

METRO RTA

Board Of Trustees

PRESIDENT: MR. MARK DERRIG
VICE PRESIDENT: MS. DANA LAGARDE



OCTOBER 28, 2025
9:00AM

**METRO RTA
MONTHLY BOARD MEETING AGENDA
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, OCTOBER 28, 2025
9:00AM**

ITEM 1: CALL TO ORDER

ITEM 2: AUDIENCE PARTICIPATION

The METRO RTA Board meets monthly, on the last Tuesday of the month, as stated within Resolution 2016-28, unless otherwise noted. Any individual or representative of a group may take three (3) minutes to address the Board on any given topic on the Board agenda. Individuals are required to appear in person and sign in at least five (5) minutes before the Board meeting begins.

METRO RTA welcomes, values and appreciates the varied opinions and comments from members of the public. To ensure that the meetings are respectful, peaceful and orderly, speakers are reminded to keep their comments respectful and appropriate for METRO RTA business. No personal attacks will be permitted. The President has the authority to rule remarks out of order and remove individuals from the meeting.

ITEM 3: RECOGNITION

- Allen Potts: ROADeo winner – Shawn Metcalf
- Fanta Weems, Renee Thomas & John Sutherland: 25 years of service – Eric Scott
- Monterey Morton Sr: Exceptional Professionalism & Commitment to Safety – Eric Scott
- Cynthia Richardson & Kyle Stewart – Outstanding Triennial Review – Dawn Distler

ITEM 4: BOARD MINUTES

*Approval of Board Meeting Minutes from the September meeting (Pages 5-9).

ITEM 5: COMMITTEE REPORTS & RESOLUTIONS

Customer Experience & Service Performance Committee

(Maintenance / Operations / Mobility Solutions)

Chair: John Valle

Vice Chair: Christine Marshall

*Resolution 2025-32: A resolution authorizing the award of a contract for the purchase of six (6) New England Wheels 22 ft. buses from Transportation Equipment Sales Corp (Page 10)

*Resolution 2025-33: A resolution authorizing the Chief Executive Officer/Secretary-Treasurer the award of a contract to purchase Roof Top Air Conditioning Units from CRS Metalworx Inc. (Page 11)

Internal & External Engagement Committee

(Employee Engagement Center / Customer Care / PR & Marketing)

Chair: Chuck Rector

Vice Chair: Dana LaGarde

Culture & Planning Committee

(Planning & Community Impact)

Chair: Robert DeJournett

Vice Chair: Dave Prentice

*Resolution 2025-25: A resolution authorizing the Chief Executive Officer/Secretary-Treasurer for the purchase of vacant land. (Page 12 & 13)

Finance & Technology Committee

(Finance & Technology)

Chair: Robert Konstand

Vice Chair: Nicole Squire

*Resolution 2025-29: A resolution authorizing the Chief Executive Officer/Secretary-Treasurer the adoption of Cybersecurity Policy METRO-CYBER-001 Pursuant to Ohio Revised Code 9.64 (House Bill 96). METRO Regional Transit Authority recognizes the importance of cybersecurity in protecting the Authority's data systems, employees, and stakeholders from unauthorized access, disruption, or damage. (Page 14)

*Resolution 2025-30: A resolution authorizing the Chief Executive Officer/Secretary-Treasurer to purchase HPE Aruba network equipment for the New Operations and Maintenance Facility in the amount of \$761,964.74 from CDW-G. (Page 15)

*Resolution 2025-31: A resolution authorizing a one-year extension of the maintenance and support agreement for the Automatic Vehicle Location (AVL) and the Enterprise Resource Planning (ERP) systems, through Avail Technologies, Inc. (Page 16)

Development & Protection

(Safety & Training)

Chair: Renee Greene

Vice Chair: Dana LaGarde reporting on behalf of Renee Greene

ITEM 6: OTHER BUSINESS

ITEM 7: OFFICER'S REPORTS

ITEM 8: CALL FOR ADJOURNMENT

*Denotes items requiring Board approval

Next Scheduled Meeting – November 25, 2025

**METRO RTA
MONTHLY BOARD MEETING MINUTES
ROBERT K. PFAFF TRANSIT CENTER BOARD ROOM
TUESDAY, SEPTEMBER 30, 2025; 9:00 AM**

