



WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

250 W. LIVINGSTON RD., HIGHLAND, MI 48357

MINUTES BOARD MEETING – July 18, 2023 at 9:00 am – WOTA’s Office at 250 W. Livingston Rd, Highland

AGENDA (revised)

PRESENTER

ACTION

1. Call to Order
2. Pledge of Allegiance
3. Roll – all present: *GWall, RHamill, KPlafchan, EAsdell, HJaquays, KViener; also, present MKoerner, AGrzymkowski. Absent: RKowall*
4. Approval of Revised Agenda - *GWall, RHamill (approved)*
5. Approval of Consent Agenda – *GWall, JHaquays (approved)*
 - a. May & June 28 Special Board Meeting Minutes
 - b. May & June Bank Statement & Reconciliation Report
 - c. June P&L and Budget vs Actuals
 - d. June Balance Sheet
 - e. Apr-June Hours & Miles
 - f. Ridership by Community
6. Public *Comment* (not pertaining to Agenda items)
 - a. Debra Galarneau – *interested in when hours will be expanded for all?*
7. Director Report
 - a. Update on SMART – *5311 reimbursements received.*
 - b. Legal Update – *Mediated the Ford vs WOTA case. Awaiting Waterford Board Meeting approval. Next Board Meeting will discuss in detail.*
 - c. HR Update – *MERS began July 1. New Confidential Assistant Robin Moniz.*
 - d. Financial Update – *2022 Audit Report by Ramie Phillips. No significant findings. Unrestricted funding \$300, net increase (review page 3). Quoting other providers. Seeking alternative accounting software options.*
 - e. Operations Update – *1st to 2nd quarter of 2023 – MLindley. Increased 137%. 33 vehicles. 3 diesels that are down permanently.*
 - f. *Director working with Oakland County on a monthly basis as well as a quarterly meeting. Working with other communities. Working with MDOT on NEPA study grant. Novi still in play. Working with SMART on new dispatch software, training late fall and implementation late 2023, early 2024. In the works is the 2024 budget. WOTA entered into the LBO through SMART – it has not been approved yet. Do not have final contract on 5311.*
8. Old Business
 - a. ~~Still have not received extended insurance coverage from City of Walled Lake—vehicles are off road.~~ Received Vehicle Lease Agreement from SMART for lease of communities’ vehicles to WOTA, pending execution by SMART. ~~at which time [CWL] vehicles will be back on road.~~
 - b. Received extended insurance coverage from City of Walled Lake and therefore, the buses are back on the road.
 - c. Received SMART fund status: CARES/CRRSAA – for 2022. Just applied for reimbursement of remainder of CARES/CRRSAA Funds.
9. New Business

- a. Propose Holly, Groveland and Rose begin WOTA service Sept 5. Service out of county and hours 7 am – 4 pm.
- b. Request authorization to re-identify Amy Grzymkowski as Deputy Director. *RHamill – Motion authorize Amy Grzymkowski as DD of WOTA. GWall supports. All in favor.*
- c. The next OC Transit Meeting will be here [Highland Township Auditorium], 1-2:30pm July 26th.

10. Public Comment (pertaining to Agenda items) *None*

11. Board Member *Commentary/Discussion*

- a. *RHamill – OCATS Meeting seemed clear that PEX will be included as an additional contractor.*
- b. *GWall – Hiring is tough and stymies the progress of transit and really all progress of the Oakland County millage. You have to be competitive but within your budget.*

12. Next Meeting Date

- a. Our next meeting is **9 am, Tuesday August 15, 2023**, at the WOTA Building, 250 W. Livingston Rd, Highland.

13. Adjournment: *Move RHamill, GWall, all in favor.*