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

**Members Present:** Vice-Chair Joe Baumann, and Secretary/Treasurer Mike Trethewey; Board Members, Meika Weiss, Kristin Myers, Al Rios, James Gerard, Kevin Klynstra, and Reilly Shuff

**Members Absent:** Chair Russ TeSlaa

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

**Others Present:** Tim Vagle

10.19.1 **Approval of the September 23, 2019 Board Meeting Minutes**
A motion was made by Trethewey and supported by Weiss to approve the September 23, 2019 board meeting minutes. Motion carried unanimously.

10.19.2 **Approval of the September 30, 2019 Special Board Meeting Minutes**
A motion was made by Trethewey and supported by Myers to approve the September 30, 2019 special board meeting minutes. Motion carried unanimously.

10.19.3 **Public Comment**
There was no public comment.

10.19.4 **Marketing Committee**

10.19.4a **Call Center Summary**
There was no discussion.

10.19.5 **Executive Committee**

10.19.5a **Grant Project Authorization**
In accordance with MDOT guidelines, the Project Authorization agreement for Agreement No. 2017-0084/P9, for the release of Mobility Management funds, is to be signed by a person authorized to do so on behalf of Macatawa Area Express. Funding sources include $198,000 from Federal and $14,000 from State funds with a match of $142,000 in local funds. A motion was made by Rios and supported by Trethewey to approve the release of funds and signatures of TeSlaa and Trethewey. Motion carried unanimously.
10.19.5b  
**Ridership Summary for FY19**
September 30, 2019 completed the 12-month ridership reporting cycle. Even with the addition of Route 11 on August 1, 2018, overall ridership slipped 4.2% to 412,143 total rides, a decrease of 18,096 rides over FY 2018’s count of 430,239. The decrease in overall ridership was mostly due to lower unemployment rates, a stronger economy, and the increased use of personal vehicles.

10.19.5c  
**2019 Passenger Survey Results**
Two student volunteers from MSU helped conduct the 2019 Passenger Survey on the 1st, 2nd, and 5th of August 2019. A summary report was provided for both the Fixed Route service and the Demand Response service. The results indicate that the majority of passengers were very satisfied or satisfied with most every aspect of the service. Many riders did indicate that they would like to see service expanding in any way, but requests for service to Grand Rapids, Zeeland, and Grand Haven were most common. Additionally, it should be noted that riders were extremely pleased with both drivers and office staff.

10.19.5d  
**Board Meeting Schedule for 2020**
There was no discussion.

10.19.5e  
**Ridership Reports for September 2019**
There was no discussion.

10.19.5f  
**Financial Reports for September 2019**
There was no discussion.

10.19.5g  
**Expenditure Reports for September 2019**
There was no discussion.

10.19.5h  
**LAC Meeting Minutes for October 2019**
There was no discussion.

10.19.6  
**MAX Director’s Report**
Hoekwater reported that she, Higgs, Gerard, and Howard Fink with Park Township met to discuss future service options for Park Township. MAX staff will put together a variety of feasible service options to present to Park Township and the board. Hoekwater reported on a transportation conference she attended with other transit providers and directors of metropolitan planning organizations. The Baltimore Regional Transportation Board hosted the national conference of the Association of Metropolitan Planning Organizations (AMPO). Topics included “disruptive technologies” such as Uber/Lyft/Scooters/Connected and Autonomous Vehicles; plans for electric vehicle technology; and scenario planning to improve transit access and connectivity. It was an exciting opportunity to talk with Federal partners at FHWA and FTA, ask questions that apply to MAX fixed routes and demand response services, and discuss efforts to strengthen the planning process through improved data collaboration.

10.19.7  
**Adjournment**
A motion was made by Trethewey and supported by Rios to adjourn the meeting. Motion carried unanimously.