Trustees' Present: Dana LaGarde, Robert DeJournett,
John Valle, Chuck Rector, Bob Konstand,
Gary Spring, Christine Marshall, Donald Christian, and
Dave Prentice

Trustees Excused: Mark Derrig, Renee Greene and Nicole Squire

Trustees Absent:

Roetzel & Address: Lauren Zidones

METRO Team

Members Present: Dawn Distler, Angie Neeley, Tatia Harris, Gert Wilms,
Jay Hunter, Eric Scott, Nathan Leppo, Quentin Wyatt,
DeHavilland McCall, Jamie Saylor, Tia Turner, Zach Smith,
Molly Becker, Kyle Moeglin, Alja Austin, Stefan Hargrove,
Lane Evans, and Leslie Rashid

CALL TO ORDER

Ms. Dana LaGarde called the meeting to order at 9:01 am.

AUDIENCE PARTICIPATION:

Mr. Ron Brubaker
Ms. Pamela Pinkney-Butts

RECOGNITION:

Matt Bennett, Nate Cottrell and Matt Orce: 15 years of service and the first apprenticeship class
Zach Smith: New Hire Director of Asset Management
Jeff Thomas: Outstanding Customer Service

BOARD MINUTES:

Mr. John Valle made a motion to approve the minutes of the August 26th meeting.
Mr. Robert DeJournett 2nd the motion. The minutes were unanimously approved.

COMMITTEE REPORTS & RESOLUTIONS

CUSTOMER EXPERIENCE & SERVICE PERFORMANCE COMMITTEE REPORT

Chair: John Valle

The Committee met on September 18th and KPIs were reviewed. There was one resolution recommended by the committee.

RESOLUTION 2025-28:

A resolution authorizing a change order to the Construction Manager at Risk Contract with G. Stephens Inc.

The resolution was discussed.

Mr. John Valle made a motion to approve the resolution. Ms. Christine Marshall 2nd the motion. All present voted “aye”. The resolution was approved.

Mr. Dave Prentice inquired about the percentage of the change orders of the total project cost. Ms. Dawn Distler stated that information could be provided later.

INTERNAL & EXTERNAL ENGAGEMENT COMMITTEE REPORT

Chair: Chuck Rector

The Committee met on September 18th and KPIs were reviewed. There was one resolution recommended by the committee.

RESOLUTION 2025-2027:

A resolution authorizing a one-year renewal of a contract for the continuation of a Human Resources Information System (HRIS) with NEOgov.

Mr. Chuck Rector made a motion to approve the resolution. Mr. John Valle 2nd the motion. All present voted “aye”. The resolution was approved.

CULTURE & PLANNING COMMITTEE REPORT

Chair: Robert DeJournett

The Committee met on September 18th and KPIs were reviewed. There were three resolutions recommended by the committee.

Ms. Gert Wilms provided a rail update. Discussions were held with the Federal Transit Administration (FTA) regarding disposition of the Freedom Secondary (Akron-Kent) and Akron Secondary (Akron-Hudson) rail lines. Summit County expressed interest in acquiring the properties; however, FTA denied transfer authority and instead requested repayment of the original debt. Appraisals and review appraisals have been completed, but concerns remain regarding missing parcels and unconsidered factors. \$6M good-faith payment will be proposed to the FTA with request for three independent appraisals. Active discussions are ongoing with Summit County, Stow, Cuyahoga Falls, Hudson and Summit METRO Parks regarding potential local acquisition. If not transferred to a government entity, Ohio law requires

public bidding. Stakeholders including the Ohio Rail Development Commission and Cuyahoga Valley Scenic Railroad are engaged. The deadline for FTA response is October 15th (with the intention to submit earlier.) No board vote is required at this time; repayment terms and final property disposition will return for approval later.

Mr. Gary Spring inquired about the omitted parcels, specifically their locations and the potential impact on the overall valuation. Ms. Wilms noted that a deeper review of the appraisals is needed, as some parcels-particularly on the Akron Secondary (Akron to Cuyahoga Falls, valued just over \$2M)-may have been omitted or consolidated.

