



TOLEDO AREA REGIONAL TRANSIT AUTHORITY
BOARD OF TRUSTEES MEETING
130 KNAPP STREET, TOLEDO, OHIO 43604

September 19, 2024 | 4:00 P.M.

MINUTES

Call to Order – At 4:00 p.m. Vice President Kendra Smith called the meeting to order.

Roll Call

Trustees Present: Heather Baker (virtual), Joel Beren, Valerie Fatica, Brittany Ford, Gary Gonya, Tarik Kadri, W. L. Perryman, Kendra Smith, Lou Thomson, Kevin Weeks and Tiffany Whitman.

Trustees Absent: Mary Morrison and Tiffany Whitman.

Officers Present: Laura Koprowski – CEO, James Karasek – Secretary-Treasurer, Stephen Hartman – General Counsel

Approval of Previous Meeting Minutes

A **motion** was made by Lou Thomson and **seconded** by Brittany Ford to approve the minutes of the August 15, 2024, Board of Trustees meeting. The motion passed unanimously.

Public Comments – There were none.

Presentations

Route 2 Ridership – Rick Bailey, Chief Customer Experience & Mobility Officer and Gary Doran, Planning & Service Development Manager. The presentation is included in the board packet.

Rick highlighted that the Route Two stop at Walmart on Navarre Ave. is the most popular stop and is the leading contributor to the higher ridership on the Route.

Finance Committee

The committee met on 09-12-24 and reviewed five Resolutions which were all recommended to the Board for approval. The committee received a presentation about Smart Cards and Account Based Ticketing, as well as an update about TARTA's Cash Management Plan.

Strategic & Operational Planning Committee

The committee met on 09-12-24 and received updates about the Community Betterment Survey with TransPro, and an Update from Ursula Barrera-Richards, CHRO, about TARTA's

Retention Plan. The Committee also received an update about TARTA's Paratransit rebranding.

Resolutions

A **motion** was made by W.L. Perryman and **seconded** by Joel Beren to adopt *Resolution No. 50-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO IMPLEMENT THE SMART CARD FARE SYSTEM AND ACCOUNT-BASED TICKETING AND APPROVE THE TITLE VI EQUITY ANALYSIS FOR THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY*. The motion was passed unanimously.

A **motion** was made by Lou Thomson and **seconded** by Tiffany Whitman to adopt *Resolution No. 51-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO ENTER INTO CONTRACT AND EXECUTE A PURCHASE ORDER WITH AA BOOS FOR THE APRON, FENCE AND EMPLOYEE PARKING LOT PAVING AT TARTA HQ 1127 W CENTRAL*. The motion was passed unanimously.

A **motion** was made by Joel Beren and **seconded** by Lou Thomson to adopt *Resolution No. 52-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE A PURCHASE ORDER FOR THE PROCUREMENT OF A NEW CLEANING CONTRACT FOR ALL TARTA BUILDINGS*. The motion was passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Lou Thomson to adopt *Resolution No. 53-24, AUTHORIZING THE CHANGE IN THE PROCUREMENT POLICY FOR THE CORRECT FIXED ASSET DOLLAR LEVEL, PRICE COMPARISON FOR PURCHASES UNDER \$10,000, AND APPROVAL LEVELS*. The motion was passed unanimously.

A **motion** was made by Brittany Ford and **seconded** by W.L. Perryman to adopt *Resolution No. 54-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO EXECUTE A CHANGE ORDER FOR THE PROCUREMENT OF ELEVEN (11) 35-FT GILLIG ELECTRIC VEHICLES (EV)*. The motion was passed unanimously.

Secretary-Treasurer Report

James Karasek shared that labor overage was caused by overtime in Transportation and Paratransit. Materials and Supplies were higher than expected from a large inventory adjustment needed to further align our accounting system to the inventory system. This is the main reason Maintenance is over budget. Fuel tax overage was caused by the recording of both June and July expenses. Admin & Finance overage was caused by timing on costs associated with the audit. Communication's variance is caused by advertising and supplies much higher than expected. July Sales Tax was \$3.589 million dollars. August Sales Tax was \$3.527 million dollars. July 2023 Sales Tax was \$3.339 million dollars. August 2023 Sales Tax was 3.604 million dollars. TARTA had \$211,538 in Interest Income in July.

Chief Executive Officer Report

Laura Koprowski shared that Team TARTA was featured in the Toledo City Paper's center spread to showcase our employees and promote shopping at the Franklin Park Mall. Laura highlighted August ridership statistics that show a 26% ridership increase. The Youth Summer Blast Pass program has concluded for 2024 with another fantastic year, exceeding our goal with more than 2,300 passes distributed to area youth. Laura noted that National Week

Without Driving is next week September 30th – October 4th and encouraged the Board to participate. Laura noted that staff members attended a press conference with TPS about their CDL program. She shared that Team TARTA also attended a Maumee City Council meeting to present them with a check for their LITE Funding amount. She reminded the Board that TARTA's Community Update is on November 14th 9:00 am, at the Glass City Center. Team TARTA is looking forward to having Guest Speaker, Anna Letitia Zivarts, (author, activist, low-vision mother is and founder of the National Week Without Driving campaign) join us at the community update event.

Vice President Report

Kendra Smith encouraged the Board to register to attend the Community Update event and to invite their network and communities to attend with them.

President Report – Nothing to report.

Reports and Communications from Trustees

Any and All Other Business

Lou Thomson asked what TARTA plans to do with the results and feedback of the Community Stakeholders survey. Laura shared that the committee determined that TARTA would use the results to help draft questions that will be included in the community survey in 2025.

Meeting Calendar

The next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, October 17, 2024 at 4:00 p.m. in the Conference Room at 130 Knapp Street.

Adjournment

The meeting was adjourned at 4:53 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.

James Karasek
Secretary-Treasurer

Adopted:

James Karasek
Secretary-Treasurer

Mary Morrison
President