Agenda

1. Call to Order
   Roll Call

2. Meeting Minutes
   Minutes from November 19, 2020, Meeting (Motion Required) Attachment 2a

3. Guest Communications (Due to COVID-19, not required) Oral

4. General Manager's Report Attachment 4

5. Committee Reports
   a. Administration Did Not Meet
   b. Finance Scheduled to Meet Via Zoom 12/15/2020
   c. Operations Did Not Meet
   d. Personnel Did Not Meet

6. Old Business

7. New Business
   - Presentation on the Americans with Disabilities Act (ADA).

8. Resolutions - Roll Call Approval Required

#2020-12-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PARTICIPATE IN AND CONTRIBUTE TO RISK POOLING WITH THE OHIO TRANSIT RISK POOL.

#2020-12-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR LICENSING AND MAINTENANCE WITH TRAPEZE SOFTWARE GROUP.

#2020-12-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A CONTRACT TO GLADIEUX TRADING AND MARKETING CO LP TO PROVIDE DIESEL AND GASOLINE FUEL FOR 2021 AND AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO SIGN A FEDERAL EXCISE TAX EXEMPTION CERTIFICATE ON BEHALF OF PARTA. THIS IS A JOINT PURCHASING VENTURE WITH AKRON METRO RTA, WESTERN RESERVE RTA AND STARK AREA RTA, ET AL.

9. Executive Session (if needed) – Roll Call Approval Required

10. Adjournment.

Next Regular Meeting:
January 28, 2021 @ 7 p.m.
PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

BOARD OF TRUSTEES MEETING MINUTES

Held Remotely Via Zoom

November 19, 2020

Board Members Participating:

Karen Beck                  David Gynn, President                                Morgan Tipton
Marge Bjergregaard          Virginia Harris (arrived at 7:09 p.m.)              Frank Vitale
Richard Brockett            Michael Lewis, Vice President                     Karen Wise, TPO
Jeff Childers               R. T. Mansfield                                    Marvin Woods
Debbie Davison              Jack Murphy                                        

Staff Participating:

Claudia Amrhein             Kelly Jurisch                                     Rebecca Schrader
Denise Baba                 Justin Markey, Legal Counsel (arrived at 7:24 p.m.)   Brian Trautman
Marcia Fletcher             Clayton Popik

Guests Participating:

None.

CALL TO ORDER

President David Gynn called the November 19, 2020, PARTA Board of Trustees meeting to order at 7:03 p.m. He asked Ms. Marcia Fletcher to call the roll.

Ms. Fletcher then called the roll, and a quorum was participating.

Mr. Gynn entertained a motion to adopt the minutes from the October 22, 2020, Board meeting. Ms. Karen Beck made a motion to accept the minutes as presented, which was seconded by Mr. Marvin Woods. Mr. Gynn asked if there was any discussion. Hearing none, he asked all those in favor of approving the minutes to respond by saying yes. The motion to approve the minutes, as presented, passed unanimously.

Mr. Mike Lewis confirmed that the Board was without legal counsel tonight.

Mr. Gynn and Ms. Claudia Amrhein concurred.

GUEST COMMUNICATIONS

Mr. Gynn said there is no Guest Communication because of COVID-19 and moved on to the General Manager’s report.

GENERAL MANAGER’S REPORT

Ms. Amrhein noted that the Triennial Review process is up and running again. She said the staff will be focusing on compiling all the requested documents to be submitted electronically instead of having an on-site visit. She asked if there were any questions.
Ms. Karen Beck thanked Ms. Amrhein for her clear report that provides a good set up for what will be covered at the Board meeting.

Mr. Jack Murphy said last month, the General Manager’s report indicated that there were two (2) employees who had COVID-19. He asked if those employees were doing better now and if there were any more cases.

Ms. Amrhein said yes to both. All employees are doing well. There have been some positive cases, as well as some quarantines due to people being exposed to positive cases.

OLD BUSINESS

Mr. Gynn asked if anybody knew of any Old Business. Hearing none, he moved on to New Business.

NEW BUSINESS

Mr. Gynn said there are five (5) resolutions under New Business.

Resolutions

Mr. Gynn introduced Resolution #2020-11-01.

#2020-11-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2021 PROPOSED BUDGET FOR PARTA.

