Agenda

1. Call to Order
   Roll Call

2. Meeting Minutes
   Minutes from July 23, 2020, Meeting (Motion Required)

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

4. General Manager's Report

5. Committee Reports
   a. Administration
   b. Finance
   c. Operations
   d. Personnel

6. Old Business

7. New Business

8. Resolutions - Roll Call Approval Required

   #2020-08-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE UP TO THREE (3) TRANSIT BUSES, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).

   #2020-08-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING RICK BISSLER, BOARD MEMBER, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

   #2020-08-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING WILLIAM A. NOME, PARTA LEGAL COUNSEL, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

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

10. Adjournment.

Next Regular Meeting:
   September 24, 2020 @ 7 p.m.
PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

BOARD OF TRUSTEES MEETING MINUTES

Held Remotely Via Zoom

July 23, 2020

Board Members Participating:

Rick Bissler, President                     Debbie Davison                     Frank Vitale
Marge Bjerregaard                           David Gynn, Vice President          Karen Wise
Richard Brockett                            Michael Lewis                     Marvin Woods
Jeff Childers                               Morgan Tipton (arrived after roll call)

Board Members Not Participating:

Virginia Harris (1st excused absence)       Tim Lassan (1st unexcused absence)

Staff Participating:

Claudia Amrhein                             Kelly Jurisch                     Rebecca Schrader
Denise Baba                                  William Nome, Legal Counsel      Brian Trautman
Marcia Fletcher                             Clayton Popik

Guests Participating:

None.

CALL TO ORDER

President Rick Bissler welcomed everyone to the July 23, 2020, PARTA Board of Trustees meeting and called the meeting to order at 7 p.m. An oral roll call followed, and a quorum was participating.

Mr. Bissler said the meeting minutes for the June 25, 2020, Board meeting were distributed, and he entertained a motion to accept. Mr. Mike Lewis made a motion to approve the minutes as presented. Ms. Marge Bjerregaard seconded the motion. Motion to approve the minutes, as presented, passed unanimously.

GUEST COMMUNICATIONS

Not required due to COVID-19.

GENERAL MANAGER'S REPORT

Mr. Bissler said the General Manager’s report was distributed and he asked if there were any questions or comments.

Mr. Richard Brockett asked for more explanation about legal counsel, specifically if this will increase or reduce costs, and if there was a specific law firm that would be responsible for PARTA.

Mr. Bissler said the plan is that it would reduce costs and the minutes from the June 25, 2020, Board meeting reflect that Ms. Claudia Amrhein said an invitation was sent out requesting law firms to respond, but he didn’t know the deadline.
Ms. Amrhein said the deadline is tomorrow.

Mr. Bissler asked Ms. Amrhein if she had anything else in her report that she wanted to highlight.

Ms. Amrhein welcomed Mr. Marvin Woods to the Board. She and Mr. Dave Gynn met with Mr. Woods, and Mr. Bissler remotely, and had a great orientation session. She then introduced the staff to Mr. Woods as follows: Ms. Marcia Fletcher, who Mr. Woods has already met; Ms. Kelly Jurisch, Chief of Staff, who oversees administration; Ms. Rebecca Schrader, Director of Finance, who oversees all the financials; Mr. Clayton Popik, Director of Planning, who oversees service and planning; Ms. Denise Baba, Communications Advisor, who supports Ms. Amrhein with media and messaging; and Mr. Brian Trautman, Chief Operating Officer, who oversees all transit, maintenance, and parking operations. She expressed appreciation for Mr. Woods joining the Board and said she looks forward to working with him.

Mr. Woods thanked Ms. Amrhein and said he appreciated being a part of the Board.

Mr. Bissler noted that Ms. Morgan Tipton joined the group. Moving on, he asked if there was anything else that Ms. Amrhein wanted to highlight from her report.

Ms. Amrhein said the only other thing that occurred after this report was ready to go out was that Mr. Brian Gray called and resigned from his position. So now there is another vacancy to fill and hopefully the City of Kent will be able to do that at their next meeting.

Mr. Bissler said the timing is such that hopefully they’ll be able to do both appointments at the same time. He spoke to Mr. Gray, who indicated that he had taken a part-time job in Streetsboro that is now full time and he’s having a very hard time making the meetings. Because of his job commitment, he did not have the time to be on the Board.

Mr. Bissler asked if there were any other questions for Ms. Amrhein. Hearing none, he moved on to the Administration Committee report.

