



**MAX Transportation Authority Board Meeting Agenda
Monday, February 23, 2009
3:30 PM
Padnos Transportation Center/
MAX Administrative Offices Board Room
171 Lincoln Ave., Ste. 20
Holland, MI 49423**

- 1. Approval of the Board minutes: January 26, 2009 – Action**
- 2. Opportunity for Public Comment**
- 3. Marketing Committee:**
 - a) Clean Air Action Days – Action**
 - b) Other Business**
- 4. Executive Committee:**
 - a) Contract with Zeeland Charter Township – Action**
 - b) Federal Grant Application for ARRA – Action**
 - c) Purchase of Four (4) Buses – Action**
 - d) Purchase of Five (5) Buses – Action**
 - e) Ridership Report – January, 2009– For Review Only**
 - f) Financial Report – January, 2009– For Review Only**
 - g) Expenditure Report – January, 2009 – For Review Only**
- 5. MAX Coordinator's Report**
- 6. Other Business**
- 7. Adjournment**

If you cannot attend the meeting, please contact Kathie VandenBand at (616) 928-2476.

Next meeting is March 23, 2009 at 3:30 pm at Padnos Transportation Center MAX Administrative Office Board Room.



Macatawa Area Express Transportation
Authority Meeting Minutes
Monday, February 23, 2009

The Macatawa Area Express Transportation Authority met at 3:30 pm at the Padnos Transportation Center Board Room.

Members Present: Chair Polly Diehl, Vice Chair Russ TeSlaa, Secretary/Treasurer Bob VandeVusse, Board Members Joe Baumann, Steve Bulthuis, Mike DeVries, Dave Fackler, Ex-Officio Al Dannenburg

Members Absent: None

Staff Present: Linda LeFebre, Tim Vagle, Sherri Betz, and Kathie VandenBand

Others Present: Jodi Syens, City of Holland Transportation Director

09.02.1 **Minutes Approved:**

A motion was made by VandeVusse and supported by Baumann to approve the January 26, 2009 Board meeting minutes as written. Motion carried unanimously.

09.02.2 **Opportunity for Public Comment**

There was no public comment

09.02.3 **Marketing Committee:**

09.02.3a **Public Education on April 6 Route Changes/New Zeeland Route**

The Committee is working closely with the City of Zeeland's Marketing Director to raise public awareness and promote the new Zeeland Route. The campaign will also inform demand response passengers of the new ½ mile rule. These changes are due to take place on April 6, 2009.

09.02.3b **ADA Guidelines Booklet**

A new ADA guidelines booklet, available in early March will explain policies and procedures for compliance with ADA and passengers' responsibilities.

09.02.3c **Telly Awards**

Betz reported the two new MAX commercials produced by Grooters Production have each won an award statue in the 30th Annual Telly Awards.

09.02.3d **Upcoming Events**

Free rides on the fixed routes will be offered on Saturday, March 14, 2009 which is the beginning of Energy Week. The MAX trolley and mascots will also be participating in the St. Patty's Day Parade. on March 14, 2009.

09.02.3e

Clean Air Action Days

With the addition of a new pollutant, particulate matter, the summer long Ozone Action Days program will be replaced by the year long Clean Air Action Days Program.

A motion was made by TeSlaa and supported by DeVries to offer free rides on the fixed routes on Clean Air Action Days from April 1 through October 31 of each year.

Motion Carried Unanimously.

09.02.4
09.02.4a

Executive Committee:

Contract with Zeeland Charter Township

The contract between the Macatawa Area Express Transportation Authority and Zeeland Charter Township currently provides service to Zeeland Community Hospital at the rate of \$7.60 per passenger boarding at the hospital.

The first amendment to the contract extends the arrangement through September 30, 2011 at a cost of \$7.90 per trip.

A motion was made by Baumann and supported by Fackler to approve the amendment and authorize the Board Chair and Board Secretary/Treasurer to sign the amendment on behalf of the Board.

Motion carried unanimously.

09.02.4b

Federal Grant Application for ARRA

A motion was made by Diehl and supported by Baumann to submit an American Recovery and Reinvestment Act of 2009 grant application in the amount of \$1,609,413, to authorize the City's Finance Officer to submit the grant application on behalf of the Board, to PIN the grant application once it is approved and to amend the MAX budget to add the new funding.

This amount would provide \$1,460,000 for five (5) replacement buses, \$50,000 for miscellaneous support equipment, \$69,413 for associated spare parts and \$30,000 for preventative maintenance.

Motion carried unanimously.

09.02.4c

Purchase of Four (4) Buses

A motion was made by TeSlaa and supported by DeVries to issue a purchase order to Gillig, LLC to purchase four (4) 30-foot Low Floor buses with funding provided by the American Recovery and Reinvestment Act of 2009 and for the attorney to draft up contracts for the Board Chair and Board Secretary's signature.

Motion carried unanimously.

09.02.4d

Purchase of Five (5) Buses

A motion was made by TeSlaa and supported by Fackler to issue a purchase order to Holland Bus Company and to direct the attorney to draft a contract to be executed by the Board Chair and Board Secretary/Treasurer on behalf of the Board to purchase five (5) ARBOC low floor buses using Section 5307 funds and to amend the MAX budget to include these funds.

Motion carried unanimously.

09.02.4e

Ridership Report –January, 2009

There was no discussion

09.02.4f

Financial Report –January, 2009

There was no discussion

09.02.4g

Expenditure Report –January, 2009

There was no discussion

09.02.5

MAX Coordinator’s Report:

No report was made

09.02.6

Other Business:

There was no other business to report

09.02.7

Adjournment:

A motion was made by TeSlaa and supported by Fackler to adjourn.

Motion carried unanimously.