North Oakland Transportation Authority (NOTA)

Meeting Minutes

**Thursday, June 20, 2024**

**Oxford Township Offices**

**300 Dunlap, Oxford MI**

The meeting was called to order by Chair Mike McDonald at 4:33 p.m.

**Roll Call**

**Present** Representing

Mike McDonald, Chair Village of Leonard

Carl Cyrowski Village of Lake Orion

Mike Flood Orion Township

Ed Brakefield Addison Township

Bruce Pearson Addison Township

Tanya Waple TTI

Kim Urbanowski Orion Township

**Absent - Excused**

Chris Barnett, Vice Chair Orion Township

Lori Bourgeau Village of Oxford

Ann Keltcsh . At Large – Easterseals MORC

Jack Curtis Oxford Township

Margaret Payne Oxford Township

**Others Present:**

Lynn Gromaski NOTA Executive Director

Cody Pearson

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

**Moved by** Mike Flood, seconded by Bruce Pearson, to approve the agenda as presented. By voice vote the motion passed unanimously.

**Minutes Approval**

**Moved by** Carl Cyrowski, seconded by Ed Brakefield, to approve the minutes of the May 16, 2024 meeting as presented. By voice vote the motion passed unanimously.

**Director’s Report**

**Moved by** Mike Flood, seconded by Ed Brakefield, to receive and file the Director’s report.

By voice vote the motion passed unanimously.

**Public Comments** - none

**Monthly Financial Packet**

The monthly financial statements were presented.

**Approval of the Bills**

May 2024 bills were presented for payment totaling $232,900.38.

Moved by Ed Brakefield, seconded by Carl Cyrowski, to approve financial packet and the bills as presented. By roll call vote motion passed unanimously.

**Old Business**

None

**New Business**

**PYP Ventures**

PYP Ventures approved the early termination agreement agreeing to excuse the rent through August 31, 2024 which is the date they will be vacated from the premises.

**July 18, 2024 Board Meeting**

Summer meetings are generally cancelled unless there is something important. Motion by Mike Flood, supported by Bruce Pearson, to cancel the July 18, 2024 board meeting. By voice vote the motion passed unanimously. The next board meeting will be August 15, 2024.

**Architect Selection Discussion**

Lynn Gromaski discussed that since PYP Ventures will be moving out August 31, 2024 she would like to get quotes from architects for the project. She discussed building the office area out in the front office for a dispatch center, offices and conference room. Also in the back half of the building to have sprinklers, new drains and a plan for a mechanic bays and tools.

Suggestions were given by the board of Partners in Architecture and AKA. Lynn will try to get quotes for our next board meeting.

**Public Comments** - none

**Monthly Rider and Mileage Reports**

Moved by Mike Flood, seconded by Ed Brakefield, to receive and file the reports. By voice vote the motion passed unanimously.

**Board Member Comments**

Bruce Pearson said he was talking to someone who said he is moving his senior mother from Lapeer to the NOTA area to give her independence because of NOTA.

Mike McDonald suggested that NOTA be a part of the Strawberry Festival parade on July 20.

**Adjournment**

Moved by Mike Flood, seconded by Ed Brakefield, to adjourn the meeting at 4:52 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, August 15 at 4:30 p.m. at Oxford Township Offices, 300 Dunlap, Oxford*

*Minutes initially drafted by Lynn Gromaski*