

Transportation Authority of Calhoun County
Meeting Agenda
May 13, 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 – April 22, 2025
- V. Public Comments on Agenda Items
- VI. Closed Session to discuss collective bargaining (*Pursuant to Sections 8(c), to discuss strategy related to collective bargaining that is exempt from discussion disclosure under section 13(1)(g) of the Freedom of Information Act*)
- VII. Closed Session to discuss attorney written opinion (*Pursuant to 8(h), to discuss an attorney written opinion that is exempt from discussion disclosure under section 13(1)(g) of the Freedom of Information Act*)
- VIII. Consent Agenda
- IX. Review of Finance and Budget Report
- X. Public Hearings and Subsequent Board Action
- XI. Unfinished Business
 - a. Albion Pilot Transportation Service Schedule
 - b. Board Accounting Service Update
 - c.
- XII. New Business
 - a. Consultant Updates – Clark Harder/Peter Varga
 - b.
- XIII. Public Comments on Non-Agenda Items
- XIV. Board and Executive Director Comments
 - a. Communications to the Board
 - b. Legislative/Authority Updates
 - c. BCATS Updates – Jeff Franklin
 - d.
- XV. Next Meeting – May 27, 2025
- XVI. Adjournment

Transportation Authority of Calhoun County
Meeting Minutes
Marshall City Hall – Council Chambers
323 West Michigan Avenue, Marshall, MI 49068
April 22, 2025

I. Call to Order

The meeting was called to order by Chairperson Erick Stewart at 9:03 a.m.

II. Roll Call

Members Present: Dr. Paul Watson, Amy Evans, Maya Williams, Tom Tarkiewicz, Erick Stewart, Vivian Davis

Members Absent: Jenasia Morris (in at 9:07a.m.)

III. Agenda

It was motioned by Tom and supported by Vivian to approve the agenda with the addition of the March 25, 2025 Closed Session Minutes approval to item IV.

Motion Carried.

IV. Approval of Minutes

- a) It was motioned by Tom and supported by Amy to approve March 25, 2025 Minutes.

Motion Carried.

- b) It was motioned by Dr. Watson and supported by Tom to approve March 25, 2025 Closed Session Minutes.

Motion Carried.

V. Public Comment on Agenda Items

The Choose Marshall Chamber of Commerce welcomed TACC as a new member and made introductions (New TACC Board member Maya Williams introduced herself as a representative of Battle Creek but represents Calhoun County). Erick Stewart spoke about the importance of building community relationships to enhance mobility in the area. Tom spoke about the improvements being planned for the area. A ribbon cutting and photo op followed.

VI. Consent Agenda

None.

VII. Finance and Budget Report

- Amy distributed a written report to the Board for review.
- Amy reported on delinquent tax revenues throughout the County and interest earned.

It was motioned by Vivian and supported by Jenasia to accept the Finance and Budget Report.

Motion Carried.

VIII. Public Hearings and Subsequent Board Action

None.

IX. Unfinished Business

- a) Amy summarized the TACC Board's Marketing and Communication Services RFP results provided by the Review Committee, which recommended awarding the Marketing and Communication Services Contract to King Media.

b)

It was motioned by Tom and supported by Maya to approve and award the Marketing and Communication Services Contract to King Media.

Motion Carried unanimously by roll call vote

X. New Business

None.

XI. Public Comments and Non-Agenda Items

Mallory Avis, Director of Battle Creek Transit, gave the Board an update on the Albion BCGO plan. The current target date is June 2nd 2025. Dr. Watson brought up a concern with the technology platform (BCGO) being a temporary service with other technology replacing BCGO in the future. Mallory answered several questions from the Board about plans and procedures for service expansion and current operational procedures.

