

**WOTA – Western Oakland Transportation Authority**

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

REGULAR BOARD MEETING – Highland Annex, 205 W Livingston Rd, Highland, MI 48357

**November 5, 2020 at 9:00 am**

*\*NOTE there is a Ribbon Cutting with Open Door and Hospitality House immediately preceding meeting at 8:30am.*

**AGENDA PRESENTER ACTION**

1. Call to Order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Approval of Consent Agenda
   1. Sept 23 Board Meeting Minutes
   2. List of October Expenses
   3. Updated Revenue & Expense Report W/Budget comparison
   4. September 2020 Bank Statement
6. Public Comment
7. Director Report & Monthly Rider Stats
8. Old Business
   1. MCCC Contracts for FY 2021: sign and return to Kim.
   2. Amendments to Interlocal Contracts for WOTA to reimburse townships for annual vehicle insurance annually in February\* - Mark.
   3. Vehicle wrap: Completed. $1800/3 checks $600 made out to “Ride with Pride”.
   4. Pending contracts from Madonna/SMART regarding MC, SS, 5310 Grant & CARES Act Grant.
   5. Christine Hamill CPA engagement letter.
9. New Business
   1. HWLBA $1000 sponsorship.
   2. Discussion of Commerce & other new communities: can hire us as management firm during year July or January; request communities hire us at least 6 months before becoming board member/agreement community; member contracts only Jan. 1 of said year.
   3. RTA & OCATS, RK suggested re-education of members, WOTA needs to be the “baby” for how transportation develops in OC; need to become proactive in Transportation to get before the RTA and get community needs met. RTA = money then plan; WOTA = plan then money for OC and RTA. Offer something to sell in 2022.
   4. RK proposes portion of 2021 WOTA Budget be dedicated to fluid account, intention to accumulate “extra” (or excess) funds for bus purchases, major equipment. Organize subcommittee to oversee and coordinate; place under RWP.
   5. Updating Employee Manual: who needs to review before print?
10. Board Member Commentary/Discussion
11. Next Meeting Date
    1. **9:00am Wednesday, December 2? or 9?, 2020** at Waterford Township, 3rd Floor conference room, 5200 Civic Center Dr, Waterford.
12. Adjournment