

**BATA Regular Board of Directors Meeting Minutes**  
416 Front St, Suttons Bay, MI 49682, Suttons Bay Library  
Thursday, June 29, 2023 @ 1:30 pm

1. Call to Order by Chairperson Cochrun at 1:30 pm
2. Pledge of Allegiance and Moment of Silence  
The Pledge of Allegiance was recited, and a Moment of Silence observed.

3. Roll Call

Richard Cochrun	Present
John Somnavilla	Present
Robert Fudge	Present
Heather Harris-Brady	Absent
Brad Jewett	Absent
Jamie Kramer	Present
Joe Underwood	Present

Also Present: Kelly Dunham, Eric Lingaur, Chris Davis, Phil Masserant, Paul Clausen and Britny Schwartz.

4. First Public Comment

Justin Reed: Justin is an active rider of BATA and shared his positive experience with the new app but states that Google Maps and Transit App are not working for real time tracking. He is in favor of the MPO moving forward but is concerned about a comment made by Director Underwood regarding the MPO at the May 22 Road Commission Board Meeting as well as Director Underwood's ties to the Road Commission. Justin shared that he felt as though the comment made doesn't look good coming from a BATA Board Member and feels as though Board members should be more supportive of public transit. The MPO will assist working as a collaborative transit community as BATA is a support for commuting, workers.

Mitch Treadwell: Mitch stated that he is a regular rider of BATA, and he is grateful for Bayline real time tracking as it allows him to time his commute better. He also stated that the Traverse City Board of Commissioners were not as cooperative during the previous MPO discussions, and he is hoping for additional support from them moving forward.

5. Approval of Agenda/Declaration of Conflict of Interest

**On a motion made by Joe Underwood and seconded by Jamie Kramer, the BATA Board of Directors approves the June 29, 2023, Regular Meeting Agenda as presented.**

**MOTION CARRIED: 5-0**

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 Minutes*

a. *Regular Board Meeting Minutes of April 27, 2023*

*Consideration of Accepting the following Reports*

- b. *Finance Oversight Team Notes of May 22, 2023, and June 12, 2023*
- c. *Governance Committee Minutes of June 12, 2023*
- d. *April and May Finance Reports*
- e. *Board Request Tracker [no new items]*
- f. *Correspondence*

**On a motion made by Jamie Kramer and seconded by Robert Fudge, the BATA Board of Directors moves to approve the June 29, 2023, Consent Calendar as presented.**

**MOTION CARRIED: 5-0**

7. Any items removed from the Consent Calendar – Richard Cochrun

8. Executive Director's Report – Kelly Dunham

Director Dunham thanked the Board for making the trip to Suttons Bay for the meeting. She gave a brief highlight of the service changes that went into effect on Monday, June 26. App is working much smoother, spent some time on the bus this week and sees a great improvement.

GMV providing real time tracking, makes riding more viable for riders.

City Loop 7: East/West route, fare free for a short time. There were 40 rides delivered in the first 3 days.

Kelly also provided insight into correspondence included in the packet regarding the removal of late evening hours. The community feedback helped the operations team to evaluate the importance of service for our riders and the decision was ultimately made to shift resource hours to continue to provide public transit as an option for evening riders who utilize the service for transportation to their place of employment.

An update was provided regarding Cherry Festival support, additional service hours. She also thanked our drivers and dispatch for voluntarily picking up shifts to cover the additional 160 hours of service provided throughout the week of Cherry Festival.

There is a new proposed state budget that is on the Governor's desk that, if approved, will add an additional 60 million dollars to the state transit budget, this addition of funds would see around 35-40% of BATA's budget to be covered by state funding, it is currently at 34%.

The employment lawsuit that was filed in 2020 has been ruled on in BATA's favor.

a. HQ Facility/Owner's Representative Report

Jerry Tomczak, Program Manager, Cunningham-Limp

Jerry provided an update on the new build project and shared a milestone schedule update.

Sewer, water, and retention ponds will be completed by next week. Soils and Structures have been on site to ensure inspections are completed and appropriate. Hoping to put the base coat of asphalt down in August vs next Spring. Headquarters: Footings should be completed by next week; masonry block is ahead of schedule.

Wall panels arriving and enclosed by end of July.

Facilities will be completed by mid-July next year.

Concerns: Panels, electrical gear could be a concern.

Transfer station balanced out – Footing in September and will be completed by November. Site related work completed in the Spring. Will be able to use the transfer station as soon as it is completed.

Kelly will send the weekly updates from Christman to the Board of Directors moving forward.

- b. Hiring Report – Chris Davis  
Chris provided an update on the current staffing levels, retention and hiring rates, as well as the overtime work from Cherry Festival.
- 9. Chairperson's Report – Richard Cochrun  
Director Cochrun stated that they are still working on resolving the issue between the BATA Board and GT County Board of Commissioners, hoping to have this resolved by our next Board meeting (August 10th).
- 10. Committee Reports
  - a. Finance Oversight Team – Richard Cochrun  
Provided an update on the topics that the FOT is currently working on, including wages and incentive. Potential to implement changes for the 2023 budget.  
Listing Agent recommendations have been made for the sale of the Diamond and Cass buildings.
  - b. Governance Committee – John Sommovilla  
John provided an update on a large position selection, that selection is currently on hold.
- 11. Old Business  
No old business was presented.
- 12. New Business
  - a. 2023 Tax Rate Request Resolution Form L-4029 for Grand Traverse and Leelanau Counties  
Phil provided an update on the yearly resolution to ensure that all payments are made during the appropriate fiscal year.

