



Portage Area Regional Transportation Authority
2000 Summit Road • Kent, Ohio 44240

Administrative Offices

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Customer Service

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TTY (Hearing Impaired)

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Scheduling & Operations

(330) 678-1287 or 1-877- RIDE RTA

Fax (330) 678-7751

November 12, 2021

Board Members
Portage Area Regional Transportation Authority

Subject: Board Packet for Thursday, November 18

Dear Board Member:

Enclosed please find a copy of the **Board packet** for the **Thursday, November 18**, meeting to be held at **7 p.m. in person**. For those of you who have also requested a copy of the packet to be sent electronically, you should have already received that version.

I am also enclosing the meeting schedules for both the Board and Finance Committee for 2022. Please mark your calendars.

Finally, as requested, I am enclosing the Veterans Memorial Brick Order Form for anyone who may be interested.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Marcia Fletcher". The signature is written in a cursive style.

Marcia Fletcher
Executive Assistant

Enclosures

PORTAGE AREA REGIONAL
TRANSPORTATION AUTHORITY
(PARTA)

2022 BOARD OF TRUSTEES
Meeting Schedule

JANUARY 27, 2022

FEBRUARY 24, 2022

MARCH 24, 2022

APRIL 28, 2022

MAY 26, 2022

JUNE 23, 2022

JULY 28, 2022

AUGUST 25, 2022

SEPTEMBER 22, 2022

OCTOBER 27, 2022

NOVEMBER 17, 2022

DECEMBER 15, 2022

The regular Board meetings of *PARTA* are held on the 4th Thursday of each month, except as noted in **red**. The dates in **red** reflect those meetings that have been changed from the normal 4th Thursday due to the holidays.

All Board meetings are held at 7 p.m. in the Board Room of *PARTA* at 2000 Summit Road, Kent, OH 44240.

PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY
(PARTA)

BOARD OF TRUSTEES
2022 Finance Committee Meeting Schedule

No January Meeting

February 22, 2022

March 22, 2022

April 26, 2022

May 24, 2022

June 21, 2022

July 26, 2022

August 23, 2022

September 20, 2022

October 25, 2022

Thursday, November 10, 2022 @ 3 p.m.

December 13, 2022

The **PARTA** Board of Trustees Finance Committee meetings are held on the 4th Tuesday of each month, except as noted in **red**. The dates in **red** reflect those meetings that have been changed from the normal 4th Tuesday.

All Finance Committee meetings are held at 11:30 a.m., except as noted, in the Board Room of **PARTA** at 2000 Summit Road, Kent, OH 44240.



Veterans Memorial Brick Order Form

First line of text:

In Honor of -OR- In Memory of

Veteran's Name:

(14 characters MAXIMUM, including spaces)

Company/Unit/Branch of Service:

(14 characters MAXIMUM, including spaces)

I would like to order:

One (1) Brick - \$50

One Brick with Copy - \$62

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: (____) _____

Email: _____

Payment Information

Visa MC Check Enclosed

(Make checks payable to PARTA)

Card #: _____

Exp. Date: ____ / ____ CCW Code: _____

Signature: _____

*By checking this box I understand that this constitutes a legal signature

A brick may be purchased for \$50.

If you would like a copy of your personalized brick, please include an additional \$12.

Proceeds will pay for the ongoing maintenance of the Memorial.

The brick will be placed at the Memorial and you will be notified when it is installed.

The copy of the brick, if ordered, can be picked up at PARTA's Administrative Office at 2000 Summit Rd in Kent, from 8:00 AM to 4:30 PM, Monday – Friday.

Please mail the completed form to:

2000 Summit Rd
Kent, OH 44240

-or-

Fax to: 330-676-6310

-or-

Email to:

schrader.r38@partaonline.org

Agenda

1. Call to Order Oral
Roll Call
2. Meeting Minutes Attachment 2a
Minutes from October 28, 2021, Meeting (Motion Required)
3. Guest Communications (2-minute limit) Oral
4. General Manager's Report Attachment 4
5. Committee Reports Did Not Meet
 - a. Administration Met 11/10
 - b. Finance Did Not Meet
 - c. Operations Did Not Meet
 - d. Personnel Did Not Meet
6. Old Business
7. New Business
 - Presentation by Justin Markey, Roetzel & Andress, on the Ohio Sunshine Laws
8. Resolutions - Roll Call Approval Required
 - #2021-11-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2022 PROPOSED BUDGET FOR *PARTA*.**
 - #2021-11-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2022 PROPOSED BUDGET FOR THE KENT CENTRAL GATEWAY (KCG).**
 - #2021-11-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR LICENSING AND MAINTENANCE WITH TRAPEZE SOFTWARE GROUP.**
 - #2021-11-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR INFORMATION TECHNOLOGY (IT) MANAGED SERVICES WITH QUALITY IP.**
 - #2021-11-05: 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 (OTRP).**
9. Executive Session, as needed.
10. Adjournment

Next Regular Meeting:
December 16, 2021 @ 7 p.m.

PARTA
PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

**BOARD OF TRUSTEES MEETING
MINUTES**

October 28, 2021

Board Members Present:

Karen Beck	Debbie Davison	R. T. Mansfield
Marge Bjerregaard	David Gynn, President	Jack Murphy
Richard Brockett	Virginia Harris	Frank Vitale
Jeff Childers	Mike Lewis, Vice President	Marvin Woods

Staff Present:

Claudia Amrhein	Marcia Fletcher	Rebecca Schrader
Cody Brookover	Kelly Jurisch	Brian Trautman
Denise Baba	Justin Markey, Roetzel & Andress (by phone)	

Board Members Not Present:

Morgan Tipton (1st excused absence) Karen Wise, TPO (2nd excused absence)

Guests Present:

None.

CALL TO ORDER

President Dave Gynn called the October 28, 2021, PARTA Board of Trustees meeting to order at 7 p.m. and asked for a roll call. After roll call, it was determined that **a quorum was participating.**

Mr. Gynn asked for a motion to approve the minutes from the August 26, 2021, meeting. Ms. Marge Bjerregaard made a motion to accept the minutes as presented, which was seconded by Mr. Jack Murphy.

Mr. Gynn asked if there was any discussion. Hearing none, he asked all those in favor to say aye. He asked any opposed to say no. Hearing no opposition, he said the **motion to approve the minutes, as presented, passed unanimously.**

GUEST COMMUNICATIONS

Mr. Gynn said there were no Guest Communications.

GENERAL MANAGER'S REPORT

Mr. Gynn called on Ms. Claudia Amrhein to give the General Manager's report.

Ms. Amrhein thanked Mr. Gynn and welcomed everyone. She then introduced PARTA's new team member, Mr. Cody Brookover, who is the Director of Risk Management. She said his position will include safety, security, and IT. He comes with great experience and PARTA is glad to have him.

Mr. Richard Brockett arrived at the meeting.

Continuing, Ms. Amrhein said on another note, Director of Planning Clayton Popik accepted another position and left *PARTA* a few weeks ago. *PARTA* is now looking to fill a Transit Planner position. She then pointed out that the Veterans Day ceremony is scheduled for Thursday, November 11, at 2 p.m., at the Kent Central Gateway (KCG) Memorial. She said this ceremony will commemorate the 100th Anniversary of the Tomb of the Unknown Soldier. It will be nice to have it again after cancelling it last year. She asked if there were any questions.

Hearing none, Mr. Gynn thanked Ms. Amrhein and moved on to the committee reports.

ADMINISTRATION COMMITTEE REPORT

Mr. Gynn said the Administration Committee did not have a reason to meet.

FINANCE COMMITTEE REPORT

Mr. Gynn said the Finance Committee met and he asked Mr. Mike Lewis to give his report.

Mr. Lewis thanked Mr. Gynn and said the Finance Committee met in September and again this month. Discussions occurred in September about drawdowns that were going to happen and those did occur. There was a Federal Capital Maintenance Assistance draw down of \$429,117 and a Federal Operating (CRRSAA) draw down of \$773,523. Finances for September went well and were on target. Sales Tax Revenues continued to exceed the budget. The only expense that was a little above budget was Other Fringe Benefits and that was for some vacation payouts, which was a one-time thing and not a big issue, and paid time off, which offsets wages. Surplus for September was \$268,530, which was \$215,745 above budget. YTD Actual was at a surplus of \$4,857,806, which was \$4,690,272 over budget. A lot of that was due to the federal money that was received. Revenues and Expenses were in line. There will also be some American Rescue Plan Act (ARPA) grant money of about \$5 million that will come in after the first of the year. The Capital Finance Report showed the six (6) Light Transit Vehicle (LTV) buses that were paid out of the 5307 Urbanized Area Formula Grant and the 5310 Enhanced Mobility of Seniors & Individuals with Disabilities grant at \$278,562 each. There was also a state draw of \$5,809 from the Ohio Transit Partnership Program (OTP2) for the CDL Training Pad. He asked if there were any questions on *PARTA* before moving on to KCG.