**ADMINISTRATION COMMITTEE REPORT**

Ms. Wise said the Administration Committee, which consists of Mr. Brockett and herself, met this evening. The new Board member, Mr. Woods, sat in as an alternate. The committee had basically two (2) orders of business. One was the consideration of nominations for Board officers, which is on the agenda later tonight. The committee is recommending the following slate of officers to the Board: Dave Gynn as President, Mike Lewis as Vice President, and Karen Wise as Temporary Presiding Officer. The other order of business was two (2) resolutions, which were recommended to the Board for approval.

Mr. Bissler noted that nominations for officers stay open until the election takes place. He asked if there were any questions for Ms. Wise. Hearing none, he asked Mr. Lewis to give a report on the Finance Committee.

**FINANCE COMMITTEE REPORT**

Mr. Lewis said the Finance Committee met Tuesday and the financial reports were provided to all Board members prior to tonight’s meeting. Overall, there was a deficit of $52,144 for PARTA, most of which was due to the reduction in KSU Revenues. There also was a monthly variance of $72,898 for State Capital Maintenance Assistance that was recognized in the books a couple months earlier, but it threw the monthly budget off a little bit. Expenses were pretty much on target. The only thing that had a little more expense than normal was Other Materials and Supplies, which was mostly due to COVID-related expenses. Overall, the budget is still in really good shape for the year. It’s just getting a little tested with all the different things going on right now. The capital report is showing two (2) expenditures: $37,200 for a tractor and some invoices for the Bus Storage Facility totaling $565,008. The only other thing that came
up on the Net Position report is there was $75,000 that went from PARTA to the Kent Central Gateway (KCG), of which around $34,000 was a reimbursement for some earlier activity in the year. KCG will pay back $41,000 when it is in a little better situation. Moving on to the KCG reports, some stabilization is beginning to show. The deficit of $21,031 brought the year-to-date actual to a deficit of $65,448. There has been a little bit more activity in the deck with the hotel having some events; however, it’s going to be a slow movement back to normal with KCG. He concluded by asking if there were any questions.

Ms. Tipton said she was looking through the minutes from last month and didn’t see anything about the new rental relationship with the Health Department. She asked if the move had taken place yet because she was aware that there was a probable move-in during July, which would help bump up KCG’s revenue.

Ms. Amrhein said it will help, but they have not moved in yet. There are still some electrical upgrades being worked out with getting IT set up. Mr. Trautman has been working with the Health Department to get them in before school starts. They have started the move but there have been several delays due to COVID-19.

Mr. Bissler thanked Mr. Lewis and the committee and asked if there were any questions. Hearing none, he said none of the other committees met.

**OPERATIONS COMMITTEE REPORT**

This committee did not meet.

**PERSONNEL COMMITTEE REPORT**

This committee did not meet.

**OLD BUSINESS**

Mr. Bissler said there is nothing under Old Business.

**NEW BUSINESS**

Mr. Bissler asked if there was anything under New Business that anybody wanted to bring up. Hearing none, he moved on to the resolutions.

**Resolutions**

Mr. Bissler said the first resolution is #2020-07-01.


Mr. Bissler asked Ms. Amrhein if she wanted to expound on this resolution.

Ms. Amrhein said this was put together to provide a link between the By-laws and the modified Open Meetings Act during COVID-19. Because this is a temporary modification, rather than changing the By-Laws, the record will show that the meetings being conducted are consistent with the modifications made by the General Assembly. It also provides the foundation for issuing any procedures to make the meetings run a little more smoothly. This resolution would be referenced as the basis for those procedures.

Mr. Bissler asked if there were any questions for Ms. Amrhein. Hearing none, he entertained a motion.
Motion: Dave Gynn  Second: Marge Bjerregaard

A roll call vote was then taken.

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<th>Yes</th>
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Mr. Bissler then moved on to Resolution #2020-07-02.

#2020-07-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING JEREMY MOLDVAY, BOARD MEMBER, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

Mr. Bissler entertained a motion.

Motion: Morgan Tipton  Second: Marvin Woods

Mr. Bissler expressed appreciation for Mr. Jeremy Moldvay’s six (6) years of service on the Board. He said Mr. Moldvay’s mom was a member of the Board for many years before her son was appointed. He thanked Mr. Moldvay for his commitment and the time he gave for the Board.