XII. Board and Staff Comments

- a) Amy inquired about the Board's Accounting Services RFP. Mallory will post it on 4/23 with a two-week window. The Board discussed RFP outreach with Mallory.
- b) Mallory Avis updated the Board on BCT electric vehicle and charging infrastructure progress. FTA Region Five workforce has been reduced and restructured. Mallory explained the potential local effects of the restructuring and informed the Board of a Congressionally Directed Spending Request for Battle Creek train station improvements.
- c) Jeff Franklin, Executive Director of BCATS recognized National Work Zone Awareness Week and informed the Board of some work zone crash statistics. A new BCATS Finance Director has been hired. BCATS' Public Participation Plan and FY26 United Work Program are open for public comment through May 28, 2025.
- d) Clark Harder, Consultant to the Board, gave an update on their efforts with policy development, a potential retreat/workshop and future designated recipient status.

XIII. Next Meeting

Next Meeting – May 13th, 2025

XIV. Adjournment

Meeting adjourned at 10:19a.m.
Respectfully Submitted,

Vivian Davis, Secretary

Erick Stewart, Chair

May 13, 2025

Finance and Budget Report

04.24.25, TACC's Accounting and Finance Services RFP #03-2025 was posted on ridecalhoun.org and [MPTA's website, Jobs and RFPs page](#). Responses are due by Friday, May 9, 2025 at 5:00pm.

04.25.25, TACC received **\$2,559.08** from Battle Creek for delinquent personal property taxes.

04.30.25, TACC received **\$15,806.26** in April interest earnings from SMB&T.

05.06.25, TACC's Accounting and Finance Services RFP #03-2025 Addendum #1 was posted on ridecalhoun.org.

05.07.25, TACC account balance is **\$ 4,552,180.70**.

Respectfully,

Amy Evans

TACC Accounts Receivable and Payable to date (01.01.24 - 05.07.25)

Accounts Receivable

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
03.11.25	City of Marshall	\$ 17,370.46	taxes
03.14.25	City of Springfield	\$ 21,059.92	taxes
03.17.25	City of Battle Creek	\$ 864,267.28	taxes
03.17.25	City of Battle Creek/CCLBA	\$ 578.25	taxes
03.17.25	City of Albion	\$ 79,649.10	taxes
03.21.25	City of Battle Creek	\$ 114,621.63	taxes
03.27.25	City of Springfield	\$ 378.98	interest earned
03.28.25	City of Battle Creek	\$ 38,170.49	taxes
03.31.25	SMB&T	\$ 14,095.50	interest
04.10.25	City of Springfield	\$ 1,640.79	delinquent taxes
04.25.25	City of Battle Creek	\$ 2,559.08	delinquent taxes
04.30.25	SMB&T	\$ 15,806.26	interest
		\$ 4,286,829.45	2025 Received to date

Accounts Payable

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
03.05.25	MEADA (Choose Marshall Chamber)	\$ 275.00	1011 membership
03.05.25	Greater Albion Chamber of Commerce	\$ 250.00	1012 membership
03.10.25	Battle Creek Area Chamber of Commerce	\$ 399.00	1013 membership
		\$ 35,470.25	
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%
	Miller Johnson	\$ 4,076.25	Payment
Income info:			
	SMB&T	\$ 47,189.05	Total Interest paid to date
	City of Albion	\$ 243,927.47	Taxes paid to date
	City of Battle Creek	\$ 3,208,993.95	Taxes paid to date
	City of Marshall	\$ 633,411.55	Taxes paid to date
	City of Springfield	\$ 233,516.30	Taxes paid to date
		\$ 4,319,849.27	Total Taxes paid to date ~ 94%
		\$ 4,572,015.00	Anticipated taxes per Budget (Avg gap)
		\$ 252,165.73	Remainder of anticipated taxes ~ 6%
		\$ 330,687.85	2024 Total Received
		\$ 25,790.10	2024 Total Paid
		\$ 304,897.75	SMB&T Account Balance 12.31.24
		\$ 4,286,829.45	2025 Received as of 05.07.25
		\$ 39,546.50	2025 Paid as of 05.07.25
		\$ 4,552,180.70	SMB&T Account Balance 05.07.25