Hearing none, Mr. Lewis said KCG looked pretty good. The numbers were back up. In September 2020, there were 5,996 cars that parked in the deck compared to 9,665 in September 2021. All trend lines were normal, but not quite up to what it was in 2017 and 2018; however, it did increase. A lot of that was due to hotel usage and the monthly parkers. Everything on the Revenue side was above budget for the month. Hotel Overnight Parking was \$1,945 over budget. Monthly Parking Passes was \$4,133 over budget. Daily Parking Revenue was \$5,999 over budget. Expenses were all in line. There were a couple small variances but nothing of significance. For September, the Gross Operating Surplus was \$16,075, which was \$13,466 over budget. YTD Actual was \$79,629, which was \$78,003 over budget. The Revenue Per Car outpaced the cost, which was good. He asked if there were any questions on KCG.

Hearing none, Mr. Lewis said the Finance Committee also discussed two (2) resolutions, which were recommended for approval by the Board. He concluded his report by saying the annual budget meeting for the Finance Committee would be held on November 10 at 3 p.m. He asked anyone who may be interested to please attend.

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

OPERATIONS COMMITTEE REPORT

Hearing none, Mr. Gynn said the Operations Committee did not have a need to meet.

PERSONNEL COMMITTEE REPORT

Mr. Gynn called on Ms. Karen Beck, who chairs the Personnel Committee.

Ms. Beck said the Personnel Committee met on September 23 to go over the annual evaluation of the General Manager. Comments were shared about Ms. Amrhein’s strengths, and the committee was unable to find areas that needed to be addressed or any weaknesses. Some of the strengths highlighted were her teamwork and giving the team credit, her thorough reporting, her forward thinking that has resulted in many grants that have helped make the operation run smoothly, the clean audits, the many hats she wears, and her adaptiveness during COVID-19. She asked for a motion to enter executive session to consider the compensation of a public employee or official in accordance with Section 121.22(G)(1). Mr. Jeff Childers made the motion, which was seconded by Ms. Debbie Davison.

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

Mr. Jeff Childers asked if everyone was being asked to stay for executive session.

Mr. Gynn said yes and invited everyone to stay for executive session, which was entered at 7:11 p.m.

Mr. David Gynn made a motion to return to public session, which was seconded by Ms. Karen Beck. He asked all those in favor to signify by saying aye. Those opposed, say no. The motion passed and the meeting returned to public session at 7:14 p.m.

Ms. Karen Beck made a motion that the Board approve granting a \$5,000 bonus this year to Ms. Claudia Amrhein, as General Manager, which was seconded by Mr. Marvin Woods.

Mr. Gynn said this was discussed in executive session. He asked if there were any questions. Hearing none, he asked for a roll call.

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

Mr. Gynn said the motion passed.

Ms. Amrhein thanked the Board and expressed her appreciation.

OLD BUSINESS

Mr. Gynn asked if there was any Old Business. Hearing none, he moved on to New Business.

NEW BUSINESS

Mr. Gynn said there was a presentation under New Business.

Ms. Amrhein said the presentation would go over how PARTA has reached the end of its Campus Master Plan. Several projects have been built out on this property. Ms. Denise Baba put together this PowerPoint and Mr. Brian Trautman will provide information on the before and after pictures.

Ms. Amrhein presented her PowerPoint, which is attached.

Mr. Gynn said Board members should be proud to be part of an organization that has made so much progress in the last 10 years. It's exciting to see it all. He thanked Ms. Amrhein and her staff.

Mr. Gynn then moved on to the resolutions.

Resolutions

Mr. Gynn introduced Resolution #2021-10-01.

#2021-10-01: 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 2021 OHIO DIESEL EMISSIONS REDUCTION GRANT (DERG) PROGRAM.

Mr. Gynn asked for a motion to approve the resolution.

Motion: R. T. Mansfield

Second: Marge Bierregaard

Mr. Gynn said this is an annual resolution and he asked Ms. Amrhein to comment.

Ms. Amrhein said PARTA is always looking for funding to help replace ageing fleet vehicles. This is an annual application through the Diesel Emissions Reduction Grant (DERG) Program, which is sponsored jointly by the Ohio Environmental Protection Agency (EPA) and the Ohio Department of Transportation (ODOT), and it provides a pot of \$10 million for select counties where diesel emissions reduction is a goal. PARTA is applying for funding to support the replacement of three (3) vehicles in 2024. The resolution states PARTA will support a local share of at least 20% of the funding with 80% federal funds. To be more competitive, PARTA may submit 70% federal funds because it is a limited amount of money. She said she would be happy to answer any questions.

Mr. Gynn asked if 70% federal funds was used the last time PARTA applied for this grant.

Ms. Amrhein said yes.

Mr. Gynn asked if there were any questions, concerns, or comments.

Mr. Jack Murphy asked if this resolution was just for the grant application and not a guarantee.

Ms. Amrhein said it's just the application, and a resolution needs to accompany it indicating that the Board understands PARTA will be responsible for a local match of at least 20%.

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

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

Mr. Gynn said the resolution was approved and then introduced Resolution #2021-10-02.

#2021-10-02: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES AUTHORIZING THE GENERAL MANAGER, OR HER DESIGNEE, TO PURCHASE FIVE (5) TURTLE TOP LIGHT TRANSIT VEHICLES (LTVs) OF WIDE BODY CONSTRUCTION, OPTIONAL EQUIPMENT, AND SPARE PARTS FROM TRANSPORTATION EQUIPMENT SALES CORPORATION (TESCO).

Mr. Gynn asked for a motion to approve this resolution.

Motion: Karen Beck

Second: Marvin Woods

Mr. Gynn asked if there was any discussion.

Mr. Frank Vitale asked for an explanation of a Turtle Top bus.

Ms. Amrhein said this resolution requests approval to purchase five (5) Turtle Top LTVs on the regular replacement schedule. Normally, this request would occur in 2022 but it is coming a little early. She asked Mr. Trautman to comment because there are numerous shortages and supply chain issues in the industry right now.

Mr. Trautman said *PARTA* is in the third year of its contract with Turtle Top. Chassis are bought based on plans to buy off that contract. Currently, there is a chip shortage and there are a lot of bus dealerships that won't be in business in another year. Ford is only producing about 30% of the chassis for the commercial market. Because chassis are like pots of gold right now, *PARTA* is jumping in quick before somebody else gets them. ODOT is in bad shape when it comes to providing new buses for smaller county transits that are on state contracts and some of them won't get new buses. Their equipment is worse than what *PARTA* is getting rid of, so *PARTA* has agreed to help some of those transits by transferring some used buses that are being replaced and normally sold to these smaller transits, like they did when *PARTA* was starting out. *PARTA* is in a good spot and will be in a good spot for the next three (3) years, but other transits are going to be struggling and already are. *PARTA* will still be replacing buses that are due for replacement and outside of their useful cycle. Usually, he tries to keep them about a year longer than their useful life, but this is one buy that will come in timing right on the money.

Mr. Vitale asked if these vehicles were a different style.

Mr. Trautman said no, these are the same style buses. The only thing he added to these buses was air recirculation. He wrote in some specs, based on an operating room spec, that call for outside air to be drawn in for both passengers and drivers. The air inside the buses is currently purified. Because of COVID-19, changes on some of the bigger buses coming in include driver barriers and separate HVAC units for the drivers. He can't get a zero or a positive air feed in a bus, but he can get 60 – 70% fresh air coming in like in a car. Buses weren't pulling a lot of pressured air in from outside. Now it is being forced by calling for it in the specs.

Mr. R. T. Mansfield asked if all the engines would be gas.

Mr. Trautman said these are gas engines. Diesel engines cannot be bought right now. There are no Duramax engines available. As soon as they are, PARTA will look at what is out there, but he is not going to jump on it the first year they come out. That does change fuel procurement estimates, which he and Ms. Rebecca Schrader have been working on for the fuel bid coming up. Most of the gas vehicles that PARTA is getting are Ford chassis.

Mr. Mansfield asked if there were any CNG options for LTVs.

Mr. Trautman said there are if PARTA equips them with hardened valve seats after market. CNG options are being discussed and considered. PARTA hasn't jumped into the CNG world when it comes to the smaller transit vehicles because it reduces the distance the buses will run. He doesn't have the CNG option in this spec so it would have to be done after the bus was delivered.

Mr. Murphy asked what routes these buses were primarily used on.

Mr. Trautman said these are all demand response buses, the smaller LTVs. Not the little STVs but the regular buses that do mostly door-to-door dialysis and trips to the grocery store. They are the paratransit buses that are used for ADA trips, Kent State University (KSU) SATS service, and the Windham Garrettsville route. Two (2) of these buses will replace the current CDL vehicles. This type of bus would sometimes be used for the Cleveland route. The transit buses running line service are the bigger buses, such as the trolley buses.