A roll call vote was then taken.

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<th>Roll Call</th>
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<td>Virginia Harris</td>
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<td>Michael Lewis</td>
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Mr. Bissler said there is no need for an Executive Session, so he moved on to the election of officers. The slate of officers was submitted by the Administration Committee. He asked if anybody else wanted to make a nomination or nominate themselves. Seeing and hearing none, he said the election is being done virtually by a single vote because there are no contested spots, which is consistent with Resolution #2020-07-01 that was just passed. There is a disconnect in a way between the normal By-Laws, which indicate the vote will be taken by ballot, and holding the election virtually using a roll call yes or no vote. He asked if there was any discussion or concern about doing it this way. Hearing no further discussion, he entertained a motion for a single vote for the slate of officers.

Motion: Michael Lewis  Second: Morgan Tipton

The motion passed unanimously.

Mr. Bissler asked if there were any questions. Hearing none, he entertained a motion to accept the slate of officers as presented.
Mr. Bissler asked if there was any discussion. Hearing none, a roll call vote was then taken.

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<th>Roll Call</th>
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<td>Rick Bissler</td>
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Mr. Bissler said the new officers assume their position as soon as the meeting is over tonight. Mr. Gynn will run the Board meeting next month. He then thanked everybody for the privilege of serving on this Board for the last 17 years. He said he didn’t know if he would be at next month’s meeting because it depends upon when the City of Kent replaces him.

Moving on, Mr. Bissler asked Ms. Jurisch if she had any comments.

Ms. Jurisch said she did not.

**ADJOURNMENT**

Hearing nothing further, Mr. Bissler entertained a motion to adjourn the meeting.

Ms. Marge Bjerregaard made a motion to adjourn the meeting. Mr. Marvin Woods seconded the motion. **Motion to adjourn passed unanimously.**

The meeting adjourned at 7:21 p.m.

Respectfully submitted,

Marcia Fletcher  
Executive Assistant
Committee Meetings and Resolutions. The August meeting agenda includes a resolution to authorize the purchase of three (3) CNG transit buses, and resolutions to express appreciation to Rick Bissler and Bill Nome for their dedication and service to PARTA. The board of trustees will meet remotely via Zoom on Thursday, August 27, at 7:00 p.m.

The finance committee will meet remotely via Zoom on Tuesday, August 25, at 11:30 a.m. to review July financial reports and the fiscal components of Resolution #2020-08-01. The operations committee will meet remotely on Thursday, August 25, at 6:30 p.m. to review Resolution #2020-08-01 as a component of the long-term fleet replacement schedule.

#2020-08-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE THREE (3) TRANSIT BUSES, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).

FTA Awards PARTA $446,742 FY 2020 Buses and Bus Facilities Funding (5339{b}). I am pleased to announce that FTA selected PARTA to receive $446,742 to support replacement of one (1) aging diesel bus with a new CNG bus. Our project is one of only 96 selected across the country, and just three (3) from Ohio, for funding through the highly competitive 5339(b) discretionary program. Demand far exceeded available funds, with 282 applications totaling $464 million awarded of approximately $1.8 billion requested. The FTA press release announcing these awards is included in this packet.

Resolution #2020-08-01 authorizes ordering up to three (3) CNG 35' transit buses, with optional equipment and spare parts, for a total project budget of not to exceed $1,800,000. In accordance with our fleet replacement schedule, the new buses will replace three (3) old diesel buses that have exceeded their useful life. Funding from the new 5339(b) award and previously awarded CMAQ funding will support 80% of the total project cost.


<table>
<thead>
<tr>
<th>Jan 2020 Order</th>
<th>Funding Sources</th>
<th>Sep 2020 Order</th>
<th>Funding Sources</th>
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<tr>
<td>4 Clean Diesel Buses</td>
<td>1-2018 DERG (80%)</td>
<td>3 CNG Buses</td>
<td>1-5339(b) (80%)</td>
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<td>Delivery 01/2021</td>
<td>2-2019 DERG (70%)</td>
<td>Delivery 10/2021</td>
<td>2-CMAQ (80%)</td>
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<td>1-5307 Formula Funds (80%)</td>
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#2020-08-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING RICK BISSLER, BOARD MEMBER, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

#2020-08-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING WILLIAM A. NOME, PARTA LEGAL COUNSEL, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.
Thank you, Rick and Bill. Resolution #2020-07-02 and -03 extend PARTA’s grateful appreciation to Rick Bissler and Bill Nome for their years of service to the PARTA Board of Trustees. Appointed in 2003, Rick served as president of the board for 14 years of 17 years, and Bill acted as legal counsel to the board for over 30 years. We thank Rick and Bill for their years of support and service to PARTA and regret that during COVID-19 we are not able to hold a proper celebration gathering.

