# Board of Director's Meeting Minutes

**Meeting Date/Time:** June 19, 2025 - 6:30pm – 9:00pm

**Location:** Ann Arbor District Library (4th Floor)

Virtual attendance available via Zoom

**Members Present:** Kathleen Mozak (Chair), Mike Allemang (Treasurer), Jesse Miller (Secretary), Chris Allen, Simi Barr, Rich Chang, Julie Grand, Georgia Valentine

**Members Absent**: Susan Pollay (Excused)

Chairwoman Mozak called the meeting to order at 6:30pm

| Agenda Item |
|---|
| **1. OPENING ITEMS** |

### 1.1 Approve Agenda

Chairwoman Mozak noted a change within the agenda - Mr. Yang will be presenting agenda item 7.3 instead of Mr. Hess. No other additions or changes noted to the agenda.

Mr. Miller motioned to approve the amended agenda, seconded by Mr. Chang.

No discussion on the motion.

All in favor of approving the amended agenda:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Ms. Julie Grand: Yes
Mr. Jesse Miller: Yes
Ms. Georgia Valentine: Yes
Chairwoman Kathleen Mozak: Yes

The motion to approve the agenda passed unanimously

### 1.2 Public Comment

Sam Rosewig, Assistant Dean for Washtenaw Technical Middle College thanked the agency the millage service expansions which have provided extended service for students attending evening classes. He expressed his gratitude for the assistance and cooperation with bulk monthly bus passes the school purchases for students who rely on public transportation to get to school.

Robert Pawlowski shared information on two upcoming community ride-along initiatives – between Ann Arbor and Ypsilanti, and Detroit - he has developed to assist with educating the community on local transit services. He extended an invitation for staff and board members to participate.

### 1.3 General Announcements

Chairwoman Mozak shared that the Ann Arbor City Council approved the appointment of a new Board member, Praveena Ramaswami. She will be attending the July Board meeting.

Chairwoman Mozak also acknowledged, on behalf of the Board, the significance of Juneteenth as a celebration of Black history and empowerment.

## 2. CONSENT AGENDA

### 2.1 Board Meeting Minutes: May 15, 2025

### 2.2 Committee Meeting Summaries

Mr. Allemang motioned to accept the Consent Agenda, seconded by Mr. Barr.

No discussion on the motion.

All in favor of accepting the Consent Agenda:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Ms. Julie Grand: Yes
Mr. Jesse Miller: Yes
Ms. Georgia Valentine: Yes
Chairwoman Kathleen Mozak: Yes

The motion to accept the Consent Agenda passed unanimously.

## 3. OWNERSHIP LINKAGE

### 3.1 Ownership Linkage Task Force Updates

Mr. Chang shared updates on ownership linkage meetings. The most recent was with Ann Arbor City Council member Dharma Akmon where they discussed coverage and ridership. He is planning an upcoming meeting with another Ann Arbor City Council member, Erica Briggs, along with a meeting with Ypsilanti Township representatives.

## 4. MONITORING

### 4.1 Governance Process Policies (3.5-3.8)

Chairwoman Mozak shared an overview of responses from the Governance Process Policies (3.5-3.8) board self-assessment survey taken by board members. She brought to attention a small error within the survey with wording for policy 3.5.2 and brought forward a recommendation of removing unnecessary language within policy 3.8.1.1. She suggested removing "*and candidates for membership*" as training is not offered for candidates for membership because the organization does not appoint board members.

Mr. Allemang motioned to remove the language of "and candidates for membership" in policy 3.8.1.1, seconded by Mr. Miller.

No discussion on the motion.

All in favor of removing the language of “and candidates for membership” in policy 3.8.1.1:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Ms. Julie Grand: Yes
Mr. Jesse Miller: Yes
Ms. Georgia Valentine: Yes
Chairwoman Kathleen Mozak: Yes

The motion to remove the language of “and candidates for membership” in policy 3.8.1.1 passed unanimously.

Staff will update the Board Policy Manual.

Board members also discussed the distinction between the Governance Committee and Executive Committee.

## 5. POLICY DEVELOPMENT

### 5.1 Policy Language Discussion (if needed)

No additional policy language discussion.

## 6. BOARD EDUCATION / DISCUSSION

## 7. OPERATIONAL UPDATES

### 7.1 Intro Draft Business Plan

Mr. Carpenter introduced the draft FY2026 Business Plan (Board packet, pg.85), outlining its role as a strategy and alignment tool. This version of the business plan includes a new SWOT analysis with reconfigured initiatives that emphasize financial risk and security. He shared how the plan prioritized Board Ends into high, medium and low categories, with institutional stability and service delivery as top priorities. The plan includes 42 initiatives organized into three categories with a focus on operations, security and technology. Board members discussed with Mr. Carpenter how high/medium/low priority categories might be reworded as the meaning could be misinterpreted. Board and staff input is encouraged with submissions due to Mr. Carpenter by July 14th. The final version of the Business Plan will be presented at the July Board meeting.