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

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

Mr. Gynn said the resolution passed.

Moving on, Mr. Gynn said there was no need for an additional executive session. Before adjourning, he thanked Mr. Brockett for coming back and noted that next Tuesday was election day. He said if anybody knows anyone who lives in Streetsboro, Mr. Woods would appreciate a vote. He noted that the Finance Committee would be meeting on Wednesday, December 10, at 3 p.m.

Ms. Kelly Jurisch noted the Finance Committee would be meeting on November 10 at 3 p.m., not December 10.

Mr. Gynn noted that the Veterans Day ceremony is always an important event. He said the Board meeting was moved up a week to November 18 because of Thanksgiving at which time Mr. Justin Markey will give an overview of the Ohio Sunshine Laws. Board members will be provided with a copy of the current laws and are responsible for reviewing what is important.

Ms. Jurisch invited everyone to the "Treats, Not Tricks" day at PARTA tomorrow. She said costumes were welcome, as well as support for the Browns, not the Steelers! Lunch will be catered by Coyote's Mexican Grill from 11 a.m. to 1 p.m. and massage chairs will be available.

Mr. Gynn thanked Ms. Baba for the online quarterly publication that all Board members and other interested parties receive. He said Ms. Baba told him she didn't want to be sending it to anybody who might not want it. He asked Board members to provide Ms. Baba with the email addresses of friends and/or people they represent who might be interested in receiving this very professional, well-done publication. He asked if there was anything else for the good of the order. Hearing nothing further, he entertained a motion to adjourn.

ADJOURNMENT


Ms. Marge Bjerregaard made a motion to adjourn the meeting, which was seconded by Ms. Karen Beck. Mr. Gynn asked all in favor to say aye. He asked any opposed to say no. Hearing no opposition, the **motion to adjourn passed unanimously.**

The meeting adjourned at 7:44 p.m.

Respectfully submitted,




Marcia Fletcher
Executive Assistant



PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY

Board of Trustee 2009 Master Plan Review
Thursday, October 28, 2021

1



A vision for the future

In 2009, PARTA outlined improvements to enhance its facility and overall operation. The resulting Master Plan identified projects to be carried out over a 10-year timeframe.

2

Needs identified



- Fuel canopy
- Wash bay
- Expanded parking
- Training facility
- Bus storage facility
- Driver training pad

3

Fuel canopy



Prior to construction of the canopy, the existing fueling station had no protection from the elements. Hostlers were forced to withstand poor weather conditions while re-fueling.



4

Wash bay



Buses were washed by a manual system in a bay of the existing bus garage prior to construction of the wash bay. This method was time consuming and interrupted the ideal flow of traffic through the site. Since its construction, the wash bay has accelerated the cleaning process and its location just south of the fueling station has improved traffic flow.



5

Employee parking lot



Staff vehicles were parked in numerous locations around the facility prior to construction of the expanded parking lot. This caused a major concern for staff safety as they crossed bus traffic and dealt with icy conditions in winter months. The current layout creates a buffer restricting access to the storage and maintenance facility to only transit vehicles and maintenance staff.

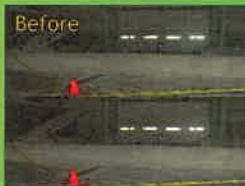


6

Training facility



A small two-story space off the bus garage, separate from the administrative portion of the facility, housed PARTA's training department prior to construction of new training classrooms and support offices.



7

CNG fueling station



In 2018, PARTA constructed the 1st public Compressed Natural Gas (CNG) fueling station in Portage County. Though not a part of the original 2009 Facilities Master Plan, the CNG station has enhanced PARTA's operation by supporting the transit's objective to deploy a fleet that is half comprised of CNG vehicles.



8

Bus storage facility



There was an existing garage on site utilized for the storage of vehicles; however, a significant number of vehicles continued to be stored outside, unprotected. Completion of PARTA's new storage facility in late 2020 allows for all PARTA's revenue vehicles to be stored under roof.



9

Bus storage facility mezzanine



10

Driver training pad

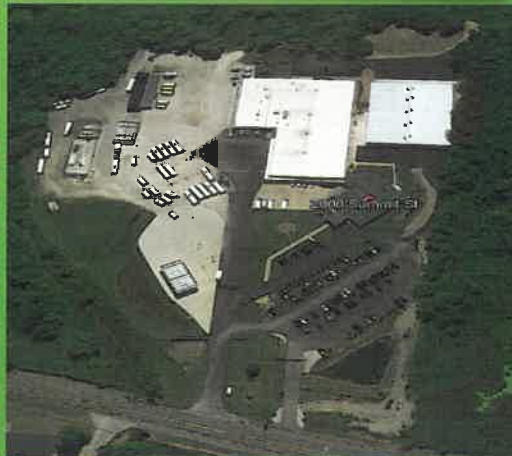


PARTA currently uses the parking lot at Dix Stadium to conduct training for commercial driver's licenses. Its distance from the training offices and classrooms is not ideal. Additionally, the pavement on the stadium parking lot is not suited for bus traffic. The training pad currently under construction will allow for close proximity to the other on-site training facilities and offer a permanent course that will not have to be set-up each time training needs to occur.



11

PARTA Summit Road Campus, Then & Now



12

Kent Central Gateway Transit Center



13

What's next...



14

PARTA
2000 Summit Road
Kent, Ohio 44240

GENERAL MANAGER'S REPORT

TO: **PARTA Board of Trustees**

FROM: **Claudia B. Amrhein, General Manager**



DATE: **November 2021**

Committee Meetings and Resolutions. The November meeting agenda includes five (5) resolutions considered by the finance committee during its meeting on Wednesday, November 10. The committee reviewed the proposed 2022 operating budgets for PARTA and the Kent Central Gateway and considered resolutions to authorize annual large purchase contracts.

Presentation. Board attorney Justin Markey will present an overview of the Ohio Sunshine Laws and their application to board and committee meetings.

Annual Budget Resolutions. Each year, Finance Director Rebecca Schrader prepares annual operating budget projections using current trends and input from departments. The finance committee discussed and will recommend board approval of the proposed 2022 operating budgets for PARTA and the Kent Central Gateway via Resolutions #2021-11-01 and -02, respectively.

#2021-11-01: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2022 PROPOSED BUDGET FOR PARTA.

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

Annual Large Purchase Resolutions. The finance committee also reviewed Resolutions #2021-11-03, -04, and -05 to authorize known large purchase expenditures in 2022 for goods and services utilized in day-to-day operations. A large purchase is one that will exceed \$100,000.

#2021-11-03: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR LICENSING AND MAINTENANCE WITH TRAPEZE SOFTWARE GROUP.

#2021-11-04: A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR INFORMATION TECHNOLOGY (IT) MANAGED SERVICES WITH QUALITY IP.

#2021-11-05: 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 (OTRP).

Fuel Bid Ratification on December Agenda. Securing diesel and gasoline fuel is an annual procurement process completed with other area regional transit authorities. Each year, we issue an Invitation for Bids to solicit the lowest bid for fuel purchase and delivery for the upcoming calendar year. By doing so, we secure stable, predictable fuel pricing for the next calendar year. This is a time-sensitive

group procurement, with the bid opening occurring this year on December 10 and execution of a contract with the apparent low bidder required by 3 p.m. on that day. At the December board meeting, we will bring forward a resolution to ratify the execution of the contract with the vendor identified as the low bidder through the group procurement process.

Veterans Day Ceremony at KCG Memorial. The annual Veterans Day ceremony held on Thursday, November 11, honored and remembered our local service men and women during an unusually warm November afternoon ceremony. This year, we commemorated the 100th Anniversary of the Tomb of the Unknown Soldier at Arlington National Cemetery. We were honored to host guest speaker, Dr. John Schlupe, the founder of Warriors' Journey Home Ministry: Listen – Speak – Heal. Dr. Schlupe is a U.S. Army veteran commissioned in 1974 in the Regular Army through Ohio State University. He served with the 172nd Arctic Light Infantry as an Airborne Rifle Platoon Leader and Reconnaissance Platoon Leader. His last tour of duty was with the Third U.S. Infantry, The Old Guard, Washington, D.C., where he was the Executive Officer of The Commander in Chief's Guard and Plans and Security.

RLB Phoenix Lease Dispute Resolved. In late October, RLB Phoenix completed steps necessary to assign existing tenant leases to PARTA, thereby terminating the master-tenant lease agreement in dispute since early 2021. Justin Markey worked through the legal process with their representatives and continues assisting us to work through transitional matters with tenants. RLB paid the full contractual amount due in 2021 plus \$5,000 and \$1,850 in security deposits paid by tenants.

Service Reports. Ridership. (*Coronavirus closures began March 2020*). Total county fixed route and DART ridership decreased by 18.90% through October, as compared to October 2020 with total county service performing 161,956 trips as compared to 199,705 trips performed through October 2020.