Kent City Health Department (KCHD) Moving to the Gateway. KCHD has begun to move into the Gateway second floor spaces. Although originally working for an April move in date, COVID-19 delayed the process of finalizing lease and parking agreements and completing make-ready improvements. By way of background, we have been working since late 2017 to identify a suitable tenant to lease the vacant spaces in the second floor of the Gateway. Use as conference room space available for daily rental was problematic and did not generate sufficient revenue to support the use.

Relocating KCHD to the Gateway facility will generate increased, stable, and predictable revenue to support transit services and KCG operations in a manner consistent with PARTA’s mission - by enhancing access to the public health programs and services the department offers in a location where multimodal mobility opportunities converge. Our transit services run through the Gateway at regular intervals; parking is available in the deck and on-street; and the facility is fully accessible to disabled individuals as well as anyone travelling on foot or bicycle.

Legal Counsel to Begin in September. Attorneys from six (6) law firms submitted proposals in response to the letter of invitation issued in July. President Dave Gynn reviewed the proposals and participated in interviews with the two (2) attorneys whose firms presented the best fit and value for PARTA. Beginning in September, Justin Markey of Roetzel & Andress will attend committee and board meetings as legal counsel. Justin’s bio is included in this board packet.

Kent Appoints New Trustees. We welcome new board trustees Karen Beck and Jack Murphy, appointed by Kent City Council on August 19. Karen is a retired educator from Ravenna City Schools and has served on numerous boards, including the Mental Health Board of Portage County and the Kent Free Library. Jack is a research and development chemist employed by KAPCO in Kent. He serves as VP of management for the Kent Jaycees and previously volunteered in green chemistry and community outreach programs while earning his bachelor’s degree from KSU. At the time of this writing, it is likely they will join our September meeting, rather than August, to provide time to meet with each for a board orientation session.

Service Reports. (Coronavirus closures began March 2020) Ridership. Total county fixed route and DART ridership decreased by 39.45% through July as compared to July 2019, with total county service performing 147,722 trips as compared to 243,971 trips July 2019. Overall ridership, including campus service, decreased by 42.99%, with campus down by 44.72%. Total system ridership totaled 332,932 as compared to 584,012 through July 2019.

On-Time Compliance. ADA Paratransit Service. ADA on-time compliance remained excellent at 97.29% in July as compared to 98.56% in June. Of 665 trips, 18 were performed late, with the latest running 20 minutes behind schedule. General Public (non-ADA) DART. On-time performance for general public, non-ADA trips improved slightly at 87.73% for July, as compared to 86.54% in June. Vehicle Preventative Maintenance (PM). On-time compliance with established PM inspection schedules remained excellent at 99% in July as compared to 100% in June 2020.

Parking. Parking deck usage is gradually increasing following the statewide Stay at Home Order issued in March. Through July, a total of 3,730 cars entered the deck, as compared to 8,672 through July 2019, a decrease of 51% year-to-date. Fortunately, monthly permit revenue remains a stable funding source.

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
COVID-19 Bus Safety - Protecting Drivers and Passengers

Protecting the health and safety of our workforce and community is our top priority. During the COVID-19 pandemic, PARTA, like transit authorities around the world, has redesigned services and retrofitted vehicles to ensure continued access to essential services and destinations.

Personal Protective Equipment & Limited Interaction

- Plexiglass barriers separate drivers from passengers.
- Drivers wear facial coverings and use additional PPE when directly assisting passengers, such as while securing wheelchairs and safety belts.
- Passengers wear facial coverings while waiting for or riding public transit.
- Hand sanitizer dispensers on every bus are available to drivers and passengers.
- Mobile ticketing validators enable touch-free fare collection.

