



SAGINAW TRANSIT AUTHORITY REGIONAL SERVICES BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday – October 23, 2023
STARS Board Room (615 Johnson St.)

12:00 PM

CALL TO ORDER

Ms. Kathy Miller called the meeting to order at 12:00 PM.

ROLL CALL

Members Present: Ms. Kathy Miller – Chair, Ms. Diana Gutierrez, Ms. Vickie Dillon, Ms. Evelyn McGovern, Mr. Carl Ruth, Mr. Michael Hanley

Members Absent: Mr. Floyd Kloc, Dr. Michael Gavin

EXCUSE ABSENT MEMBERS

Mr. Ruth motioned to excuse all absent members, which was seconded by Ms. Gutierrez. Motion carried.

PUBLIC COMMENTS

None

APPROVAL OF AGENDA

Mr. Steffens mentioned that the new business will be presented after approval of the minutes. Mr. Ruth motioned to approve the agenda. Ms. Gutierrez seconded the motion. Motion carried.

APPROVAL OF MINUTES

Mr. Ruth motioned to approve the minutes for the Board of Directors meeting on September 25, 2023, as is. Ms. Gutierrez supported the motion. Motion carried.

NEW BUSINESS

Mr. Steffens stated that Mr. Dennis Browning provided a resignation letter and resigned as Chairman of the Board. Mr. Ruth moved to accept the resignation, which was supported by Ms. Gutierrez.

Mr. Steffens said he was looking to nominate the now vacant chair position. Ms. McGovern nominated Ms. Kathy Miller. There were no other nominations. Mr. Ruth motioned for the nominations to be closed, which was seconded by Ms. Dillon. Ms. Kathy Miller is now the Chairman of the Board by a unanimous vote. Motion carried.

Mr. Steffens explained they now needed to nominate a new vice chair. Ms. Gutierrez nominated Dr. Michael Gavin. Ms. Dillon nominated Ms. Evelyn McGovern. Ms. McGovern declined the nomination. Mr. Steffens said he spoke with Dr. Gavin, and he is okay with being nominated as vice chair. Mr. Ruth motioned for the nominations to be closed, which was seconded by Ms. Gutierrez. Dr. Michael Gavin is now the Vice Chairman of the Board by a unanimous vote. Motion carried.

PERSONNEL COMMITTEE UPDATE

Mr. Steffens and the Committee removed some redundant language and made a spelling correction to the Mission, Vision, and Goals per the Strategic Plan. He asked for a motion to approve the final draft for all these items from Omnitech. Mr. Ruth motioned to approve the final draft of the Strategic Plan, which was supported by Ms. McGovern. Mr. Ruth commented that he appreciated all the Personnel Committee's work on this. Motion Carried.

Ms. Miller suggested we restructure the committee's around the three goals laid out through the strategic plan. The Personnel Committee recommends we change the committee's to three goal-based committees, and the Finance Committee. Ms. Miller would like all members to think over the next month about what goal committee would be their first and second choice.

FINANCE COMMITTEE UPDATE

Mr. Steffens asked for a motion to receive and file the Cash Flows and Draft September 2023 Financial statements. Mr. Ruth asked Ms. Lauren Pavlowski to give a quick summary of these items. Ms. Pavlowski said the cash flows finish out FY2023, and there are anticipated cash flows for FY2024. The Draft September 2023 Financial statement will be cleaned up leading up to the audit. Mr. Ruth motioned to receive to file, which was seconded by Mr. Hanley. Motion carried.

EXECUTIVE DIRECTOR REPORT

Mr. Steffens mentioned that Ms. Cynthia is leaving the READ Association. He explained that we may create a downtown loop for the Memorial Cup if we can coordinate with businesses and hopes to focus on Saginaw hotels. Some stakeholders may be interested in helping fund this. Mr. Steffens meets with the DDA, who may also be interested in funding this.

Mr. Steffens said the Finance Committee will meet next month to discuss Finances in depth. We will explain the language we use, funding rules, and more. He asks everyone to attend if possible.

Mr. Steffens said we are expecting nine new Gillig buses as early as December, which is much sooner than expected. That would mean we have seventeen in total in our possession.

Mr. Steffens explained that he spoke with Mr. Dean Emerson regarding SVRC special needs transit vehicles. We may be able to take on those services through Rides to Wellness. He said there is potential to buy their fleet and take on that business. Ms. Gutierrez asked how SVRC funds this. Mr. Steffens assumes they budget for this. Ms. Dillon asked if SVRC would pay for this. Mr. Steffens replied that we would bill them for these rides.

DISCUSSION AND ACTION ITEMS

TAC Roster

Mr. Steffens said the TAC Committee updated their roster, which needs approval. Mr. Ruth motioned to approve the TAC Roster, which was supported by Ms. Gutierrez. Motion carried.

Presentation from the Saginaw Depot Preservation Corporation

Mr. Jacob Way, President of the association, Ms. Denise Meijer, and Mr. Alex Mixter provided a presentation on the Potter Street Station. Mr. Way explained some history regarding the station, how important it was to Saginaw, why the organization purchased it, and more. Mr. Mixter explained how a fire left the building without a roof, and a grant was provided to put up a temporary roof. The community has been very involved in the clean up and preservation of this building. Both Mr. Way and Mr. Mixter are very hopeful that there will be a restoration of that area of Saginaw in the future. A short Q&A followed the presentation.

Presentation on Site Relocation Feasibility Study, Final Draft

Mr. David Marr from Spicer presented a draft of the Feasibility Study. This is not the final report, as they are about two to three weeks out from providing that to us. Mr. Marr went over the process of getting these results and provided a draft implementation plan and crude timeline. Mr. Steffens plans to meet with the City and County regarding a study to look into revitalizing this district at the same time as we implement our study. He suggested the Board of Directors be as involved in each step of the implementation process as possible. Ms. Miller asked if they had information about other depots that have been redone. Mr. Marr does have a case study in Detroit he can provide the Board, and possibly one for the Bay City Train station as well. This will be part of the final report provided by Spicer.

BOARD MEMBER COMMENTS

Mr. Ruth thought every one of the guests did a great job presenting.

Mr. Hanley is excited to join the Board of Directors.

Ms. McGovern appreciated both presentations and is excited about what is to come.

Ms. Miller is happy to see what was presented and appreciated the collaboration.

ADJOURNMENT

The next meeting will be on November 27, 2023.

Mr. Ruth motioned to adjourn the meeting at 1:23 PM. Ms. Dillon seconded the motion. Motion carried.



_____ Date: _____
Vickie Dillon, Secretary