thirty (30) days at the employee's expense, or more frequently, at SARTA's expense, when determined appropriate by SARTA. If the medical certification indicates a minimum duration of more than 30 days. The employee is not required to provide recertification until the end of the minimum duration provided by medical provider. However, recertification must be provided no less than every six months, regardless of minimum duration provided by medical provider.

Reporting Requirements During Leave. In addition, SARTA will require that the employee contact the Human Resources department monthly to provide them with an update on the employee's or family member's status and whether or not the employee intends to return to work when the FMLA leave ends.

Return From Leave

Fitness for Duty Medical Certification. If the reason for the employee taking FMLA leave is because of the employee's own serious health condition, the employee will be required to submit to the Human Resources department a fitness for duty certification from his/her health care provider prior to returning to work. The certification must state that the employee is able to return to work and perform his/her essential job functions with or without reasonable accommodations.

Restoration Requirements. Upon the employee's return from leave, an employee is entitled to his/her same job, or to an equivalent job with equivalent benefits, pay and other terms and conditions of employment, if such a job then exists.

References

Please refer to the Department of Labor's website for more information on the Family Medical Leave Act: [Department of Labor \(www.DOL.gov\)](http://www.DOL.gov). A copy of "Form 1420" which is issued by the Department of Labor, U.S. Wage and Hour Division, follows this policy and also can be located at <http://www.dol.gov/esa/whd/regs/compliance/posters/fmlaen.pdf>.

Family Medical Leave Act (FMLA) Policy Effective ~~December 1, 2019~~ December 10, 2025

Administrative Employees

Purpose

In compliance with the Family and Medical Leave Act of 1993, SARTA hereby states the following Family and Medical Leave Policy.

Policy

The Family and Medical Leave Act (FMLA) generally entitles qualified employees to take up to 12 weeks of unpaid leave during a 12-month period for any of the following reasons:

- The birth of the employee's child and to care for a newborn child
 - The employees' adoption of a child or foster care of a child;
 - The employees' care of a spouse, child or parent with a serious health condition
 - The employee's own serious health condition that makes the employee unable to perform the essential functions of the employee's job, including worker's compensation
 - Entitlement to Leave for birth of a child or placement for adoption or foster care expires 12 months after the birth or placement for adoption or foster care
- If spouses are both employed by SARTA, the combined total leave allowed for birth, adoption, foster care is twelve (12) weeks in the pertinent twelve (12) month period.

Definitions

12 Month Period - The method selected to measure the leave is a rolling calendar year, beginning on the date the FMLA leave commences and counting backwards for a twelve month period.

An employee's entitlement to leave for birth or placement for adoption expires at the end of the twelve (12) month period beginning on the date of the birth or placement.

Eligible Employees

All employees who have been employed by SARTA for twelve (12) months and have worked one thousand two hundred fifty (1,250) hours during the (12) twelve-month period immediately preceding the leave are eligible for FMLA leave.

Continuous Leave

Approved continuous FMLA leave is FMLA leave that is taken and not broken up by periods of work. Continuous FMLA leave is when an employee is absent for three consecutive business days or longer.

Intermittent Leave

Approved intermittent FMLA leave involves the use of days or hours, broken down into increments.

Intermittent Leave Or Leave On A Reduced Leave Schedule

Eligible employees will not be permitted to take intermittent leave or leave on a reduced schedule for the birth or placement of a child for adoption or foster care.

For all other FMLA leave, intermittent leave or leave on a reduced schedule will be permitted where determined to be medically necessary.

If leave is taken intermittently or on a reduced leave schedule, the employee may be temporarily transferred to any available alternative position, which will better accommodate the recurring periods of leave. The alternative position will have equivalent pay and benefits.

Military Family Leave Entitlements

Eligible employees with a spouse, son, daughter, or parent who is a member of the Armed Forces (or is on active duty or has been called to active duty status in the National Guard or Reserves) who has been, or is being, deployed to a foreign country may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings.

The FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard or Reserves who has a serious injury or illness incurred in the line of duty on active duty, or which was aggravated in the line of duty on active duty) that may render the service member medically unfit to perform his or her duties for which the service member is

undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list. A covered service member also includes a veteran (who was a member of the Armed Forces at any time during the five years preceding the veteran's medical treatment) who has a serious injury or illness incurred in the line of duty on active duty, or which was aggravated in the line of duty on active duty.

Qualifying Leave

All qualifying leave taken will be counted against annual FMLA leave entitlement.

~~Vacation and Paid Time Off/Leave Substitution~~

FMLA leave is unpaid. However, all sick time will be substituted for unpaid FMLA, continuous and/or intermittent leave. In the event that there is no available sick time, up to 40 hours of ~~vacation time~~PTO will be used prior to the start of Short Term Disability (STD) for qualifying coverage during a 12 month period. Once sick and/or 40 hours of ~~vacation time~~PTO is exhausted, Short Term Disability will be utilized for continuous leave. Short Term Disability will not be permitted to be stacked with sick or ~~vacation time~~PTO.

