

**WOTA – Western Oakland Transportation Authority**

**205 W. Livingston Rd., Highland, MI 48357**

REGULAR BOARD MEETING – Waterford Township, 5200 Civic Center Drive, Waterford

**March 17, 2021 at 9:00 am**

**AGENDA PRESENTER ACTION**

1. Call to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Approval of Consent Agenda
   1. Feb 17 Board Meeting Minutes
   2. List 0f February Expenses
   3. February 2021 Bank Statement
   4. Bank reconciliation
   5. Bi-monthly ridership status report by community
6. Public Comment
7. Director Report & Monthly Rider Stats
8. Old Business
   1. Investment Policy Resolution Adoption.
   2. Articles of Incorporation Resolution Adoption.
   3. By-Laws Resolution Adoption.
   4. WOTA Closed Schedule and Board Meeting Schedule Resolution, sign.
   5. Verify board member and alternate from City of Walled Lake.
   6. Employees: NEW – 2 dispatchers; 2 FT drivers, 4 PT/Tween drivers; upcoming return of 1 PT layoff from April 2020. OUT – 3 PT drivers on medical leave.
   7. Director contingency “Command & Control Plan” for implementing into WOTA procedures.
   8. $40,429.65 CTP funds from Highland received.
   9. Finale of marketing/sponsorship materials; interchangeable executive piece, local business piece, clientele piece.
   10. SMART funds update: Madonna replied to RK stating the week of 3-1 the contracts (105 total) were going to SMART director to be signed off. No further word from Madonna. RK any word?
9. New Business
   1. Establishment of WOTA Authority; per OC instruction, resolution to be provided at meeting.
   2. CARES Act raises, see attached.
   3. We need a minimum of 4 additional vehicles this year.
   4. Need to coordinate a promotional common video through CGI that can be put on all communities’ websites. RK
   5. Paperwork & Quarterly Processing Procedures.
10. Board Member Commentary/Discussion
11. Next Meeting Date
    1. **9:00am Wednesday, May 19, 2021 at WOTA Office, Highland Annex 205 W. Livingston Rd.**
12. Adjournment