RESOLUTION 2025-23:

A resolution authorizing a change order for the contract approved in Resolution 2024-17 with Wintrow Rail to replace cross-ties, surface track areas, remove switches and straighten rail track, and create a ditch line to properly move water away from track in an area subjected to minor mudslides based on Federal Railroad Administration (FRA) requirements.

The resolution was discussed.

Mr. Robert DeJournett made a motion to approve the resolution. Mr. Gary Spring 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTIONN 2025-24:

A resolution establishing an over Disadvantage Business Enterprise goal of 1.0% for 2026-2028 Federal Fiscal Years.

The resolution was discussed. Mr. Dave Prentice inquired about the amount of the Change Order, which was noted in the resolution. Mr. Prentice also inquired about who developed the project for bidding, and. Ms. Tatia Harris responded that it was prepared by Andy Schuster at ABC.

Mr. Robert DeJournett made a motion to approve the resolution. Mr. Donald Christian 2nd the motion. All present voted “aye”. The resolution was approved.

RESOLUTION 2025-29:

A resolution expressing support for the County of Summit, Alcohol, Drug Addiction and Mental Health Services (ADM) Board Issue 1 on November 4, 2025, Ballot.

The resolution was discussed.

Mr. Robert DeJournett made a motion to approve the resolution. Mr. John Valle 2nd the motion. Eight voted “aye”, and Mr. Donald Christian abstained. The resolution was approved.

FINANCE & TECHNOLOGY COMMITTEE REPORT

Chair: Bob Konstand

The Committee met on September 18th the dashboard was reviewed. There was one resolution recommended by the committee.

RESOLUTION 2025-26:

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer approval of a one-year state contract with Cellco Partnership d/b/a Verizon for mobile services in the amount of \$207,691.68.

The resolution was discussed.

Mr. Bob Konstand made a motion to approve the resolution. Mr. Dave Prentice 2nd the motion. All present voted “aye”. The resolution was approved.

PROTECTION & DEVELOPMENT COMMITTEE REPORT

Mr. Robert DeJournett reporting on behalf of Chair: Renee Greene

The Committee met on September 18th and KPIs were reviewed.

There were no resolutions.

OTHER BUSINESS

OFFICERS' REPORTS

Board Vice President:

Ms. Dana LaGarde expressed her appreciation for professionalism and restraint during prior discussions, noting the positive influence on moving the agenda forward.

Chief Executive Officer:

Ms. Dawn Distler expressed her appreciation for apprentices from the first class who served 15 years, as well as for the continued support of the apprenticeship program. The team's professionalism and transparency in working with TW Local One were acknowledged. METRO was recognized for receiving the national Outstanding Transit System of The Year Award in the largest system category and for multiple O-TRIP SOAR safety awards. Gratitude was extended to all employees and board members for their contributions to these achievements.

ADJOURNMENT

Mr. Robert DeJournett made a motion to adjourn the meeting at 9:40 am.

The next scheduled Board Meeting is October 28, 2025.

CERTIFICATE OF COMPLIANCE

Pursuant to Section III, Article 3.2 of the Rules & Regulations of the METRO Regional Transit Authority, METRO has complied with the Notice and Notification to the public and news media.

DATE APPROVED: October 28, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN S. DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE**

RESOLUTION NO. 2025-32

A resolution authorizing the award of a contract for the purchase of six (6) New England Wheels 22 ft. buses from Transportation Equipment Sales Corp.

WHEREAS, Resolution 2023-15 authorized the Chief Executive Officer/Secretary-Treasurer to enter into an agreement with the University of Akron – UAkronPark Inc. for fixed route transit service as well as a pass program service, and

WHEREAS, The yearly costs payable to METRO from the agreement with the University of Akron – UAkronPark Inc. will cover the cost of the buses, and

WHEREAS, The buses are available for purchase from ODOT Contract #248-24.

WHEREAS, Current lead time for production of these vehicles is 3-4 months.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. A contract be awarded to Transportation Equipment Sales Corp. for the purchase of six (6) New England Wheels 22 ft. buses, in an amount not to exceed \$1,391,466.
2. The Chief Executive Officer/Secretary-Treasurer is authorized up to a 5% contingency should change orders be necessary.
3. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said contract.
4. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: October 28, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
CUSTOMER EXPERIENCE AND SERVICE PERFORMANCE COMMITTEE**

RESOLUTION 2025-33

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer the award of a contract to purchase Roof Top Air Conditioning Units from CRS Metalworx, Inc. at 416 Kenmore Blvd. Akron 44301.