Mr. Gynn asked for a motion to accept.

Motion: Marge Bjerregaard  Second: Debbie Davison

Mr. Gynn noted that he skipped over the committee reports.

Mr. Mike Lewis made a motion to table the motion and second for Resolution #2020-11-01 because it was being recommended by the Finance Committee for approval by the Board and it hasn’t been discussed yet. He said it would be difficult for the Board to vote without discussion. Mr. R. T. Mansfield seconded the motion.

Mr. Gynn asked all those in favor of tabling this vote until the report is provided from the Finance Committee to signify by saying aye; opposed, the same sign. He apologized and went back to the committee reports starting with Ms. Karen Wise and the Administration Committee.

ADMINISTRATION COMMITTEE REPORT

Ms. Wise said the Administration Committee met and Mr. Marvin Woods and Mr. Jack Murphy were asked to fill in as voting members. The committee heard and discussed three (3) resolutions, which were all recommended for approval by the Board.

Mr. Gynn asked if there were any questions for Ms. Wise. Hearing none, he said those resolutions will be discussed later in the meeting.

FINANCE COMMITTEE REPORT

Mr. Gynn asked Mr. Lewis to talk about the lengthy budget meeting.
Mr. Lewis said December’s Board meeting will cover monthly totals for October and November. He did review October and it’s in line with what PARTA has been doing. Today’s focus will be on the budget for 2021 for PARTA and the Kent Central Gateway (KCG). He thanked the Board members who attended the in-depth Finance Committee meeting. He said budgets are hard enough in a normal year with normal terms. Coming out of 2020 and going into 2021, there’s going to still be a lot of unknown when it comes to what is normal. The summary provided for PARTA and KCG shows the budget for 2020, projected actual for 2020, variance, and proposed budget for 2021. Noting the Farebox line item, he said the budget for 2020 was $320,000 and the proposed budget for 2021 was $180,000. That’s above the 2020 total projected; however, it’s not what was budgeted for 2020. Ms. Schrader took a very conservative approach to the budget. Every cell within the Excel spreadsheet leads to a formula, another page, and a ton of information. The budgets were discussed for about two (2) hours and could have easily been four (4) hours because there was so much. The largest revenue item was Federal Operating, which was the CARES Act money. There are additional federal relief bills being discussed but it is unclear as to how that will affect PARTA. The proposed budget for 2021 for Total Revenues is about $9.6 million and Total Expenses is about $9.6 million. Ms. Schrader and her team have put a lot of time into figuring out averages, looking at the past, and considering contracts and federal monies coming due. The time this process takes is evident in the nine (9) pages of minutes from the meeting, which are normally about three (3) pages. If there are any questions on the budget, it can be found within those nine (9) pages. He recommended Board members take time to go through the budget and the minutes. He said the more time spent, the more sense it will make. The document provided also lists each department’s individual budget. The KCG budget went through the same process. The proposed 2021 budget is showing a Net Profit of $174. Both budgets will have to be adjusted moving forward because they will change based on what’s going on in the state and COVID-19 numbers. Both are very tight budgets based on the best information available today. He concluded by asking Ms. Schrader if she would like to add anything.

Ms. Schrader said she didn’t have much to add other than normally the budget isn’t adjusted during the year; but next year, explanations will be provided as to why there’s a variance.

Mr. Lewis said those discussions could lead to changes in behavior that would affect the budget so it may not be a reprojected budget, but management decisions are being made based on that. He said those two (2) budgets tie directly to resolutions 2020-11-01 (PARTA) and 2020-11-02 (KCG) approving the fiscal year budgets. The Finance Committee recommended the two (2) resolutions be moved forward to the Board for approval. He thanked Ms. Schrader and her team for the time they put into this.

Mr. Gynn thanked Mr. Lewis and asked if there were any additional questions.

OPERATIONS COMMITTEE REPORT

Hearing none, Mr. Gynn said there was no need for the Operations Committee to meet.

PERSONNEL COMMITTEE REPORT

Mr. Gynn said there was no need for the Personnel Committee to meet.

Mr. Gynn apologized for skipping over the committee reports. He pointed out that most of the work of the Board is done in committees because they have time to thoroughly discuss each item. He urged Board members to attend committee meetings, especially the budget meeting. Moving on to the resolutions, he said he referred to Robert’s Rules of Order and suggested a motion be made to return the tabled motion back for discussion.

