

Transportation Authority of Calhoun County
Meeting Agenda
March 11, 2025
Marshall City Hall – Council Chambers
323 West Michigan Avenue
Marshall, Michigan 49068

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes – February 25, 2025
- V. Public Comments on Agenda Items
- VI. Consent Agenda
- VII. Review of Finance and Budget Report
- VIII. Public Hearings and Subsequent Board Action
- IX. Unfinished Business
 - a.
- X. New Business
 - a. Approval of Marketing and Communications Vendor
 - b.
- XI. Public Comments on Non-Agenda Items - None
- XII. Board and Executive Director Comments
 - a. Communications to the Board
 - b. Legislative Updates
 - i. Legislative Funding Breakfast – March 12
 - ii. Metropolitan Conference
 - c. BCATS Updates
 - d.
- XIII. Next Meeting – March 25, 2025
- XIV. Adjournment

**Transportation Authority of Calhoun County
Meeting Minutes
Marshall City Hall – Council Chambers
323 West Michigan Avenue, Marshall, MI 49068
February 25, 2025**

I. Call to Order

The meeting was called to order by Chairperson Erick Stewart at 9:05 a.m.

II. Roll Call

Members Present: Jenasia Morris, Dr. Paul Watson, Amy Evans, Vivian Davis, Erick Stewart

Members Absent: Tom Tarkiewicz

III. Agenda

It was motioned by Jenasia and Vivian simultaneously and supported by Dr. Watson to approve the agenda.

Motion Carried.

IV. Approval of Minutes

It was motioned by Amy and supported by Jenasia to approve February 11, 2025 Minutes.

Motion Carried.

V. Public Comment on Agenda Items

Doug Ferrall, Calhoun County Assistant Administrator, stated he spoke with Maya Williams on February 24, 2025 regarding the TACC's recommendation of her to the County as their new TACC representative. She seemed enthusiastic. Her appointment recommendation will be on the March 6, 2025 County Commission Meeting Agenda.

Eric Scott, BC Transit employee and ATU President, thanked the Board and BC Transit staff for providing the By-Laws he requested at the last TACC Board Meeting and for updating Ride Calhoun's Facebook page. He appreciates the responsiveness and efforts.

VI. Consent Agenda

None.

VII. Finance and Budget Report

- \$2,895,498.98 taxes paid by municipalities to date, which is 54% of the \$5,366,486 anticipated taxes per the Budget prepared to set the up to 2.66 millage rate. \$2,470,987.02 remaining anticipated taxes to be paid to TACC.
- SMB&T interest earnings to date are \$8,214.82.
- Current SMB&T account balance is \$3,097,367.45 with two outstanding checks totaling \$3,890.

VIII. Public Hearings and Subsequent Board Action

None.

IX. Unfinished Business

- a) Appointment of new Board Member: Appointment discussed by Doug Ferrall in Public Comments on Agenda Items above.
- b) RFP updates: The Accounting Services RFP is drafted and should be shared/posted in the near future. The Marketing and Communications Services RFP was posted on ridecalhoun.org on February 19th and emailed to four vendors who responded to the City of Battle Creek's Marketing RFP for TACC last year. The submission deadline is March 5th at 5:00pm.
- c) Chamber of Commerce Affiliations: Amy shared the annual local Chamber of Commerce membership costs are Marshall \$550, Battle Creek Area (which includes The City of Springfield) \$399 this year, and Greater Albion \$250. It was motioned by Dr. Watson and supported by Vivian for TACC to join the Marshall, Battle Creek Area and Greater Albion Chambers of Commerce and to authorize TACC's Acting Treasurer to complete the applications and pay the membership costs.

Motion Carried.

X. New Business

- a) Amy stated the Legal Services RFP submissions were reviewed by Erick, Tom and Amy on February 21st. Based on the results of their completed Score Sheets, they recommend Miller Johnson for both Legal Counsel and Labor Counsel. The recommendation to contract with Miller Johnson for Legal Counsel and Labor Counsel services was motioned by Dr. Watson and supported by Jenasia.
- b) Erick mentioned TACC's BCATS membership. Jeff Franklin, BCATS Executive Director, stated TACC's membership cost is based on a formula of 18.15% of the FTA planning dollars for the Battle Creek urbanized area, which could approximate \$10,500. BCATS will notify TACC in June 2025 of the membership amount, will submit a bill to TACC in October 2025 and the payment will be due November 2025 to January 2026. TACC's BCATS membership and cost approval were motioned by Amy and supported by Vivian.

Motion Carried.

XI. Public Comments and Non-Agenda Items

None.

XII. Board and Staff Comments

- a) Communications to the Board - None
- b) Legislative Updates – Mallory Avis, BC Transit Director, shared BC Transit staff joined an APTA webinar last week for federal funding updates. There have been a lot of Executive Orders related to federal funding and there are a lot of unknowns. So far, BC Transit's formula funds are not impacted, however the federal Budget has yet to be approved. Operating funds have not been impacted, but Capital funding related to electric vans and buses has been.
- c) BCATS Updates - Jeff Franklin stated he is also monitoring the federal funding situation. MDOT's guidance is to continue working. The federal government has implemented what they're calling an extra step, but it's effectively a pause. Jeff

is working on BCATS' next fiscal year Budget. He shared their Finance Director posting closed mid-February and they have three qualified candidates to consider. BCATS next Policy Meeting is February 26th at 1:30pm in the City of Springfield Municipal Building Council Chambers.

XIII. Next Meeting

Next Meeting – March 11, 2025

XIV. Adjournment

Meeting adjourned at 9:37am

Respectfully Submitted,

Vivian Davis, Secretary

Erick Stewart, Chair

March 11, 2025
Finance and Budget Report

02.26.25, \$275.00 check #1009 cleared to BCU for 02.01.25 – 12.31.25 mailbox rental.

