



TOLEDO AREA REGIONAL TRANSIT AUTHORITY  
BOARD OF TRUSTEES MEETING  
SEPTEMBER 23, 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  
James Caldwell  
Katie Hunt-Thomas  
Patrick Kijowski  
Sam Olaniran  
Kendra Smith  
Kevin Weaks

BOARD MEMBERS ABSENT

Michael Hart  
Pat McKinstry  
Lou Thomson

OFFICERS PRESENT

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

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Vice President Morrison made a motion to approve the minutes from the August 19, 2021, Board of Trustees meeting. Mr. Kijowski seconded the motion. All members present voted aye.

PUBLIC COMMENTS

There were none.

President Hoagland introduced Neil Greenberg, TARTA's new Director of Transit Service Development.

PRESENTATIONS

2020 Annual Audit Update, Daniel Clark, Principal, Rehmann Robson

Mr. Clark is working with the Finance team on preparation and assistance of the audit process, which includes a financial statement audit as well as a single audit on federal dollars. A draft was submitted to the Auditor of State early last week. No timeline on the completion of the audit is available currently.

Disadvantaged Business Enterprise Goal, Christopher Kirk, Financial Analyst

The Disadvantaged Business Enterprise (DBE) Program is designed to remedy ongoing discrimination by providing socially and economically disadvantaged individuals a fair opportunity to compete for federally funded transportation projects. To meet DBE eligibility, 51% of the business must be owned by persons who are socially and economically disadvantaged.

DBE regulations require those recipients of FTA funds must develop and implement a DBE program that conforms to Department of Transportation standards. TARTA's DBE proposal for fiscal years 2021 through 2023 has been revised from 6.5% to 11.65%.

The finance team held a well-attended DBE workshop at the Lucas County Public Library on August 25, 2021, where they explained the new proposal, upcoming opportunities, and the bidding process. Representatives from ODOT and the Minority Business Assistance Center also gave presentations.

The public comment period has ended and TARTA leadership has reviewed and approved the proposal. Following Board confirmation, it will then be submitted to FTA for final review.

Discussion ensued regarding TARTA's new DBE goal of 11.65%.

EXECUTIVE SESSION

Vice President Morrison made a motion to enter Executive Session at 4:23 p.m. for discussion concerning negotiations or bargaining with public employees concerning compensation or other terms and conditions of employment. The motion was seconded by Mr. Olaniran and approved unanimously.

Vote by roll call.

Heather Baker – yes  
Jim Caldwell – yes  
Kelsie Hoagland – yes  
Katie Hunt-Thomas – yes  
Patrick Kijowski – yes  
Mary Morrison – yes  
Samuel Olaniran – yes  
Kendra Smith – yes  
Kevin Weaks – yes

Vice President Morrison made a motion to return to regular session at 4:49 p.m. The motion was seconded by Ms. Smith and approved unanimously.

Vote by roll call.

Heather Baker – yes

Jim Caldwell – yes  
Kelsie Hoagland – yes  
Katie Hunt-Thomas – yes  
Patrick Kijowski – yes  
Mary Morrison – yes  
Samuel Olaniran – yes  
Kendra Smith – yes  
Kevin Weeks – yes

## RESOLUTIONS

**RESOLUTION NO. 33-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ACCEPT THE AGREEMENT BETWEEN THE AUTHORITY AND THE TOLEDO ASSOCIATION OF ADMINISTRATIVE PERSONNEL, LOCAL 5242, UAW**

Mr. Caldwell made a motion to approve Resolution No. 33-21. It was seconded by Ms. Baker. The motion passed unanimously.

**RESOLUTION NO. 34-21 – REQUESTING ADVANCE OF TAXES COLLECTED**

Mr. Kirk introduced Resolution No. 34-21. This resolution is passed annually and authorizes the Lucas County Auditor to distribute to TARTA any property tax revenues received prior to the 7/31/22 settlement date.

Vice President Morrison made a motion to approve Resolution No. 34-21. It was seconded by Mr. Olaniran. The motion passed unanimously.

**RESOLUTION NO. 35-21 – ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.**

Mr. Kirk introduced Resolution No. 35-21. This resolution is passed annually and approves the Lucas County Budget Commission's estimate of 2022 property taxes.

Discussion ensued regarding how this process would change if there were favorable action on the upcoming ballot initiative.

Mr. Caldwell made a motion to approve Resolution No. 35-21. It was seconded by Ms. Smith. The motion passed unanimously.

**RESOLUTION NO. 36-21 – ADOPTING THE TARTA DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM GOAL FOR THE FISCAL YEAR STARTING OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2023**

Mr. Henderson introduced Resolution No. 36-21. This resolution increases TARTA's Disadvantaged Business Enterprise Goal from 6.5% to 11.65% for the period October 1, 2021 through September 30, 2023.