**Motion:** Marge Bjerggaard  
**Second:** Debbie Davison

Mr. Gynn said it has been moved and seconded that the tabled motion, which was the adoption of Resolution #2020-11-01, be moved back on the table for discussion. He asked if there were any questions. Hearing none, he asked for a roll call vote on Resolution #2020-11-01.
Ms. Fletcher called the roll.

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David Gynn      |     |     |

Mr. Gynn said the motion passed and moved on to Resolution #2020-11-02.

#2020-11-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2021 PROPOSED BUDGET FOR THE KENT CENTRAL GATEWAY (KCG).

Mr. Gynn asked for a motion to approve.

Motion: R. T. Mansfield  
Second: Marge Bjerregaard

Mr. Gynn said Resolution #2020-11-02 has been discussed and approved by the Finance Committee. He asked if there were any other questions. Hearing none, he asked for a roll call vote.

Ms. Fletcher called the roll.

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Mr. Gynn said the motion is approved. The next three (3) resolutions have all been discussed by the Administration Committee at their meeting tonight. The first is Resolution #2020-11-03.

#2020-11-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO ENTER INTO AN AGREEMENT WITH RICHARD L. BOWEN & ASSOCIATES FOR ARCHITECTURAL AND ENGINEERING (A&E) SERVICES.

Motion: Marge Bjerregaard  
Second: Debbie Davison

Mr. Gynn then asked Ms. Wise or the PARTA staff if they had anything to add.

Ms. Amrhein said this award is for an Architectural and Engineering (A&E) services contract. In accordance with FTA regulations, this kind of service must be competitively evaluated through a Request for Qualifications (RFQ), which is different than a Request for Proposal (RFP). PARTA evaluates qualifications, identifies the best qualified, and negotiates a price. Fortunately, PARTA was able to
negotiate successfully with the firm that was rated the highest. They’ve provided professional rates for all the services that will be engaged. Once this contract is awarded, PARTA will be able to start working with them on specific phases of the project as outlined and come up with the number of hours and the cost for each task order that is issued to them. The storage facility that is now completed will be built out with some areas for storage and a fitness room. That will first have to be designed along with the driver CDL training pad. Once those projects are designed, Richard L. Bowen’s staff will work with PARTA to bid those out and award those contracts and then perform follow along services while the construction is underway. She asked if there were any questions.

Mr. Murphy asked if this firm has worked on transportation projects in the past.

Ms. Amrhein said yes, in fact they’ve worked with PARTA in the past. The Bowen group designed the maintenance bay renovation that was needed prior to building a CNG fueling station and acquiring CNG vehicles. They also designed the pre-bid documents for the CNG fueling station. Out of the four (4) firms that proposed, they have the best transit portfolio.

Mr. Gynn asked if there were other questions. Hearing none, he asked for a roll call vote to approve this resolution.

Ms. Fletcher called the roll.

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Mr. Gynn said Resolution #2020-11-03 passed. He then acknowledged that Mr. Justin Markey joined the meeting.

Mr. Markey apologized for his late arrival.

Mr. Gynn said the next item is Resolution #2020-11-04.

#2020-11-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES ADOPTING THE PUBLIC TRANSIT AGENCY SAFETY PLAN (PTASP) AS REQUIRED BY THE FEDERAL TRANSIT ADMINISTRATION (FTA).

Mr. Gynn asked for a motion to approve.

Motion: **Marge Bjergaard**

Second: **Marvin Woods**

Mr. Gynn said everybody should have received the Public Transit Agency Safety Plan (PTASP) with their materials. He asked Ms. Wise or Ms. Jurisch to talk about this resolution. He said the Administration Committee spent quite a bit of time talking about this plan.

Ms. Wise deferred to Ms. Jurisch and asked her to highlight how this is different from what is normally done.
Ms. Jurisch said this is a plan as much as it is a policy, but the FTA wants it to be called a plan. The PTASP requires PARTA to look at safety in a holistic approach through a Safety Management System (SMS). It’s about how safety is communicated through safety promotion, how safety risks are defined, and how safety performance is ensured. This plan is created implementing the appendices attached to the plan, which guide the work needed to define safety risks. It’s a very high-level plan. The procedures are then created to go with this plan.

