



AGENDA
CHARTER TOWNSHIP OF MERIDIAN
MERIDIAN TRANSPORTATION COMMISSION
November 15, 2018 6:00 p.m.

1. CALL MEETING TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES
 - A. October 18, 2018
4. PUBLIC REMARKS
5. COMMUNICATIONS
6. APPROVAL OF 2019 SCHEDULE
7. COMMISSION DISCUSSION
 - A. Redi-Ride Millage
8. COMMISSION COMMENTS
9. NEXT MEETING DATE
 - A. January 24, 2018 Central Fire Station Community Room
 - B. Township Board Meeting December 4, 2018
10. ADJOURNMENT

DRAFT

CHARTER TOWNSHIP OF MERIDIAN
MERIDIAN TRANSPORTATION COMMISSION (MTC)
MEETING MINUTES OF OCTOBER 18, 2018

PRESENT: Commissioners: Chair Hackbarth, Vice Chair Potter, Deschaine and Hudson.

ABSENT: Commissioners: Vagnozzi, Beavers and Kolbasa

STAFF: Mark Kieselbach, Director of Community Planning and Development

1. Call Meeting to Order

Chair Hackbarth called the meeting to order at 6:02 p.m.

2. Approval of Agenda

Vice Chair Potter asked the agenda be amended to add a discussion item regarding Grand River Avenue.

Commissioner Deschaine moved to approve the agenda as amended

Seconded by Commissioner Hudson

VOICE VOTE: Motion carried unanimously

3. Approval of Minutes

Vice Chair Potter moved to approve the minutes of September 27, 2018 as written

Seconded by Commissioner Deschaine

VOICE VOTE: Motion carried unanimously

4. Public Remarks

None

5. Communication

The Commission accepted the communications that had been received and placed on file.

6. Presentation

A. Capital Area Transportation Authority (CATA)

Chair Hackbarth welcomed Andrew Brieschke, Roger Garza and Craig Frazier from CATA.

Mr. Brieschke provided the Commission with a packet of information on Redi-Ride service in the Township for Fiscal Year (FY) 2018. The information included service hours and

ridership as well as what the Township has been paying in tax revenue per passenger and per hour for service. (A copy of the information is on file.)

- Vehicle hours and ridership for Redi-Ride through September 30, 2018 increased by 134 hours and 613 riders.
- Increase in ridership was due in part to the extended hours 7:30am to 6:30pm.
- CATA will contribute approximately an additional \$110,600 to supplement the Township Redi-Ride millage for FY 2018.
- Cost per hour increased by \$0.52 and cost per passenger decreased by \$0.15 for FY 2018.
- The number of no shows has declined due to the new policy.
- Persons with disabilities make up the largest percentage of Redi-Ride users.
- The number of rides taken in the first month of extended hours has been successful. Rides taken from 7:30-9:00am was 209 and rides taken from 5:00-6:30pm was 87.
- The increase in the fare has not reduced the ridership.
- Both Bath Meijer and Costco are the most popular of the new locations.
- Upgrading fare boxes to allow mobile payment.
- In February or March 2019 should be able to book a ride on-line for Redi-Ride.
- Five new bus shelters will be installed; each shelter will have a different design.
- Overall bus ridership is downtown 10 percent but ridership on campus is up 30/35 percent.
- The Commission asked CATA to provide information on the following items;
 - Ridership for the extended hours
 - Number of trips to and from new locations
 - Number of new customers as a result of extended hours
 - Promotion of Redi-Ride changes

7. Commission Discussion

A. Local Road Conditions and Local Road Millage

Chair Hackbarth reviewed the Commission's recommendation on the Local Road Millage outlined in a Resolution dated October 18, 2018.

Vice Chair Potter moved to approve the resolution

Seconded by Commissioner Deschaine

VOICE VOTE: Motion carried unanimously

(A copy of the Resolution is on file.)

8. Commission Comments

Vice Chair Potter commented he thought there should be a traffic signal at the intersection of Van Atta Road and Grand River Avenue or the intersection of Meridian Road and Grand River Avenue. The signalized intersection would provide gaps in the traffic making it better for vehicles on Van Atta Road and Meridian Road to turn on to Grand River Avenue. He added the Commission could poll resident in the area for support.

Chair Hackbarth reminded Commissioners at the November meeting the discussion will be on Redi-Ride and each Commissioner should bring their priority issues. He would like to vote on a recommendation at the January or February Commission meeting.

9. Next Meeting Dates

Transportation Commission's next meeting is November 15, 2018 in the Central Fire Station Community Room.

Township Board's next meeting is November 8, 2018.

10. Adjournment

Chair Hackbarth called for a motion to adjourn the meeting.

