

North Oakland Transportation Authority (NOTA)  
Board Meeting Minutes  
Thursday, September 14, 2017, 3:30 p.m.  
NOTA Offices  
467 E Jackson, Lake Orion

The meeting was called to order by Chair William Dunn at 4:30 p.m.

**Roll Call**

**Present**

Bruce Pearson  
Bill Dunn, Chair  
Chris Barnett  
Margaret Payne  
Brenda Wilson  
Roberta Habowski  
Michael Flood  
Mike McDonald  
Cathy Alvis

**Representing**

Addison Township  
Oxford Township  
Orion Township  
Oxford Township  
TTI  
AAA 1(B)  
Orion Township  
Village of Leonard  
At Large RC

**Absent:**

Lori Fisher  
Susan Bossardet  
Ken VanPortfliet  
Eric Wilson (non-voting)  
James Barnhart (non-voting)

Addison Township  
Village of Oxford  
Village of Lake Orion  
At Large  
At Large

**Others Present:**

Lynn Gustafson - Nota Director  
Crystal Roshan – Excel Employment

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

**Moved by** Roberta Habowski, seconded by Bruce Pearson, to approve the agenda. By voice vote the motion passed unanimously.

**Minutes Approval**

The minutes for the May 25, 2017 were presented.

**Moved by** Mike McDonald, seconded by Mike Flood, to approve the minutes for May 25, 2017. By voice vote the motion passed unanimously.

**Director's Report**

NOTA Director Lynn Gustafson presented her report.

**Moved by** Brenda Wilson, seconded by Margaret Payne, to receive and file the Director's report. By voice vote the motion passed unanimously.

**Public Comment** - none

**Public Hearing for Truth in Budgeting**

**Moved by** Margaret Payne, seconded by Roberta Habowski, to open the public hearing. By voice vote the motion passed unanimously.

Moved by Mike McDonald, seconded by Mike Flood, to close the public hearing.

### **Approval of the Bills**

A listings of bills for June to August were presented totaling \$104,381.50 and the Checks for September of \$26,709.13.

**Moved by** Bruce Pearson, seconded by Chris Barnett, to approve the bills of \$104,381.50 and \$26,709.13 as presented. By roll call vote the motion passed unanimously.

### **Monthly Financial Packet**

The monthly financial statements were presented. Moved by Chris Barnett, seconded by Brenda Wilson, to receive and file the financial reports. By voice vote the motion passed unanimously.

### **Formula Funding Approval**

Lynn Gustafson presented the 2018 Formula Funding calculation which is based on population and ridership. The calculation of the \$205,000 split is \$15,509 for Addison, \$108,395 for Orion and \$81,095 for Oxford for 2018.

Moved by Mike McDonald, seconded by Bruce Pearson, to approve the 2018 Formula Funding as presented. By roll call vote the motion passed unanimously.

### **2018 Tax Rate Assessment**

NOTA Director Lynn Gustafson presented a proposed 2018 tax rate millage assessment. The millage with the Headlee rate roll back from the .25 maximum authorized rate was presented at .2429 for Orion Township and .2427 for Oxford Township and .2482 Addison Township. A public hearing notice on the tax rate assessment was posted.

Moved by Mike McDonald, seconded by Margaret Payne, to approve the 2018 tax rate assessment of Orion Township millage rate of .2429, and Oxford Township rate of .2427, and Addison Township rate of .2482 as presented. By roll call vote the motion passed unanimously.

### **2017 Budget Adjustments and 2018 Budget**

Lynn Gustafson presented the 2017 Budget Adjustments and 2018 Budget. Discussion ensued regarding the line items. One of the adjustments includes a \$45,000 line item for the purchase of cameras for the vehicles. Also included in the budgets for 2017 and 2018 is an additional 58 hours a week to adjust the split routes into full routes and adding an extra bus on Sunday.

**Moved by** Margaret Payne, seconded by Chris Barnett, to approve the 2017 Budget Adjustments totaling \$274,000 with ending Revenue and Expenditures of \$1,578,955 for 2017. By roll call vote the motion passed unanimously.

**Moved by** Margaret Payne, seconded by Roberta Habowski, to approve the 2018 Budget with ending Revenue and Expenditures of \$1,437,169. By roll call vote the motion passed unanimously.

**Old Business** - none

**New Business** - none

**Public Comments** - none

### **Monthly Rider and Mileage Reports**

**Moved by** Mike Flood, seconded by Brenda Wilson, to receive and file the reports. By voice vote the motion passed unanimously.

**Board Member Comments**

None

**Adjournment**

**Moved by** Margaret Payne, seconded by Chris Barnett, to adjourn the meeting at 4:32 p.m. By voice the motion passed unanimously.

**The next regular meeting is Thursday, October 19 at 4:30 pm in Orion Township.**

Minutes initially drafted by Lynn Gustafson