Mr. Gynn said this plan affects virtually every aspect of PARTA’s operation. He asked if there were any questions.

Ms. Marge Bjerregaard asked what the difference was between the policy and the plan for PARTA.

Ms. Jurisch said it’s the same. A policy is used to guide the work and then procedures are implemented for the day-to-day operations. This plan is the same thing as a policy, but this is the wording that the FTA wants.

Ms. Bjerregaard asked if there was a reason why the FTA wanted it called a plan and if that makes it more flexible.

Ms. Jurisch said safety is flexible as everything is looked at as safety but there will be a risk that could potentially be mitigated and taken away through different safety measures.

Hearing no further questions, Mr. Gynn asked for a roll call vote to approve Resolution #2020-11-04.

Ms. Fletcher called the roll.

| Roll Call:       | Yes | No | | Roll Call:       | Yes | No |
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| Karen Wise       | X   |    | | Jeff Childers   | X   |    |
| Frank Vitale     |     | No Response | | Richard Brockett | X   |    |
| Morgan Tipton    | X   |    | | Marge Bjerregaard | X   |    |
| Jack Murphy      | X   |    | | Karen Beck      | X   |    |
| Mike Lewis       | X   |    | | R. T. Mansfield | X   |    |
| Virginia Harris  |     | No Response | | Marvin Woods    | X   |    |
| Debbie Davison   | X   |    | | David Gynn      | X   |    |

Mr. Gynn said Resolution #2020-11-04 passed and then moved on to the final resolution.

#2020-11-05: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE FILING OF AN APPLICATION WITH THE OHIO ENVIRONMENTAL PROTECTION AGENCY (Ohio EPA) FOR THE 2020 OHIO DIESEL EMISSIONS REDUCTION GRANT (DERG) PROGRAM.

Mr. Gynn asked for a motion to approve.

Motion: Karen Beck Second: Karen Wise

Mr. Gynn asked Ms. Amrhein to discuss.

Ms. Amrhein said PARTA is applying for grant funding to support replacement of four (4) CNG buses. DERG funding has been received in the past. It is an Ohio grant that is available only in priority counties that are on target to reduce diesel emissions. Last year, PARTA was awarded funding for two (2) buses. This year, there’s a little more funding available in the amount of $10 million.
Ms. Wise asked for the total cost for CNG buses.

Ms. Amrhein said the total cost for four (4) CNG buses is $2.4 million, or just over $500,000 each.

Ms. Wise asked if the $10 million was just for those target counties or across the state.

Ms. Amrhein said it's across the state for any priority county. That's why PARTA has a pretty good chance of getting something because not every county is eligible.

Ms. Bjerregaard asked what made Portage County a priority.

Ms. Amrhein said EPA evaluates and determines that Portage County has higher levels of emissions than it should have.

Mr. Gynn asked if the list included all the counties with E-Check.

Ms. Amrhein said it does.

Mr. Gynn asked if there were any other questions. Hearing none, he asked Ms. Fletcher for a roll call to approve Resolution #2020-11-05.

Ms. Fletcher called the roll.

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Mr. Gynn said that Resolution #2020-11-05 passed.

Mr. Gynn said there's no need for an Executive Session and asked for a motion to adjourn.

**ADJOURNMENT**

Mr. Mike Lewis made a motion to adjourn the meeting, which was seconded by Ms. Marge Bjerregaard. Mr. Gynn asked all those in favor to say aye and opposed the same sign. The motion to adjourn passed unanimously.

The meeting adjourned at 7:38 p.m.

Respectfully submitted,

Marcia Fletcher  
Executive Assistant
Committee Meetings and Resolutions. The December meeting agenda includes three (3) resolutions to authorize annual large purchase contracts. In addition, Denise Baba will present an overview of ADA requirements related to fixed route service and our recent transition to using the functional assessment eligibility determination process at Western Reserve Hospital’s “Easy Street” center in Cuyahoga Falls. The finance committee will meet remotely via Zoom on Tuesday, December 15, at 11:30 a.m. to review Resolutions #2020-12-01, -02, and -03 and November financial reports. Finally, this month’s Transit Trends describes the 3-year Disadvantaged Business Enterprise (DBE) Goal for 2020-2022. We publish this goal for public comment and maintain a separate DBE plan in accordance with FTA regulations.