County fixed route service has decreased by approximately 22.32% as compared to last year, with 128,911 trips completed through October as compared to 165,948 trips completed through October 2020.

DART service has decreased by 2.11% through October as compared to October 2020, with 33,045 trips completed as compared to 33,757 trips completed through October 2020.

Overall ridership, including campus service, decreased by 26.13%, with campus down by 34.11%. Total system ridership totaled 297,766 as compared to 403,100 through October 2020.

On-Time Compliance. ADA Complementary Paratransit Service. ADA on-time compliance was 94.27% in October as compared to 89% in September. Of 786 trips, 45 were performed late, with the latest running 29 minutes behind.

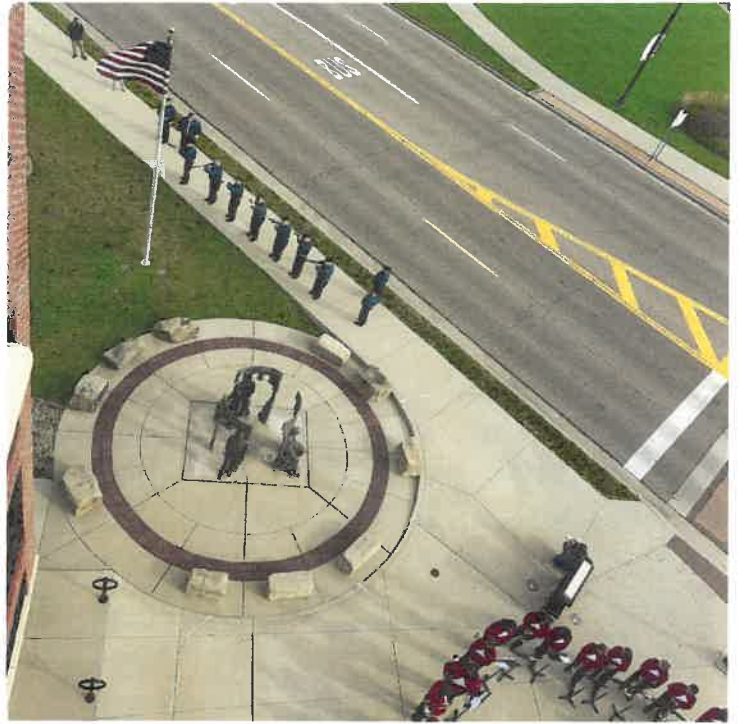
General Public (non-ADA) DART. On-time performance for general public, non-ADA trips improved to 82.79% in October, as compared to 79.44% in September.

Vehicle Preventative Maintenance (PM). On-time compliance with established PM inspection schedules was 100% in October as compared to 100% in September 2021.

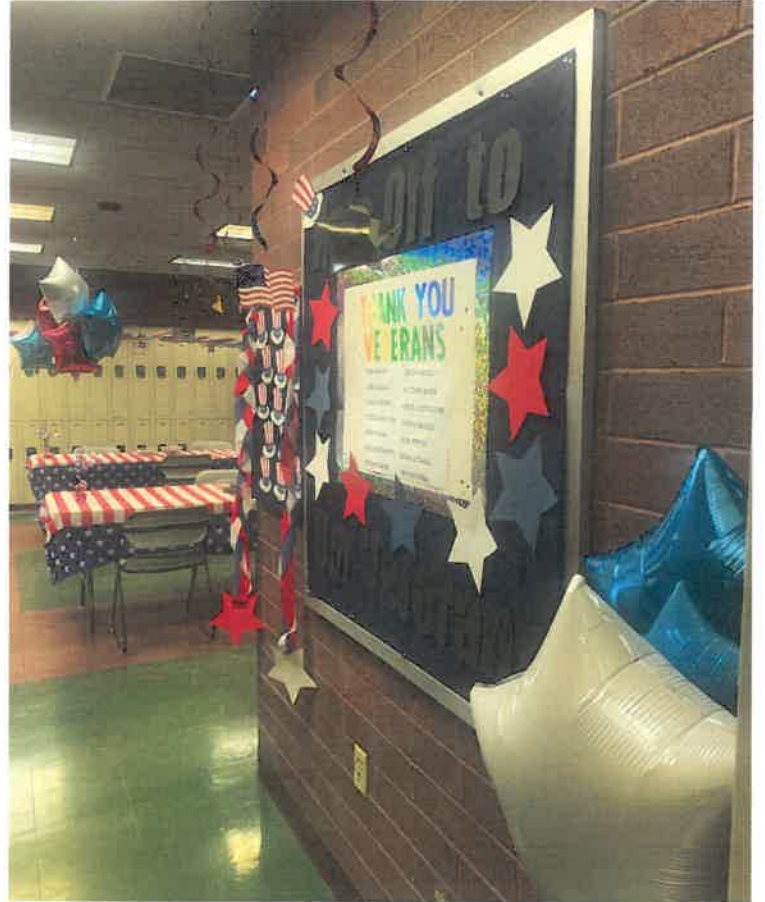
Parking Deck. Parking deck usage continues to climb, with the number of cars increasing slightly in October as compared to September. A total of 9,749 cars utilized the deck in October as compared to 9,665 cars in September.

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.

VETERANS DAY 2021









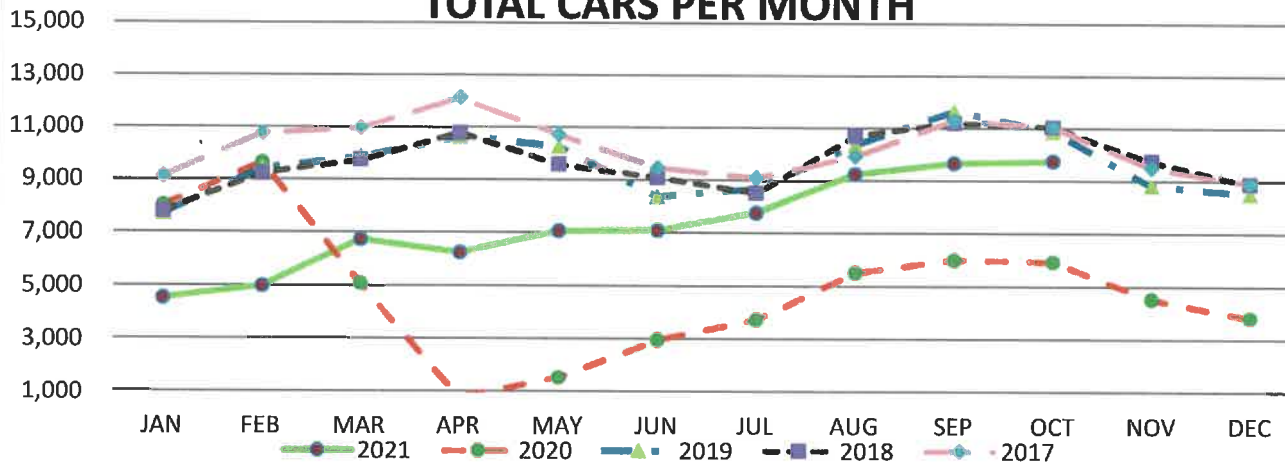
KENT CENTRAL GATEWAY PARKING SUMMARY - September 2021

	6 Month Lookback					
	Monthly	Transient	Total	Cars/Day	Last	Last Year
May-21	3,445	3,622	7,067	228	13%	360%
Jun-21	3,474	3,610	7,084	236	0%	139%
Jul-21	3,537	4,225	7,762	250	10%	108%
Aug-21	4,082	5,166	9,248	298	19%	68%
Sep-21	5,123	4,542	9,665	322	5%	61%
Oct-21	4,922	4,827	9,749	314	1%	64%

Annual Comparison

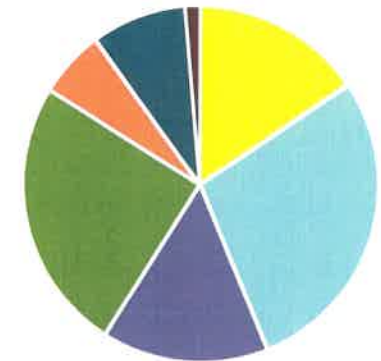
	2021	2020	2019
JAN	4,534	8,024	7,707
FEB	4,982	9,642	9,424
MAR	6,738	5,082	9,836
APR	6,249	785	10,639
MAY	7,067	1,535	10,268
JUN	7,084	2,961	8,371
JUL	7,762	3,730	8,672
AUG	9,248	5,502	10,352
SEP	9,665	5,996	11,657
OCT	9,749	5,938	10,888
NOV		4,538	8,812
DEC		3,828	8,505
TOTAL	73,078	57,561	118,373
	-25.3%	48.5%	-50.0%

