PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

BOARD OF TRUSTEES MEETING MINUTES

Held Remotely Via Zoom

October 22, 2020

Board Members Participating:

Karen Beck
Richard Brockett
Jeff Childers
Debbie Davison

David Gynn, President
Michael Lewis, Vice President
R. T. Mansfield
Jack Murphy

Morgan Tipton
Frank Vitale
Karen Wise, TPO
Marvin Woods

Board Members Not Participating:

Marge Bjerringaard (1st unexcused absence) Virginia Harris (1st unexcused absence)

Staff Participating:

Claudia Amrhein
Denise Baba
Marcia Fletcher

Kelly Jurisch
Justin Markey, Legal Counsel
Clayton Popik

Rebecca Schrader
Brian Trautman

Guests Participating:

None.

CALL TO ORDER

President David Gynn called the October 22, 2020, PARTA Board of Trustees meeting to order at 7 p.m. He asked Ms. Marcia Fletcher to call the roll.

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

Mr. Gynn thanked everyone for participating and welcomed back Mr. R. T. Mansfield, who is representing Franklin Township. He then congratulated Mr. Mike Lewis for his recent award as a volunteer with Main Street Kent and asked everyone to mute their sound unless they are talking.

Moving on, Mr. Gynn entertained a motion to approve the minutes from the September 24, 2020, Board meeting. Ms. Karen Beck made a motion to accept the minutes as presented. Mr. Mike Lewis seconded the motion. Mr. Gynn asked if there was any discussion on the minutes. Hearing none, he asked all those in favor to say aye and those opposed to say no. The motion to approve the minutes, as presented, passed unanimously.

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. Claudia Amrhein thanked Mr. Gynn and welcomed everybody to the meeting. She said the only resolution is honoring Mr. Tim Lassan, who resigned due to health reasons, for his Board service of many years. She welcomed back Mr. Mansfield, who was a Board member for quite a long time before he left the Board due to the dissolution of Brady Lake. She pointed out that November is a heavy month with resolutions for both budgets – Kent Central Gateway (KCG) and PARTA, and also review of a Public Transportation Agency Safety Plan (PTASP), which is a new requirement from the Federal Transit Administration (FTA). Therefore, she is requesting that the Administration Committee meet in November to review the PTASP and consider the award of an architecture and engineering contract that has been put out for a Request For Qualifications (RFQ). The RFQs will be evaluated, and a recommendation will be made to the Administration Committee and the Board in November. Tonight, there will be a presentation by Mr. Clayton Popik, Director of Planning. Each month, an element of PARTA’s service will be presented to the Board, which will help set the stage for updating the Transit Development Plan (TDP). Planning is a collaborative process and there are several steps to go through to identify how service should look in the future and how to get there. She concluded by saying she would be happy to answer any questions.

Mr. Frank Vitale said Ms. Amrhein’s report states that through September, there were 32 collisions of different natures, some not PARTA’s fault. He asked how that compares to last year.

Ms. Amrhein asked Ms. Kelly Jurisch to answer that question.

Ms. Jurisch said that number is down compared to 2019 due to COVID-19 and less people on the roads. There have only been a couple collisions a month for the last couple months, which is down quite a bit.

Mr. Vitale said the criteria going forward may not be known but maybe there will be a benchmark to meet in relation to number of trips or something similar. He asked how that might be done.

Ms. Jurisch said looking at the Safety Plan, which is in the final stages of development, risks and hazards are evaluated for drivers and the facility. An example is evaluating the risk of electrical conduits not being wired properly, which would be a fire hazard. As far as driving standards, PARTA has been in the Ohio Transit Risk Pool (OTRP) for a very long time as its insurance carrier and they monitor safety events and collisions. PARTA has won safety awards many years in a row.

Mr. Vitale noted there were 14 passenger falls. He asked if some of those falls resulted in a lawsuit or claim against PARTA.

Ms. Jurisch said any event could result in a lawsuit and all events are reported.

Mr. Jack Murphy asked if there were certain areas where most of the collisions happened or if that was tracked.

Ms. Jurisch said that is currently not tracked, but probably will be. The collisions are throughout Portage County and are not always true collisions. Anytime tires go off the pavement, it is considered a collision. It may not be a collision with another car, it may be a mailbox or a snow or driveway marker.