WHEREAS, Legal Notices were twice advertised in the Akron Beacon Journal on August 7th and August 14th, 2025, and on the METRO RTA website; and

WHEREAS, bids were opened on Thursday, September 4th, 2025, with the following responsive bid received:

CRS Metalworx, Inc. - \$210,000.00

MatterHackers, Inc – non-responsive

WHEREAS, METRO is recommending that CRS Metalworx, Inc be awarded the contract for purchase of Roof Top Air Conditioning Units, as they were the lowest, responsive bidder,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that,

1. The Chief Executive Officer is authorized to purchase Roof Top Air Conditioning Units from CRS Metalworx, Inc in an amount not to exceed \$210,000.00.
2. The Chief Executive Officer/Secretary-Treasurer may authorize change orders for up to 3% of these task orders.
3. The Chief Executive Officer is authorized to execute all documents with CRS Metalworx, Inc.
4. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: October 28th, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
CULTURE AND PLANNING**

RESOLUTION 2025-25

A resolution authorizing the purchase of vacant land,

WHEREAS, METRO Regional Transit Authority (METRO) has determined that the acquisition from the Summit County Land Bank of twelve (12) real properties located at northwest corner of Lakeshore Ave and Kenmore Blvd, in the City of Akron, County of Summit, State of Ohio, is in the best interest of METRO; and

WHEREAS, the METRO Regional Transit Authority Board of Trustees have reviewed the terms and conditions of the proposed purchases and finds them acceptable and beneficial to METRO; and

WHEREAS, METRO has the financing necessary to secure the purchase of the twelve (12) properties for a price not to exceed \$9,600 (nine thousand six hundred dollars) total:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Approval of Purchase:** The METRO Board of Trustees hereby approves the terms and conditions set forth in the Purchase Agreement, a copy of which is attached hereto as Exhibit A for the purchase of the twelve (12) properties located at:

Parcel #68-31477 Alt Id # 050062101012000

Aka: VACANT LAND LAKESHORE BOULEVARD, AKRON, OH 44301

Parcel #68-31478 Alt Id # 050062101016000

Aka: VACANT LAND DICKERSON STREET, AKRON, OH 44301

Parcel #68-31479 Alt Id # 050062101010000

Aka: VACANT LAND KENMORE BOULEVARD, AKRON, OH 44301

Parcel #68-31480 Alt Id # 050062101017000

Aka: VACANT LAND DICKERSON STREET, AKRON, OH 44301

Parcel #68-31481 Alt Id # 050062101007000

Aka: VACANT LAND KENMORE BOULEVARD, AKRON, OH 44301

Parcel #68-31483 Alt Id # 050062101011000

Aka: 419 KENMORE BOULEVARD, AKRON, OH 44301

Parcel #68-31484 Alt Id # 050062101013000

Aka: VACANT LAND LEWIS STREET, AKRON, OH 44301

Parcel #68-31485 Alt Id # 050062101014000
Aka: VACANT LAND LEWIS STREET, AKRON, OH 44301

Parcel #68-31486 Alt Id # 050062101015000
Aka: VACANT LAND DICKERSON STREET, AKRON, OH 44301

Parcel #68-31487 Alt Id # 050062101008000
Aka: VACANT LAND KENMORE BOULEVARD, AKRON, OH 44301

Parcel #68-31488 Alt Id # 050062101006000
Aka: VACANT LAND KENMORE BOULEVARD, AKRON, OH 44301

Parcel #68-31489 Alt Id # 050062101009000
Aka: VACANT LAND KENMORE BOULEVARD, AKRON, OH 44301

2. **Authority to Execute Documents:** Dawn Distler, METRO CEO/Secretary-Treasurer, is hereby authorized and directed to execute and deliver, on behalf of METRO, the purchase agreement and any and all other documents necessary or appropriate to effectuate the purchase of the 12 (twelve) properties.
3. **Payment:** Dawn Distler, METRO CEO/Secretary-Treasurer, is further authorized to arrange for the payment for the 12 (twelve) properties.
4. **Ratification of Prior Acts:** All actions taken by METRO prior to the adoption of the resolution that are within the authority conferred herein are hereby ratified, confirmed and approved.