TOTAL CARS PER MONTH

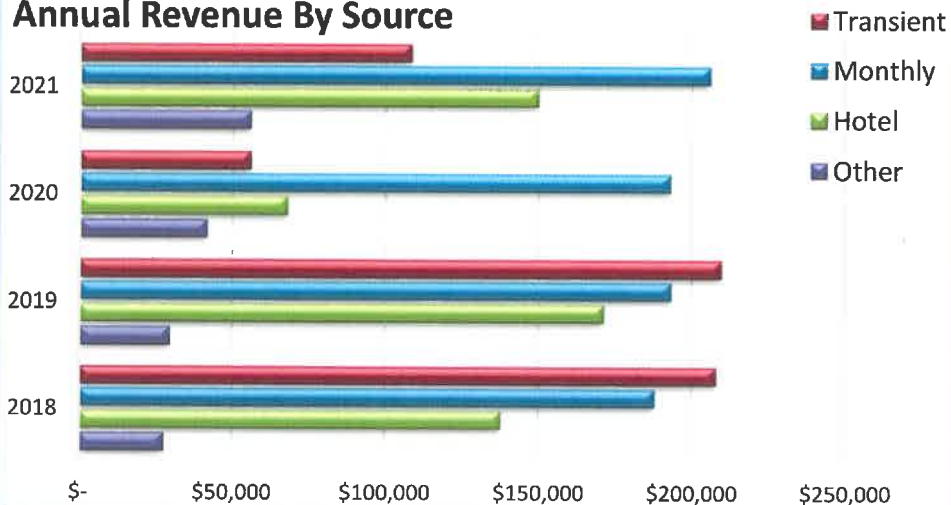


Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15

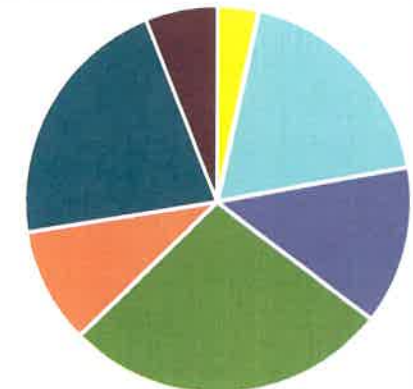


Annual Revenue By Source



\$ Rate Types Collected

- \$1.00
- \$2.00
- \$3.00
- \$4.00
- \$5.00
- \$6 - \$9
- \$10 - \$15
- >15



RESOLUTION #2021-11-01

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (PARTA) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2022 PROPOSED BUDGET FOR PARTA.

WHEREAS, the PARTA Board of Trustees has authorized the spending of funds so appropriated in the budget as recommended by the Finance Committee; and,

WHEREAS, the FY2022 budget for PARTA is attached.

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

The FY2022 proposed budget for PARTA is approved as submitted.

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 November 18, 2021.

Date

David Gynn, President
Board of Trustees

Attested

PARTA			
	BUDGET 2021	2021 TOTAL PROJECTED (Sept)	PROPOSED BUDGET 2022
REVENUE			
Farebox	\$ 180,000	\$ 194,512	\$ 225,000
Agency Cash Grants & Reimb.	\$ 172,675	\$ 177,387	\$ 190,607
KSU Revenue	\$ 1,749,248	\$ 1,444,574	\$ 1,540,608
State Reimb. (Fuel Tax Refund)	\$ 70,000	\$ 74,925	\$ 75,000
State Capital Maint. Assist.	\$ 222,398	\$ 222,398	\$ 216,203
State Operating (RCI)	\$ -	\$ 97,445	\$ -
Elderly & Disabled Fare Assist.	\$ 139,400	\$ 139,400	\$ 135,832
Federal Capital Maintenance	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Federal Op CRRSSA/ARP	\$ -	\$ 3,767,454	\$ 1,689,364
Federal Operating MM	\$ 50,000	\$ 50,000	\$ -
Investment Income	\$ 20,000	\$ 6,274	\$ 10,000
Sales Tax	\$ 5,928,521	\$ 6,668,930	\$ 6,889,596
Advertising Revenue	\$ 40,000	\$ 50,943	\$ 45,000
Other Revenues	\$ 43,000	\$ 45,502	\$ 43,500
TOTAL REVENUES	\$ 9,615,242	\$ 13,939,742	\$ 12,060,709
EXPENSE			
Operators Salaries and Wages	\$ 1,446,964	\$ 1,288,626	\$ 1,689,364
Student Wages	\$ 282,820	\$ 125,254	\$ 330,270
Maintenance Wages	\$ 1,093,941	\$ 854,132	\$ 1,090,610
Operations Salaries and Wages	\$ 734,129	\$ 592,346	\$ 730,115
Admin Salaries and Wages	\$ 1,105,993	\$ 862,343	\$ 1,100,220
Employee Health Insurance	\$ 1,320,608	\$ 1,287,276	\$ 1,460,608
Other Fringe Benefits	\$ 1,185,000	\$ 1,371,058	\$ 1,318,000
Advertising Fees	\$ 10,000	\$ 437	\$ 10,000
Professional/ Tech Services	\$ 240,000	\$ 246,201	\$ 270,500
Contract Maintenance Service	\$ 220,600	\$ 237,179	\$ 252,200
Other Services	\$ 127,000	\$ 101,486	\$ 165,000
Fuel & Lubricants	\$ 668,400	\$ 480,678	\$ 916,800
Tires & Tubes	\$ 43,000	\$ 34,547	\$ 37,000
Other Materials & Supplies	\$ 467,000	\$ 317,106	\$ 400,000
Utilities	\$ 160,000	\$ 145,708	\$ 160,000
Prem. Public Liab/Prop Damage	\$ 300,978	\$ 283,570	\$ 281,857
Dues & Subscriptions	\$ 39,400	\$ 35,111	\$ 38,350
Travel & Meetings	\$ 30,000	\$ 6,231	\$ 29,000
Advertising/Promotions Media	\$ 67,000	\$ 39,932	\$ 55,500
Other Misc. Expenses	\$ 7,200	\$ 5,515	\$ 10,200
Sales Tax Admin. 1% Fee	\$ 59,285	\$ 66,689	\$ 68,896
TOTAL EXPENSES	\$ 9,609,317	\$ 8,381,423	\$ 10,414,490
Gross Profit/(loss)	\$ 5,925	\$ 5,558,319	\$ 1,646,218

PARTA BUDGET 2020	DESCRIPTION / NOTES
REVENUE	
Farebox	Cash form Ticket Sales & Bus Fare Boxes
Agency Cash Grants & Reimb.	AAA, PCBDD, Coleman Adult Day Care, JFS, UH
KSU Revenue	Contract Service, Supplemental Shuttles, and Work Study
State Reimb. (Fuel Tax Refund)	Revenue diesel used and reimb. New Rates in 2021
State Capital Maint. Assist.	ODOT UPT Grant
Elderly & Disabled Fare Assist.	ODOT E&D Grant
Federal Capital Maintenance	FTA Grant 5307
Mobility Management	Mobility Mgmt. Wages N/A in 2022
Investment Income	Star Ohio
Sales Tax	+3.0% Increase
Advertising Revenue	Advertising on/in Buses
Other Revenues	Sale of Buses /metal, used oil, Head Start, & misc. revenues
EXPENSE	
Operators Salaries and Wages	County bus operators 3%
Student Wages	KSU bus operators
Maintenance Wages	Mechanics, Hostlers & Laborers
Operations Salaries and Wages	Dispatchers, Schedulers, Operations Staff
Admin Salaries and Wages	Admin, HR (including Trainers), Mktg, Plan., & IT
Employee Health Insurance ***	Ohio Health Tip Pool
Other Fringe Benefits	ER Taxes, Vacation & Sick accruals, Tuition reimb.
Advertising Fees	Logo giveaways and campaign consulting
Professional/ Tech Services	State Audit, Legal Fees, Computer Consulting, CDL Testing
Contract Maintenance Service	Preventative Maintenance (parts,HS, bldg., computer maint.)
Other Services	SW Licenses, Lic.Bureau, Garde, Drug Tests, Physicals, Copier Maint.
Fuel & Lubricants	160,000 gallons @\$3.68 & 75,000 @ \$3.60 (gross) plus CNG & lube
Tires & Tubes	Tire Contract w/ Goodyear
Other Materials & Supplies	office supplies, uniforms
Utilities	Dominion, electric, AT&T, Verizon, trash, water, sewer
Prem. Public Liab/Prop Damage	Plus \$12K Deductibles
Dues & Subscriptions	same groups
Travel & Meetings	FTA & Professional Conferences
Advertising/Promotions Media	Newspaper & radio advertising
Other Misc. Expenses	GM Cookouts,Board/Staff Retreats,Serv.Award Banquet
Sales Tax Admin. 1% Fee	

RESOLUTION #2021-11-02

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING THE FISCAL YEAR 2022 PROPOSED BUDGET FOR THE KENT CENTRAL GATEWAY (KCG).