Mr. Gynn thanked Ms. Amrhein for her report and for the way she and her staff are handling COVID-19 and keeping everybody safe. He asked if there were any other questions. Hearing none, he moved on to the committee reports.

ADMINISTRATION COMMITTEE REPORT

Mr. Gynn said there was no need for the Administration Committee to meet.
FINANCE COMMITTEE REPORT

Mr. Gynn said the Finance Committee met two (2) days ago and the Board was provided with very thorough minutes. He then turned the meeting over to Mr. Lewis for his report.

Mr. Lewis thanked Mr. Gynn, Ms. Rebecca Schrader, and everybody who helps put these numbers together. Overall, the big changes for the month on PARTA’s finances include a drawdown of $446,970 in the CARES Act money. Year-to-date brings the total to $3,154,079 that was drawn down against roughly $4 million. That money is being used efficiently and makes a difference to the finances at the bottom line. Sales Tax Revenues has been strong at $148,662 over budget year-to-date, which is good. Expenses should be around 75% at this time of year and the staff has done an excellent job of controlling those. For the month, the budget was $728,376 and the expense actual was $641,356, leaving $87,020 to the good. Year-to-date, Variances are $921,472 to the good. KSU Revenues are down, which is understandable. Overall, year-to-date, the Variance is $3,735,071 to the good. The Capital Finance Report shows $690,883 was carried forward. For the Bus Storage Facility (5339), $374,104 was drawn down and $111,206 was drawn down for OTP2 – AVL Validators. The only expense was $21,762 for OTPP – AVL Validators/Cradle points. He noted that at the Finance Committee meeting, he had a problem with his speakers and didn’t hear why the $1.5 million was going to be moved into Restricted funds. He said his guess is that it is to plan for future needs. He asked Ms. Schrader to touch on that for a moment.

Ms. Schrader said Mr. Lewis is right. Every year when federal grants are awarded, normally there’s a matching component. There is a five-year projected working document for buses and other capital needs. The excess revenue from this year of $1.5 million has been moved into the Restricted account for local match funds for future years. Mr. Lewis mentioned the sales tax is up; however, that may or may not continue.

Moving on to the Kent Central Gateway (KCG), Mr. Lewis said that’s the other side of the coin. Improvements are visible starting in July moving forward because activity picked up. However, it has now leveled out a little bit. It is unclear what’s going to happen moving forward with COVID-19, how it’s managed, what can open and what can’t, and what activities are or are not happening. It would be nice if activity continues to increase through the end of the year. KCG is showing a deficit of $14,064 overall for the month, mostly due to wages and insurance against the revenues, which aren’t coming in because parking is down in almost every category. Unfortunately, that means year-to-date is at a negative $101,895, which is a difference against the budget of $121,979. Ms. Schrader did some projections, and she thinks it’s going to be right around negative $138,000 for the end of the year, but that could change tomorrow with everything that’s going on. There’s not a lot that can be done that hasn’t already been done to try to improve that. He concluded by asking if there were any questions.

Hearing none, Mr. Gynn thanked Mr. Lewis and said the Finance report will be filed for audit.

OPERATIONS COMMITTEE REPORT

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.

OLD BUSINESS

Mr. Gynn asked if anybody knew of any Old Business that needed to come before the Board. Hearing none, he moved on to New Business.
NEW BUSINESS

Mr. Gynn noted that the Finance Committee meeting next month will be held on Thursday, November 12, instead of Tuesday, November 17, for the purpose of presenting the budgets. He urged everybody to consider attending this meeting to go through the budget. He said it’s very detailed and would be a good Finance Committee meeting to attend. He then asked Mr. Popik to give his presentation.

Mr. Popik said he will be going over PARTA’s fixed route service. This service uses big buses to go within the cities throughout Kent, Ravenna, and some of the villages in the northern part of the county. He will explain what fixed route service is, what each of the routes do, and how that service is evaluated and planned. Questions can be asked at any time.