An employee will use accumulated sick time for approved leave. The leave, even if paid, is still considered to be FMLA leave.

FMLA leave spanning across calendar years will be subject to use of sick and vacation time earned in each calendar year.

Maintenance of Health Benefits and Other Benefits

While on approved FMLA leave, an employee will continue to be covered under the current group health and life insurance plan. SARTA will continue to pay its share of the monthly premium. If FMLA leave ~~is paid~~qualifies for STD payments, and sick time and 40 hours of PTO is used, regular withholding will continue to pay the employee's share of the monthly premiums. If FMLA leave ~~is unpaid~~does not qualify for STD payments, and sick time is exhausted and 40 hours of PTO is used, the employee must remit to SARTA his/her portion of the premiums by the first of each month.

Recovery of Premiums. If an employee does not pay their share of the premiums for thirty (30) days after the due date, the employee's health insurance will be cancelled. ~~The Ee~~employee will receive notice 15 days in advance of cancellation of insurance.

Maintenance of Other Benefits. In addition, life insurance, dental and vision benefits will be continued during FMLA leave. ~~The E~~employees must continue to pay their portion of the premium to continue such coverage. Employees will continue to accrue seniority during FMLA leave and will not lose any employment benefits, which accrued prior to the start of the leave.

Election of Leave

Notice Requirements. An employee is required to give thirty (30) days advance notice when the reason for requesting leave is foreseeable. If the leave is not foreseeable, the employee must provide notice as soon as practical, generally no more than two (2) days after employee is aware of the need for leave. Failure to give proper notice may result in leave delay or denial. If FMLA Leave is delayed or denied, such leave will not be subject to FMLA protection, and absences during that period prior to FMLA approval may subject the employee to disciplinary action for unapproved absence up to and including termination.

Medical Certification. When requesting leave for a serious health condition of a family member or for the employee's own serious health condition, the employee will be required to provide, at his or her expense, a Medical Certification from the health care provider of the family member or from the employee's own health care provider, as appropriate. The employee must return the completed medical certification to the Human Resources department within fifteen (15) days. Failure to return a properly completed medical certification will result in leave being delayed or denied. If FMLA Leave is delayed or denied, such leave will not be subject to FMLA protection, and absences during that period prior to FMLA approval may subject the employee to disciplinary action for unapproved absence, up to and including termination.

If SARTA has reason to question the sufficiency of the medical certification, SARTA may request, at SARTA's expense, a second opinion. If the two (2) medical certifications conflict, the parties will, in good faith, select a third health care provider to obtain a binding third opinion, at SARTA's expense.

Recertification. In addition to the initial certification, SARTA will require a recertification every thirty (30) days at the employee's expense, or more frequently, at SARTA's expense, when determined appropriate by SARTA. If the medical certification indicates a minimum duration of more than 30 days. The employee is not required to provide recertification until the end of the minimum duration provided by medical provider. However, recertification must be provided no less

than every six months, regardless of minimum duration provided by medical provider.

Reporting Requirements During Leave. In addition, SARTA will require that the employee contact the Human Resources department monthly to provide them with an update on the employee's or family member's status and whether or not the employee intends to return to work when the FMLA leave ends.

