



BATA Regular Meeting Minutes
Wednesday, October 30, 2019 – 9:00am
BATA Transfer Station – 115 Hall St
Traverse City MI 49684

1. Call to Order by Chairperson
The meeting was called to order by Chairman Cochrun at 9:03a
2. Pledge of Allegiance and Moment of Silence
The Pledge of Allegiance was recited and a Moment of Silence observed.
3. Roll Call
Directors Present: Richard Cochrun, Heather Harris-Brady, Debra Rushton, John Somnavilla, and Nicole VanNess

Directors Absent: Brad Jewett, Linda Joppich

Also Present: Chris Davis, Kelly Dunham, Eric Lingaur, Mary Meredith
4. Public Comment
There was no public comment.
5. Approval of Agenda
On a Motion made by Debra Rushton and seconded by Nicole VanNess, the BATA Board of Directors approved the October 30, 2019 Regular Meeting Agenda as presented.
MOTION CARRIES: 5-0
6. Approval/Acceptance of Minutes
 - a. September 25, 2019 Regular Meeting of the Board of Directors
On a Motion made by Nicole VanNess and seconded by John Somnavilla, the BATA Board of Directors approved the Minutes of the September 25, 2019 Regular Board Meeting as presented.
MOTION CARRIES: 5-0
 - b. September 25, 2019 Facilities Ad Hoc
On a Motion made by Nicole VanNess and seconded by Heather Harris-Brady, the BATA Board of Directors approved the Minutes of the September 25, 2019 Facilities Ad Hoc Meeting as presented.
MOTION CARRIES: 5-0

7. Executive Director's Report – Kelly Dunham

Kelly announced that we have a new Manager of Operations, Adam BeVier, who will come on board November 4th.

- a. TIF 97 - Jean Derenzy, CEO/Downtown Development Authority
Kelly introduced Jean Derenzy to the Board and thanked her for the partnership in the recent procurement of bus stop shelters within the DDA district.

Director VanNess then excused herself from the meeting during this presentation to avoid a conflict of interest. Jean Derenzy began her presentation by describing the DDA and its role in the community. Some of the goals of the DDA are:

- Increasing property values
- Historic preservation
- Promoting economic growth
- Eliminating building deterioration
- Managing parking, DTCA contracts, and TIF Plans

She then described TIF and its geographic boundaries (Old Town and TIF 97). TIF 97 is the heart of the downtown district. TIF is a revenue tool and incremental increases are reinvested which strengthens downtown and attracts private investments. Some of these current investment projects were described in more detail.

There are several projects pending and these were listed in Jean's presentation and are the reasons for requesting an extension of TIF 97 (13 years). BATA's Tax contribution amounts were compared from year to year. Our partnership with the DDA is important to the region and the Bayline Route has been a key component to the Destination Downtown program.

The floor was then opened for questions for Jean:

- Funds captured from parking decks go into an enterprise fund that is used for parking only. The DDA and the City oversee this fund.
- Funds are not used for debt service for the decks.
- The City's General Fund would be used for projects if TIF funds were not available (tax capture).
- Leelanau County tax dollars are not affected as TIF captures only the DDA geographic area.
- Bringing in employees to Traverse City downtown from other counties in the area would benefit from the extension.
- Funds might be used for the visually impaired on the 8th Street corridor/NOBO

- If the extension fails, the alternative route for the DDA would be to look at how we are storing cars and how Traverse City could use land. The deck would be off the table for many years.
- The small geographic boundary pays off tenfold throughout the City.
- The City Commission is the body who would approve or not approve the extension.
- BATA has the choice to take a stand for or against the issue by adopting a Resolution at the next board meeting.

Chairman Cochrun then asked for additional comments from the Board.

Director Rushton opts to stay neutral and not comment one way or the other as we represent taxpayers who have a wide variety of opinions in our area.

Kelly opined that if it were a new plan, we would more likely take a stand one way or the other. However, with the strength of the downtown region, Traverse City has appeared to have been greatly improved by TIF in many ways.

Director Somnavilla suggests taking a close look at the mission of BATA and how the TIF extension provides a benefit to our riders in the long term.

Director Harris-Brady suggested drafting a resolution to support the extension that ties BATA's mission to the increased value provided by TIF. This resolution will be brought to the BATA Board at the November meeting.

Director VanNess rejoined the meeting at this point.

b. Strategic Plan Discussion

Kelly reviewed the documents that were mailed along with the Board packet that provided a history of what we had been using for our strategic planning. Much has been accomplished. For example, we recently brought in TransPro Consulting to help us with our measurement matrix.

