

BATA Regular Board of Directors Meeting Minutes

Location: BATA Transfer Station, 115 Hall St. Traverse City, MI

Date/Time: 10:00 AM, Thursday, August 15, 2024

1. Call to Order

The meeting was called to order by Chairperson Richard Cochrun at 10:04 AM.

2. Pledge of Allegiance and Moment of Silence

3. Roll Call

- John Sommovilla - PRESENT
- Wayne Schmidt – PRESENT
- Gwenne Allgaier - PRESENT
- Joe Underwood – TARDY ARRIVED @ 10:06
- Scott Sieffert - PRESENT
- Brad Jewett - ABSENT
- Richard Cochrun - PRESENT

4. First Public Comment*

Justin Reed addressed the Board with concern on behalf of Traverse House. Concerns that were shared are that quite a few people that use BATA on a regular basis are not able to schedule rides further out than 1 day. Also concerns with the ease of the app. Some people are struggling to use the app to schedule rides.

5. Approval of Agenda/Declaration of Conflict of Interest

Richard Cochrun requested adding the Oath of Office for Gwenne Allgaier as item 6a.

Moved by Scott Sieffert and supported by Wayne Schmidt to approve the August 15, 2024, Regular Meeting Agenda as amended.

- Ayes: 6
- Nays: 0
- Motion Carries: 6-0

6a. Oath of Office for Gwenne Allgaier

Gwenne Allgaier recited and signed the Oath of Office.

6. Consent Calendar

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with in one Board motion without discussion. Any member of the Board, staff, or the public may ask that any item on the consent calendar be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Board action adopting the consent calendar.

Consideration of Approving the Following

- a. Regular Board Meeting Minutes of June 27, 2024

Consideration of Accepting the Following Reports

- b. FY24 Q3 Ridership Report
- c. FY24 Q3 Turnover Report
- d. Correspondence – Staff Compliments
- e. BATA Board Tracker

Requested by Richard Cochrun to pull item 6b for discussion.

Moved by Joe Underwood and supported by Wayne Schmidt to approve the August 15, 2024, Consent Calendar as amended.

- Ayes:6
- Nays: 0
- Motion Carries: 6-0

7. FY24 Q3 Ridership Report

Eric Lingaur provided an update on the FY Q3 Ridership. BATA's Transit Master Plan has been in effect for 2 years. Part of the master plan has been to bring back routes and increase our staffing levels. Key updates include:

- Top performing fixed routes include: Bayline, City Loops 1 & 2, and Route 12 Interlochen.
- Increase in rides shown month to month.
- Fixed routes up 50% year over year and about 30% from this time last year.
- Performed over 115,000 rides.

Moved by Joe Underwood and supported by Scott Sieffert to approve the FY Q3 ridership report as presented.

- Ayes: 6
- Nays: 0
- Motion Carries: 6-0

8. Executive Director's Report – Kelly Dunham

Kelly reported that BATA has received the certificate of occupancy permit. Formally welcomed back Commissioner Allgaier. Mentioned that members of BATA's staff will be attending the Michigan Public Transit conference the following week. The FTA will be coming to visit the new headquarters. Harbor Transit will also be visiting the new headquarters. A public open house and a public block party will be in October. The rest of the route improvements will begin on September 3rd.

a. HQ Facility/Owner's Representative Report – Jerry Tomczak, Program Manager, Cunningham-Limp

Jerry updated the Board on the procurement of the certificate of occupancy. Passed with a 7-0 vote. A few items still need to be finished, including the installation of the propane tank, which should take place around the end of the first week of September.

9. Chairperson's Report

Richard Cochrun updated the Board regarding the mediation with Grand Traverse County. At this time an agreement has not been reached and remains unresolved. The next scheduled date is September 30, 2024, for a combined hearing.

10. Finance Reports – Justin Weston

Justin provided the FY Q3 Finance Reports, which included the income statements, net position, operating and reserve funds. Key updates include:

- Increased advertising revenue.
- Interest rates remain high into 2024, 5.3885%
- Fuel prices and consumptions have been under expectations.

Moved by John Somnavilla and supported by Scott Sieffert to accept the FY24 Q3 Finance Reports as presented.

- Ayes: 6

- Nays: 0
- Motion Carries: 6-0

11. Old Business

No old business at this time.

12. New Business

a. New Headquarters Budget Update – Jerry Tomczak

Jerry provided an update to the Board on the new headquarters budget. Key updates included:

- NET savings of \$860,000 on the project.
- Absorbed over \$1 million in added scope into the project. Some of those items are:
 - Cross walk
 - Equipment/Mezzanine
 - Security, Video, Alarm and Door Access
 - Shelters at Transfer Station

b. FY2025 Budget Revision – Justin Weston

Justin updated the Board on the FY25 Budget Revision. He provided a comparison between FY23, FY24 and FY25 original and revised budget. Key updates include:

- Budget increase for passenger fares.
- Taxable values increased 8.5% from 2023.
- Funding change from large rural to small urban funding.
- Michigan class investments continue to earn an average of 5.37%
- Propane will be able to be bought in bulk, which should have a significant cost reduction.

Moved by Joe Underwood and supported by Wayne Schmidt to approve the FY2025 revised budget as presented.

- Ayes: 6
- Nays: 0
- Motion Carries: 6-0

c. MERS Contribution – Justin Weston

Justin provided an update to the Board regarding the MERS Contribution. There are two different MERS categories that are funded, Administrative and Driver benefit. Currently the Driver benefit is overfunded at 108% and the Admin side is underfunded at about 95% BATA is requesting approval for a one time contribution to bring it back to 100%

Moved by Wayne Schmidt and supported by Joe Underwood to approve the lump sum payment to the MERS admin defined benefit plan division as presented.

- Ayes: 6
- Nays: 0
- Motion Carries: 6-0

13. Discussion Topic – None this month.

14. Second Public Comment*

Justin Reed asked if with the new housing project on Garfield Rd if BATA would be extending the Route 7 service into Cherryland.

15. Directors' Comments and Announcements/Open Floor

Kelly thanked the Board for being flexible with their time and understanding regarding the time change for today's meeting. TC Housing groundbreaking will be taking place today, August 15th at 3:00.

16. Adjournment

Moved by Scott Sieffert and supported by Joe Underwood to adjourn the August 15, 2024, Regular Meeting of the BATA Board of Directors at 11:19 AM.

Meeting Minutes Submitted by: _____

Meeting Minutes Approved on: _____

Wayne Schmidt, Secretary: _____

BATA's next Board of Directors Meeting will be held September 26, 2024 @ 115 Hall St.