#2020-12-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PARTICIPATE IN AND CONTRIBUTE TO RISK POOLING WITH THE OHIO TRANSIT RISK POOL.

#2020-12-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR LICENSING AND MAINTENANCE WITH TRAPEZE SOFTWARE GROUP.

Annual Property & Casualty Risk Pooling and Software Licensing & Maintenance Resolutions. Resolutions #2020-12-01 and -02 authorize large expenditures (over $100,000) in 2021. Resolution #2020-12-01 authorizes property and casualty risk pooling expenditures through Ohio Transit Risk Pool (OTRP). Resolution #2020-12-02 authorizes expenditures to Trapeze Software Group for licensing and maintenance of software products that support nearly every aspect of our transit services. Both expenses were included in the 2021 operating budgets approved in November.

#2020-12-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A CONTRACT TO GLADIEUX TRADING AND MARKETING CO LP TO PROVIDE DIESEL AND GASOLINE FUEL FOR 2021 AND AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO SIGN A FEDERAL EXCISE TAX EXEMPTION CERTIFICATE ON BEHALF OF PARTA. THIS IS A JOINT PURCHASING VENTURE WITH AKRON METRO RTA, WESTERN RESERVE RTA AND STARK AREA RTA, et al.

Annual Fuel Contract Ratification. Great news - the cost for diesel and gasoline fuel will decrease in 2021 by approximately 23% and 18%, respectively. Purchasing fuel annually in conjunction with other transit authorities enables PARTA to secure a guaranteed and more favorable price per gallon but requires prompt execution on the day the bids are opened. In June, the board passed Resolution #2020-06-01 to authorize the execution of the time-sensitive large purchase contract with a ratifying resolution to follow. Resolution #2020-12-03 ratifies the contract executed on December 9 with Gladieux.

<table>
<thead>
<tr>
<th>Cost of Fuel</th>
<th>Diesel</th>
<th>Gasoline</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>2021</td>
<td>2020</td>
</tr>
<tr>
<td># Gallons</td>
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<td>$/Gallon</td>
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</tr>
<tr>
<td>% change</td>
<td>-22.80%</td>
<td>-18.20%</td>
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</table>
Welcoming Newly Elected Officials. Portage County’s recently elected State Senator Jerry Cirino, State Representative Gail Pavliga, and County Commissioner Tony Badalamenti visited PARTA after accepting invitations following the November 3rd election. It is essential to engage our elected officials and tell the important stories of how critical public transit is to our Portage County communities and to communities all across Ohio. My term as president of OPTA will include lobbying the general assembly to maintain 2022-2023 public transit funding at the approved, pre-pandemic levels included in the 2020-2021 biennial budget cycle.

Kent Central Gateway Retail Spaces – Update. The ground-level retail spaces are managed by RLB Phoenix Group via a master tenant lease agreement executed in 2014 with Ron Burbick. The agreement included rent amounts for each year of the initial 10-year term and the optional 10-year renewal term. With the unfortunate passing of Ron this past summer and the effects of the ongoing pandemic, the successors to RLB’s holdings are evaluating their options for moving forward. The largest retail space currently is occupied by Cutler Realty and Group Ten Gallery. Cutler is not renewing its lease beginning in January, and the art gallery has closed its doors. Meanwhile, the Kent City Health Department relocated its offices to the second floor of KCG in September and now is looking for additional space to support vaccination clinics and other public support services separate from their office spaces. By the January board meeting, I hope to have options to present for addressing the RLB contract, both in the short and long term, and how to approach filling the vacant retail space with a long-term tenant.

Service Reports. (Coronavirus closures began March 2020) Ridership. Total county fixed route and DART ridership decreased by 46.43% through November, as compared to last year, with total county service performing 214,861 trips as compared to 401,072 trips through November 2019.

County fixed route service has decreased by approximately 46.68% as compared to last year, with 178,072 trips completed through November as compared to 333,940 trips through November 2019.

DART service has decreased by 45.20% through November as compared to last year, with 36,789 trips completed as compared to 67,132 trips completed through November 2019.