Return From Leave

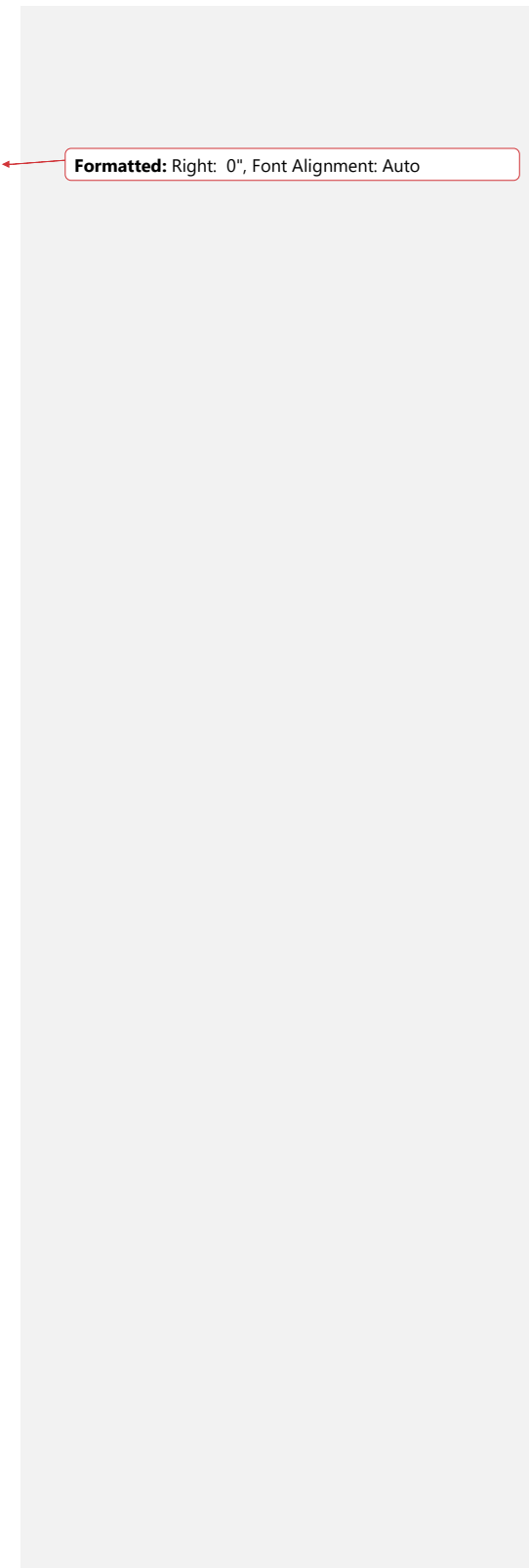
Fitness for Duty Medical Certification. If the reason for the employee taking FMLA leave is because of the employee's own serious health condition, the employee will be required to submit to the Human Resources department a fitness for duty certification from his/her health care provider prior to returning to work. The certification must state that the employee is able to return to work and perform his/her essential job functions with or without reasonable accommodations.

Restoration Requirements. Upon the employee's return from leave, an employee is entitled to his/her same job, or to an equivalent job with equivalent benefits, pay and other terms and conditions of employment, if such a job then exists.

References

Please refer to the Department of Labor's website for more information on the Family Medical Leave Act: [Department of Labor \(www.DOL.gov\)](http://www.DOL.gov). A copy of "Form 1420" which is issued by the Department of Labor, U.S. Wage and Hour Division, follows this policy and also can be located at <http://www.dol.gov/esa/whd/regs/compliance/posters/fmlaen.pdf>.

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NEPOTISM POLICY Effective ~~March 22, 2023~~ December 10, 2025

Purpose

To define the hiring and promotion of SARTA employees, SARTA will make every attempt to preclude actual favoritism or the appearance of favoritism in the employment relationship. SARTA is an equal opportunity employer and extends equal consideration to all applicants and candidates for employment, regardless of relationships between current employees.

Policy

For this policy, relationship includes members of the current employee's immediate family:

- Mother/Father
- Legal Guardian
- Spouse
- Child
- Brother/Sister
- Grandparent
- Grandchild
- ~~Mother-in-law/Father-in-law~~
- Daughter-in-law/Son-in-law
- Stepparent
- Step brother/step sisters
- Step children

To preclude actual favoritism or the appearance of favoritism in the employment relationship:

1. No employee shall take any part in the selection process for a position for which immediate family is an applicant
2. Employees shall not work in a position where immediate family is in the fiduciary chain of approval for verifying hours worked, discipline or management decisions, accounting of property or expending money, or supervise immediate family members
3. Parents, spouses, children, and stepchildren of any employee will not be hired at any time
4. No family members, immediate or extended, of Directors, the Executive Director/CEO, or of the Board of Trustees will be hired at any time

Notwithstanding, current employees who marry each other will be permitted to continue employment with SARTA provided they do not work in a direct

supervisory relationship with each other or otherwise pose difficulties as mentioned above in clause 2. If employees who marry do work in a direct supervisory relationship with each other, SARTA will attempt to reassign one of the employees to another position for which he or she is qualified if such a position is available. If no such position is available, the employees will be permitted to determine which one of them will resign from SARTA.

Any unforeseen and unaddressed issues and concerns will be directed to the Executive Director/CEO.

MAJOR SERVICE & FARE CHANGE POLICY

Effective December 10, 2025

Purpose

The purpose of SARTA's Major Service Change Policy is to distinguish between what constitutes a major service change and a minor service change and how to communicate that to SARTA's ridership and the Stark County Community.

Policy

A Major Service Change will be defined with the following criteria:

- Any individual fixed route adjustment resulting in a change of 25% or more in service miles through reduction or expansion.
- Any overall fixed route system adjustment resulting in a change of 25% or more in total service miles and/or service hours.
- Any complete addition or removal of a fixed route to the SARTA system.
- Any adjustments made to the overall service hours provided to SARTA's fixed route or demand response services.
- Any additional or removal of a service to SARTA's demand response services, such as Proline, Proline Plus, or General Public Demand Response Service.
- Any adjustment to SARTA's fare structure as it pertains to the cost of a one-way trip.