DATE ADOPTED: October 28, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER,
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE AND TECHNOLOGY COMMITTEE**

RESOLUTION 2025-29

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer the adoption of Cybersecurity Policy METRO-CYBER-001 Pursuant to Ohio Revised Code 9.64 (House Bill 96). **METRO Regional Transit Authority** recognizes the importance of cybersecurity in protecting the Authority's data, systems, employees, and stakeholders from unauthorized access, disruption, or damage; and

WHEREAS, the State of Ohio, through House Bill 96, codified in Ohio Revised Code (ORC) Section 9.64, requires public entities to implement and maintain a cybersecurity program and policy to safeguard sensitive and confidential information, protect critical infrastructure, and ensure the resilience of information technology systems; and

WHEREAS, the Board acknowledges its responsibility to establish governance, oversight, and accountability for the implementation and enforcement of a cybersecurity policy consistent with state law and industry best practices; and

WHEREAS, the **METRO Regional Transit Authority** has developed and designated a Cybersecurity Policy, Policy Number **METRO-CYBER-001**, which sets forth the framework, responsibilities, and procedures to identify, assess, prevent, detect, and respond to cybersecurity risks and incidents in accordance with ORC 9.64; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that,

1. The Board of Directors of the **METRO Regional Transit Authority** hereby formally adopts **Cybersecurity Policy METRO-CYBER-001** as presented; and
2. Directs management to implement, maintain, and update the Policy in compliance with Ohio House Bill 96 and applicable regulations; and that this resolution shall take effect immediately upon its adoption of **Cybersecurity Policy METRO-CYBER-001**.

DATE ADOPTED: October 28th, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE AND TECHNOLOGY COMMITTEE**

RESOLUTION 2025-30

A resolution authorizing the Chief Executive Officer/Secretary-Treasurer the purchase of HPE Aruba network equipment for the New Operations and Maintenance Facility in the amount of \$761,964.74 from CDW-G,

WHEREAS, METRO requires the procurement of network equipment for the New Operations and Maintenance Facility to ensure secure and reliable connectivity; and

WHEREAS, the purchase will be made through CDW-G under the Ohio State Contract STS RSC024735, ensuring compliance with state procurement requirements and providing competitive pricing; and

WHEREAS, the total cost of the purchase is \$761,964.74, there will be grant funding applied to this purchase.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The Chief Executive Officer is hereby authorized to purchase HPE Aruba network equipment from CDW-G under Ohio State Contract STS RSC024735, in the amount of \$761,964.74, utilizing available funding; and
2. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: October 28th, 2025

**MARK DERRIG,
PRESIDENT**

**DAWN DISTLER
CHIEF EXECUTIVE OFFICER/
SECRETARY-TREASURER**

**COMMITTEE ASSIGNMENT:
FINANCE AND TECHNOLOGY**

RESOLUTION 2025-31

A resolution authorizing a one-year extension of the maintenance and support agreement for the Automatic Vehicle Location (AVL) and the Enterprise Resource Planning (ERP) systems, through Avail Technologies, Inc.,

WHEREAS, METRO has a contract for maintenance and support services with Avail Technologies, Inc. through October 31, 2025; and

WHEREAS, METRO is going out an RFP for new CAD/AVL/Payroll/HRIS systems; and

WHEREAS, METRO would like to purchase a one-year maintenance and support agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of METRO Regional Transit Authority that:

1. The purchase of support and maintenance services for CAD/AVL/ERP systems from Avail Technologies, Inc. in the amount of \$265,035 for one year.
2. The Chief Executive Officer/Secretary-Treasurer is authorized to execute said purchase.
3. All formal actions of this Board of Trustees related to this Resolution and all deliberations of the Board of Trustees and any of its committees that resulted in such formal action were in meetings open to the public in compliance with all legal requirements, including Section 121.22 of the Revised Code.

DATE ADOPTED: October 28, 2025

**MARK DERRIG,
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