Overall ridership, including campus service, decreased by 61.10%, with campus down by 69.56%. Total system ridership totaled 423,592 as compared to 1,088,862 through November 2019.

On-Time Compliance. ADA Paratransit Service. ADA on-time compliance remained excellent at 95.79% in November as compared to 95.35% in October. Of 617 trips, 26 were performed late, with the latest running 22 minutes behind. General Public (non-ADA) DART. On-time performance for general public, non-ADA trips remained flat at 84.18% for November, as compared to 85.23% in October 2020. Vehicle Preventative Maintenance (PM). On-time compliance with established PM inspection schedules remained excellent at 100% in November as compared to 100% in October 2020.

Parking Deck. November parking totals followed the historical trend of decreasing in November as compared to October. Total usage decreased by 24% as compared to October and by 49% as compared to November 2019. A total of 4,538 cars exited in November as compared to 5,938 in October.

I would like to take a moment to extend my sincere thanks to each board member and to PARTA employees for your service to PARTA throughout this very challenging year. Your trust, support, and interaction, though mostly virtual, is especially appreciated. Please remain vigilant throughout this holiday season to keep safe and healthy in the wake of COVID-19. I am grateful for the opportunity to serve as PARTA’s General Manager and look forward to working with each of you again next year.

Thank you for your attention to these matters. If you have any questions prior to the Board meeting, please feel free to contact me by calling (330) 676-6315, or by e-mail at Amrhein.c16@partaonline.org.
Transit Trends
DBE Goals & Federal Projects

3-Year DBE Goal (2020 – 2022)
PARTA has established an overall DBE goal for Fiscal Years 2020 – 2022 of .52%. Race neutral methods are expected to be used for 80% of the contracting opportunities, and the remaining procurements will use race conscious means. Please contact Rebecca Schrader at Schrader.r38@partaonline.org or Denise Baba at dbaba@partonline.org to provide input or comments.

Current Federal Projects
• CNG Upgrade to Bus Wash Facility $350,000
• $1M – Administrative Property Paving / Training Pad (2021 —based on available funding)
• $1,000,000 – Capitalized Maintenance (Vehicles & Facilities) (including roofing, PPE)

Future Federal Projects
• Yearly Capitalized Maintenance ($1M)
• $3.5M – 4 CNG / 3 Diesel Transit Buses (2020 / 2022)
• $1.2M – 15 Paratransit Buses (2020 / 2022)

Projects are advertised in the Record Courier and on PARTA’s website: www.partaonline.org. PARTA IS LOOKING FOR MORE SMALL BUSINESSES AND DBE COMPANIES. Contact Denise Baba at (330) 678-7745 X113 or dbaba@partaonline.org.

DEFINITIONS
FTA – Federal Transit Administration

DBE – Disadvantaged Business Enterprise

Race-Neutral – Measures (Outreach, technical assistance, procurement process modification, etc.) that can be used to increase opportunities for all small businesses, not just DBEs, and do not involve setting specific goals for the use of DBEs on individual contracts. Whenever a DBE receives a prime contract because it is the lowest responsible bidder, the resulting DBE participation was achieved through race-neutral measures. Similarly, when a DBE receives a subcontract on a project that does not have a contract goal, its participation was also achieved through race-neutral measures.

Race-Conscious – Intentionally setting a DBE goal for a specific contract to meet any portion of their overall goal that they do not project being able to meet using race-neutral means. Grantees may use contract goals only on those DOT-assisted contracts that have subcontracting possibilities. Further, grantees are not required to set goals on every DOT-assisted contract, nor must they set a particular contract goal at the level of the overall goal. The particular contract goal will depend on the type of work involved, the location of the work, and the availability of DBEs for the work of the particular contract. However, over the period covered by the overall goal, grantees must set contract goals so that they will cumulatively result in meeting any portion of the overall goal that they do not project being able to meet through the use of race-neutral means. If the grantee’s approved projection indicates that it can meet its entire overall goal through race-neutral means, the grantee must implement its program without setting contract goals during that year.
PARTA WELCOMES NEWLY ELECTED OFFICIALS IN 2020

State Representative Gail Pavliga

Matt Carle, OPTA Executive Director

State Senator Jerry Cirino

County Commissioner Tony Badalamenti
RESOLUTION #2020-12-01

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PARTICIPATE IN AND CONTRIBUTE TO RISK POOLING WITH THE OHIO TRANSIT RISK POOL.