### 7.2 FY2026 Budget Introduction

Ms. Reed shared a presentation which outlined the current FY2026 Budget process and emphasized how it aligns with the Business Plan and Board Ends (Board packet, pg. 98). Budget assumptions include full-service levels and a potential decrease in state operating assistance. Highlights included risks of inflation and the potential impact on costs, along with the importance (and risks) of federal funding for capital projects.

Board members discussed the sustainability of the budget as revenue is not increasing at the same rate as expenses, and state and federal funding uncertainties.

Ms. Reed encouraged Board members to provide feedback on the presented budget assumptions and initiatives. She will provide a more detailed review at the July Board meeting. The balanced budget will be presented in September for Board approval.

### 7.3 YTC: Authorization for Next Steps

Mr. Yang presented information related to the Ypsilanti Transit Center project which has reached a major milestone in the development stage. The project is planned to total $23 million, with $7 million already secured and additional funding opportunities being pursued. Board authorization is needed to proceed with grant applications, detailed design and land acquisition.

MS. Grand motioned to A) authorize the CEO to submit grant applications and funding requests as necessary to fund the project, B) authorize the CEO to begin detailed design/architecture and engineering, C) authorize the CEO to enter land acquisition discussions and negotiate the acquisition of real estate from the City of Ypsilanti (pending approval of Categorical Exclusion by FTA and final approval by the Board), seconded by Mr. Miller.

No discussion on the motion.

All in favor to A) authorize the CEO to submit grant applications and funding requests as necessary to fund the project, B) authorize the CEO to begin detailed design/architecture and engineering, C) authorize the CEO to enter land acquisition discussions and negotiate the acquisition of real estate from the City of Ypsilanti (pending approval of Categorical Exclusion by FTA and final approval by the Board):

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Ms. Julie Grand: Yes
Mr. Jesse Miller: Yes
Ms. Georgia Valentine: Yes
Chairwoman Kathleen Mozak: Yes

The motion to A) authorize the CEO to submit grant applications and funding requests as necessary to fund the project, B) authorize the CEO to begin detailed design/architecture and engineering, C) authorize the CEO to enter land acquisition discussions and negotiate the acquisition of real estate from the City of Ypsilanti (pending approval of Categorical Exclusion by FTA and final approval by the Board), passed unanimously.

### 7.4 FY2025 Q2 Service Report

Mr. Brooks presented the FY2025 Q2 Service Report. Highlights included a 16% increase in ridership, 20% decrease in fixed route complaints and 87% on-time performance for fixed routes. He noted the continued challenges for flex ride services with increased trip requests. Staff continue to work to improve efficiency and meet demand. Board members provided input on potential solutions, including adjusting ridership ones, limiting ride lengths and considering expanding fixed route services in certain areas.

### 7.5 CEO Report & Legislative Updates

Mr. Carpenter reported on the progress of the DGOC roof project, bus stop improvements, and the introduction of a new marketing campaign.

Mr. Pfeifer provided updates on a recent trip to Washington, DC to meet with federal and state representatives. The goal of the meetings was to emphasize the importance of maintaining or increasing transit funding levels.

Board members discussed the potential impacts of federal budget requests and the importance of earmark funding for security upgrades at the YTC.

## 8. EMERGENT ITEMS

## 9. CLOSING ITEMS

### 9.1 Action Item Recap

- Update 3.8.1.1 in the Board Policy Manual – a revised version will be sent to the Board.
- Update policy 3.7.2 wording in the survey.
- Internal Gantt chart for FY2025 Business Plan initiatives will be included in the next Business Plan Presentation.
- Discuss at Governance Committee how to reflect in monitoring reports when priorities have been adjusted.
- Discuss at Service Committee adjacent county transit service data as a future Board education topic.

### 9.2 Topics for Next Meeting

Governance Process Policies (3.0-3.4)
Business Plan
Draft Budget Preview
FY26 Committee/Bd Meeting Dates
FY26 Proposed dates for Alt. Meeting location

Future:
State Funding (Education)
Determining Reasonableness

### 9.3 Public Comment

Robert Pawlowski announced his departure from regular board attendance and thanked Board members for their mentorship and support over the years.

### 9.4 Adjournment

Ms. Valentine motioned to adjourn the meeting, seconded by Mr. Miller.

There was no discussion on the motion.

All in favor of adjourning the meeting:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Ms. Julie Grand: Yes
Mr. Jesse Miller: Yes
Ms. Georgia Valentine: Yes
Chairwoman Kathleen Mozak: Yes

The motion to adjourn the meeting passed unanimously.

Chairwoman Mozak adjourned the meeting at 8:59pm.

Respectfully Submitted by Deborah Holt