02.28.25, \$3,615 check #1010 cleared written to Michigan Transportation Connection.

02.28.25, TACC received **\$55,373.79** from Springfield for taxes paid 02.01.25 – 02.15.25.

02.28.25, TACC received **\$229,059.50** from Marshall for taxes paid 02.01.25 – 02.15.25.

02.28.25, TACC received **\$9,072.47** in February interest earnings from SMB&T.

03.05.25, mailed Choose Marshall Chamber application and check #1011 for \$275 (cost is half off first year), which will cover TACC's membership through 06.30.26. In June 2026, TACC will receive a \$550 invoice for membership renewal.

03.05.25, mailed Albion Chamber of Commerce application and check #1012 for \$250.

Battle Creek Area Chamber of Commerce application is mostly completed. Once it's fully completed, check #1013 will be written for \$399 and mailed with the application.

03.10.25, TACC account balance is **\$3,386,983.21**.

Respectfully,

Amy Evans

TACC Accounts Receivable and Payable to date (01.01.24 - 02.28.25)

Accounts Receivable

Accounts Payable

Date	Source	Amount	
07.11.24	Linda Morrison	\$ 100.00	donation
07.31.24	SMB&T	\$ 0.23	interest
08.09.24	City of Marshall	\$ 25,000.00	participation
08.17.24	City of Albion	\$ 12,500.00	participation
08.20.24	Calhoun County	\$ 50,000.00	participation
08.20.24	City of Springfield	\$ 12,500.00	participation
08.23.24	City of Battle Creek	\$ 150,000.00	participation
08.31.24	SMB&T	\$ 410.74	interest
09.30.24	SMB&T	\$ 1,053.87	interest
10.31.24	SMB&T	\$ 959.49	interest
11.30.24	SMB&T	\$ 862.73	interest
12.19.24	City of Springfield	\$ 24,061.42	taxes
12.20.24	City of Marshall	\$ 52,242.52	taxes
12.31.24	SMB&T	\$ 996.85	interest
		\$ 330,687.85	2024 Total Received

01.10.25	City of Springfield	\$ 84,628.81	taxes
01.10.25	City of Marshall	\$ 229,429.62	taxes
01.15.25	City of Albion	\$ 56,873.67	taxes
01.17.25	City of Battle Creek/CCLBA	\$ 436.44	taxes
01.21.25	City of Battle Creek	\$ 1,483,507.30	taxes
01.27.25	City of Marshall	\$ 104,204.92	taxes
01.30.25	City of Springfield	\$ 16,036.68	taxes
01.31.25	SMB&T	\$ 3,930.91	interest
02.03.25	City of Battle Creek	\$ 251,987.71	taxes
02.07.25	City of Marshall	\$ 1,104.53	taxes
02.07.25	City of Albion	\$ 107,404.70	taxes
02.14.25	City of Springfield	\$ 30,714.89	taxes
02.18.25	City of Battle Creek/CCLBA	\$ 219.02	taxes
02.18.25	City of Battle Creek	\$ 452,646.75	taxes
02.28.25	City of Springfield	\$ 55,373.79	taxes
02.28.25	City of Marshall	\$ 229,059.50	taxes
02.28.25	SMB&T	\$ 9,072.47	interest
		\$ 3,116,631.71	2025 Received to date

\$	330,687.85	2024 Total Received
\$	25,790.10	2024 Total Paid
\$	<u>304,897.75</u>	SMB&T Account Balance 12.31.24
\$	3,116,631.71	2025 Received as of 02.28.25
\$	<u>34,546.25</u>	2025 Paid as of 02.24.25
\$	3,386,983.21	SMB&T Account Balance 03.09.25

Date	Source	Amount	Check #
07.31.24	Harland Clarke	\$ 37.60	TACC checks
09.18.24	Michigan Transportation Connection	\$ 1,202.50	1002 consultants
09.18.24	BluFish	\$ 12,250.00	1003 marketing
09.24.24	Greater Albion Chamber of Commerce	\$ 50.00	1004 TACC promotion
11.04.24	BluFish	\$ 12,250.00	1005 marketing
		\$ 25,790.10	2024 Total Paid
01.08.25	BluFish	\$ 24,500.00	1006 marketing
01.21.25	Cincinnati Insurance Co/Worgess	\$ 908.00	1007 D&O insurance
01.24.25	Michigan Transportation Connection	\$ 4,429.50	1008 consultants
02.17.25	Battle Creek Unlimited	\$ 275.00	1009 mailbox rental
02.18.25	Cincinnati Insurance Co/Worgess	\$ 818.75	online GL insurance
02.24.25	Michigan Transportation Connection	\$ 3,615.00	1010 consultants
		\$ 34,546.25	2025 Paid to date

Contract info:

BluFish	\$ 49,000.00	Contract
BluFish	\$ 49,000.00	Payments
	\$ -	Contract balance - 100% paid

Michigan Transportation Connection	\$ 201,000.00	Contract
Michigan Transportation Connection	\$ 9,247.00	Payments to date - 4.6%
	\$ 191,753.00	Contract balance - 95.4%

Income info:

SMB&T	\$ 17,287.29	Total Interest paid to date
City of Albion	\$ 164,278.37	Taxes paid to date
City of Battle Creek	\$ 2,188,797.22	Taxes paid to date
City of Marshall	\$ 616,041.09	Taxes paid to date
City of Springfield	\$ 210,815.59	Taxes paid to date
	\$ 3,179,932.27	Total Taxes paid to date ~ 70%
	\$ 4,572,015.00	Anticipated taxes per Budget (Avg gap)
	\$ 1,392,082.73	Remaining anticipated taxes ~ 30%