Sanitized Buses and Capacity Limits

- Buses are cleaned and sanitized overnight using hospital-grade disinfectant.
- Bus signage and visual cues encourage social distancing of passengers from different households.
  - Some seats are marked “closed.”
  - “X’s” on the floor mark spaces for standing while riding.
- Spray atomizers installed in every bus allow drivers to spot clean and disinfect hard surfaces while on route.
U.S. Transportation Secretary Elaine L. Chao Announces $464 Million in Grant Awards Nationwide to Revitalize America’s Bus Infrastructure

Tuesday, August 11, 2020

WASHINGTON – U.S. Transportation Secretary Elaine L. Chao today announced the Federal Transit Administration (FTA) will award $464 million in transit infrastructure grants nationwide to improve the safety and reliability of America’s bus systems and enhance mobility for transit riders. A total of 96 projects in 49 states and territories receive funding from FTA’s Grants for Buses and Bus Facilities Program. A list of the selected projects is available online.

"This Administration is committed to rebuilding our nation’s transportation infrastructure even through the current COVID-19 crisis, and this $464 million in federal grants will help improve the safety and reliability of transit bus service nationwide as the economy returns," said U.S. Transportation Secretary Elaine L. Chao.

The funding supports projects to replace, rehabilitate, and purchase buses and related equipment, as well as projects to purchase, rehabilitate, and construct bus-related facilities.

"Millions of Americans rely on public transportation to access healthcare, jobs, and other vital services," said FTA Deputy Administrator K. Jane Williams. "During this unprecedented time, we need to ensure access and mobility for the riders who depend on our nation’s bus systems."

- In Florida, five projects will receive a total of $27.8 million to purchase new electric buses and upgrade bus maintenance facilities and infrastructure in the Orlando metropolitan area, Collier County, Hillsborough County, the Jacksonville metropolitan area and Pinellas County.

- In Pennsylvania, two projects will receive a total of $11.5 million to construct a new bus maintenance facility in Hazleton in Luzerne County, and purchase new Compressed Natural Gas (CNG) buses to replace older diesel buses that have exceeded their useful life in Erie County.

- In Wisconsin, two projects will receive a total of $7.7 million to purchase new articulated buses to reduce crowding on high demand bus routes in the City of Madison in Dane County, and replace an aging roof on a bus maintenance facility in Milwaukee County.

Federal public transportation law (49 U.S.C. § 5339(b)), as amended by the Fixing America’s Surface Transportation (FAST) Act, authorizes FTA’s Grants for Buses and Bus Facilities Program through Fiscal Year 2020.

###
Cover Letter

Kelly Jursich, Chief of Staff
Portage Area Regional Transit Authority
2000 Summit Road
Kent, Ohio 44240

Dear Ms. Jursich:

Thank you for allowing Roetzel & Andress, A Legal Professional Association, ("Roetzel") the opportunity to present information about our firm. Roetzel has provided clients with legal services on a national basis for over 125 years. With approximately 160 attorneys and a total staff of over 300 employees, we are the oldest law firm in Akron and have offices throughout Ohio and Southwest Florida, as well as in Chicago, Illinois. Our attorneys represent a wide range of clients, from individuals and closely held businesses to multinational corporations, financial institutions, government entities and non-profit organizations. The firm serves as general counsel to many clients, and many of those relationships have existed for much of its history.

Our attorneys are intimately familiar with the mission of transit authorities across the State of Ohio through our representation of the Ohio Transit Risk Pool. In addition, we have specific expertise in assisting transit authorities in a general counsel capacity having served and counseled METRO Regional Transit Authority for decades. This representation is in addition to the number of other public entities throughout the State of Ohio in which we serve in a general counsel capacity. The primary benefit of engaging Roetzel is that we are a full-service law firm that can provide legal experience in all of the areas you require. Roetzel has a long-standing practice of partnering with our clients and other parties involved in order to address and resolve the issues at hand, working towards a common goal. The firm works with clients to form strong teams to identify obstacles and opportunities, develop action and implementation plans, and cooperatively achieve focused objectives.

While you may choose from a number of firms capable of providing legal services, what distinguishes Roetzel from our competition is that we consider ourselves a partner with our clients. We share a vested interest in the successful completion of each client’s project. We will work diligently for you; but most importantly, we pledge to deliver our services in a manner that conveys personal service on a timely basis with a sensitivity to cost.

We are hopeful that the information provided to you in this RFP is helpful in selecting qualified counsel. Roetzel has determined that the undersigned will act as the primary attorney responsible for the day-to-day management of the project.

Should you have any questions in regard to this information or require any additional clarification, please feel free to give me a call.