Mr. Popik began by saying fixed route service, as defined by the National Transit Institute (NTI), is “Transit service provided on a repetitive, fixed schedule basis along a specific route, with vehicles stopping to pick up passengers at and deliver passengers to specific locations.” Service hours are Monday through Friday, approximately 5:30 a.m. to 10:30 p.m., and Saturdays, approximately 7:30 a.m. to 7:30 p.m. “Approximately” is used because in a passenger’s mind the start time might be when they need to catch that bus, such as first thing in the morning. Defining when the bus hits the road is typically when the bus arrives at the first stop and it comes off the road when it gets to the last stop. Defining the end time at that last stop can be a little dangerous because a passenger might think they can still catch that bus at 10:30 p.m. The Travel Trainer or somebody from the call center might inquire as to when a passenger wants to get back home for that final trip of the night so they don’t get to a point where they can’t get to their destination because the buses are coming in off the road. Stops are planned along the route and requests are taken from passengers, drivers, and Operations staff. Placement depends on population density. There will be a few more stops in a central business district – downtown Kent or Ravenna – versus suburban areas where stops might get spaced a little bit further apart. Accessibility and safety surrounding the stop are considered as well. An industry standard in transit is that a passenger will be willing to walk ¼ mile or approximately five (5) minutes to get to a bus stop. A simple guide when trying to plan a route or a stop location is how convenient is it for the person and will it be worth it to the person to choose transit over a single occupant car. Routes are then broken into an inbound and an outbound trip. KCG, in downtown Kent, operates as a transit center, which is owned and operated by PARTA and used for Kent area transfers among all the routes that service downtown Kent. UH Portage Medical Center is used as a Ravenna transit center. Other transit centers include the Robert K. Pfaff (RKP) Transit Center in downtown Akron, which is used to meet up with METRO RTA and SARTA, which is out of Stark County. When Cleveland is running, the Southgate Transit Center in Maple Heights and the Stephanie Tubbs Jones Transit Center in downtown Cleveland are used to coordinate transfers. This gives passengers quite a few options when it comes to getting into those cities to continue to their destinations.

KCG is serviced by eight (8) routes and has ten (10) bus bays, seven (7) of which can be in use at any given time of the day. Buses move in and out of KCG every seven (7) to forty-five (45) minutes depending on the route. Pulsing and clock facing are also done at KCG. Pulsing is where buses are brought in at matching arrival times and sent out at the same departure time, which is why sometimes in downtown Kent there may be a line of buses on State Route 59, Depeyster Street, or East Main Street. The reason that these buses sit stacked behind each other is because that’s when one of the lineups was released and all the buses are heading out to their destinations. One bus will continue to Ravenna, one will go to south Kent, and another one will go towards north Kent. They use that small section of roadway surrounding KCG to get to those side streets. Clock facing is done at KCG, which is where routes depart on a predictable interval of a clock face. For example, most of the routes, when the buses are lining up at KCG, depart on the 15s and 45s of the hour. KCG also has an indoor waiting room, restrooms, ticket sales and information. Trips leaving KCG are considered outbound and inbound when they're coming in, which is how routes are designed. Transfers are issued and accepted at KCG for continued trips only. For example, a passenger comes into KCG on the Ravenna bus and needs to get out to South Water Street in Kent. The passenger can ask the Ravenna driver for a transfer and then get on that next bus for free. The UH Portage Medical Center is serviced by four (4) routes with two (2) to four (4) buses. Frequency or headway is how often a bus is coming. Buses come in and out of UH Portage Medical
Center every 30 to 120 minutes. Windham/Garrettsville has a big headway because it’s going all the way out to Hiram and back, but the more local routes may run every half hour to every hour. Pulsing and clock facing are also done at UH Portage Medical Center. This is not quite the glamorous transit center as KCG. It’s more of a shelter with a pull-off but it does make for a very convenient place to bring buses in and let them stage for their next trip. Trips leaving here are outbound except for the 35 – Interurban East route, which originates at KCG. When it goes out to Ravenna, it’s going outbound towards UH Portage Medical Center whereas everything in Ravenna will be going inbound towards UH Portage Medical Center. Transfers are issued here as well for anybody continuing on trips. A passenger cannot come into UH Portage Medical Center on the Kent bus and then get back to Kent on that transfer. Other transit centers are used to easily make connections with neighboring transits. Transfers can be issued and accepted between those services as well. Transfers at METRO RTA and SARTA are issued and accepted for free. With Greater Cleveland RTA, a passenger can get a free RTA transfer because they paid PARTA $5 but when they come back to PARTA with an RTA transfer, they’ll pay that difference, which is $2.75. A discount is accepted because they already paid a neighboring RTA.

