



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

January 16, 2025 | 4:00 P.M.

MINUTES

**Call to Order** - At 4:01 p.m. 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, Mary Morrison, W. L. Perryman, Kendra Smith, Lou Tomson, Kevin Weakes and Tiffany Whitman.

Trustees Absent: None.

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

**Approval of Previous Meeting Minutes**

A **motion** was made by Lou Tomson and **seconded** by Mary Morrison to approve the minutes of the December 19, 2024, Board of Trustees meeting. The motion passed unanimously.

**Recognitions**

Resolution No. 01-25, Commending Former Mayor Craig Stough of Sylvania, OH.

A **motion** was made by Lou Tomson and **seconded** by Mary Morrison to adopt *Resolution No. 01-25, COMMENDING MAYOR CRAIG STOUGH FOR OUTSTANDING LEADERSHIP OF THE CITY OF SYLVANIA AND SUPPORT OF THE TOLEDO AREA REGIONAL TRANSIT AUTHORITY AND THE RESIDENTS WHO DEPEND ON IT.*

The Board complemented Former Mayor Craig Stough on his leadership for the community and wished him a happy and peaceful retirement. The motion was passed unanimously.

**Finance Committee**

The committee met on 01-09-25 and reviewed four resolutions as well as a presentation regarding DBE Engagement and Outreach efforts. All resolutions were recommended to the board for approval.

**Strategic & Operational Planning Committee**

The committee met on 01-09-25 and reviewed a presentation regarding the updates to 2025 Performance Management Program.

## Resolutions

A **motion** was made by Valerie Fatica and **seconded** by Kevin Weaks to adopt *Resolution No. 02-25, AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO ENTER INTO CONTRACT WITH MODEL ONE INC. FOR THE PURCHASE OF TWO UTILITY VANS FOR TARTA'S MAINTENANCE DEPARTMENT.* The motion was passed unanimously.

A **motion** was made by Kevin Weaks and **seconded** by Lou Tomson to adopt *Resolution No. 03-25 RESCINDING RESOLUTION NO. 59-24 AND 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 Lou Tomson to adopt *Resolution No. 04-25, AUTHORIZING THE AMENDMENT OF THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM PER FTA DBE FINAL RULE.* The motion was passed unanimously.

A **motion** was made by Mary Morrison and **seconded** by Brittany Ford to adopt *Resolution No. 05-25, AUTHORIZING A FARE FREE DAY ON OHIO LOVES TRANSIT DAY, FEBRUARY 11, 2025.* The motion was passed unanimously.

## Secretary-Treasurer Report

James shared that Cash and Investments remain strong at a little over \$54 million. Accounts Receivables are higher than normal due to timing of draws. Labor overage is caused by driver overtime and holiday pay. The other Fringe Benefits variance was due to the workers compensation payment being higher than budgeted. This is also causing the overage in Human Resources. Material and supplies overage is due to bus repairs and shop equipment, and the \$170K purchase for TARTA EZFare cards related to the new Account Based Ticketing rollout. This is also causing the overage in Transportation and Maintenance. Microtransit's variance is caused by higher labor and 3rd party contractor costs being higher than budgeted. Communications is higher due to the cost associated with the new website development. November Sales Tax was \$3.1 million dollars compared to November 2023 Sales Tax of \$3.4 million dollars. December Sales Tax was \$3.48 million dollars compared to December 2023 Sales Tax of \$3.45 million dollars. Loss in Assets is caused by the write off of past roof repairs and the solar panels that were not fully depreciated. TARTA had \$178,876 in Interest Income in November.

## Chief Executive Officer Report

Lauar Koprowski shared that turnover is down 10% from last year. She announced that TARTA will once again be honoring the life and legacy of Mrs. Rosa Parks on her birthday, February 4<sup>th</sup> at our Transit Hub. She shared that TARTA will host a press conference in front of the new Rosa Parks mural at the Hub and TARTA will debut the "Rosa Parks bus". Laura, members of our board and community figures, will spend Saturday morning 02-08-25 reading the stories of Mrs. Rosa Parks to children. She shared that the renovations to the Employee Lounge at the TARTA Central Garage HQ have been completed and she invited the board to come into the facility and tour any time. She mentioned that with the Winter Service Changes now in effect, Route 3 received a decent makeover with a new drop off point at Lott Industries but

also a frequency upgrade having the route run every 60 minutes. Laura shared an update regarding where TARTA is at in the BRT Study process. She shared that TARTA is currently in the "Solicitation" phase, and timely progress is being made. Lastly, Laura shared that the American Public Transit Association (APTA) recognized team TARTA members Lakesha, Elijah, Kevion, and Hellen in celebration of January being National Mentoring month.

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

### **President Report**

Kendra Smith congratulated TARTA for being recognized for National Mentoring Month with APTA. Kendra shared an updated Board Committee Assignments list and mentioned that the document would be added in OnBoard for future reference. She reminded the Board that Alex Huffaker would be sending out meeting polls to determine the board's availability for a Spring board retreat and an autumn board retreat.

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

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

#### **Executive Session**

A **motion** was made by Mary Morrison and **seconded** by Lou Tomson to enter into *Executive Session*. A vote by roll call was conducted, and all members present voted "Yes". The motion was passed unanimously. Executive Session concluded at 4:59 p.m.

#### **Meeting Calendar**

The next regularly scheduled TARTA Board of Trustees meeting will take place on Thursday, February 20, 2025, at 4:00 p.m. in the Conference Room at 130 Knapp Street.

#### **Adjournment**

The meeting was adjourned at 5:00 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:**

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James Karasek  
Secretary-Treasurer

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Mary Morrison  
President