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

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

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

WHEREAS, PARTA's budgeted amount for participation for 2021 is $288,978 (not including deductibles); and,

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

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

1. The General Manager, or her designee, is authorized to contribute to OTRP for the pooling of risk in an amount not to exceed $288,978 (not including deductibles) for 2021.
2. The General Manager, or her designee, is authorized to pay to OTRP all necessary additional deductibles for 2021.

CERTIFICATION:
The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held December 17, 2020.

Date

David Gynn, President
Board of Trustees

Attested
RESOLUTION #2020-12-02

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR LICENSING AND MAINTENANCE WITH TRAPEZE SOFTWARE GROUP.

WHEREAS, Trapeze Software Group is providing licensing and maintenance of software; and

WHEREAS, the Portage Area Regional Transportation Authority (PARTA) has identified a need for said licensing and maintenance of software for 2021 in an amount not to exceed $150,000.

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

The General Manager, or her designee, be given authority to approve expenditures not to exceed $150,000 with Trapeze Software Group for licensing and maintenance of software for the period January 1, 2021, through December 31, 2021.

CERTIFICATION:
The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held December 17, 2020.

______________________________
Date

David Gynn, President
Board of Trustees

Attested
RESOLUTION #2020-12-03

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE AWARD OF A CONTRACT TO GLADIEUX TRADING AND MARKETING CO LP TO PROVIDE DIESEL AND GASOLINE FUEL FOR 2021 AND AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO SIGN A FEDERAL EXCISE TAX EXEMPTION CERTIFICATE ON BEHALF OF PARTA. THIS IS A JOINT PURCHASING VENTURE WITH AKRON METRO RTA, WESTERN RESERVE RTA AND STARK AREA RTA, et al.

WHEREAS, the Invitation to Bid was duly advertised once a week for two (2) weeks in the Akron Beacon Journal; and,

WHEREAS, bids were received on December 9, 2020, for the procurement of diesel and gasoline fuel and were provided to PARTA, et al.; and,

WHEREAS, Gladieux Trading and Marketing Co LP provided a bid for the procurement of diesel and gasoline fuel beginning January 1, 2021, and they have been found to be the lowest priced supplier at $1.5637 per gallon for 47 Cetane diesel fuel, $1.4377 per gallon for gasoline fuel when delivered with diesel, and $1.5427 per gallon for gasoline fuel delivery only; and,

WHEREAS, the Board authorized the General Manager, or her designee, to enter into a contract with the lowest, most responsive bidder for the purchase of diesel and gasoline fuel in 2021, via Resolution #2020-06-01; and,

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

WHEREAS, the General Manager executed the contract for diesel and gasoline fuel with Gladieux Trading and Marketing Co LP to ensure that the delivery of diesel and gasoline fuel will continue into the 2021 year without interruption.

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

1. A contract be awarded to Gladieux Trading and Marketing Co LP for approximately 180,000 gallons of 47 Cetane diesel fuel and 60,000 gallons of 87 unleaded gasoline fuel.
2. The execution of this contract by the General Manager is ratified and adopted by the Board as if approved prior to the execution on December 9, 2020.
3. The General Manager, or her designee, is authorized to sign a federal excise tax exemption certificate on behalf of PARTA.

CERTIFICATION:
The undersigned duly qualified Board President, acting on behalf of the Portage Area Regional Transportation Authority (PARTA), certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Trustees held December 17, 2020.

Date

______________________________  ______________________________
David Gynn, President  Attested
Board of Trustees
Media Release

FOR IMMEDIATE RELEASE

PARTA increases service to Hiram

Kent, Ohio – Wednesday, November 18, 2020 – Beginning Monday, November 23, PARTA will add one additional daily trip Monday through Friday to and from Hiram Village on its Route 70 bus.

The extra trip will leave the UH Portage Medical Center in Ravenna at 1:30 PM and arrive at the Hiram post office at 2:20 PM with stops along the way in Freedom Township, Windham, and Garrettsville. Riders boarding the bus in Hiram at 2:20 PM can expect to arrive back in Ravenna by 3:08 PM.

