



## SAGINAW TRANSIT AUTHORITY REGIONAL SERVICES BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday – September 25, 2023  
STARS Board Room (615 Johnson St.)

12:00 PM

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### CALL TO ORDER

*Ms. Gutierrez called the meeting to order at 12:07 PM*

### ROLL CALL

*Members Present: Chair – Diana Gutierrez, Vicki Dillon, Floyd Kloc, Carl Ruth, Kathy Miller, Evelyn McGovern, Dr. Michael Gavin, Mr. Dennis Browning*

*Members Absent: Mr. Michael Hanley*

### EXCUSE ABSENT MEMBERS

*Mr. Kloc, supported by Mr. Ruth motioned to excuse Mr. Hanley who is out sick. Motion carried unanimously.*

### PUBLIC COMMENTS

*None*

### APPROVAL OF AGENDA

*Mr. Ruth supported by Ms. McGovern motioned to approve the agenda as presented. Motion carried unanimously.*

### APPROVAL OF MINUTES

*Mr. Kloc stated that at the finance meeting he had requested less detail in the minutes. The only thing that was truly required are the motions. All were in agreement with this.*

*Mr. Kloc, supported by Mr. Ruth moved to approve the minutes from August 28, 2023. Motion carried unanimously.*

### PLANNING COMMITTEE UPDATE

*Ms. Gutierrez gave a brief update on what was discussed. Mr. Steffens then went over some of the updates to the Title VI and Transit Asset Management Plans.*

*Mr. Kloc, supported by Ms. Miller moved to approve both the Title VI update and the Transit Asset Management Plan Update as presented. Motion carried unanimously.*

### PERSONNEL COMMITTEE UPDATE

*Ms. Miller asked to get formal approval of the mission, vision and goals which were discussed in detail at the last meeting. Ms. Miller, supported by Mr. Kloc, moved to approve the mission, vision and goals as presented. Motion carried unanimously.*

*She then asked for a vote to extend Executive Director Steffens contract under the current terms with a temporary evaluation to be done by Ms. Gutierrez for 3 months while they finish up the strategic planning and iron out what that will look like. Moved by Mr. Ruth, supported by Ms. McGovern, to extend the Executive Director's contract under current terms for a period of 3 months and a temporary evaluation be given. Motion carried unanimously.*

### FINANCE COMMITTEE UPDATE, AND ITEMS FOR APPROVAL

*Mr. Kloc reviewed what was discussed at the Finance Committee meeting and recommended acceptance of the Resolution of Intent. Mr. Kloc, supported by Mr. Ruth, moved to accept and file the cash flows and financial statements. Motion carried unanimously.*

Mr. Ruth, supported by Mr. Kloc, moved to approve the Resolution of Intent. Motion carried unanimously.

EXECUTIVE DIRECTOR REPORT

*Possible Federal Shutdown-*

Mr. Steffens talked about a possible federal shutdown and that STARS was drawing down all funds which would keep them in operation for 10-12 weeks if it did happen.

*Memorial Cup-*

Mr. Steffens talked about the significance of the Memorial Cup being held in Saginaw. The 10-day event would be drawing thousands of people with a definite need for transportation. The City DDA is interested in having a loop from the Dow to Old Town. STARS may look at waiving fares during this event and buses may need to run later hours.

*Feasibility Study-*

Mr. Steffens stated that the study is still not complete. Spicer is waiting on some things from HDR to finish the report. He hopes to present it at next month's meeting. He plans to meet with both the city and the County to have a bigger discussion on this. His goal is to meet with the city to discuss in November.

BOARD MEMBER COMMENTS

Ms. Dillon stated that Potter St. was like if you give a mouse a cookie. It's exciting.

Ms. Miller agreed that it was exciting.


Mr. Ruth said to keep up the good work.

Mr. Kloc stated that the Memorial Cup is an opportunity we need to take advantage of. He also stated we need to do what we can to help stabilize the Potter St. Station.

Ms. Gutierrez said the next meeting will be held on October 23, 2023.

ADJOURNMENT

Mr. Ruth motioned to adjourn the meeting, supported by Mr. Kloc, at 12:52 PM.

 Date: 10/23/23  
Vickie Dillon, Secretary