A Minor Service Change will be defined with the following criteria:

- Any individual fixed route adjustment resulting in less than a 25% change in service miles through reduction or expansion.
- Any overall fixed route system adjustment that is less than a 25% change in service miles and/or service hours that does not include adding or removing routes from the fixed route system.
- Any adjustments to the demand response service that does not affect the overall service hours of the service provided.

Communication of All Service Changes

All service changes, regardless of major or minor, will result in a notification to the public. Internal procedure, as well as FTA policy, will determine how formal a public comment period will be held. No service or fare change will be implemented without notification to the Board of Trustees and final approval from the Executive Director/CEO.

Short Term Disability Policy (STD) Effective ~~January 1,~~ 2022 December 10, 2025

Union Employees

Purpose

The purpose of this Short-Term Disability Policy (The "Policy") is to set forth the terms and conditions on which an employee may be eligible for and receive Short-Term Disability Benefits (STD Benefits). The goal of this Policy is to allow Eligible Employees to continue to receive a portion of the employee's income while they are incapable of performing the essential functions of their job due to a non-work related Covered Illness or Injury (as defined below).

Policy

The Stark Area Regional Transit Authority's (The "Agency") Short Term Disability Policy generally provides Eligible Employees with a replacement of a portion of their income while unable to work due to a Covered Illness or Injury through receipt of STD Benefits.

Covered Illness or Injury

A "Covered Illness or Injury" for purposes of this Policy, means a continuous, serious, incapacitating health condition caused by an illness, injury, impairment, or physical or mental condition involving (a) inpatient care in a hospital, hospice, or residential medical care facility, (b) appropriate and continuing treatment by a physician, or (c) pregnancy, and which results in the employee being unable to perform the essential functions of the employee's job.

In order for an illness or injury to be considered a "Covered Illness or Injury", the health condition must be certified by a physician and such certification shall provide any such illness or injury precludes the employee from performing the essential functions of the employee's job (a "Medical Certification"). The certification must include the start and expected end date of the Covered Illness or Injury.

Benefit Amount

An Eligible Employee who is not working due to a Covered Absence shall receive as STD Benefits the amount of 70% of the Eligible Employee's base weekly earnings rounded to the nearest \$1.00, if not already a multiple thereof, in accordance with the terms and conditions of this Policy.

Maximum Benefit Period

The "Maximum Benefit Period" (the longest period of time an STD Benefit may be paid while an employee is unable to work due to a Covered Illness or Injury) is the lesser of:

- (a) ~~Twenty-Six~~Sixteen weeks for any single period of absence due to a Covered Illness or Injury; or
- (b) ~~Twenty-Six~~Sixteen weeks in any rolling 12-month period.

If an employee is absent from work for more than one continuous absence due to a Covered Illness or Injury, the following rules shall apply:

- (a) If the absences due to the later Covered Illness or Injury results from the same cause, or a related one, as the prior Covered Illness or Injury, and an employee returns to active work for less than four full weeks, the absences will be considered as one period of absence;
- (b) If the absences due to later Covered Illness or Injury result from entirely unrelated causes, they will be considered as one period of absence unless the absences are separated by the employee's return to active work for at least one full day.

You will never be considered to be suffering from two or more Covered Illnesses or Injuries at the same time.

Eligibility for Disability Coverage

To be an "Eligible Employee" eligible to receive STD Benefits under this Policy, an employee must: (1) have been an active full-time employee [for at least one \(1\) year, in one of "Covered Classes" of employees, as set forth below](#); (2) regularly working at least the number of hours in the normal work week set by SARTA prior to any covered sickness or injury and , (3) be fully capable of performing all the essential functions of your regular occupation for SARTA on a full-time basis at 12:01AM Eastern Time on the scheduled effective date or dates.

In order for an Eligible Employee to continue to receive STD Benefits beyond the first thirty (30) days of a period of absence, the period of absence must qualify and be approved under FMLA.

Exclusion of Disability Coverage

An Employee shall not be eligible for STD Benefits under this Policy for any of the items list in this section:

- (a) An injury sustained or illness contracted while on active duty in military service, unless payment is legally required.

(b) Any condition for which benefits of any nature are payable or are found to be eligible, either by adjudication or settlement, under any worker's compensation law, employer's liability law, or occupational disease law, even though the employee fails to claim rights to such benefits.

(c) Any injury sustained or illness contracted in the course of any employment intended for wage or profit, including self-employment, including but not limited to any injury or illness occurring on any Agency property, vehicle, route, or location where an employee is performing job related function or any other location where the Agency requires an employee to travel where the employee is performing job related functions.