Off-campus local service, sometimes referred to as county service, services Stow, Kent, Ravenna, Windham, Garrettsville, and Hiram at $1 per trip or 50 cents per trip for reduced fare. KSU students, faculty, and staff ride free with their KSU ID per the contract. On-campus (KSU) routes are planned and operated by PARTA but are based on data provided by KSU, such as updated enrollment data, pass sales data, or residence hall occupancy. All these routes are free for everyone regardless of a KSU ID per the contract with KSU. The third fixed route service is Express, which provides service to downtown Akron at $1 per trip for everybody and to downtown Cleveland at $5 a trip for everybody. Currently, that service is suspended due to COVID-19.

Mr. Gynn asked what the difference was between the $1 fare and the 50-cent reduced fare and if age was considered for reduced fare.

Mr. Popik said reduced fare is based on disability or age. There’s an application process for reduced fare. A state issued ID and/or Medicare card can be used to verify if a passenger is 65 and over. An ID is issued by PARTA for a disability reduced fare. When ridership counts are turned into the state at the end of the year for these reduced fare categories, PARTA gets reimbursed the difference of the full fare trip.

Ms. Amrhein said elderly and disabled funding through ODOT is based on the prior year. Actual ridership on fixed route and on demand response service should match up with the amount of reduced fare provided in the reporting year. That’s why that number fluctuates a little bit each year. When demand response fares were raised a couple years ago, part of the benefit was it increased reimbursement through the state.

Mr. Popik said the next slide shows each of the routes on the System Map. Starting in Kent, the Cleveland Express route goes to Streetsboro, Maple Heights, downtown Cleveland and then out to the east side. The Akron route starts in downtown Akron, goes to the local clustered area, Kent, Ravenna, and then up into the northeastern villages.

Moving on to the routes, the first route is the 30 – Interurban West. Route numbers allow individuals who may not be English proficient to learn the system based on a route number. It’s a universal system versus individual route names. This route runs Monday through Saturday with two (2) buses every thirty (30) minutes providing service between Kent and Stow. It starts in downtown Kent, works its way out West Main Street to Silver Meadows Boulevard, up Graham Road to Fishcreek Road, into the Stow-Kent Shopping Center hitting Meijer, then out to the KSU Airport and back to Target to end that outbound trip. From Target, it works its way back on State Route 59 to Fishcreek Road, Graham Road, Silver Meadows Boulevard, West Main Street, and ends in downtown Kent.

The next route is the 35 - Interurban East, which runs Monday through Saturday with three (3) buses that run every thirty (30) minutes. This is how the 30 – Interurban West route and the 35 – Interurban East route can meet up every half hour at KCG. This is the Kent to Ravenna service. It starts in downtown
Kent and goes straight out State Route 59. It pulls into C-Midway at KSU, Campus Pointe Apartments, Pebblebrook Apartments, and Walmart and then across to downtown Ravenna and into UH Portage Medical Center. From there, it traces back into Kent when it turns around and does the inbound trip.

The 40 - Suburban North route runs Monday through Saturday with one (1) bus every forty-five (45) minutes servicing north Kent, East Main Street, Lake Street, Mantua Street, and Hudson Drive. It starts in downtown Kent, goes out to East Main Street, C-Midway, Sixth Avenue and Ohio Street, then across Lake Street where it hits up the Lake Street Apartments, and then up towards the high school and middle school. Another section is a loop, versus the straight line, which is on the southern part of the route. That loop runs clockwise in the morning, counterclockwise in the afternoons, and then the bus shoots back across Lake Street and into KCG again.

