



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

August 17, 2023  
4:00 P.M.

MINUTES

**Call to Order** - At 4:03 p.m. President Mary Morrison called the meeting to order.

**Roll Call**

Trustees Present: Valerie Fatica, Michael Hart, Katie Hunt-Thomas, Mary Morrison, W. L. Perryman, Kathy Selking, Kendra Smith, Lou Thomson and Kevin Weaks

Trustees Absent: Heather Baker, Joel Beren, Kelsie Hoagland and Pat McKinstry

Officers Present: Laura Koprowski - CEO, Sophie Giviyan - Secretary/Treasurer and Stephen Hartman - General Counsel

**Approval of Previous Meeting Minutes**

A **motion** was made by Lou Thomson and **seconded** by Kathy Selking to approve the minutes of the July 20, 2023, Board of Trustees meeting. The motion passed unanimously.

**Public Comments** - There were none.

**Presentations** - There were none.

**Policy Committee**

The committee met on 08-08-23 and reviewed the Agency's Succession Planning proposal. The committee reviewed a resolution to contract Evergreen Solutions LLC. To provide the proposal for a TARTA Succession Plan.

**Finance Committee**

The committee met on 08-10-23 and reviewed eight (8) resolutions which were all recommended to move to the Board agenda.

Sophie Giviyan, CFO reviewed the revisions of the Operating and capital budgets which were presented to the Finance Committee.

**Strategic & Operational Planning Committee**

The committee met on 08-10-23 and discussed updates on the Transit Hub Site Assessment and Analysis. The committee also discussed plans for the Headquarters facility located at 1127 W Central Ave. Lastly the committee reviewed an update on the capital projects.

## Resolutions

A **motion** was made by W.L. Perryman and **seconded** by Kendra Smith to adopt *Resolution No. 43-23 - AUTHORIZING THE FILING OF APPLICATIONS WITH THE OHIO DEPARTMENT OF TRANSPORTATION BY THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY (TARTA)*. The motion passed unanimously.

A **motion** was made by Valerie Fatica and **seconded** by Katie Hunt-Thomas to **remove** *Resolution No. 44-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH BLACK AND WHITE CAB, INC FOR SUPPLEMENTAL PARATRANSIT SERVICE*. The motion passed unanimously.

Valerie Fatica stated that due to only reviewing one (1) bid for supplemental services, the Agency will be canceling the RFP and revising the scope to review what may have prevented others from bidding. Laura Koprowski, CEO, confirmed that the RFP had been canceled.

A **motion** was made by W.L. Perryman and **seconded** by Lou Thomson to adopt *Resolution No. 45-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A PURCHASE ORDER TO THE OSCAR W. LARSON CO. FOR TANK CLEANING AND CONVERSION TO GASOLINE DISPENSING AT THE TARPS FACILITY LOCATED AT 130 KNAPP ST*. The motion passed unanimously.

A **motion** was made by Valerie Fatica and **seconded** by W.L. Perryman to adopt *Resolution No. 46-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A SERVICE CONTRACT WITH CITY WIDE FACILITY SOLUTIONS TO PROVIDE JANITORIAL SERVICES*. The motion passed unanimously.

A **motion** was made by Lou Thomson and **seconded** by W.L. Perryman to adopt *Resolution No. 47-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH DLZ FOR ENGINEERING SERVICES FOR THE APRON, FENCE AND PAVING PROJECT*. The motion passed unanimously.

A **motion** was made by Kendra Smith and **seconded** by Kevin Weaks to adopt *Resolution No. 48-23 - AUTHORIZING THE APPROVAL OF FY2023 LITE FUNDING APPLICATION(S) FOR LOCAL JURISDICTIONS*. The motion passed unanimously.

A **motion** was made by Michael Hart and **seconded** by Lou Thomson to adopt *Resolution No. 49-23 - AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A SERVICE CONTRACT WITH AMPLIFUND TO PERFORM AND PROVIDE A GRANT MANAGEMENT SOFTWARE*. The motion passed with one opposition.

A **motion** was made by Michael Hart and **seconded** by Kendra Smith to adopt *Resolution No. 50-23 - MAKING APPROPRIATIONS FOR EXPENDITURE OF THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY DURING THE CALENDAR YEAR 2023*. The motion passed unanimously.

A ***motion*** was made by Lou Thomson and ***seconded*** by Michael Hart to adopt *Resolution No. 51-23 - AUTHORIZING A CHANGE ORDER TO THE CONTRACT AGREEMENT WITH EVERGREEN SOLUTIONS, LLC. TO DEVELOP TARTA'S FIRST SUCCESSION PLAN AND PROGRAM.* The motion passed unanimously.

### **Secretary-Treasurer Report**

Sophie Giviyan, CFO, stated that operating revenues are under budget and labor expenses are over budget due to a second pay increase in July for the ATU union employees. Sophie mentioned that materials and supplies are currently under budget. She stated that overall, the operating expenses are better than anticipated.

### **Chief Executive Officer Report**

Laura Koprowski, CEO, encouraged all Trustees to review the monthly reports as they provide several key point indicators. Laura stated that this is the first year that TARTA is participating in Toledo Pride and mentioned that Team TARTA has been busy in the month of August supporting multiple community events such as Jeep Fest and JazzFest. Laura commended Kenny Thornton, Transportation Supervisor, for his efforts supporting Team TARTA all day at the Glass City JazzFest. Laura mentioned that on November 15, 2023, TARTA will be hosting a TARTA Next event that will provide an update to the Agency's stakeholders and community advocates. She stated that an Electric Bus from Eldorado will be visiting all TARTA facilities to allow Team TARTA to test ride and discuss specifications of the vehicle. Laura mentioned that Team TARTA recently visited Dayton RTA and networked with industry peers. Laura presented an award to Tammy Knack, Information Operator for 18 years of service and in celebration of her retirement.

### **Vice President Report**

Vice President Kendra Smith commended Laura Koprowski, CEO, for receiving the inaugural Visionary Leader award from Leadership Ohio.

### **President Report**

President Mary Morrison mentioned that a DEI survey will be distributed to all Board members. Mary stated that a Board Members retreat will be scheduled for late October or early November. She mentioned that the Customer Advisory Committee met last month and will meet again in October.

**Reports and Communications from Trustees** - there were none.

**Any and All Other Business** - There was none.

### **Meeting Calendar**

The Next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, September 21, 2023, at 4:00 p.m. in the Conference Room at 130 Knapp Street.

### **Adjournment**

The meeting was adjourned at 4:57 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.

Sophie Giviyani-Kermani  
Secretary-Treasurer

**Adopted:**

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Sophie Giviyani-Kermani  
Secretary-Treasurer

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Mary Morrison  
President