(d) Any injury or illness arising from or in any way connected with the employee commission or attempted commission of any criminal activities including but not limited to criminal battery or any felony. STD Benefits claims shall be denied if the Agency has reason to believe, based on objective evidence such as police reports or medical records the injury or illness arose in connection with or relation to any criminal activity of the employee.

(e) Any injury or illness occurring after the termination date of the employee's employment with the Agency.

(f) Any STD Benefit claim submitted more than fifteen (15) days from the date of ~~the Medical Certification~~the employee's first absence.

(g) Any self-inflicted illness or injury, whether the individual was sane or insane at the time the incident occurred, including suicide or attempted suicide, or caused by drug/alcohol abuse.

(h) Any disability or absence attributable to a procedure, service, or treatment that is not Medically Necessary (as defined in this Policy), including cosmetic procedures and other elective procedures performed primarily to change appearance or for personal convenience rather than to diagnose or treat a Covered Illness or Injury or to restore impaired function. Any surgery that is non-medically necessary, cosmetic procedures, or procedures not resulting from trauma, infection, or disease.

For purposes of this Policy, "Medically Necessary" means health care services or treatment that are: (a) clinically appropriate and consistent with generally accepted standards of medical practice; (b) provided for the diagnosis, direct care, or treatment of a diagnosed illness, injury, impairment, or condition; (c) not primarily for the convenience of the employee, the employee's family, or a provider; (d) not primarily cosmetic in purpose (except where required to restore function or correct a deformity/condition caused by illness, injury, congenital anomaly, or medical

[treatment\); and \(e\) not experimental or investigational, as determined based on objective clinical evidence.](#)

An Eligible Employee is not permitted to earn any form of active income while receiving STD Benefits from the Agency. For the purpose of this Policy, Active Income refers to any income received for performing a service. This income includes, but is not limited to wages, tips, salaries, commissions, and/or income from businesses in which there is material participation. Collecting STD Benefits while earning active income may constitute fraud and may result in disciplinary action up to and including termination as well as the requirement to reimburse the Agency of all benefits paid under this policy as well as any legal fees incurred while pursuing such reimbursement.

Coverage Starts

There is a ~~one~~^{five} (5) ~~working~~ day ~~elimination~~ period before STD Benefits coverage begins [if the disability is due to an injury, There is an eight \(8\) day period before STD Benefits coverage begins if the disability is due to an illness.](#) During ~~this~~^{at} time, the employee may be subject to PTO utilization as required under the Agency's FMLA Policy.

Coverage Ends

An employee's STD Benefits under this Policy will end on the earliest of the dates shown below:

- a) The date the employee is no longer unable to work due to a Covered Injury or Illness.
- b) The date the employee is medically cleared by a physician to return to work, even if return to work screening results have not yet been received by SARTA in order to return to work.
- c) The date the employee fails to provide proof of a Covered Injury or Illness as required by this Policy.
- d) The date the employee is able to perform the essential functions of the employee's job with or without a reasonable accommodation.
- e) The date the employee is no longer an employee of the Agency.
- f) The end of the Maximum Benefit Period.
- g) The date no further benefits are payable under any provision in this plan that limits the Maximum Payment Period.
- h) The date the employee is no longer receiving regular and appropriate care from a physician.

Maternity Leave

Payment for STD Benefits in connection with pregnancy and delivery will be evaluated based on the specific condition and the provision of this Policy. Maternity leave claims for STD benefits are commonly approved for up to six (6) weeks following delivery for a normal delivery or up to eight (8) weeks following delivery for a C-section. In some cases, medical complications arise that result in longer periods of disability. STD Benefits may continue if your physician provides a supporting Medical Certification that substantiates the need for additional time for recovery, subject to the terms of this Policy.

Payment of Benefits

Prior to receiving STD Benefits, the employee will be required to provide, at his or her expense, the Medical Certification from employee's own health care provider. The employee must return the completed Medical Certification to the Human Resources department within fifteen (15) days [of the employees first absence](#). Failure to return a properly completed Medical Certification will result in the STD Benefits payment request being delayed or denied.

If the Agency has reason to question the sufficiency of the Medical Certification, the Agency may request, at the Agency's expense, a second opinion. If the two (2) Medical Certifications conflict, the parties will, in good faith, select a third health care provider to obtain a binding third opinion, at the Agency's expense.

Once SARTA has received a satisfactorily completed Medical Certification, payments will be issued in accordance with the Agency's regular payroll practices through the Agency's payroll direct deposits within 2 pay periods.

Short Term Disability Payments are considered sick pay and reported as income to the employee. Short Term Disability Payments are paid subject to Ohio and Federal law governing garnishment of personal earnings. In the event a wage garnishment order has been issued by a court and forwarded to SARTA, amounts shall be withheld from an employee's Short Term Disability Payments in accordance with the terms of the garnishment order and as otherwise required under applicable law.