Examples of other strategic plans were reviewed although it was challenging to find plans that would be comparable to our unique area.

COTA (Columbus)

- User friendly
- Big guidelines

Missoula

- Very successful plan but expensive
- Highly detailed

Director Comments:

- Do we want a 5- or 10-year plan?

- Send out poll to the board regarding time horizon preferences
- What level of Board input is necessary?
- Director Rushton prefers to wait until we have more decisions regarding our current facility vs a new location. However, Kelly thinks the timing is good to proceed now due to an upcoming technology study, possible land acquisition, and movement towards paratransit services.
- Kelly might provide a third example as a guidance.
- Include in RFP how detailed we want to be.
- Leelanau County feedback (GTB and business community) would be an important piece.
- Labor costs should be included in the plan.
- Start to look at funding for consultants and look at what local funds and grant funds might be available.

8. Finance Reports

a. September 2019 Finance Reports

- i. Capital Reserve Fund Report
- ii. Operating Reserve Fund Report

Notice received from FY16 closeout that BATA will receive \$29,410 which will be deposited to the operating reserve fund upon receipt per policy.

On a Motion made by John Somnavilla and seconded by Nicole VanNess, the BATA Board accepted the Finance Reports as presented.

MOTION CARRIES: 5-0

9. Chairperson's Report – Richard Cochrun

Chairman Cochrun reviewed his previously prepared comments regarding Line 5 and how his comments were misconstrued in the local paper.

10. Old Business

a. FY2019 Capital Projects Review (revised)

On a Motion made by John Somnavilla and seconded by Debra Rushton, the BATA Board of Directors approved the revised FY2019 Capital Projects Report as presented.

MOTION CARRIES: 5-0

b. Board Request Tracker

- i. Bayline Benefits Communication Piece

Eric reviewed how we are sharing, with our sponsors, the performance data of the Bayline. This item on the Tracker will now be closed.

11. New Business

a. Receipt of GT County Commission Resolution

On a Motion made by Debra Rushton and seconded by Heather Harris-Brady, the BATA Board of Directors received the Resolution 148-2019,

**Grand Traverse County Board of Commissioners' Position on the Extension of Tax Increment Finance Development Plan 97 as presented.
MOTION CARRIES: 5-0**

b. Bus Wi-Fi Purchase Request – Eric Lingaur

Eric talked about the mobile data terminals that are on the buses. They are still functional and run on WIFI and cellular data (provided by Verizon) but soon Verizon will no longer be servicing 3G connectivity. Therefore, the terminals need to be changed (see attachment). Our options are:

- Contact vendor to convert GreyHawk terminals to 4G
- Purchase more Cradlepoint devices (similar to a router)

The pros and cons of each option were discussed. Funds would be taken from the Capital Budget.

On a Motion made by Debra Rushton and seconded by Nicole VanNess, the BATA Board of Directors approved the bus wi-fi purchase for the cradlepoint (DH Wireless) in an amount not to exceed \$65,374.72 to come from the Capital Reserve Fund.

MOTION CARRIES: 5-0

c. BATA Policy Against Violence – Chris Davis

Chris reviewed the above-referenced Policy with the Board which has been reviewed by legal counsel. This Policy covers the public and staff. The Board revised the Policy as noted in the Motion below.

On a Motion made by Nicole VanNess and seconded by Heather Harris-Brady, the BATA Board of Directors approved the BATA Policy Against Violence as so amended

add the phrase 'or removal of public transportation services' after the words 'immediate termination of employment' in the 'Violations' section of the Policy.

MOTION CARRIES: 5-0

On a Motion made by Director Rushton, a 5-minute Recess was called at 10:59a

MOTION CARRIES: 5-0

Following the Recess, Chairman Cochrun reconvened the Regular Board Meeting at 11:08a

d. Property Acquisition Update Closed Session - Kelly Dunham

On a Motion made by Nicole VanNess and seconded by Debra Rushton, the BATA Board of Directors moved to close the Regular Meeting at 11:09a and move into Closed Session per section 15.268 8(d) of the Open Meetings Act.

MOTION CARRIES: 5-0

Chairman Cochrun reconvened the Regular Board Meeting at 11:33a

12. Public Comment
There was no public comment.
13. Directors' Comments/Open Floor
There were no director comments.
14. Adjournment
On a Motion made by Debra Rushton the BATA Board of Directors moved to adjourn the October 30, 2019 Regular Meeting.
MOTION CARRIES: 5-0

Submitted/Recorded by: Mary Meredith, Administrative Assistant

Approved on 11-27-19
DATE


Linda Joppich, Board Secretary