WHEREAS, the *PARTA* Board of Trustees has authorized the spending of funds so appropriated in the budget as recommended by the Finance Committee; and,

WHEREAS, the FY2022 budget for the Kent Central Gateway (KCG) is attached.

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

The FY2022 proposed budget for KCG is approved as submitted.

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 November 18, 2021.

Date

David Gynn, President
Board of Trustees

Attested

KENT CENTRAL GATEWAY PROPOSED OPERATING BUDGET 2022

348 Parking Spaces

	2019 Actual	2021 Budget	2021 Projected	2022 Proposed
REVENUES				
HOTEL OVERNIGHT PARKING	\$ 171,278	\$ 151,000	\$ 150,000	\$ 153,000
MONTHLY PARKING	\$ 193,454	\$ 193,894	\$ 206,177	\$ 224,129
DAILY TRANSIENT PARKING (Including Special Events and Groups)	\$ 209,790	\$ 89,000	\$ 108,500	\$ 114,000
RETAIL SPACE RENT	\$ 28,000	\$ 32,000	\$ 32,000	\$ 40,000
2nd FLOOR RENT	\$ -	\$ 20,700	\$ 33,205	\$ 35,400
OTHER MISC.	\$ 2,497	\$ 2,000	\$ 4,798	\$ 1,980
TOTAL REVENUES	\$ 605,019	\$ 488,594	\$ 534,680	\$ 568,509
EXPENSES				
WAGES	\$ 226,278	\$ 210,357	\$ 179,613	\$ 257,844
HEALTH INSURANCE	\$ 55,666	\$ 72,000	\$ 48,376	\$ 72,000
FRINGE & ER TAXES	\$ 64,245	\$ 56,113	\$ 51,144	\$ 64,376
PROFESSIONAL / TECH. SERVICES	\$ 1,940	\$ 2,400	\$ 5,816	\$ 4,000
CONTRACT MAINTENANCE SERVICE	\$ 15,945	\$ 26,100	\$ 17,246	\$ 24,000
OTHER SERVICES	\$ 57,622	\$ 42,000	\$ 49,793	\$ 54,000
MATERIALS & SUPPLIES	\$ 21,611	\$ 12,000	\$ 14,144	\$ 18,600
UTILITIES	\$ 60,372	\$ 58,600	\$ 58,432	\$ 61,200
PROPERTY LIABILITY	\$ 9,000	\$ 5,000	\$ 5,000	\$ 5,000
ADVERTISING MEDIA	\$ 6,850	\$ 2,250	\$ 4,850	\$ 5,000
MISCELLANEOUS	\$ 29,599	\$ 1,600	\$ 1,000	\$ 1,200
TOTAL EXPENSES	\$ 549,129	\$ 488,420	\$ 435,414	\$ 567,220
OPERATING SURPLUS/(LOSS)	\$ 55,890	\$ 174	\$ 99,266	\$ 1,289

KENT CENTRAL GATEWAY BUDGET 2022

DESCRIPTION / NOTES

REVENUES

HOTEL OVERNIGHT PARKING	
MONTHLY PARKING	Shift, Residential, Flex, Bulk, Student
DAILY TRANSIENT PARKING	Daily parking- Includes Special Events
RETAIL SPACE REVENUE	Taking over RL Burbick Leases
2nd FLOOR RENT	City of Kent Health Department + old Cutler Space
OTHER MISC.	Interest, Electric Car Charging, Memorial Brick Rev. & damage repair

EXPENSES

WAGES	5 Attendants, Managers, Foreman, Custodial
HEALTH INSURANCE	Ohio Health Tip Pool (Less Employee Contributions)
FRINGE & ER TAXES	ER Taxes, Vacation, Sick, & Personal Accruals
PROFESSIONAL / TECH. SERVICES	IT Consulting
CONTRACT MAINTENANCE SERVICE	Preventive Bldg. Maintenance (Elevator & HVAC Contract)
OTHER SERVICES	Uniforms, Rugs, Credit Card Expenses
MATERIALS & SUPPLIES	Bldg. & Office Supplies
UTILITIES	Gas, Electric, Water, Cable
PROPERTY LIABILITY	OTRP + \$1K Deductibles
ADVERTISING MEDIA	Newspaper, Programs, & Radio Advertising
MISCELLANEOUS	Veterans' Memorial Ceremony & Travel

RESOLUTION #2021-11-03

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 2022 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, 2022, through December 31, 2022.

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 November 18, 2021.

Date

David Gynn, President
Board of Trustees

Attested

RESOLUTION #2021-11-04

A RESOLUTION BY THE PORTAGE AREA REGIONAL TRANSPORTATION AUTHORITY (*PARTA*) BOARD OF TRUSTEES APPROVING EXPENDITURES FOR INFORMATION TECHNOLOGY (IT) MANAGED SERVICES WITH QUALITY IP.

WHEREAS, QualityIP is providing Information Technology (IT) managed services; and

WHEREAS, the Portage Area Regional Transportation Authority (*PARTA*) has identified a need for IT managed services for 2022 in an amount not to exceed \$175,000, not including any pass-through payments for licensing or equipment.

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 \$175,000 with QualityIP for IT managed services for the period January 1, 2022, through December 31, 2022, not including any pass-through payments for licensing or equipment.

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 November 18, 2021.

Date

David Gynn, President
Board of Trustees

Attested

RESOLUTION #2021-11-05

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 (OTRP).

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, the 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 2022 is \$269,857 (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 \$269,857 (not including deductibles) for 2022.
2. The General Manager, or her designee, is authorized to pay to OTRP all necessary additional deductibles for 2022.

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 November 18, 2021.

Date

David Gynn, President
Board of Trustees

Attested

Six compete for three seats in Streetsboro council race

Bob Gaetjens Ravenna Record-Courier
USA TODAY NETWORK

Six candidates for three at-large Streetsboro City Council seats will square off in Tuesday's general election. City infrastructure, expansion and the future city hall project are all projects the candidates are eager to participate in.

Voters may select up to three of the six candidates on the ballot, including incumbents Jon Hannan, Justin Ring and Chuck Kocisko and challengers Steve Michniak, Brian Salyer and Marvin Woods.

The at-large council members represent the entire city, and all Streetsboro voters are permitted to vote on the race.

Why they're running

Salyer, who leads marketing contact strategy for all US Small

See STREETSBORO, Page 3A

Streetsboro

Continued from Page 1A

Businesses at Dell, also serves on the Streetsboro Planning and Zoning Commission.

"I've always wanted to give back to my city and community, and now, with my daughters being age 12 and 9, it's allowing me to have that opportunity to give back and get involved in shaping change in the city of Streetsboro," he said.

Woods, who served a short stint on City Council as an appointee when Art Scott resigned and moved out of town, said he wants a role in helping the city grow.

"My devotion is to the city, and I want to see the city keep expanding in the right direction and to add a little more diverse perspective to the city," said Woods. "I would like to see the city continue to go in a diverse direction and make everyone feel welcome."

Michniak, who has served two prior, non-consecutive terms on council and also has served for 22 years as a prosecutor in Portage County, said he would like to bring an attorney's perspective to Council.

"I feel like I could add value to council," he said. "I feel like I could be a voice of reason. I guess I saw a lot of needless, expensive lawsuits that maybe I could have helped avoid by just being present in the moment."

Kocisko, who has served the city in many capacities over the past 25 years including three terms on council and several other commissions and committees, said he loves working with and serving people.

"Believe it or not, I love it," he said. "I enjoy working for the people. I enjoy the environment. It sometimes can be challenging. I enjoy the people I work with at city hall."

Ring, who serves as vice president of consumer product strategies at Bank of America, has served as the finance committee chair. He said he's excited to see through a large water line project in the Twin Hills neighborhood.

"I think, just in general, infrastructure, to me, is important because our city got behind a lot," he said. "That's why we've had to be so aggressive in the road program over the last few years. We went 20 years without really fixing



Kocisko



Hannan



Woods



Salyer



Michniak



Ring

many roads, and so they all got bunched up on us; they all needed replacement."

Hannan, who is finishing up his first term on council, said he would like to continue working on some of the plans the city has taken on recently.

"We're planning to build a city hall and city center," he said. "I really want to see that stuff through. I think having consistency on council can really help that come to fruition. I feel like over the past couple of years we've got a lot of momentum going and have some good things coming up on the radar."

Their goals

Hannan said he's especially passionate about continuing to improve the city's park system.

"I think the last couple of years, we've had a lot of available funding," he said, adding there have been improvements to the baseball fields at City Park, parking lots and more. "In all our parks, we've done something. I'm always looking to improve our parks."

He said the city is building volleyball courts and considering an amphitheater on city property near the police station, which abuts City Park.

"If we have a baseball tournament on and someone wants to do a concert in the park, we can do both things at the same time," he said.

