



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

October 17, 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: Joel Beren, Valerie Fatica, Brittany Ford, Gary Gonya, Tarik Kadri, W. L. Perryman, Kendra Smith, Lou Thomson, Kevin Weak and Tiffany Whitman.

Trustees Absent: Heather Baker, Lou Thomson.

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

**Approval of Previous Meeting Minutes**

A **motion** was made by Valerie Fatica and **seconded** by Brittany Ford to approve the minutes of the September 19, 2024, Board of Trustees meeting. The motion passed unanimously.

**Public Comments**

Letter from former TARTA Employee - CEO, Laura Koprowski, shared a letter from a former TARTA employee complimenting the agency and Board.

A **motion** was made by Joel Beren and **seconded** by W.L. Perryman to include the letter as an attachment of the meeting minutes. The motion passed unanimously.

**Letter Attachment**

**Recognitions**

Carrie Bishop, Transportation Supervisor, received Golden Recognition for helping employees to fill out and send in I-9 forms to HR.

Angela Hummer, Fixed-Route Vehicle Operator, received Golden Recognition for helping a toddler off a busy intersection and waiting with them until TPD arrived to the scene.

TARTA Staff and the Board of Trustees congratulate both Carrie and Angela and thank them for going above and beyond their job responsibilities.

**Presentations**

2025 Success Outcomes - Laura Koprowski, CEO & Susan Gettum, Chief of Staff. The presentation was included in the board packet.

Laura and Susan shared that the 2025 Success Outcomes will match the 2024 Success Outcomes of Employee Ownership, Quality of Customer Service, Financial Health and Community Betterment.

### **Finance Committee**

The committee met on 10.10.24 and reviewed eight resolutions, and a presentation from COO, Charles Odimgbe.

### **Strategic & Operational Planning Committee**

The committee met on 10.10.24 and reviewed three presentations regarding the BRT Study, Community Survey Results, and the Franklin Park Mall Mobility Station.

### **Resolutions**

A **motion** was made by Kendra Smith and **seconded** by Kevin Weaks to adopt *Resolution No. 55-24, AUTHORIZING A NO-FARE DAY ON ELECTION DAY, NOVEMBER 5, 2024*. The motion was passed unanimously.

A **motion** was made by W. L. Perryman and **seconded** by Joel Beren to adopt *Resolution No. 56-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A REVISED SHORT-TERM CONTRACT EXTENSION WITH MnM TRANSPORTATION, LLC. FOR SUPPLEMENTAL PARATRANSIT SERVICE*. The motion was passed unanimously.

A **motion** was made by Kendra Smith and **seconded** by W. L. Perryman to adopt *Resolution No. 57-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO CONTRACT WITH OVERHEAD DOORS AND EXECUTE A PURCHASE ORDER FOR THE INSTALLATION OF 20 AUTOMATIC OVERHEAD DOORS AT 1127 WEST CENTRAL AVE*. The motion was passed unanimously.

A **motion** was made by W.L. Perryman and **seconded** by Joel Beren to adopt *Resolution No. 58-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH FLASHOVER MAINTENANCE LLC FOR SNOW REMOVAL AT ALL TARTA FACILITIES AND GROUNDS*. The motion was passed unanimously.

A **motion** was made by Brittany Ford and **seconded** by Gary Gonya to adopt *Resolution No. 59-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE A CONTRACT WITH BOWEN & ASSOCIATES FOR ON-CALL ARCHITECTURAL & ENGINEERING SERVICES*. The motion was passed unanimously.

A **motion** was made by W. L. Perryman and **seconded** by Joel Beren to adopt *Resolution No. 60-24, AUTHORIZING AN UPDATE IN THE APPOINTMENT OF A TRUSTEE AND ALTERNATE TRUSTEES TO SERVE AND VOTE ON THE BOARD OF TRUSTEES OF THE OHIO TRANSIT RISK POOL*. The motion was passed unanimously.

A **motion** was made by Kendra Smith and **seconded** by Tiffany Whitman to adopt *Amended Resolution No. 52-24, AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO*

*EXECUTE A CONTRACT WITH EXECUTIVE FACILITY SERVICES TO PROVIDE CLEANING SERVICES FOR ALL TARTA BUILDINGS.* The motion was passed unanimously.

### **Secretary-Treasurer Report**

James shared that the labor variance is mainly caused by driver overtime, which is also causing Transportation to be over budget. Healthcare is significantly under budget due to the correction of a coding error of our liability insurance. The offset is creating the negative variance in Claims and Insurance. Other Fringe Benefits overage is due to a correction of prepaid life insurance. Material and Supplies is over due to repairs to building and grounds, which is the main cause of the Maintenance overage. Fuel overage is caused by higher consumption, which is the cause of the Microtransit negative variance. Dues and subscriptions were over due to a correction of the prepaid account. August Sales Tax was \$3.527 million dollars compared to August 2023 Sales Tax of \$3.604 million dollars. September Sales Tax was \$3.660 million dollars compared to September 2023 Sales Tax of \$3.634 million dollars. TARTA had \$235,498 in Interest Income in August.

### **Chief Executive Officer Report**

Laura shared that she has been selected to join the board of the national Bus Coalition. She continued by sharing the updated turnover figures noting that overall turnover at TARTA is down by 9%. The Community Survey results are posted in On Board and available for review at any time. The Walleye Shuttle is back and will provide rides for all Saturday home games. The TARTA Graduation celebrated the completion of training for 19 fixed route vehicle operators and 2 paratransit vehicle operators. TARTA participated in National Week Without Driving and Justin Moor with the Area Office on Aging did not drive for the entire seven-day challenge. Board Trustees W.L. Perryman and Valerie Fatica also participated for some days of the challenge. The TARTA Community Update is November 14, 2024 and we will be joined by the creator of National Week without Driving, Anna Letitia Zivarts.

### **Vice President Report**

Kendra Smith thanked the board for continuing to remain involved in TARTA meetings and events.

### **President Report** - Nothing to report.

Mary Morrison thanked those who participated in National Week Without Driving. Mary encouraged the Board to join her at the 2024 TARTA Community Update event. She reminded the Board of the upcoming Finance Committee meeting where the board will review the draft 2025 Operating Budget.

### **Reports and Communications from Trustees**

#### **Any and All Other Business**

#### **Meeting Calendar**

The next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, November 21, 2024 at 4:00 p.m. in the Conference Room at 130 Knapp Street.

#### **Adjournment**

The meeting was adjourned at 5:03 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