Commissioner Deschaine moved to adjourn the meeting.

Seconded by Vice Chair Potter

VOICE VOTE: Motion carried unanimously

Meeting adjourned at 7:45p.m.

**Meridian Transportation Commission Meeting Dates
2019 Schedule**

RESOLUTION

At a regular meeting of the Meridian Transportation Commission of the Charter Township of Meridian, Ingham County, Michigan, held at the Central Fire Station, in said Township on the 15th day of November, 2018 at 6:00p.m., Local Time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____.

WHEREAS, Public Act 267 of the Public Acts of 1976 requires the publication of the meeting schedule of every municipal board at least once a year; and

WHEREAS, the Meridian Transportation Commission (MTC) desires to announce the time, date, and place of all regular meetings of the MTC, pursuant to the provisions of Act 267 of the Public Act of 1976.

NOW, THEREFORE, BE IT RESOLVED BY THE MERIDIAN TRANSPORTATION COMMISSION OF THE CHARTER TOWNSHIP OF MERIDIAN, INGHAM COUNTY, MICHIGAN as follows:

1. The Meridian Transportation Commission will meet for regular meetings on certain Thursdays, in 2019 in the Community Room of the Central Fire Station, 5000 Okemos Road, Okemos, MI 48864,

2. The specific dates for meetings are as follows:

| | |
|-----------|----|
| January | 24 |
| February | 21 |
| March | 21 |
| May | 23 |
| June | 20 |
| August | 22 |
| September | 19 |
| October | 24 |
| November | 21 |

SECOND MILLAGE BALLOT LANGUAGE

Meridian Township Ballot Proposal
November 3, 2009

Proposal to Renew and Restore Expanded CATA Service to Increase Frequency of Current Routes and Provide Redi Ride Service.

Shall the limitation on the amount of taxes which may be assessed against all property in the Charter Township of Meridian, Ingham County, Michigan be increased by .2 (2/10) mills (\$0.20 on each \$1,000 of taxable valuation) for a period of 10 years, 2009 to 2018 inclusive to renew and restore the previously approved .2 mills for *Expanded CATA Service to Increase Frequency of Current Routes and Provide Redi Ride Service* for Meridian residents, which has been reduced by required millage rollbacks in recent years to .194 mills, with the estimate of revenue to be disbursed to Meridian Township, if approved and levied in the 2009 calendar year, to be approximately \$343,905?

REDI-RIDE SERVICE AGREEMENT

This Agreement is made this 20 day of June, 2018, between THE CHARTER TOWNSHIP OF MERIDIAN (the "Township"), and CAPITAL AREA TRANSPORTATION AUTHORITY ("CATA").

RECITALS:

- A. CATA provides public transportation services within its service area of Eaton, Ingham, and Clinton Counties and has been providing redi-ride services within the Township in accordance with letter agreements between CATA and the Township dated May 19, 2000, and August 11, 2004 (the "Letter Agreements").
- B. On February 19, 2018, at the direction of the Township, CATA began providing redi-ride services between the Township and Special Destinations outside of the Township in addition to redi-ride service within the Township (altogether, the "Redi-Ride Service").
- C. The Township partially funds the Redi-Ride Service through a Township transportation millage that was approved on November 3, 2009, at the restored rate of 0.2 mills for ten (10) years, 2009 through 2019, inclusive.
- D. The Township and CATA desire to document their agreement that CATA provide Redi-Ride Service and that the Township levy the Township Millage through 2019 and pay Township Millage revenues to CATA.

NOW THEREFORE, CATA and the Township agree, as follows:

- 1. Redi-Ride Service. CATA will provide Redi-Ride Service through December 31, 2019, within the Township and from the Township to five (5) Special Destinations, as follows:
 - (a) Bus Schedules. Redi-Ride Service will be provided on the following schedule:
 - (1) Monday through Friday, two (2) buses from 9:00 a.m. to 5:00 p.m., one (1) bus from 10:00 a.m. to 5:00 p.m., and one (1) bus from 1:45 p.m. to 5:00 p.m.
 - (2) Saturday, one (1) bus from 9:00 a.m. to 5:00 p.m. and one (1) bus from 10:00 a.m. to 2:00 p.m.
 - (b) Special Destinations. Special Destinations service will only stop at the five (5) Special Destinations listed below and locations in the Township. There will be no pick-up or drop-off of customers outside of the Township other than at the Special Destinations, which are:
 - (1) College Fields Development at Hagadorn and Bennett Roads.

