



# WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

205 W. LIVINGSTON RD., HIGHLAND, MI 48357

## MEETING MINUTES November 5, 2020 at 9:00 am

### PRESENTER/ACTION

1. Call to Order RH 9:38
2. Pledge of Allegiance
3. **Roll Call**  
Rik Kowall, White Lake  
Rick Hamill, Highland  
Gary Wall, Waterford  
Kathy Plafchan, Special Needs  
**Also Present**  
Kim Viener, WOTA  
Mark Koerner, WOTA  
Alison Swanson, Waterford  
Amy Grzymkowski, WOTA
4. Approval of Agenda RK Motioned/RH Support, Yea-7
5. Approval of Consent Agenda RH Motioned/GW Support, Yea-7
  - a. Sept 23 Board Meeting Minutes
  - b. List of October Expenses
  - c. Updated Revenue & Expense Report W/Budget comparison
  - d. September 2020 Bank Statement
6. Public Comment
7. Director Report & Monthly Rider Stats
8. Old Business
  - a. MCCC Contracts for FY 2021: sign and return to Kim. *Waiting*
  - b. Amendments to Interlocal Contracts for WOTA to reimburse townships for annual vehicle insurance annually in February\* - Mark. *Mark to have before next meeting, individual for each community.*
  - c. Vehicle wrap: Completed. \$1800/3 checks \$600 made out to "Ride with Pride". *Received check from White Lake. Highland & Waterford pending.*
  - d. ~~Pending contracts from Madonna/SMART regarding MC, SS, 5310 Grant & CARES Act Grant.~~
  - e. Christine Hamill CPA engagement letter. RK Motioned/GW Support, RH abstain, Yea-5  
*RK stated no conflict of interest, actual pride and vigilance for organization.*
9. New Business
  - a. HWLBA \$1000 sponsorship. RH Motioned/RK Support, Yea-7  
*Investment is investment in communities and organization. Put placards inside vehicles supporting HWLBA, marketing and sponsorship support.*



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- b. Discussion of Commerce & other new communities: can hire us as management firm during year July or January; request communities hire us at least 6 months before becoming board member/agreement community; member contracts only Jan. 1 of said year. *Need to push CWL to make their decision, year is almost at end. Mark to provide Management Contract and Amendment to Agreement to send to CWL ASAP. Three will reach out to Commerce and suggest meeting regarding transportation.*
- c. RTA & OCATS, RK suggested re-education of members, WOTA needs to be the “baby” for how transportation develops in OC; need to become proactive in Transportation to get before the RTA and get community needs met. RTA = money then plan; WOTA = plan then money for OC and RTA. Offer something to sell in 2022. *Feb-Mar re: talk with supervisors about RTA. RH called Hilarie Chambers to work with in future. November OCATS hope to bring in Dave Coulter and Hilarie to get input.*
- d. RK proposes portion of 2021 WOTA Budget be dedicated to fluid account, intention to accumulate “extra” (or excess) funds for bus purchases, major equipment. Organize subcommittee to oversee and coordinate; place under RWP. *RK to form subcommittee to build and grow Capital Improvement Account for future acquisitions with end of year funding balances: create line item in budget, set up through C. Hamill. RH, RK & GW to go to townships boards to promote being major contributors for new vehicles. Need cost for van clones.*
- e. Updating Employee Manual: who needs to review before print? *Mark to review, changes made then submit to board for vote and adoption of changes at next meeting.*
- f. *We joined collaboration with the Highland-White Lake Unity Project and will provide a \$25 donation to Community Sharing for the purchase of shoes/boots for community members in need.*  
RH Motioned/RK Support, Yea-7
- g. *KV to apply for Oakland Together Non-Profit Covid-19 Economic Impact Grant when released. County has \$30m to spend; apply through RWP, already on books with County for OC Rescue & Recovery Grant w/United Way.*

10. Board Member Commentary/Discussion:

- a. *Joined forces with Open Door Outreach Center and Hospitality House to deliver food*
- b. *RK need to form advertising subcommittee: RK, RH, GW & AG. Mark to provide advertising policy for next meeting. Future suggestion: advertising monitors in buses.*
- c. *We need a flag: RK to get.*

11. Next Meeting Date

- a. **9:30am Wednesday, December 2, 2020** at Waterford Township, 3<sup>rd</sup> Floor conference room, 5200 Civic Center Dr, Waterford.

12. Adjournment

RH Motioned/RK Support 10:53am