The 45 - Suburban South route runs Monday through Saturday with one (1) bus every forty-five (45) minutes. It times with the 40 – Suburban North route every time it pulls into KCG and then every hour and a half with the 30 – Interurban West route and the 35 – Interurban East route. The goal is every hour and a half to have the four (4) main routes that service KCG sitting at KCG ready for the same departure time. This route services south Kent, South Water Street, and Franklin Avenue. It leaves KCG and heads towards Lincoln Street where it hits the west side of KSU's campus, Summit Street to the Kentway Apartments, down South Water Street to Marc's, past UH Kent Health Center, Indian Valley, back up Franklin Avenue towards the post office, and then back to KCG.

The 70 - Windham/Garrettsville route runs Monday through Friday with an LTV. LTVs are typically used for door-to-door service, but a couple larger ones are kept in the fleet for these smaller routes. This route runs about one every and a half (1.5) to two (2) hours. A couple trips stop at Garrettsville and a couple continue to Hiram. This route services northeast Portage County. It starts at UH Portage Medical Center, up State Route 88 to Freedom Town Hall, across to Windham hitting the Family Renaissance Center, and then up into Garrettsville. Garrettsville is the only fresh food source with two (2) grocery stores for that area. The route is timed so people can leave Windham or Hiram and get into Garrettsville to do some grocery shopping and then get back to their communities. This is a flag-down route, which means a passenger who lives along the route outside the village limits can call ahead and ask for the bus to stop to pick them. The bus will not deviate from the route. Not much of this service gets used but it is available.

The 80 – Raven West route services Ravenna Monday through Friday with one (1) bus that runs every sixty (60) minutes. There is a small gap in the middle of the day when this route doesn’t run because of planning and rider demand. This route starts at UH Portage Medical Center, hits Social Security Administration, cuts across towards Infirmary Road and Cleveland Road, and then drops down Jones Avenue past The ROC. It does a loop out to the Portage County Administrative Building and then straight out to the east side of town to Giant Eagle and Marc’s. The goal of this route is to get people out of the McElrath neighborhood, into downtown Ravenna, and then out to the grocery stores, which is Ravenna’s fresh food source.

The 85 - Raven East route runs Monday through Friday with one (1) bus every sixty (60) minutes. On Saturdays, the 35 – Interurban East route will service the southern Skeels portion of this route when it leaves KCG. The 35 – Interurban East route did this portion of the route prior to the 2017 service expansion when Ravenna got its own dedicated routes. The 85 – Raven East route will meet up with the 80 – Raven West route at UH Portage Medical Center and pulse out of there at the top of the hour with the 35 – Interurban East route as well. The 85 – Raven East route services the Skeels neighborhood south of South Prospect Street, then does the Woodgate neighborhood off Freedom Street, and then goes out to the east side. Some trips will service Aldi, Longmeadow Skilled Nursing & Rehabilitation Center, and then will pull into Marc’s.

The 90 - Akron Express route runs Monday through Friday with one (1) bus doing seven (7) trips out of KCG every one and a half (1.5) to two (2) hours. It starts by going to KSU, then services Brimfield off Tallmadge Road with three (3) trips, then it hits East Market Street and The University of Akron, Summit County Courthouse, and ends at the METRO RTA RKP Transit Center before coming back to Kent.
The 100 - Cleveland Express route runs Monday through Friday with an LTV. When it’s running during the school year, sometimes on Friday afternoons, because of the passenger load heading back home, a bus will be added to that route, so everybody has a comfortable ride up to Cleveland. It starts at KSU’s Student Center, goes to KCG, and then Streetsboro, Southgate Transit Center, downtown Cleveland, Cleveland Clinic, University Circle, Cleveland VA Medical Center, and Cleveland State University before turning around and coming back.

All the 50 Series routes are for the KSU contract service. The goal is to keep 10 buses on the road across all the routes with service running about every 12 to 15 minutes. Starting with the 51 - Campus Loop, this is clockwise circulation around campus and recently has started running into KCG due to KSU’s westward expansion towards downtown Kent. The 53 - Reverse Loop is counterclockwise circulation and goes downtown as well. The 55 - Allerton route is strictly for service from the southside. The Allerton Sports Complex is a big commuter lot and brings students all the way up into the Student Center. The 57 - Stadium Loop is a catch all route for Saturdays. The 58 – Summit East/Front Campus brings everybody in from the stadium, the Summit East parking lot, and apartment complexes to the Student Center, and then does a lap around front campus past all the academic buildings. The final route on campus is the 59 - Stadium Night Loop, which provides East Summit Street service for after hours. Deviation on campus is allowed with this route. One important thing to remember with the 50 Series routes is that they are not an exclusive service. These routes are open to the public, and schedules are published for it. These are the routes planned as part of the contract service based on data from KSU each school year.