Very Truly Yours,

Justin P. Markey
Roetzel & Andress, LPA
Justin P. Markey
Shareholder

P  330.849.6632
F  330.376.4577
E  jmarkey@ralaw.com

Mr. Markey focuses his practice on public law and public finance, including serving as bond counsel, underwriter’s counsel, disclosure counsel, and issuer’s counsel for public and private debt issues. He represents municipalities, townships, counties, port authorities, school districts, transit authorities, and other public authorities in general counsel capacities. He also practices in the areas of economic development and regional cooperation with extensive experience in economic development incentives, cooperative developmental structures, public/private partnerships, and the creation of special economic development entities.

Experience
- Represented a port authority, city and county in the coordination of economic incentives and debt issuances in support of the construction of a world headquarters project for a Fortune 500 company
- Represented numerous port authorities in connection with the issuance of bond fund, capital lease revenue and other special revenue debt issuances
- Represented a Fortune 1000 corporation in the negotiation and documentation of economic incentives in support of a corporate headquarters project
- Acting as lead counsel for tax incentives agreements (enterprise zone and community reinvestment area exemptions, Ohio job creation tax credit, tax increment financing agreement and others) resulting in billions in investments and creating thousands of jobs
- Regularly represents political subdivisions in the issuance of general obligation, income tax revenue, water and sewer revenue and other special revenue debt obligations
- Negotiated and documented the creation of various regional cooperative agreements, including the creation of port authorities, regional council of governments, joint economic development zones and districts

Recognitions
- Selected as an "Ohio Super Lawyers - Rising Star" by Ohio Super Lawyers magazine (2010 & 2011)

Professional Affiliations
- Akron Bar Association
- Ohio State Bar Association
- Ohio Municipal Attorneys Association
- Government Finance Officers Association
- Council of Development Finance Authorities
- National Association of Bond Lawyers

**Community Affiliations**
- Leadership Akron – Class 32
- Board of Directors – American Red Cross of Summit, Portage, and Medina Counties - Previous
- City of Norton - Law Director
- City of Norton Income Tax Board of Review - Member
- Torchbearers – Previous

**Presentations**
- "Primer in Port Authority Financing of Corporate Development"- Roetzel's Executive & Corporate Counsel Forum (2018)
- "Economic Development Incentives in Ohio"- Roetzel's Executive & Corporate Counsel Forum (2017)

**Bar Admissions**
- Ohio
# KENT CENTRAL GATEWAY PARKING

## SUMMARY - July 2020

### 6 Month Lookback

<table>
<thead>
<tr>
<th></th>
<th>Monthly</th>
<th>Transient</th>
<th>Total</th>
<th>Cars/Day</th>
<th>Last</th>
<th>Last Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb-20</td>
<td>4,512</td>
<td>5,130</td>
<td>9,642</td>
<td>332</td>
<td>20%</td>
<td>2%</td>
</tr>
<tr>
<td>Mar-20</td>
<td>2,929</td>
<td>2,153</td>
<td>5,082</td>
<td>164</td>
<td>-47%</td>
<td>-48%</td>
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<tr>
<td>Apr-20</td>
<td>708</td>
<td>77</td>
<td>785</td>
<td>26</td>
<td>-85%</td>
<td>-93%</td>
</tr>
<tr>
<td>May-20</td>
<td>1,252</td>
<td>283</td>
<td>1,535</td>
<td>50</td>
<td>96%</td>
<td>-85%</td>
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<tr>
<td>Jun-20</td>
<td>1,907</td>
<td>1,054</td>
<td>2,961</td>
<td>99</td>
<td>93%</td>
<td>-65%</td>
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<tr>
<td>Jul-20</td>
<td>2,328</td>
<td>1,402</td>
<td>3,730</td>
<td>120</td>
<td>26%</td>
<td>-57%</td>
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### TOTAL CARS PER MONTH

<table>
<thead>
<tr>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>15,000</td>
<td>14,000</td>
<td>13,000</td>
<td>12,000</td>
<td>11,000</td>
<td>10,000</td>
<td>9,000</td>
<td>8,000</td>
<td>7,000</td>
<td>6,000</td>
<td>5,000</td>
<td>4,000</td>
<td>31,759</td>
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### Annual Comparison