PARTA’s Route 70 bus operates weekdays from 6:15 AM until 8:30 PM. Currently, the Route 70 bus makes six trips to Hiram daily. The newly added trip reduces the amount of time riders will have to wait to get to and from Hiram in the mid-afternoon.

Passengers can view and download a digital version of the new Route 70 schedule from PARTA’s Facebook page or website, www.partaonline.org. Printed schedules will be available on the Route 70 bus, at the Kent Central Gateway Transit Center, and at PARTA’s administrative offices in the coming weeks.

Organized in 1975 under Section 306.32 of the Ohio Revised Code, PARTA provides fixed-route, ADA Complementary Paratransit and Demand Response service throughout Portage County. PARTA also operates the Kent Central Gateway Transit Center and parking deck in downtown Kent. In 2018, PARTA constructed the first Compressed Natural Gas (CNG) fueling station in Portage County.

For more information contact PARTA Communications and Public Advocacy Advisor Denise Baba at 330.678.7745 or email dbaba@partaonline.org.

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PARTA adds trip to Hiram

Beginning Monday, PARTA will add an additional daily trip Monday through Friday to and from Hiram on its Route 70 bus.

The extra trip will leave UH Portage Medical Center in Ravenna at 1:30 p.m. and arrive at the Hiram post office at 2:20 p.m. with stops along the way in Freedom Township, Windham, and Garrettsville. Riders boarding the bus in Hiram at 2:20 p.m. can expect to arrive back in Ravenna by 3:08 p.m.

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Today is Nov. 20, 2020.

More news:

- **PARTA is extending its service in Hiram.** The Route 70 bus will now make an extra trip Monday through Friday. You can view the new schedule on their Facebook or find a downloadable version on the PARTA website.
PORTAGE COUNTY: The Portage Area Regional Transportation Authority now has an additional daily trip Monday through Friday to and from Hiram on its OH-70 bus. The extra trip leaves University Hospitals Portage Medical Center in Ravenna at 1:30 p.m. and arrives at the Hiram post office at 2:20 p.m., with stops along the way in Freedom Township, Windham and Garrettsville. PARTA's OH-70 bus operates weekdays from 6:15 a.m. until 8:30 p.m. The PARTA schedule can be found at partaonline.org or on the PARTA Facebook page.
Media Release

FOR IMMEDIATE RELEASE

PARTA closes administrative offices to public

Kent, Ohio — Tuesday, December 1, 2020 — Effective Tuesday, December 1, the Portage Area Regional Transportation Authority (PARTA) administrative offices located at 2000 Summit Road in Kent will be open to the public by appointment only.

Individuals needing to purchase bus fare or register for reduced fare passes must call the office in advance to schedule an appointment. As an alternative to purchasing fare in-person at PARTA’s main office, passengers may pay onboard buses using exact change, buy tickets online at www.partaonline.org, or download and buy fare using PARTA’s EZfare app.

The Kent Central Gateway Transit Center in downtown Kent will remain open and riders may purchase bus fare and Dial-a-Ride tickets at the attendant window in the lobby. Hours of operation are Monday through Friday, 6 AM until 11 PM, and Saturday, 8 AM until 1 PM.

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For more information contact PARTA Communications and Public Advocacy Advisor Denise Baba at 330.678.7745 or email dbaba@partaonline.org.

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Contact: Denise Baba
Phone: 330.678.7745, EXT. 113
Email: dbaba@partaonline.org

- The PARTA administrative office in Kent is only open by appointment now. The Central Gateway Transit Center will remain open. You can also buy tickets on the PARTA website for convenience, or download the EZFare app.
PARTA offices now open by appointment only

The Portage Area Regional Transportation Authority has closed its administrative offices located at 2000 Summit Road in Kent, except by appointment.

Anyone needing to purchase bus fare or register for reduced fare passes should call the office in advance to schedule an appointment. As an alternative to purchasing fare in-person at PARTA’s main office, passengers may pay on buses using exact change, buy tickets online at www.partaonline.org, or download and buy fare using PARTA’s EZfare app.

The Kent Central Gateway Transit Center in downtown Kent will remain open and riders may purchase bus fare and Dial-a-Ride tickets at the attendant window in the lobby. Hours of operation are 6 a.m. to 11 p.m. Monday through Friday and 8 a.m. to 1 p.m. Saturday.