Kocisko, long a proponent of the city's recreation programs, said he's not a fan of the amphitheater location near the police station.

"I'm not against the stage or the amphitheater; it's just the placement of it," he explained.

Streetsboro Family Days, which Kocisko founded, thrives by having the stage near the rides, food and other entertainment associated with the four-day festival, he explained.

"If they put the amphitheater over there, it's going to hurt us," he said.

Hannan and Kocisko both said they are excited about the upcoming water line projects, which is funded by the American Rescue Plan.

"Next year, we're looking at what looks like an \$8 million water project," said Hannan.

Ring said he wants to help the city find a way to build a new city hall and field house on the former city hall property at 9184 Route 43.

"That project has been a long time in the discussions with the administration talking about financing and how we're going to do this," he said of the plan to build a city hall. "After that, we'll determine what, potentially, might be our next amenity. I know there's talk of a field house, which I'm a fan of, especially given the fact that it's going to be designed to hold our senior center, and the seniors will have full access ... to all the amenities during the day while nobody else is there using it."

He also said he's excited about the upcoming water line work.

"We're also going to be putting water lines down in the Twin Hills area ... and it's just getting kicked off, and I'm really just excited to see that through," said Ring. "I think it's something that's going to help improve our water quality. It's going to help improve water access to people who don't necessarily have access now."

Salyer said the city is "already kind of moving in the right direction," and he hopes to be able to help with planning for the Core Concept Plan, a reimagining of the area surrounding Market Square Plaza as a town center development.

"I think we have to have the right type of zoning and regulations to make it successful from the start," he said. "If we try to attract a developer to that area and then try to change the game on them by changing the regulations after the fact, that is the wrong approach."

He said it will be critical to collaborate with the individual property owners along routes 14 and 43 between the city square and those roads intersections with Market Square Drive.

Salyer also is supportive of the plan to build a new city hall and possibly a field house eventually.

"I think with city hall, the temporary site on Frost Road has been good to us, but I think there's also an opportunity not only to have a new city hall but figure out how we can make something more open for the community to use. To me, it's more than a city hall; it's the question of how we maximize that property for use by the community."

Woods said one of his priorities would be ensuring the city has clean, healthy water.

"As we bring in more manufacturers, I want to make sure the chemicals they produce don't hurt our environment," he said, adding he wants to make sure the city takes advantage of any grants available for infrastructure and economic development.

He also said he wants to do what he can to help make Streetsboro jobs are living-wage jobs.

"I'd like to see things that are going in - office buildings - create jobs that are paying livable wages so we can attract more younger people and people of all ages," he said.

Woods also said he would like to see an expansion of recreation options for everyone from children to seniors.

"I want our infrastructure plan to include plans for bike trails and hiking paths," he said.

Michniak said he would like to focus on keeping the city out of legal trouble.

He said the city should have been able to avoid getting into a legal fight with Shelly Materials and David Gross over development at Sahbra Farms.

"It's not just to avoid the lawsuits; it's to avoid the expense we've incurred," he said. "What people don't see is, those lawsuits cost the taxpayers."

He said sometimes having another legal mind in executive sessions regarding pending litigation can be a benefit.

"The bottom line is, we have to follow the law, and, when we don't, it can cost hundreds of thousands of dollars," said Michniak.

He also said he would like to see economic growth balanced with residential growth.

"That's the engine that runs our city, keeps our costs down and keeps our taxes down on residents," he said of economic development.

Do you have a business or healthcare story you'd like to share? Reporter Bob Gaetjens can be reached at 330-541-9440, bgaetjens@recordpub.com and @bobgaetjens_rc.

The Portager

Today is Nov. 5, 2021.

- **PARTA** will host a Veterans Day ceremony at the veterans memorial at **Kent Central Gateway Transit Center**. The ceremony is Nov. 11 at 2 p.m.

Akron-area events mark Veterans Day

Craig Webb

Akron Beacon Journal
USA TODAY NETWORK

Veterans Day is Thursday. And for the first time in a year since the pandemic, some in-person events are returning.

Many communities will host in-person and some virtual events to honor veterans for their service. Local businesses and some restaurants also are offering special deals or discounts for veterans or active-duty military members.

Most government offices and some banks will be closed in honor of the federal holiday.

The following is a list of some events in the Akron area.

Parade in Green

The city of Green's ceremony will be at 10:45 a.m. Thursday at the Green Veterans Memorial Park at 1900 Steese Road.

There will be speakers and music.

Following the ceremony, the city will host its first-ever veterans "reverse" parade. Veterans are invited to decorate their cars, if they wish, and line up in the Green Memorial Stadium following the ceremony. The fire department will lead the parade past the five Green Local School buildings so students and staff can honor the local veterans as they pass by in the vehicles. The public is invited to gather along Franks Parkway behind Acme Fresh Market, where the procession will also pass.

Plane dedicated

The MAPS Air Museum at 2260 International Parkway in North Canton will dedicate its F4 Phantom aircraft Saturday.

The museum acquired the fighter-bomber aircraft some 10 years ago, and has since restored it to its former glory.

The plane is being dedicated to Lt. Leonard "Jack" Schoeppner, who grew up in Canton Township, went to Central



A previous Veterans Day ceremony on the Kent State campus.

PHOTO COURTESY OF KENT STATE

Catholic High School and once piloted the Navy aircraft.

Schoeppner was lost in a mission on March 9, 1970, and is listed as MIA.

Kent event

The Portage Area Regional Transportation Authority will host its annual ceremony at 2 p.m. Thursday at the

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Veterans Day

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Veterans Memorial adjacent to the Kent Central Gateway Transit Center at 201 East Erie Street in downtown Kent.

The main speaker will be John Schluep, a retired pastor and founder of the Warriors' Journey Home Ministry, who served in the Army and was a member of the Third U.S. Infantry, which is entrusted with tending to and guarding the Tomb of the Unknown Soldier. The tomb at Arlington National Cemetery is marking its 100th anniversary this year.

Civil War remembrance

The Akron Municipal Court and the Glendale Cemetery will co-host a tribute at 2 p.m. Wednesday to remember Civil War veteran and late Common Pleas Judge Alvin Coe Voris.

The ceremony will take place in the Civil War Memorial Chapel at the Glendale Cemetery and will include a walking tour afterwards.

Voris was initially a member of the 29th Ohio Infantry Regiment in 1861 and later a Lieutenant Colonel in the 67th Ohio Infantry Regiment. The cemetery is located at 150 Glendale Ave. in Akron.

Pet adoptions

The Humane Society of Summit County is waiving pet adoption fees for veterans and their families Monday through Sunday.

Adoptions will be free for those who show a valid military identification or other proof that they are a military family member. The fees are being covered by a donation from a military supporter and lover of animals.

To view adoptable animals online visit summithumane.org/adopt.

Free admission

The Akron Zoo is offering free admission to active duty military and veterans Thursday through Sunday. Tickets must be claimed in person at the ticket booth. Family members will receive a 50 percent discount.

Stan Hywet Hall and Gardens in Akron is also offering free self-guided tours for veterans and active military personnel on Veterans Day.

Train ride

The Cuyahoga Valley Scenic Railroad is providing its annual complimentary train ride through the national park for veterans and their family members on Veteran's Day.

The number of free tickets available are limited and must be reserved online in advance. The excursion is sponsored by SummaCare.

The two-hour ride is open to veterans, active military, first responders and up to three family members.

Since the railroad falls under federal jurisdiction, masks are required on board. All riders will be required to present proof that they are fully vaccinated or provide a negative PCR COVID-19 test taken within 72 hours or a negative COVID-19 antigen test taken within six hours of the scheduled departure.

The excursion departs from the Akron Rockside Station, located at 27 Ridge Street, at 10 a.m. The excursion from the Rockside Station is already sold out.

To check on ticket availability visit cvsr.org/book-tickets/veterans-day-train/.

The scenic railroad invites residents to gather at the Peninsula station, located at 1630 Mill Street, to greet the veterans as the trains pass at 10:30 a.m. and 11 a.m. on Thursday.

Kent State

There will be a Veterans Day commemoration on the Kent State campus at 11 a.m. Wednesday on the Risman Plaza in front of the Kent Student Center.

The event will include a flag-raising ceremony by a joint color guard from Kent State's Army ROTC and Air Force ROTC programs. Speakers will include state Rep. Haraz Ghanbari who has more than two decades of military service and is now in the U.S. Navy Reserve.

The event will also be livestreamed at www.kent.edu/veteransday.

Wayne County

The Joint Veterans of Wayne County will host a Veterans Day observance at 11 a.m. Thursday at the Wayne County Fairgrounds Event Center. The keynote speaker is DeAnn Williams who is a retired Navy senior chief petty officer. Refreshments will also be served.

Craig Webb can be reached at cwebb@thebeaconjournal.com.

