



TOLEDO AREA REGIONAL TRANSIT AUTHORITY  
BOARD OF TRUSTEES  
JULY 22, 2021

MINUTES

CALL TO ORDER

President Hoagland called the meeting to order at 4:00 p.m.

ROLL CALL

BOARD MEMBERS PRESENT

Kelsie Hoagland – President  
Mary Morrison – Vice President  
Heather Baker  
Michael Hart  
Patrick Kijowski  
Pat McKinstry  
Kendra Smith  
Lou Thomson  
Kevin Weaks

BOARD MEMBERS ABSENT

James Caldwell  
Katie Hunt-Thomas  
Samuel Olaniran

OFFICERS PRESENT

Kimberly Dunham – Chief Executive Officer  
Samuel Henderson – Secretary-Treasurer  
Joan Rife – General Counsel

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Mr. Thomson made a motion to approve the minutes from the June 16, 2021, Board of Trustees meeting. Vice President Morrison seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS

Commissioner Pete Gerken began by saying that today is a historic moment. This effort began in 2010 and has been a passion for many people in the community for more than a decade. The Board of Commissioners have always known that a vibrant public transportation system is necessary for the community to succeed.

Commissioner Gerken thanked the Board, staff, and Ms. Dunham. The problems have not changed since 2010 however, they have been solved with new leadership and a vision that everyone can believe in. TARTA has prevailed through naysayers at the city, township, and most recently the state level. The community deserves public transportation at the highest level. The work does not end today; it begins today with the historic action about to be taken by the Board.

## PRESENTATION

### TARTA Next – Comprehensive Operational Analysis Update, Marvin Ronaldson, Deputy Project Manager, Nelson/Nygaard Consulting Associates, Inc.

Mr. Ronaldson thanked everyone for allowing Nelson/Nygaard to be a part of the TARTA Next process.

Project goals include:

- Improve access and connections
- Respond to community changes
- Offer a broader range of service types
- Redesign fixed-route network
- Adopt “next generation” public transit service delivery and technologies

Community engagement is key to the success of the COA and includes three phases:

- Gather community goals/priorities
- Share draft recommendations
- Share/collect feedback on draft recommendations

Mr. Ronaldson reviewed the engagement schedule which includes the first meeting of the TARTA Next Advisory Group to gather stakeholder and community input scheduled for August 18.

Nelson/Nygaard will use the following questions to help guide the discussion on community goals.

- What makes transit successful?
- How does transit service design relate to community goals and needs?
- What may constrain service design or level of service?

President Hoagland added that stakeholder and community engagement is an incredibly important part of the process. To create a system that works for a community takes community input. She looks forward to Board members participating and engaging in the process and engaging the communities they represent in the process as well as anyone interested in the growth of this service for the people of our community.

Ms. Dunham said that Nelson/Nygaard has a unique place in the market. Social equity, diversity, representation, and public input were at the forefront of everything in their proposal, which is why they were selected. This is very important to the Board and in line with their strategic goals for TARTA.

## RESOLUTIONS

### **RESOLUTION NO. 27-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER FOR THE PURCHASE OF TRAPEZE EAM – FLEET ASSET MANAGEMENT SOFTWARE**

Mr. Henderson introduced Resolution No. 27-21. Replacing the antiquated maintenance system with a new one that integrates both maintenance and inventory functions will provide management with accurate information to make timely and effective decisions.

Mr. Hart made a motion to approve Resolution No. 27-21. Ms. Smith seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 28-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER FOR THE PURCHASE OF AUTOMATIC SLIDING DOORS AT THE TRANSIT HUB**

Mr. Henderson introduced Resolution No. 28-21. To further advance the Authority's efforts regarding contactless surfaces and help protect customers from the elements, automatic sliding doors are slated for installation at the transit hub.

Vice President Morrison made a motion to approve Resolution No. 28-21. Mr. Weaks seconded the motion. The motion passed unanimously.

**RESOLUTION NO. 29-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER FOR THE PURCHASE OF CHRYSLER VOYAGER PARATRANSIT VEHICLES**

Mr. Henderson introduced Resolution No. 29-21. The new low floor vehicles provide enhanced accessibility for passengers with mobility issues, greater flexibility for the drivers to maneuver in traffic, and improve the customer experience.

Mr. Weaks made a motion to approve Resolution No. 29-21. Ms. McKinstry seconded the motion. Mr. Thomson abstained, and the motion passed.

**RESOLUTION NO. 30-21 – A RESOLUTION TO SUBMIT TO THE ELECTORS OF THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY, AS IT WOULD BE ENLARGED BY THE INCLUSION OF LUCAS COUNTY, THE QUESTION OF INCLUDING LUCAS COUNTY IN TARTA, LEVYING A SALES AND USE TAX AT A RATE NOT EXCEEDING ONE-HALF OF ONE PERCENT (0.5%) THROUGHOUT TARTA'S TERRITORIAL BOUNDARIES AS SO ENLARGED FOR A PERIOD OF TEN YEARS, AND REPEALING THE TWO PROPERTY TAXES LEVIED BY TARTA AT THE NOVEMBER 2, 2021, GENERAL ELECTION**

Mr. Hart made a motion to approve Resolution No. 30-21. Vice President Morrison seconded the motion.

Ms. Smith thanked Ms. Dunham and the TARTA staff for their hard work every day.

Mr. Hart added that Ms. Dunham's clarity of vision is what was needed to arrive at this point.

President Hoagland asked for a vote to approve Resolution No. 30-21.

Heather Baker – yes  
Michael Hart – yes  
Kelsie Hoagland – yes  
Patrick Kijowski – yes  
Pat McKinstry – yes  
Mary Morrison – yes  
Kendra Smith – yes  
Lou Thomson – yes  
Kevin Weaks – yes

The motion passed unanimously.