**On a motion made by Joe Underwood and seconded by Jamie Kramer, the BATA Board of Directors authorizes the millage rate of .4788 for Grand Traverse and Leelanau Counties as presented on form L-4029.**

**Roll Call:**

<b>John Sommovilla</b>	<b>YES</b>
<b>Robert Fudge</b>	<b>YES</b>
<b>Jamie Kramer</b>	<b>YES</b>
<b>Joe Underwood</b>	<b>YES</b>
<b>Richard Cochrun</b>	<b>YES</b>

**MOTION CARRIED 5-0**

- c. Cass Rd/Diamond Dr Listing Agent Recommendation

3 proposals were reviewed by the FOT, CCIM designation held by 1 agent which was then interviewed by the FOT.

**On a motion made by John Somnavilla and seconded by Robert Fudge, the BATA Board of Directors moves to award the listing of Cass Rd/Diamond Dr to Dan Stiebel and Scott Hardy from Coldwell Banker Commercial-Schmidt be approved as presented and recommended by the Finance Oversight team.**

**MOTION CARRIED 5-0**

- d. Extension of \$10,000 Recruiting Incentive Recommendation  
Chris provided an overview of the extension of the Recruiting Incentive and ensured that this is not being used as a permanent solution, the extension will provide time to analyze driver wages in the upcoming budget. It will also allow conversation to be had with the Union during their contract negotiation period.

**On a motion made by Robert Fudge and seconded by Jamie Kramer, the BATA Board of Directors moves to approve the Extension of \$10,000 Recruiting Incentive be approved as presented and recommended by the Finance Oversight team.**

**MOTION CARRIED 5-0**

- e. Executive Director Salary Band Recommendation  
Chris gave an overview of the request, which is an adjustment to the salary band applied to the executive director's position to keep in alignment with the remaining non-bargaining salary bands, per a recent compensation study.

**On a motion made by Jamie Kramer and seconded by Robert Fudge, the BATA Board of Directors moves to approve the Executive Director Salary Band be approved as presented and recommended by the Finance Oversight team.**

**MOTION CARRIED 5-0**

- f. MPO Intergovernmental Agreement Recommendation  
Kelly gave an overview of TTCI (Traverse Transportation Coordinating Initiative), the practicing MPO (Metropolitan Planning Organization) board. The 2020 census resulted in the MPO designation of the region. The MPO will provide additional federal tax dollars to the region for use by the City of Traverse City, the county road commissions, and BATA. The funding source is intended to ensure more public participation on project selections and a more regional approach to planning of the transportation network.  
Joe Underwood asked for clarification on if this would open BATA up to additional grant requests, Kelly said she was not aware of any additional opportunities for grants at this time. Also shares that he feels it is a positive thing for the community and he has chosen to abstain due to this role on the Grand Traverse County Road Commission. This will be the final agreement for now, unless the MPO board requests changes. If an agency chooses to say no, they will not be included in the MPO designation.

**On a motion made by Jamie Kramer and seconded by John Somnavilla, the BATA Board of Directors moves to approve the MPO Intergovernmental Agreement as presented.**

**Roll Call**

<b>John Somnavilla</b>	<b>YES</b>
<b>Robert Fudge</b>	<b>YES</b>

Jamie Kramer	YES
Joe Underwood	ABSTAINED (Conflict of Interest)
Richard Cochrun	YES

**MOTION CARRIED 4-0-1**

14. Board Discussion Items  
No items were presented.

15. Second Public Comment\*  
Linda Joppich, Interlochen. Thanked the Board for their Service, and Kelly's support during the recent changes to BATA services. She would also like to provide information to the community regarding the services and how to pick the best ride for them and their needs.

Justin Reed thanked the Board for their support of the MPO as well as Commissioner Underwood for abstaining from the vote. Shared that the voters spoke for themselves with the BATA millage passing. Also spoke regarding the current GT County commissioner conversation regarding the increase of the Board of Directors, that the public view is that the commissioners are focused more on the control of the board instead of the wellbeing and interest of community members.

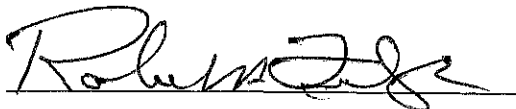
Mitch Treadwell thanks the Board for the collaboration during this meeting as well as thanks the Board for making the effort to have a special bus to bring traverse city residents to this meeting.

16. Directors' Comments and Announcements/Open Floor  
John Somnavilla requests an update to Route 10 and how it has been improved for service to Northport. Kelly explained that there was previously 1 stop per day in Northport. Link (on-demand) provides service to all of Grand Traverse and Leelanau Counties. This allows riders to request a bus on their own schedule.  
John also asks Kelly to provide stats on how many people are denied a ride, Kelly stated that the new technology will have the ability to provide that information and it will be an important performance indicator that staff will be watching. The service will continue to be promoted.

17. Adjournment

**On a motion made by John Somnavilla, BATA Board of Directors moves to adjourn the June 29, 2023, Regular Meeting of the BATA Board of Directors at 2:34 pm.**

Approved on Aug 10, 2023



Robert A. Fudge, Secretary