SARTA will continue to deduct Federal, State, and Local taxes, Union dues, Health Insurance, and ancillary benefits [if applicable and in accordance with the terms of the Collective Bargaining Agreement](#).

While receiving Short Term Disability Payments from SARTA, employees are not eligible to receive payment for any other paid time off including PTO, fixed holidays, or employee's birthday. The only exceptions to this rule are as follows:

- a. Cash outs done in accordance with SARTA's Union Contract.

- b. The mandatory ~~vacation~~-PTO payout (burn) as required under the Agency's FMLA Policy.

Collective Bargaining Agreement Controls.

To the extent any provision of this Policy conflicts with the applicable Collective Bargaining Agreement, the Collective Bargaining Agreement will control.

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Short Term Disability Policy (STD) Effective ~~January 1, 2022~~ December 10, 2025

Administrative Employees

Purpose

The purpose of this Short-Term Disability Policy (The "Policy") is to set forth the terms and conditions on which an employee may be eligible for and receive Short-Term Disability Benefits (STD Benefits). The goal of this Policy is to allow Eligible Employees to continue to receive a portion of the employee's income while they are incapable of performing the essential functions of their job due to a non-work related Covered Illness or Injury (as defined below).

Policy

The Stark Area Regional Transit Authority's (The "Agency") Short Term Disability Policy generally provides Eligible Employees with a replacement of a portion of their income while unable to work due to a Covered Illness or Injury through receipt of STD Benefits.

Covered Illness or Injury

A "Covered Illness or Injury" for purposes of this Policy, means a continuous, serious, incapacitating health condition caused by an illness, injury, impairment, or physical or mental condition involving (a) inpatient care in a hospital, hospice, or residential medical care facility, (b) appropriate and continuing treatment by a physician, or (c) pregnancy, and which results in the employee being unable to perform the essential functions of the employee's job.

In order for an illness or injury to be considered a "Covered Illness or Injury", the health condition must be certified by a physician and such certification shall provide any such illness or injury precludes the employee from performing the essential functions of the employee's job (a "Medical Certification"). The certification must include the start and expected end date of the Covered Illness or Injury.

Benefit Amount

An Eligible Employee who is not working due to a Covered Absence shall receive as STD Benefits the amount of 76% of the Eligible Employee's base weekly earnings rounded to the nearest \$1.00, if not already a multiple thereof, in accordance with the terms and conditions of this Policy.

Maximum Benefit Period

The "Maximum Benefit Period" (the longest period of time an STD Benefit may be paid while an employee is unable to work due to a Covered Illness or Injury) is the lesser of:

- (a) ~~Twenty-Six~~Sixteen weeks for any single period of absence due to a Covered Illness or Injury; or
- (b) ~~Twenty-Six~~Sixteen weeks in any rolling 12-month period.

If an employee is absent from work for more than one continuous absence due to a Covered Illness or Injury, the following rules shall apply:

- (a) If the absences due to the later Covered Illness or Injury results from the same cause, or a related one, as the prior Covered Illness or Injury, and an employee returns to active work for less than four full weeks, the absences will be considered as one period of absence;
- (b) If the absences due to later Covered Illness or Injury result from entirely unrelated causes, they will be considered as one period of absence unless the absences are separated by the employee's return to active work for at least one full day.

You will never be considered to be suffering from two or more Covered Illnesses or Injuries at the same time.

Eligibility for Disability Coverage

To be an "Eligible Employee" eligible to receive STD Benefits under this Policy, an employee must: (1) have been an active full-time employee in one of "Covered Classes" of employees, as set forth below, (2) regularly working at least the number of hours in the normal work week set by SARTA prior to any covered sickness or injury and, (3) be fully capable of performing all the essential functions of your regular occupation for SARTA on a full-time basis at 12:01AM Eastern Time on the scheduled effective date or dates.

In order for an Eligible Employee to continue to receive STD Benefits beyond the first thirty (30) days of a period of absence, the period of absence must qualify and be approved under FMLA.

Exclusion of Disability Coverage

An Employee shall not be eligible for STD Benefits under this Policy for any of the items list in this section:

- (a) An injury sustained or illness contracted while on active duty in military service, unless payment is legally required.

(b) Any condition for which benefits of any nature are payable or are found to be eligible, either by adjudication or settlement, under any worker's compensation law, employer's liability law, or occupational disease law, even though the employee fails to claim rights to such benefits.

(c) Any injury sustained or illness contracted in the course of any employment intended for wage or profit, including self-employment, including but not limited to any injury or illness occurring on any Agency property, vehicle, route, or location where an employee is performing job related function or any other location where the Agency requires an employee to travel where the employee is performing job related functions.