Mr. Olaniran made a motion to approve Resolution No. 36-21. It was seconded by Vice President Morrison. The motion passed unanimously.

**RESOLUTION NO. 37-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER FOR THE PURCHASE OF PROMASTER PARATRANSIT VEHICLES**

Mr. Henderson introduced Resolution No. 37-21. Many of the paratransit vehicles are beyond their useful life. This challenge is compounded by recent demands for service. Newer vehicles will provide a better customer experience and the flexibility to meet current demands.

John Jones, Director of Maintenance, explained that this order replaces the previously approved order for Voyager vans as production on these vehicles has been discontinued and the purchase order rejected.

Ms. Baker made a motion to approve Resolution No. 37-21. It was seconded by Mr. Caldwell. The motion passed unanimously.

**RESOLUTION NO. 38-21 – AUTHORIZES THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH THE AMERICAN FENCE AND SUPPLY COMPANY FOR THE PURCHASE AND INSTALLATION OF SECURITY FENCE AND EMPLOYEE ENTRANCE GATES AT THE CENTRAL AVENUE FACILITY**

Mr. Henderson introduced Resolution No. 38-21. New fencing and gates will allow employees safer access to enter and exit the property. It will also provide better access to the back lot in case of emergency.

Mr. Weaks made a motion to approve Resolution No. 38-21. It was seconded by Mr. Kijowski. The motion passed unanimously.

**RESOLUTION NO. 39-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH MIDWEST CONTRACTING, INC. FOR FAÇADE IMPROVEMENTS AT THE TARTA TRANSIT HUB**

Mr. Henderson introduced Resolution No. 39-21. Improvements to the HUB facility will make the structure more inviting to the public. This will also align the HUB facility with the new TARTA branding.

Vice President Morrison made a motion to approve Resolution No. 39-21. It was seconded by Mr. Olaniran. The motion passed unanimously.

**RESOLUTION NO. 40-21 – AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH GOODWILL INDUSTRIES OF NORTHWEST OHIO FOR BUS SHELTER CLEANING**

Mr. Henderson introduced Resolution No. 40-21. Previously shelters were cleaned monthly. The new contract will allow weekly cleaning of all bus shelters in the service area.

Mr. Weaks made a motion to approve Resolution No. 40-21. It was seconded by Ms. Baker. The motion passed unanimously.

**RESOLUTION NO. 41-21 – AUTHORIZING THE FILING OF APPLICATION WITH THE OHIO STATEWIDE URBAN CMAQ COMMITTEE FOR THE FY2025-FY2027 CONGESTION MITIGATION AND AIR QUALITY PROGRAM FOR VEHICLE REPLACEMENT**

Mr. Henderson introduced Resolution No. 41-21. The Ohio statewide urban CMAQ committee process requires a board resolution authorizing TARTA to make the grant application.

Ms. Smith made a motion to approve Resolution No. 41-21. It was seconded by Mr. Kijowski. The motion passed unanimously.

President Hoagland announced that in the interest of time, staff reports would be deferred to the October Board meeting.

#### REPORTS AND COMMUNICATIONS FROM BOARD MEMBERS

There were none.

#### MEETING CALENDAR

Thursday, October 21, 2021 @ 4:00 p.m. at TARPS, 130 Knapp Street, Toledo, Ohio 43604

#### EXECUTIVE SESSION

Mr. Kijowski made a motion to enter Executive Session at 5:04 p.m. for discussion concerning appointment or employment and compensation of public employees. The motion was seconded by Vice President Morrison and approved unanimously.

Vote by roll call.

Heather Baker – yes  
Jim Caldwell – yes  
Mike Hart – yes  
Kelsie Hoagland – yes  
Katie Hunt-Thomas – yes  
Patrick Kijowski – yes  
Mary Morrison – yes  
Samuel Olaniran – yes  
Kendra Smith – yes  
Kevin Weaks – yes

Vice President Morrison made a motion to return to regular session at 6:36 p.m. The motion was seconded by Mr. Caldwell and approved unanimously.

Vote by roll call.

Heather Baker – yes  
Jim Caldwell – yes  
Mike Hart – yes  
Kelsie Hoagland – yes  
Katie Hunt-Thomas – yes  
Patrick Kijowski – yes  
Mary Morrison – yes  
Samuel Olaniran – yes  
Kendra Smith – yes  
Kevin Weaks – yes

ADJOURNMENT


With no other business to discuss the meeting adjourned.

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: October 21, 2023

  
Kelsie M. Hoagland  
President

  
Samuel Henderson  
Secretary-Treasurer