<table>
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<tr>
<th></th>
<th>2020</th>
<th>2019</th>
<th>2018</th>
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<tbody>
<tr>
<td>Jan</td>
<td>8,024</td>
<td>7,707</td>
<td>7,790</td>
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<tr>
<td>Feb</td>
<td>9,642</td>
<td>9,424</td>
<td>9,236</td>
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<tr>
<td>Mar</td>
<td>5,082</td>
<td>9,836</td>
<td>9,753</td>
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<tr>
<td>Apr</td>
<td>785</td>
<td>10,639</td>
<td>10,775</td>
</tr>
<tr>
<td>May</td>
<td>1,535</td>
<td>10,268</td>
<td>9,592</td>
</tr>
<tr>
<td>Jun</td>
<td>2,961</td>
<td>8,371</td>
<td>9,098</td>
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<tr>
<td>Jul</td>
<td>3,730</td>
<td>8,672</td>
<td>8,510</td>
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<tr>
<td>Aug</td>
<td>10,352</td>
<td>10,702</td>
<td>10,702</td>
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<tr>
<td>Sep</td>
<td>11,657</td>
<td>11,197</td>
<td>11,039</td>
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<tr>
<td>Oct</td>
<td>10,888</td>
<td>11,039</td>
<td>11,039</td>
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<tr>
<td>Nov</td>
<td>8,812</td>
<td>9,759</td>
<td>9,759</td>
</tr>
<tr>
<td>Dec</td>
<td>8,505</td>
<td>8,886</td>
<td>8,886</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>31,759</strong></td>
<td><strong>115,131</strong></td>
<td><strong>118,373</strong></td>
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</table>

### # Rate Types Collected

- $1.00
- $2.00
- $3.00
- $4.00
- $5.00
- $6 - $9
- $10 - $15
- $15+

### $ Rate Types Collected

- $1.00
- $2.00
- $3.00
- $4.00
- $5.00
- $6 - $9
- $10 - $15
- $15+
RESOLUTION #2020-08-01

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE UP TO THREE (3) TRANSIT BUSES, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).

WHEREAS, PARTA has identified a need to purchase up to three (3) Compressed Natural Gas (CNG) buses to replace buses that are beyond their useful life and are included in the Akron Metropolitan Area Transportation Study (AMATS) approved Transportation Improvement Program (TIP); and

WHEREAS, the United States Congress has set aside monies for Congestion Mitigation and Air Quality (CMAQ) projects through the State of Ohio, Department of Transportation (ODOT), and administered by AMATS; and

WHEREAS, the purchase of CNG buses is a transportation activity eligible to receive federal CMAQ funding; and

WHEREAS, PARTA conducted a formal joint procurement with Toledo Area RTA, in accordance with the procurement procedures, and awarded a five (5) year contract to Transportation Equipment Sales Corporation (TESCO) via Resolution #2016-11-08; and

WHEREAS, under that five (5) year contract with TESCO, PARTA plans to order up to three (3) CNG buses, optional equipment, and spare parts for delivery in fiscal year 2021.

WHEREAS, PARTA was awarded $446,742 to cover 80% of the cost of one (1) CNG bus through the Bus and Bus Facilities [5339(b)] grant; and

WHEREAS, PARTA was awarded CMAQ funds in the amount of $832,000 to cover 80% of the cost of two (2) CNG buses; and

WHEREAS, PARTA will be responsible for at least twenty percent (20%) matching funds of the eligible costs; and

WHEREAS, the purchase of vehicles is necessary to stay on PARTA's fleet replacement schedule, which is vital to the continued efficient operation of PARTA.

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

1. The General Manager, or her designee, is hereby authorized to utilize Federal Congestion Mitigation/Air Quality (CMAQ) funds programmed by the Akron Metropolitan Area Transportation Study (AMATS) for the purchase of up to two (2) CNG buses and Bus and Bus Facilities [5339(b)] funds to cover the cost of one (1) CNG bus.
2. The Board of Trustees authorizes the General Manager, or her designee, to execute agreements with Transportation Equipment Sales Corporation (TESCO) for the purchase of up to three (3) Compressed Natural Gas (CNG) buses, optional equipment, and spare parts in an amount not to exceed $1,800.00.

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 August 27, 2020.

________________________________________
Date

David Gynn, President
Board of Trustees

__________________________
Attested
RESOLUTION #2020-08-02

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING RICK BISSLER, BOARD MEMBER, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

Whereas, Rick Bissler has been a PARTA Board Trustee appointed by the City of Kent from 2003-2020; and

Whereas, Rick Bissler has been a faithful and valuable member serving as President, Vice President, Trustee, Chair of the By-Law Review Committee, and Member of the Personnel Committee; and

Whereas, Rick Bissler is highly respected by both his fellow Board members and the General Manager and Staff of PARTA; and

Whereas, Rick Bissler has improved the quality of life for the citizens of Portage County through his dedication and service to PARTA.