- (2) Costco Wholesale, 2540 E Saginaw Hwy, East Lansing, MI 48823.
 - (3) East Lansing Aquatic Center, 6400 Abbot Road, East Lansing, 48823, (Seasonal Only).
 - (4) MSU Clinical Center, 804 Service Road, East Lansing, 48824.
 - (5) Meijer – Bath Township, 7157 E. Saginaw Hwy., East Lansing, 48823.
 - (c) Trip Scheduling. Trips shall be scheduled in accordance with procedures and requirements established by CATA for its redi-ride services.
 - (d) School Transportation. The Township and the public schools have a very good school transportation system. Redi-Ride Service will not be provided to students for whom school transportation is available from the public schools or the Township.
2. Township Millage. The Township shall levy the Township Millage through 2019. The Township is responsible for collecting the Transportation Millage and paying these funds to CATA the month following receipt. The Township shall not be responsible for providing any transportation services under this Agreement.
 3. Fares and Grants. CATA shall retain all fares collected in connection with Redi-Ride Service and government assistance, grants, or subsidies paid in connection with the Redi-Ride Service.
 4. Review and Reports.
 - (a) CATA and Meridian Township shall be available at reasonable times to meet and discuss the services provided, the budget for services, expenditures made for services, tax receipts, and other subjects of concern to the parties regarding this service.
 - (b) CATA will provide the Township and Transportation Commission written reports, at least quarterly, addressing, among other matters, ridership, feedback on the operation of the new schedule, and any recommended adjustments to the scheduled hours. The Township will provide CATA with such reasonable reports and information regarding the Services as CATA may request.
 5. Termination. Should CATA determine that Transportation Millage funds received from the Township are not or will not be sufficient to maintain Redi-Ride Service, CATA and the Township will discuss service reductions and other alternatives. Should the parties fail to agree on such service reductions or alternatives, CATA may terminate Redi-Ride Service upon sixty (60) days written notice to the Township, in

To Meridian Township: Attn: Township Supervisor
Charter Township of Meridian
Meridian Township
5151 Marsh Road
Okemos, MI 48864

With copies to: Attn: Township Clerk
and Township Manager
Charter Township of Meridian
Meridian Township
5151 Marsh Road
Okemos, MI 48864

- (g) This Agreement and any documents executed pursuant to this Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any fax transmission of any signature shall be deemed an original and bind such party.
- (h) This Agreement constitutes the entire agreement between the parties and supersedes all negotiations, commitments, and previous agreements, including the Letter Agreements, and may be modified only by a further written agreement which is executed by a duly authorized officer of each of the parties.
- (i) This Agreement is exclusively between CATA and the Township and not for the benefit of or enforceable by any third party.
- (j) This Agreement may not be assigned by either party.

7. This Agreement is effective on the date first above written.

CAPITAL AREA TRANSPORTATION AUTHORITY

THE CHARTER TOWNSHIP OF MERIDIAN

By: 
Nathan A. Triplett, Board Chair

By: 
Ronald J. Styka
Township Supervisor

By: 
Bradley T. Funkhouser, AICP
Chief Executive Officer

By: 
Frank L. Walsh
Township Manager

2018 Tax Rate Request (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.
County(ies) Where the Local Government Unit Levies Taxes

Carefully read the instructions on page 2.

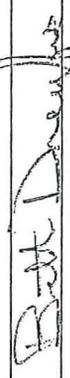
| | | |
|---|--|----------------|
| 2018 Taxable Value of ALL Properties in the Unit as of 5-29-18 | | 1,760,492,416 |
| Local Government Unit Requesting Millage Levy | | Ingham |
| For LOCAL School Districts: 2018 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. | | Not Applicable |

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2018 tax roll.

