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

**Members Present:** Chair Russ TeSlaa and Secretary/Treasurer Mike Trethewey; Board Members, Kristin Myers, Tim Burkman, Kevin Klynstra, James Gerard, and Heather Lu

**Members Absent:** Vice-Chair Joe Baumann

**Staff Present:** Elisa Hoekwater, Beth Higgs, Charlie Veldhoff, and Barbara Sonnerville

**Others Present:** Tim Vagle

### 4.19.1 Approval of the March 25, 2019 Board Meeting Minutes
A motion was made by Myers and supported by Trethewey to approve the March 25, 2019 board meeting minutes. Motion carried unanimously.

### 4.19.2 Public Comment
There was no public comment.

### 4.19.3 Marketing Committee
Tulip Time is set to begin May 4th – 12th. The Park and Ride Downtown shuttle will be running each day of the festival. This year, each rider age five and above must purchase a $5.00 wristband to be able to ride the shuttle. These wristbands are good for unlimited rides on the shuttle and all fixed routes for the week of the festival. Green Commute week is May 12th – 18th. MAX is offering FREE rides on the fixed routes for participants who wear their Green Commute button. MAX Marketing is once again participating in Senior Community Day at Evergreen Commons on May 31st.

Employee Appreciation Week for MAX employees will be July 22nd – 26th. The theme this year is “Aloha State of MAX”. The marketing department is planning a whole week of excitement and fun to show MAX employees just how much they are appreciated.
4.19.3a  Call Center Summary
There was no discussion.

4.19.4  Executive Committee

4.19.4a  Review Revised FY2020 Grant Application and Resolution of Intent
MAX staff have been asked to change an element of the FY2020 MDOT Grant application in order to incorporate revised estimates for State Operating Assistance, 5307, 5339, and New Freedom.

❖ State Operating Assistance $1,732,035 (5.5% increase of $91,208 as MAX overall budget. State share is also higher.)
❖ Federal Funds split between Operating and Capital:
  - Operating Assistance $1,320,483
  - Remaining 5307 federal funds for capital purchases ($97,998 rolling stock, $16,000 computers and misc. equipment)
❖ Twilight/Night Owl revised from $140,000 to $142,500 with local match of 50%

A motion was made by Trethewey and supported by Burkman to approve the grant application with the revised amounts. Motion carried unanimously.

4.19.4b  Review Revised Projects in MACC FY2017-2020 and FY2020-2023 Transportation Improvement Program
The Macatawa Area Express Transportation Authority requested several modifications to the MAX projects in the MACC Transportation Improvement Program (TIP) in order to account for the distribution of Section 5307 and Section 5339 apportionments. The MACC Technical Committee was asked to review the proposed modification and recommended approval by the MACC Policy Committee. A motion was made by Trethewey and supported by Burkman to approve the changes to the MACC TIP as presented. Motion carried unanimously.

4.19.4c  Review FY2019 Revenue and Expenditures
The Year-to-Date Revenue and Expenditure Budget Performance Report for FY19 was presented to the board for their review.

4.19.4d  Mid-FY19 Ridership Comparison Report
There was no discussion

4.19.4e  Ridership Reports for March 2019
There was no discussion.

4.19.4f  Financial Reports for March 2019
There was no discussion.

4.19.4g  Expenditure Reports for March 2019
There was no discussion.
4.19.4h  LAC Meeting Minutes for April 2019
There was no discussion.

4.19.5  MAX Director’s Report
Hoekwater attended the MDOT 101 – Training for Executive Directors of Transit Agencies to review the process for annual grant applications and reporting.

David Fackler has resigned his position on the MAX Authority Board and will be greatly missed. A certificate of appreciation will be sent to him for all of his years of dedicated service.

MAX staff has been busy preparing for the Triennial Review which is set to begin in September 2019.

A review of Park Township ridership data since July 2017 was discussed as well as additional funding and resources.

4.19.6  Adjournment
A motion was made by Trethewey and supported by Burkman to adjourn the meeting. Motion carried unanimously.