Internal service evaluation includes customer satisfaction, which is monitored through surveys as well as comments received by Customer Service. Service is designed based on customer need and feedback from Operations. Drivers also provide valuable input from a planning perspective because they are the eyes on the road. Road Supervisors are another good resource as well as dispatch and the scheduling office.

External service evaluation includes industry standards, such as the Ohio Public Transit Association (OPTA), the American Public Transit Association (APTA), the American Association of State Highway and Transportation Officials (AASHTO), and the National Transit Institute (NTI). AASHTO is a big planning resource for creating proposals that define services and provides design standards for bus stops and pull offs. NTI is an FTA funded Rutgers University program that provides classroom resources as well as webinar type resources for transit professionals. Another external service evaluation tool is regional coordination, which monitors what neighboring transits are doing, such as METRO RTA, Greater Cleveland RTA, SARTA, and NEORide.

Things to do when anticipating change include looking back at things like January 2017 when the last major service change was made to the fixed route system to determine if something was not addressed and looking back at surveys. This might include updating a Transit Development Plan (TDP) or completing or updating a Strategic Plan. Other things include looking at what neighboring agencies are doing to ensure good timely connections for passengers and what the Akron Metropolitan Area Transportation Study (AMATS) has put out for guidance. Last month’s Policy Committee meeting for AMATS approved the draft Transit Plan for this year, which has a lot of helpful suggestions. PARTA was able to provide a lot of input and promote what it has accomplished while at the same time receiving suggestions on what it could be doing.

Evaluation allows for more of a proactive versus a reactive approach. Constantly looking at areas of improvement, rather than waiting on complaints, provides the opportunity for a self-analysis of service gaps and evaluating underserviced areas, frequency, and accessibility. A proactive approach is implementing suggestions from surveys versus waiting on complaints and being part of community development. When communities are of the Transit Oriented Development (TOD) mindset, it helps in the long run because PARTA is at the table pointing out what vehicles can and cannot access when it comes to what infrastructure is being built in and around cities. Referencing census data is very important to ensure that service is provided to those who truly need it. One of the final things that is looked at when

PARTA Board Meeting Minutes
October 22, 2020
considering suggestions and planning is would this be an expansion or an adjustment in hours. An adjustment would keep hours at a net zero increase or decrease versus an expansion which is an obvious investment into the system.

Some things that are being looked at for the near future include North Water Street, which is becoming an area of developmental interest. There are street improvements coming and once those are made, the goal is to get in there before the development finishes because if PARTA has its presence first, potential riders wouldn't have a chance to find other modes of transportation. AMATS suggested that PARTA focus on Brimfield and Akron in the coming years. METRO RTA has been updating their strategic plan over the last couple years. Currently, PARTA provides service to Brimfield with the Akron Express, but a determination will have to be made as to whether the express route is a sustainable mode to provide local service to Brimfield residents. Another area is Hiram, where trips were restricted in 2017 because there wasn't much demand. Now, there are a few requests and a few on that route is a good size number to take seriously. Adding even one more trip cleans up some slack time and provides an easy fix for those who need to get between Hiram and Garrettsville as bad weather starts without increasing service hours. It is important to keep service moving in and out of Garrettsville frequently because that is the fresh food source for Hiram and Windham.

Mr. Popik concluded his presentation by asking if there were any questions.

Mr. Vitale complimented Mr. Popik on his presentation and asked how many passengers were served for the first nine (9) months of 2020 compared to the first nine (9) months of 2019 and how things will change assuming COVID-19 lingers into the first half of 2021.

Mr. Popik said that's a good question. Without his spreadsheets in front of him, he knows the number of passengers is down approximately 40-50% over this time last year, which was to be expected. Service was cut earlier in the year, which will affect ridership, but has since been brought back. Making major service plans and changes during the pandemic wouldn't be great. He thinks PARTA will have to ride the wave out into 2021 to truly see what the effects of the pandemic will be versus making those plans in the middle of a pandemic.