Commissioner Gerken thanked the Board on behalf of Commissioner Wozniak, Commissioner Byers, and himself.

### CHIEF EXECUTIVE OFFICER'S REPORT

Ms. Dunham said this has been an incredible day. She thanked the Board for their support since she arrived. This would not have been possible without the leadership team that has moved to Toledo from all over the country to help transform TARTA. There is a legitimacy in the community that TARTA now has true transit professionals with decades of experience. She thanked the team for their hard work.

### LEADERSHIP TEAM UPDATES

#### Laura Koprowski, Deputy Chief Executive Officer

- Last night was the final virtual public meeting to seek public input and feedback regarding TARTA's COVID measures. It was important to convey to the community why decisions were made and how TARTA ensured they were not disproportionately impacting low income and diverse populations.
- Thank you to all Board members who participated in a successful press conference for the upcoming Jeep Fest August 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup>. TARPS will be available to take passengers to the festival the entire weekend. On August 6<sup>th</sup> and 7<sup>th</sup> Routes 2 and 19 have been branded the Jeep Fest Express from Franklin Park Mall to downtown.
- Effective July 1, 2021, in-person assessments returned for paratransit service with all COVID protocols remaining in place. TARPS ridership continues to increase and is expected to be at pre-COVID numbers by fall. Meeting the increased demand for service would not be possible without TARTA's private transportation partners.

#### Lucas Boehm, Director of Information Technology

- Several months ago, a cyber security assessment was completed at TARTA. Moving forward an email security gateway was deployed that included employee training.
- To update board room technology, wireless sharing has been added and a video conference solution to stream board meetings live will also be included.
- Wiring for security cameras is completed and installation has begun. More cameras are on the way to replace older systems.
- The EAM project just approved will allow data driven decision making.
- Future projects currently awaiting funding include –
  - Full refresh of paratransit MDT devices, leading to the goal of paperless manifests.
  - New phone system to improve the customer experience.
  - Phase II of the security camera project, which includes replacing old systems and expanding to one system for all facilities.

#### Charles Odimgbe, Chief Operations Officer

- Fall service changes include expanded service weekdays with 30-minute frequencies for core routes and 60-minute frequencies in outlying areas. This service is being developed

with the goal of returning to pre-COVID service hours. No additional major adjustments to service are anticipated until the completion of the Comprehensive Operational Analysis.

- Work continues to reduce the bus inventory fleet from the current 108 revenue vehicles to a maximum of 80 – 90 following the fall service deployment. In comparison, prior to efforts to streamline the organization began there were 194 revenue vehicles.
- Cleaning contracts are being reviewed to determine if adjustments are needed as COVID-19 subsides. The preference is to continue daily cleaning of the buses that are in service and possibly adjust the intensity of cleaning in other areas.
- TARTA will be participating in the African/American festival this weekend with two buses in the parade. The vaccine bus will also be at the festival for anyone interested in getting the COVID-19 vaccine.

### SECRETARY-TREASURER'S REPORT

Mr. Henderson began with a clarification following a question from the June Board meeting. Passenger revenues represent income generated strictly through contractual activities, e.g., the University of Toledo.

Overall, operating expenses for the period are under budget.

Mr. Henderson focused on three primary areas of operating expenses: Maintenance Expense, Personnel Expense and Administrative Expense.

- Maintenance Expenses are over budget by approximately \$234,000 due to increased cost in two categories: Repairs to Revenue Equipment and Outsourcing Repairs/Body.
- Personnel Expenses were also over budget for the period due to litigation expenses associated with legal appeals and union negotiations along with charges for professional services.
- Administrative Expenses account for most of the overall under budgeted amount for operating expenses. Cost containment efforts in miscellaneous administrative costs and strategic use of professional services combined with aggressive budgeting for fringe benefits such as hospitalization, resulted in a significant under budget amount. Cost containment activities continue to maintain and operate efficiently.

It should be noted that formatting has changed for Non-Operating Revenue. Due to its nature, "Stimulus Funds" have been reclassified as Federal Operating Funds.

### VICE PRESIDENT'S REPORT

Vice President Morrison thanked Commissioner Gerken for his remarks and echoed that this area deserves a public transportation system that operates at the highest level. She thanked everyone for their hard work in reaching this point.

### PRESIDENT'S REPORT

President Hoagland said that everyone recognizes the historic nature of today's gathering and the efforts that have been put forth specific to this resolution, as well as the transformation that

has been occurring over the last 19 months during the pandemic. The changes are unprecedented and the accomplishments truly remarkable in each different goal being pursued for this organization. She thanked everyone for their tireless efforts. [Lk1][DS2] The next four months will be exciting as they continue to pursue this collective effort.

#### REPORTS AND COMMUNICATIONS FROM BOARD MEMBERS

There were none.

#### MEETING CALENDAR

Thursday, August 19, 2021 @ 4:00 p.m. at TARPS, 130 Knapp Street, Toledo, OH 43604

President Hoagland added that they will potentially explore the technical opportunities for people to view the Board meeting. However, participating virtually from a Board member perspective is not an option at this time based on the directives set forth.

#### ADJOURNMENT

The meeting adjourned at 4:50 p.m.

#### CERTIFICATE OF COMPLIANCE

I hereby certify that all members of the Board of Trustees were given notice of the foregoing in person, by telephone, mail, or email more than 48 hours before the meeting.

Samuel Henderson  
Secretary-Treasurer

ADOPTED: August 19, 2021

  
Kelsie M. Hoagland  
President

  
Samuel Henderson  
Secretary-Treasurer