(d) Any injury or illness arising from or in any way connected with the employee commission or attempted commission of any criminal activities including but not limited to criminal battery or any felony. STD Benefits claims shall be denied if the Agency has reason to believe, based on objective evidence such as police reports or medical records the injury or illness arose in connection with or relation to any criminal activity of the employee.

(e) Any injury or illness occurring after the termination date of the employee's employment with the Agency.

(f) Any STD Benefit claim submitted more than fifteen (15) days from the date of the employee's first absence, the Medical Certification.

(g) Any self-inflicted illness or injury, whether the individual was sane or insane at the time the incident occurred, including suicide or attempted suicide, or caused by drug/alcohol abuse.

(h) Any disability or absence attributable to a procedure, service, or treatment that is not Medically Necessary (as defined in this Policy), including cosmetic procedures and other elective procedures performed primarily to change appearance or for personal convenience rather than to diagnose or treat a Covered Illness or Injury or to restore impaired function. Any surgery that is non-medically necessary, cosmetic procedures, or procedures not resulting from trauma, infection, or disease.

For purposes of this Policy, "Medically Necessary" means health care services or treatment that are: (a) clinically appropriate and consistent with generally accepted standards of medical practice; (b) provided for the diagnosis, direct care, or treatment of a diagnosed illness, injury, impairment, or condition; (c) not primarily for the convenience of the employee, the employee's family, or a provider; (d) not primarily cosmetic in purpose (except where required to restore function or correct a deformity/condition caused by illness, injury, congenital anomaly, or medical

treatment); and (e) not experimental or investigational, as determined based on objective clinical evidence.

An Eligible Employee is not permitted to earn any form of active income while receiving STD Benefits from the Agency. For the purpose of this Policy, Active Income refers to any income received for performing a service. This income includes, but is not limited to wages, tips, salaries, commissions, and/or income from businesses in which there is material participation. Collecting STD Benefits while earning active income may constitute fraud and may result in disciplinary action up to and including termination as well as the requirement to reimburse the Agency of all benefits paid under this policy as well as any legal fees incurred while pursuing such reimbursement.

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Coverage Starts

There is a five (5) working day elimination period before STD Benefits coverage begins. During that time, the employee may be subject to PTO utilization as required under the Agency's FMLA Policy. Employees will be required to utilize all available sick time prior to receiving payments under this policy.

Coverage Ends

An employee's STD Benefits under this Policy will end on the earliest of the dates shown below:

- a) The date the employee is no longer unable to work due to a Covered Injury or Illness.
- b) The date the employee is medically cleared by a physician to return to work, even if return to work screening results have not yet been received by SARTA in order to return to work.
- c) The date the employee fails to provide proof of a Covered Injury or Illness as required by this Policy.
- d) The date the employee is able to perform the essential functions of the employee's job with or without a reasonable accommodation.
- e) The date the employee is no longer an employee of the Agency.
- f) The end of the Maximum Benefit Period.
- g) The date no further benefits are payable under any provision in this plan that limits the Maximum Payment Period.
- h) The date the employee is no longer receiving regular and appropriate care from a physician.

Maternity Leave

Payment for STD Benefits in connection with pregnancy and delivery will be evaluated based on the specific condition and the provision of this Policy. Maternity leave claims for STD benefits are commonly approved for up to six (6) weeks following delivery for a normal delivery or up to eight (8) weeks following delivery for a C-section. In some cases, medical complications arise that result in longer periods of disability. STD Benefits may continue if your physician provides a supporting Medical Certification that substantiates the need for additional time for recovery, subject to the terms of this Policy.

Payment of Benefits

Prior to receiving STD Benefits, the employee will be required to provide, at his or her expense, the Medical Certification from employee's own health care provider. The employee must return the completed Medical Certification to the Human Resources department within fifteen (15) days [of the employees first absence](#). Failure to return a properly completed Medical Certification will result in the STD Benefits payment request being delayed or denied.

If the Agency has reason to question the sufficiency of the Medical Certification, the Agency may request, at the Agency's expense, a second opinion. If the two (2) Medical Certifications conflict, the parties will, in good faith, select a third health care provider to obtain a binding third opinion, at the Agency's expense.

Once SARTA has received a satisfactorily completed Medical Certification, payments will be issued in accordance with the Agency's regular payroll practices through the Agency's payroll direct deposits within 2 pay periods.

Short Term Disability Payments are considered sick pay and reported as income to the employee. Short Term Disability Payments are paid subject to Ohio and Federal law governing garnishment of personal earnings. In the event a wage garnishment order has been issued by a court and forwarded to SARTA, amounts shall be withheld from an employee's Short Term Disability Payments in accordance with the terms of the garnishment order and as otherwise required under applicable law.

SARTA will continue to deduct Federal, State, and Local taxes, Health Insurance, and ancillary benefits.