| (1) Source | (2) Purpose of Millage | (3) Date of Election | (4) Original Millage Authorized by Election Charter, etc. | (5)** 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | (6) 2018 Current Year "Headlee" Millage Reduction Fraction | (7) 2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | (8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction | (9) Maximum Allowable Millage Levy * | (10) Millage Requested to be Levied July 1 | (11) Millage Requested to be Levied Dec. 1 | (12) Expiration Date of Millage Authorized |
|---------------------|----------------------------|-------------------------|--|---|---|---|---|---|---|---|---|
| Charter | Operating | 12/1959 | 5.0000 | 4.1741 | 0.9983 | 4.1670 | 1.0000 | 4.1670 | 0.0000 | 4.1670 | None |
| Extra-Voted Millage | CATA | | | | | | | | | | |
| Extra-Voted Millage | Redi Ride | 11/2009 | 0.2000 | 0.1987 | 0.9983 | 0.1983 | 1.0000 | 0.1983 | 0.0000 | 0.1983 | 12/2018 |
| Extra-Voted Millage | Fire Protection | 8/2004 | 0.6445 | 0.6364 | 0.9983 | 0.6353 | 1.0000 | 0.6353 | 0.0000 | 0.6353 | 12/2019 |
| Extra-Voted Millage | Police Protection | 8/2004 | 0.6117 | 0.6041 | 0.9983 | 0.6030 | 1.0000 | 0.6030 | 0.0000 | 0.6030 | 12/2019 |
| Extra-Voted Millage | Land Preservation | 11/2010 | 0.3300 | 0.3279 | 0.9983 | 0.3273 | 1.0000 | 0.3273 | 0.0000 | 0.3273 | 12/2019 |
| Extra-Voted Millage | Community Services | 8/2012 | 0.1500 | 0.1490 | 0.9983 | 0.1487 | 1.0000 | 0.1487 | 0.0000 | 0.1487 | 12/2021 |
| Extra-Voted Millage | Local Roads | 8/2012 | 0.2500 | 0.2484 | 0.9983 | 0.2479 | 1.0000 | 0.2479 | 0.0000 | 0.2479 | 12/2023 |
| Extra-Voted Millage | Parks/ Recreation | 8/2014 | 0.6667 | 0.6624 | 0.9983 | 0.6612 | 1.0000 | 0.6612 | 0.0000 | 0.6612 | 12/2025 |
| Extra-Voted Millage | Police and Fire Protection | 8/2017 | 1.4830 | 1.4830 | 0.9983 | 1.4804 | 1.0000 | 1.4804 | 0.0000 | 1.4804 | 12/2026 |
| Extra-Voted Millage | Debt | 11/2012 | 0.2000 | Not Applicable | 1.0000 | Not Applicable | 1.0000 | 0.2000 | 0.0000 | 0.2000 | 8/2028 |
| Extra-Voted Millage | Pathways | 8/2016 | 0.3333 | 0.3322 | 0.9983 | 0.3316 | 1.0000 | 0.3316 | 0.0000 | 0.3316 | 12/2028 |

Prepared by: David C. Lee Telephone Number: 517-853-4404 Title of Preparer: Assessor Date: August 17, 2018

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

| | | | | | |
|---|---|------------|-----------------|------|---------|
| <input checked="" type="checkbox"/> Clerk |  | Print Name | Brett Dreyfus | Date | 9-18-18 |
| <input type="checkbox"/> Secretary | | | | | |
| <input type="checkbox"/> Chairperson |  | Print Name | Ronald J. Styka | Date | 9-18-18 |
| <input type="checkbox"/> President | | | | | |

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

| | |
|--|------|
| Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2018 for instructions on completing this section. | Rate |
| Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY) | |
| For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal | |
| For Commercial Personal | |
| For all Other | |

**CATA REDI-RIDE
MILLAGE FUND**

Narrative: In 1999, voters approved a 0.2 millage for increased public transportation including a redi-ride service. The levy was renewed in November 2009 for 10 years. All funds collected are transferred to the Capital Area Transportation Authority.

| REVENUE SUMMARY | | | | |
|-------------------------------|------------------------|-------------------------------------|-------------------------------------|------------------------|
| <u>Account Classification</u> | <u>2017 Actual</u> | <u>2018 Original Budget</u> | <u>2018 Projected Total</u> | <u>2019 Budget</u> |
| Millage Collections | \$325,862 | \$333,150 | \$334,450 | \$339,450 |
| Interest | \$232 | \$0 | \$2,500 | \$500 |
| | <u>\$326,094</u> | <u>\$333,150</u> | <u>\$336,950</u> | <u>\$339,950</u> |

| STATEMENT OF RESTRICTED FUND BALANCE | |
|--|-----------------|
| Fund Balance as of December 31, 2017 (per audit) | \$14,795 |
| Anticipated Operating Surplus (Deficit) for 2018 | <u>1,950</u> |
| Estimated Available Fund Balance as of December 31, 2018 | 16,745 |
| Anticipated Operating Surplus (Deficit) for 2019 | <u>(10,050)</u> |
| Estimated Available Fund Balance as of December 31, 2019 | <u>\$6,695</u> |

| EXPENDITURE SUMMARY | | | | |
|-------------------------------|------------------------|-------------------------------------|-------------------------------------|------------------------|
| <u>Account Classification</u> | <u>2017 Actual</u> | <u>2018 Original Budget</u> | <u>2018 Projected Total</u> | <u>2019 Budget</u> |
| Redi-Ride Services | \$326,000 | \$335,000 | \$335,000 | \$350,000 |
| | <u>\$326,000</u> | <u>\$335,000</u> | <u>\$335,000</u> | <u>\$350,000</u> |

| PERSONNEL SUMMARY | |
|--------------------------|--|
| (Not Applicable) | |