Ceremonies in county will honor veterans

Diane Smith

Ravenna Record-Courier
USA TODAY NETWORK

Ceremonies are planned throughout Portage County this week to honor area veterans for their service.

Public ceremonies are planned at 11 a.m. Wednesday at Kent State; at 11 a.m. Thursday in Ravenna and Aurora; and at 2 p.m. Thursday in Kent.

Kent State University will hold its annual Veterans Day Commemoration in person at 11 a.m. Wednesday at Risman Plaza on the KSU Campus. Risman Plaza is located in front of the Kent Student Center.

The program, titled "Honoring All Those Who Serve," will include a flag-raising ceremony conducted by a joint color guard from Kent State's Army ROTC and Air Force ROTC programs on the Student Green at Risman Plaza.

Tim Coyne, a student at KSU's division of student affairs, will serve as bugler; the National Anthem performed by Kent State's Army and Air Force ROTC programs; the "Service Song Medley"; an invocation by Rabbi Michael Ross; and welcome remarks from KSU President Todd Diacon.

Dr. Maureen McFarland, associate dean of academic affairs for the College of Aeronautics and Engineering at KSU, will be the emcee. She graduated from the U.S. Naval Academy with a degree in aerospace engineering before commissioning as a second lieutenant in the U.S. Marine Corps. McFarland served on active duty as an electronic countermeasures officer, completing three combat tours. She also worked as the selection officer at Kent State before transitioning to the Marine Corps Reserve.

See VETERANS, Page 3A

Veterans

Continued from Page 1A

This year's keynote speaker is state Rep. Haraz Ghanbari. He was appointed in March 2019 and is serving his first full term in the Ohio House of Representatives after being elected in November 2020. He represents the 3rd House District, which encompasses all of Wood County. Ghanbari has more than two decades of military service. He is a Navy veteran of Operation Enduring Freedom in Afghanistan and Operation Inherent Resolve, and he is an Army veteran of Operation Joint Forge in Bosnia. Promoted to lieutenant commander on Sept. 1, 2018, he serves in the U.S. Navy Reserve.

The Kent State event will also be livestreamed at www.kent.edu/veteransday.

Portage County commissioners plan to host a Veterans Day Remembrance ceremony. Commissioners host the ceremony annually, and this year, the county

will pay special tribute to the Portage County men and women who served in the Afghanistan War.

The keynote speaker will be Capt. Renee Romine, a retired U.S. Army Reserve Signal Corps officer. Richard McClellan, director of the Portage County Veterans Service Commission, also will speak. The Ravenna VFW Post 1055 and American Legion Post 331 will facilitate the presentation of colors, rifle fire volleys, taps and the retiring of the colors. Nick Lindsay, senior pastor of Growing Together Foursquare Church in Hartsville, will lead the opening and closing prayer.

The Crestwood Scarlet Guard, a 46-member marching band directed by Angela Adkins, will be performing "The Star-Spangled Banner" and "Salute to America's Finest." A bagpipe remembrance tribute performed by Christopher Garlich will end the ceremony.

In Aurora, the city's American Legion and Veterans of Foreign Wars posts will conduct a short ceremony at 11 a.m. on Veterans Day at Veteran's Memorial Park, which is located at 40 W. Garfield Road in Aurora. The short event is open to the public.

At 2 p.m. on Thursday, the Portage Area Regional

Transportation Authority will host its annual Veterans Day ceremony at the Veterans Memorial adjacent to the Kent Central Gateway Transit Center, 201 East Erie Street in Kent. The public is invited.

During the ceremony, PARTA will commemorate the centennial anniversary of the Tomb of the Unknown Soldier. Dedicated 100 years ago on what is now known as Veterans Day, the Tomb serves as a connection to the legacy of the United States' armed forces throughout our nation's history.

The featured speaker, Dr. John Schluep will share insights about the iconic memorial. Schluep is a retired pastor and founder of the Warriors' Journey Home Ministry. He is also a U.S. Army Veteran. His last tour of duty was with the Third U.S. Infantry. This unit, known affectionately as the "Old Guard," is entrusted with tending to and guarding the Tomb of the Unknown Soldier 24 hours a day, 365 days a year, with no exceptions.

Reporter Diane Smith, whose father was a peacetime veteran of the U.S. Navy, can be reached at dsmith@recordpub.com.

Thank someone special for their service

Honor the veteran in your life, past or present,
with an engraved brick installed at the
Veterans Memorial located in downtown Kent
adjacent to the Kent Central Gateway Transit
Center. All proceeds from brick sales support
ongoing maintenance of the memorial.

For more information
visit partaonline.org/veterans-memorial
or call 330-678-7745



'I was there to do what was right.' Veterans honored during Portage ceremonies

Diane Smith : 3-4 minutes : 11/11/2021



Veterans were honored for their service on Thursday, with ceremonies to mark [Veterans Day](#) in Ravenna, Aurora and Kent.

Portage County commissioners hosted a ceremony in front of the Portage County Courthouse in Ravenna that focused on the war in Afghanistan. Later that day, the Portage Area Regional Transportation Authority hosted a ceremony at the Veterans Memorial adjacent to the Kent Central Gateway Transit Center.

In Aurora, the city's American Legion and Veterans of Foreign Wars posts conducted a short ceremony at Veteran's Memorial Park, which is located at 40 W. Garfield Road in Aurora. Kent State University also recognized [veterans](#) at a ceremony on campus on Wednesday.

At the Ravenna event, Capt. Renee Romine, a retired U.S. Army Reserve Signal Corps officer, spoke about the first time she put on her battle dress uniform, what she called her "BDU," and how it signaled to her a sense of preparedness and pride to be an American.

"I was there to do what was right, and I was ready for it," she said.

She said her military service was "an amazing experience" and her gender and race did not matter.

"When you have people who encourage you and have your back, you can do anything," she said.

The "Missing Man Formation" from the KSU aeronautics department flew overhead during Romine's speech.

Richard McClellan, director of the Portage County Veterans Service Commission, also spoke about the services offered to veterans, and how veterans are honored there daily.

"Our Portage County Veterans Service office does this every day," he said.

At the PARTA ceremony, Dr. John Schluep, a U.S. Army veteran, retired pastor and founder of the Warriors' Journey Home Ministry, spoke about the iconic memorial, as well as helping veterans haunted by their military service. Schluep's final tour of duty was with the Third U.S. Infantry. This unit, known affectionately as the "Old Guard," is entrusted with tending to and guarding the Tomb of the Unknown Soldier 24 hours a day, 365 days a year, with no exceptions.

After his military service, Schluep taught at Kent State University, then served in the United Methodist Church and United Church of Christ. While counseling a man haunted by his service in Vietnam, Schluep said his offer to walk through his experience with him started the man on his journey toward healing.

"Isolation is a killer," he said. "We have 22 veterans a day who will take their lives, and we've lost four times as many veterans to suicide than to any ground combat."

He suggested that people call veterans just to check in, and to avoid simply thanking them for their service, because you may not know what they did. Instead, he said, tell the person that you're thinking of them, and that they're glad they're home.



A VFW Post 1055 color guard member carries the flag Thursday at the Portage County Veterans Day Remembrance Ceremony on the courthouse lawn in Ravenna. U.S. Army Reserve Signal Corps Capt. Renee Romine was keynote speaker. PHOTOS BY LISA SCALFARO/RECORD-COURIER

Veterans honored during Kent, Ravenna ceremonies

Diane Smith

Ravenna Record-Courier
USA TODAY NETWORK

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In Aurora, the city's American Legion



Crestwood drum major Hannah Bainey leads the band at the Portage County Veterans Day Remembrance Ceremony in Ravenna. Ceremonies were also held in Aurora and Kent.

and Veterans of Foreign Wars posts conducted a short ceremony at Veteran's Memorial Park, which is located at 40 W. Garfield Road in Aurora. Kent State University also recognized veterans at a ceremony on campus on Wednesday.

At the Ravenna event, Capt. Renee Romine, a retired U.S. Army Reserve Signal Corps officer, spoke about the first time she put on her battle dress uniform, what she called her "BDU," and how it signaled to her a sense of preparedness and pride to be an American.

"I was there to do what was right,

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The Honor Guard from Kent American Legion Post 496 stand at the ready during the annual Veteran's Day ceremony in Downtown Kent.

NICHOLAS MCLAUGHLIN/RECORD-COURIER

Veterans

Continued from Page 1A

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Portage County Veterans Day Remembrance Ceremony was held on the courthouse lawn. US Army Reserve Signal Corps Captain Renee Romine was the keynote speaker. Ravenna VFW Post 1055 and American Legion Post 331 color guard members present the flags. LISA SCALFARO/RECORD-COURIER

their lives, and we've lost four times as many veterans to suicide than to any ground combat."

He suggested that people call veterans just to check in, and to avoid simply thanking them for their service, because you may not know what they did. Instead, he said, tell the person that you're thinking of them, and that they're glad they're home.