While receiving Short Term Disability Payments from SARTA, employees are not eligible to receive payment for any other paid time off including PTO, fixed holidays, or employee's birthday. The only exceptions to this rule are as follows:

~~a. Cash-outs done in accordance with SARTA's Union Contract.~~

a. Bonuses issued for coverage during time worked.

- b. The mandatory ~~vacation~~PTO payout (burn) as required under the Agency's FMLA Policy.

TRAVEL POLICY Effective ~~March 22, 2023~~ December 10, 2025

Purpose

The purpose of this policy is to establish travel rules and regulations and to provide consistent expense reimbursement. This policy will cover all employees, officers, trustees and other approved individuals engaged in authorized travel or business on behalf of SARTA, and to provide a mechanism for monitoring travel-related costs.

Policy

It shall be the policy of SARTA to identify anticipated business travel requirements as part of the budget development process. Once the budget has been adopted, the following guidelines shall be utilized in administering the travel program. All employees must submit direct deposit authorization for per diem payments, reimbursements, and other travel expenses.

Scheduling

All travel requests will be made through the Executive Assistant. When possible, planning travel should be completed early enough to enable SARTA to take advantage of any and all discounts for matters such as air travel, registration fees, and lodging. As much as possible, staff is encouraged to use public transportation when on out-of-area travel. Per Diem shall be paid two weeks prior to departure provided paperwork has been submitted.

Reporting

~~All employees are required to submit a report on what they learned and how it will benefit SARTA. This report must be submitted to the employee's Director along with their expense report.~~ The department Director will ensure the expense ~~and learning~~ report is complete prior to approval. The Accounting Administrator /DBELO will **IMMEDIATELY** report discrepancies to the Executive Director/CEO. Reimbursements will not be dispersed until this process is complete. Failure to comply may result in disciplinary actions up to and including termination.

Driving Trips

All SARTA staff are encouraged to use SARTA vehicles for local travel. Reservations of SARTA vehicles for travel should be made with Maintenance as early as possible in order to avoid any conflict. See Requesting Maintenance and Support Vehicles Procedure.

Use of personal vehicles will not qualify for mileage reimbursement except under special circumstances and travel to the airport. All exceptions for request for mileage

reimbursement must be preapproved in writing by the Executive Director/CEO or the Director, Finance Chief Financial Officer.

Cancellations

Travel should be planned carefully as cancellations may result in both extra administrative costs, as well as potential forfeiture of amounts paid for registrations and travel costs. Cancellations requests must be made in writing to your immediate Director. If cancellations are not for legitimate reasons, pre-approved by the Department Head and/or the Executive Director/CEO, the employee may be liable for the costs of any travel arrangement and/or forfeited costs.

Per Diem

A Per Diem is a fixed allowance per day for meals actually incurred. The Per Diem amount allowed is determined by the location to which the employee travels. The current amounts established under the federal IRS regulations will be used, set by the U.S. General Services Administration (GSA) at www.gsa.gov/travel/plan-book/per-diem-rates. Per Diem is only issued for travel that involves overnight accommodations. No submission of receipts are required. Per Diem will be paid by using a physical card and receipts must be submitted.

General Travel Regulations

Employees may take a spouse or a guest on a business trip. However, SARTA will not pay travel expenses on their behalf. This is the responsibility of the employee.

If an employee takes a side trip before or after the SARTA business trip, the additional costs will be at the employee's expense. The maximum amount that SARTA will allow for reimbursement is the cost of expenses directly related to the business-related travel for which SARTA is sending the employee.

Reimbursable Expenses

When making travel plans, every aspect of travel should be detailed in the Travel Request. The Travel Request will be submitted to the Executive Assistant and booking arrangements will be performed on behalf of the employee by the Executive Assistant. SARTA will issue per diem for food expenditures. A credit card will be issued for travel purposes. An employee may use the credit card for meal purchases, not to exceed the IRS regulations. Virtual credit cards will be used for prepaid travel expenses such as airfare, registration fees, and hotel reservations. Once proper documentation has been submitted to the Accounting Administrator/DBELO, the employee will be issued a card.

The following are examples of expenses **NOT REIMBURSABLE** by SARTA:

1. Liquor, beer, wine and other alcoholic beverages
2. Meals and other accommodations for spouse or guest
3. Tours or sightseeing fares, if not on the conference itinerary
4. Trip insurance
5. Any other expense prohibited by law

Expenses incurred for which receipts are not returned will not be reimbursed. Any expense by SARTA for which a receipt is not submitted will be deemed personal and may be expensed back to the employee through payroll deduction.

All reimbursement claims and expenses shall be itemized on a SARTA travel expense form approved by the Department Director or Executive Director/CEO. The Executive Director/CEO expense reports shall be approved by the Board President or Vice President.

Expense Reports

Employees must complete an expense report within two (2) business days upon return. All costs associated with Travel must be documented on the expense report.

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