



# WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

250 W. LIVINGSTON RD., HIGHLAND, MI 48357

BOARD MEETING – Tuesday, March 18, 2025, at 9:00 am – *Highland Township Auditorium, 205 N. John St*

## AGENDA

## PRESENTER

## ACTION

1. Call to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Approval of Consent Agenda
  - a. Feb Board Meetings Minutes
  - b. Feb Bank Statements Summary Pages & Reconciliations
  - c. Feb P&L (w/cash actual column)
  - d. Feb MI Class Reconciliation
  - e. Feb RWP Reconciliation
  - f. Funds due from SMART: 2024-2025
6. Public Comment (Agenda items)
7. Director Report- KViener
  - a. Legal Update – MKoerner – TBD
  - b. HR/Marketing Update – AGrzymkowski – TBD
  - c. Financial Update – KJohns-Littleton – TBD
  - d. Operations/Maintenance Update – MTimson: Maintenance; MMoore: QRyde
8. New Business
  - a. Amend the 2025 budget to reflect additional funds through SMART (attached). *“Motion to approve to amend the 2025 WOTA Budget to reflect the additional \$992,220 annual (\$82,685 per month) from LBO.”*
  - b. Request approval for purchase of rear exterior cameras on vehicles, cost: \$34,100.01 through Safety Vision. *“Motion to approve director to purchase \$34,100.01 for rear exterior cameras through WOTA’s current camera system provider, Safety Vision, for all 58 vehicles to provide undisputable evidence of rear vehicle damage.”*
  - c. Increase Petty Cash on-hand amount from \$500 to \$1,000. *“Motion to approve an on-hand petty cash increase from \$500 to \$1,000.”*
  - d. Resignation of board members and no-shows of other board members; the director requests all present board members provide immediately the name and contact information of an alternate to appear in their absence and who will have voting rights at time of meetings while sitting on the WOTA board.
  - e. Proposed contract from HVS for Brooks Center.

9. Old Business

- a. Policies:
  - i. Absence
  - ii. PTO/ESTA
- b. Parking Lot Contracts
- c. IGA

10. Public *Comment* (non-Agenda items)

11. Board Member *Commentary/Discussion*

12. Next Meeting Date: need to amend, Amy and I will be at the MPTA Rural Transit Managers' Workshop April 14-16.

- a. April 15, 2025, propose 21<sup>st</sup>, 22<sup>nd</sup>, 24<sup>th</sup> or 25<sup>th</sup>, agenda will go out on 17<sup>th</sup>.

Adjournment