

## Board of Director's Meeting Minutes

**Meeting Date/Time:** May 16, 2024 - 6:30pm – 9:00pm

**Members Present:** Kathleen Mozak (Chair), Mike Allemang (Treasurer), Jesse Miller (Secretary), Chris Allen (Virtual Attendee), Simi Barr, Rich Chang, Julie Grand, Susan Pollay

**Members Absent:** Kyra Sims (excused), Monica Ross-Williams

**Location:** Riverside Arts Center, Ypsilanti (4<sup>th</sup> Floor)  
Virtual attendance available via Zoom

Chairwoman Mozak called the meeting to order at 6:30pm

Agenda Item
<b>1. OPENING ITEMS</b>
<b>1.1 Approve Agenda</b>
Chairwoman Mozak requested amending the agenda by moving agenda item 3.1 to agenda item 8.4 and moving agenda item 8.4 to 8.5.
Mr. Chang motioned to amend the agenda as suggested, seconded by Mr. Barr.
All in favor of amending the agenda as suggested:
Mr. Mike Allemang: Yes Mr. Simi Barr: Yes Mr. Rich Chang: Yes Ms. Julie Grand: Yes Ms. Susan Pollay: Yes Chairwoman Kathleen Mozak: Yes
The approval to amend the agenda as suggested passed unanimously.
Ms. Pollay motioned to approve the amended agenda, seconded by Mr. Allemang.
All in favor of approving the amended agenda:
Mr. Mike Allemang: Yes Mr. Simi Barr: Yes Mr. Rich Chang: Yes Ms. Julie Grand: Yes Ms. Susan Pollay: Yes Chairwoman Kathleen Mozak: Yes
The approval of the amended agenda passed unanimously.

## 1.2 Public Comment

Robert Pawlowski thanked staff in the planning and marketing departments for recent YTC public engagement efforts. He noted the positive community impact as a benefit of planned expansion.

## 1.3 General Announcements

Chairwoman Mozak shared that Ms. Ross-Williams had been reappointed in May by Ypsilanti Township for a 5-year board term.

## 2. CONSENT AGENDA

### 2.1 Board Meeting Minutes April 18, 2024

### 2.2 Committee Meeting Summaries

Ms. Grand motioned to accept the Consent Agenda, seconded by Mr. Chang.

Mr. Mike Allemang: Yes  
Mr. Simi Barr: Yes  
Mr. Rich Chang: Yes  
Ms. Julie Grand: Yes  
Ms. Susan Pollay: Yes  
Chairwoman Kathleen Mozak: Yes

The approval of the Consent Agenda passed unanimously.

## 3. EMERGENT ITEMS

### 3.1 YTC Updates

Moved to agenda item 8.4

## 4. OWNERSHIP LINKAGE

### 4.1 Open Dialogue Task Force Updates

Mr. Chang shared that the ODTF will be meeting soon to discuss topics and potential approaches for their work. He is requesting feedback on an article "Abstracting Up" which was sent out to board members.

Ms. Pollay asked the board to consider ways to collaborate / advocate with the University of Michigan regarding transit.

*\* Mr. Miller joined the meeting at 6:40 pm.*

## 5. MONITORING

## 6. POLICY

## 7. BOARD EDUCATION / DISCUSSION

## **8. OPERATIONAL UPDATES**

### **8.1 Business Plan Intro**

Mr. Carpenter presented an overview of the Corporate Business Plan process – this process coincides with the annual budget process. The plan is an overview of the large projects / initiatives as they connect with the Board’s strategic goals and policies. A draft of the plan will be shared with the Board at the June Board meeting.

Board members requested a copy of the draft Corporate Business Plan prior to the June meeting to ensure additional time for review. Also, it was requested that staff establish a process for answering board input on the Corporate Business Plan.

### **8.2 Budget Process + Timeline**

Ms. Reed provided a draft overview for the FY25 Budget timeline process. After gathering board feedback last year, one key request was that she provide committees earlier budget previews and her timeline reflects additional time for that during the overall process.

As a side note, Mr. Chang made a request that the Governance Committee review the wording in policy 3.2.7 as it relates to the board’s responsibility in the budget process. Governance Committee will discuss at their next meeting.

### **8.3 FY2024 Q2 Financial Report**

Ms. Reed presented the FY24 Q2 Financial Report and highlighted that on the income statement the revenues and expenses are trending favorably and within budget. She reminded the Board that expenses will increase as staffing is increased for service expansions in August – which had been expected and planned for when the budget was created. By the end of the year, pandemic relief funds will be exhausted. On the balance sheet the assets and liabilities are stable, with the operating reserve slightly above the reserve target. She also shared that a Treasury note had been called early and was reinvested at a slightly lower rate.

She responded to questions regarding fare revenue increases which were related to contracts, and federal operating assistance fund usage.

### **8.4 YTC Updates**

Ms. Johnson provided the Board with a presentation outlining the Ypsilanti Transit Center Reconstruction Project Update ([Board packet, page 17](#)). She outlined the scope of the project, history/overview, design concept options, public and stakeholder engagement, and project next steps.

Ms. Johnson engaged in a robust discussion with Board members regarding project funding, community & stakeholder input, conceptual ideas for current location expansion, usage plans for current YTC building, federal funding guidelines, historic building preservation and properties surrounding current YTC location impact to designing plans and environmental reviews.

Board members were encouraged to contact Ms. Johnson with any further questions or input.

## **8.4 8.5 CEO Report & ZEB Updates**

Mr. Pfeifer updated the Board on state level budget planning and noted positive estimations for transit funding. The Board discussed plans the state is exploring to replace the gas tax.

Mr. Carpenter shared updates on working with MDOT on US 23 / Washtenaw Avenue planning. Several earmark funding requests were recently submitted, zero-emission bus grant submissions are still slated for a response this summer, the Local Advisory Committee is currently refocusing their work and will be providing annual updates, and MPTA will be hiring a new Executive Director.

Ms. Washington shared that MCO Kilo Coward had recently attended the first International Bus Rodeo since 2019 and had done very well.

## **9. CLOSING ITEMS**

### **9.1 Action Item Recap**

Contact University of Michigan regarding information about their campus plan, add to Governance Committee discussion about policy 3.2.7.

### **9.2 Topics for Next Meetings**

Advocacy Agenda  
Business Plan  
Environmental Sustainability (2.11)  
Governance Process Policies (3.5-3.8)  
Falls on Buses  
Q2 Service Report

### **9.3 Public Comment**

Robert Pawlowksi thanked staff for their work to implement the Washtenaw Express route and expressed his desire to have more regularly scheduled community input meetings. He also noted his interest in the budget process and looks forward to seeing more information over the next few months.

### **9.4 Adjournment**

Mr. Chang motioned to adjourn the meeting, seconded by Ms. Pollay.

All in favor of adjourning the meeting:

Mr. Mike Allemang: Yes  
Mr. Simi Barr: Yes  
Mr. Rich Chang: Yes  
Ms. Julie Grand: Yes  
Mr. Jesse Miller: Yes  
Ms. Susan Pollay: Yes  
Chairwoman Kathleen Mozak: Yes

Chairwoman Mozak adjourned the meeting at 9:20 pm.

Respectfully Submitted by Deborah Holt