



MINUTES OF A REGULAR MEETING HELD JUNE 20<sup>TH</sup>, 2023 AT 4:31 PM AT SAUGATUCK DOUGLAS DISTRICT LIBRARY.

PRESENT: BABINSKI, MUHA, MUNCEY, PULLEN, SCHNEIDER. EXCUSED ABSENCE: JOHNSON  
ALSO PRESENT: YFF & ROBILLARD.

ADDITIONS TO THE AGENDA: NEW BUSINESS "C" DOUGLAS DOWNTOWN DEVELOPMENT AUTHORITY TIF PLAN.  
PUBLIC COMMENTS/AUDIENCE: NONE.  
COMMUNICATIONS: GRANT LOSS, MTP DAMAGE FUND REFUND, LIABILITY FUND ESTIMATED REFUND.

MOTION BY MUHA TO APPROVE THE MAY 16<sup>TH</sup> 2023 MINUTES, SUPPORTED BY MUNCEY. MOTION CARRIED.  
MOTION BY MUNCEY TO PAY THE JUNE 2023 BILLS IN THE AMOUNT OF \$65,489.08, SUPPORT BY BABINSKI. MOTION CARRIED.

#### OLD BUSINESS

FINANCIALS AND RIDERSHIP: FOR THE FISCAL YEAR TO DATE, 70% OF THE BUDGETED REVENUES HAVE BEEN RECEIVED AND 59% OF THE BUDGETED EXPENSES HAVE BEEN DISBURSED. MAY RIDERSHIP REACHED 102% OF PRE-PANDEMIC LEVELS, CARRYING 5307 RIDERS. THE PARKING SHUTTLE SERVICE BEGINS JULY 1<sup>ST</sup>.

#### B. CAPITAL GRANT PROGRESS:

2019: THE ITA WILL CONTINUE TO WAIT FOR THE PROPANE CUT AWAY BUS. THE ESTIMATED ARRIVE IS EARLY 2024.  
2021: THE TWO-WAY RADIOS/REPEATERS HAVE BEEN INSTALLED. SPECS FOR THE RFP REGARDING THE DISPATCH SOFTWARE GRANT ARE BEING FINALIZED. YFF IS WORKING WITH MDOT'S PROCUREMENT SPECIALIST ON THE BUS CONVERSION GRANT. THE 'ITA' WAS AWARDED A \$250,000 GRANT TO EXPAND THE FACILITY!!!

#### NEW BUSINESS

A. MOTION BY MUNCEY TO RESCIND THE "PANDEMIC EMERGENCY TIME OFF POLICY" PER THE MAY 11<sup>TH</sup>, 2023 COVID PUBLIC HEALTH EMERGENCY DECLARATION. SUPPORTED BY MUHA. MOTION CARRIED.

B. THE ITA EMPLOYS 21 PEOPLE ON A FULL TIME, PART TIME OR SEASONAL BASIS.

C. YFF TO CONTACT THE DOUGLAS CITY MANAGER TO GET MORE CLARIFICATION ON THE DEVELOPMENT PLAN AND TAX INCREMENT FINANCING PLAN.

MEETING ADJOURNED: 5:14 PM

MARIE MUHA  
SECRETARY

MICHELLE ROBILLARD  
RECORDING SECRETARY