NOW, THEREFORE, LET IT BE RESOLVED by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that they extend their grateful appreciation by this special resolution acknowledging Rick Bissler for his dedicated service and wish him continued success in all his future endeavors.

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 on August 27, 2020.

__________________________
Date

__________________________________
David Gynn, President
Board of Trustees

__________________________
Attested
RESOLUTION #2020-08-03

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES HONORING WILLIAM A. NOME, PARTA LEGAL COUNSEL, IN APPRECIATION FOR HIS DEDICATION AND SERVICE.

Whereas, William A. Nome has served as Legal Counsel for PARTA from 1988-2020; and

Whereas, William A. Nome has been a faithful and valuable member serving PARTA and its Board of Trustees in his capacity as Legal Counsel; and

Whereas, William A. Nome is highly respected by the Board members, General Manager and Staff of PARTA; and

Whereas, William A. Nome has improved the quality of life for the citizens of Portage County through his dedication and service to PARTA.

NOW, THEREFORE, LET IT BE RESOLVED by the Portage Area Regional Transportation Authority (PARTA) Board of Trustees that they extend their grateful appreciation by this special resolution acknowledging William A. Nome for his dedicated service and wish him continued success in all his future endeavors.

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 on August 27, 2020.

____________________________________
Date

David Gynn, President
Board of Trustees

Attested
PARTA receives nearly $450K in federal grant

The Portage Area Regional Transportation Authority has received a $446,742 grant from the U.S. Department of Transportation to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities. The federal investment is part of approximately $454.6 million in Fiscal Year 2020 competitive grant funding for transit bus projects across the United States. Funding is available for use for four fiscal years.
FOR IMMEDIATE RELEASE

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

PARTA AWARDED FTA GRANT TO PURCHASE CNG BUS

Kent, Ohio – Thursday, August 20, 2020 – The Federal Transit Administration (FTA) has awarded the Portage Area Regional Transportation Authority (PARTA) a grant in the amount of $446,742. PARTA will use the funds to purchase a new compressed natural gas (CNG) powered vehicle to replace an aging diesel bus.

“I am extremely pleased that PARTA was able to secure these dollars for the benefit of Portage County,” said PARTA General Manager Claudia Amrhein. “The bus purchased with this award will improve safety and service reliability for our riders and also help lower PARTA’s maintenance costs.”

PARTA obtained the award through a highly competitive grant process administered by the FTA’s Buses and Bus Facilities Program [FTA FY 2020 5339(b)]. Demand for grants far exceeded available funds as FTA received 282 applications totaling approximately $1.8 billion in funding requests. Awards were made to 96 projects in 49 states and territories including PARTA and two other transit systems in Ohio.

FTA’s Grants for Buses and Bus Facilities Program makes federal resources available to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities. It is part of a multi-year transportation bill signed into law in 2015 to support federal investment aimed at modernizing bus facilities and replacing outdated buses.

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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FOR IMMEDIATE RELEASE

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

Akron Express bus service to resume

Kent, Ohio — Thursday, August 20, 2020 — PARTA’s Route 90 Akron Express bus service will resume on Monday, August 24. Express service to Cleveland remains on hold indefinitely. Both routes were temporarily discontinued on April 1 as PARTA adjusted service following Ohio Governor Mike DeWine’s ‘Stay at Home’ order issued to address the spread of COVID-19.

“We look forward to ramping up service on our Akron route,” said PARTA General Manager Claudia Amrhein. “Many Portage County residents depend on this service as it provides access to the city of Akron and Summit County. But as COVID-19 remains active we will continue to monitor and potentially, adjust service to protect the health and safety of our workforce and community.”

Passengers can board the Akron Express bus at the Kent Central Gateway Transit Center located in downtown Kent or the Kent State University Student Center. Fare to and from Akron on the PARTA bus is one dollar each way.

Stops on the Akron Express route include Walmart in Brimfield, Summa Akron City Hospital, the University of Akron and the Robert K. Pfaff Transit Center in Akron. At the RKP Transit Center, riders have access to Akron Metro bus service.

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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