Mr. Vitale asked how this will work financially if there aren't as many buses on the road due to COVID-19.

Mr. Popik said less buses on the road would save money; however, the big component is more buses on the road means social distancing can be practiced on the buses, as has been done with KSU. A bus can hold 17 to 20 passengers, as opposed to 50 to 60 previously.

Mr. Trautman said the CARES Act was designed to provide financial resources to keep the mainstream infrastructure running and functioning, allowing PARTA to provide transportation to essential workers and people going back and forth to the grocery stores. Trying to compare ridership numbers from 2020 to 2019 is futile. Coming out of this pandemic, ridership numbers will turn around but, in the meantime, PARTA is taxed with trying to continue to keep an infrastructure in place that provides trips to people going to and from UH Portage Medical Center. About 70 trips a week are provided to dialysis patients and long-term care facilities.

Mr. Vitale asked if there has been a flurry of ridership because people want to get to voting locations.

Mr. Trautman said PARTA was approached by the Portage County Administrative Building (PCAB) to detour routes because there are so many people standing in line for early voting. There are a lot of people taking the bus to PCAB when it's feasible for them to get to and from early voting.

Mr. Murphy asked if there was demand for more service to parks and other recreational areas within the county.
Mr. Popik said he has been approached about this and had a discussion with the health district the other day. A handful of parks and trailheads are serviced throughout the area just by nature of the way routes run. There is also a big sign at KCG promoting them.

Mr. Gynn asked if there were any other questions.

Ms. Morgan Tipton said she didn’t have a question but wanted to thank Mr. Popik for his very informative presentation. She learned a few things today that she did not know before. It was heartening to hear that PAR TA is addressing the food needs in a robust way by providing service in areas that need to have greater access to fresh foods and markets in Portage County.

Mr. Popik said fresh food sources are very important. Routes aren’t fully designed off that purpose alone. There are a lot of factors in designing routes. Getting everybody out to where the three (3) grocery stores are located played a huge factor in 2017 when service was expanded in Ravenna. Multiple routes in one city starting at one location and ending at the same location is not common. Kent, for example, starts at KCG and goes to opposite ends of town. The goal in Ravenna was to start at the same point, go through opposite end neighborhoods, and then end at the same point at Marc’s.

Mr. Gynn thanked Mr. Popik and urged all Board members to take a trip on the bus to see how it feels. He asked if there were any questions. Hearing none, he said the next item is the resolution.

**Resolution**

Mr. Gynn introduced Resolution #2020-10-01.

**#2020-10-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PAR TA) BOARD OF TRUSTEES HONORING TIMOTHY J. LASSAN, BOARD MEMBER, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.**

Mr. Gynn asked for a motion to accept.

**Motion: R. T. Mansfield**

**Second: Frank Vitale**

Both Mr. Gynn and Ms. Amrhein wished Mr. Lassan well and expressed appreciation for his service on the Board for many years.

Mr. Gynn then asked Ms. Fletcher to call the roll.

Ms. Fletcher called the roll.

<table>
<thead>
<tr>
<th>Roll Call</th>
<th>Yes</th>
<th>No</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marvin Woods</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Michael Lewis</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jeff Childers</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karen Wise</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debbie Davison</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marge Bjerregaard</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Morgan Tipton</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jack Murphy</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Frank Vitale</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Richard Brockett</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Virginia Harris</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karen Beck</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R. T. Mansfield</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David Gynn</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Mr. Gynn said the motion passes.

Mr. Gynn said he didn’t believe there was a need for an Executive Session and asked Mr. Justin Markey if he had any comments.
Mr. Markey said he did not.

Mr. Gynn thanked Mr. Markey for being here tonight.

**ADJOURNMENT**

Hearing no other items to come before the Board, Mr. Gynn entertained a motion to adjourn the meeting.

Mr. Mike Lewis made a motion to adjourn the meeting. Mr. Jack Murphy seconded the motion. 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 7:59 p.m.

Respectfully submitted,

Marcia Fletcher
Executive Assistant