Macatawa Area Express Transportation Authority
Meeting Minutes
Monday, July 27, 2026
Approved Minutes

Members Present: Chair Substitution Steve Bulthuis, Secretary Meika Weiss, Treasurer Jason Latham, Board Members; Margo Walters, Kristen Myers

Members Absent: Russ TeSlaa, Doug Becker, Doreen Sun, and Michael Schiltheis

Staff Present: Ryan Novotney, Beth Higgs, Kait Riegling, Sandra Korhorn, Juana Lopez, Charles Veldhoff, Tawny Valderas, Keith Nahim, and Lynn McCammon

7.27.1 Public Comment

Please see separate Public Hearing Comments page.

7.27.2 Approval of April Board Meeting Minutes

Approved motion made by Weiss, supported by Walters. Motion carried unanimously.

7.27.3 Marketing Committee

No marketing committee comments.

7.27.4 Executive Committee

7.27.4a Proposed MAX Service & Fare Changes - Action

Ahead of the Public Hearing, Korhorn presented information about the proposed services and fare change, including restructuring fixed-route service from eight routes to six, increasing midday frequency to every 30 minutes, establishing fixed-route service hours of 7:00 a.m.–6:00 p.m., and Demand Response service hours of 5:00 a.m.–6:00 p.m. Additional changes include more cross-town routes, creation of a Downtown Connector, shifting transfer locations from the Holland Transportation Center to community connection points, continuation of Night Owl service from 6:00 p.m.–11:00 p.m., and free transfers within one hour. Proposed fare adjustments include increasing the fixed-route full fare from $1.15 to $1.25 per trip and increasing the Reserve-A-MAX reduced fare for ADA, seniors (65+), and students from $2.30 to $2.50 per trip. All other fares would remain unchanged.

Weiss and Walters raised concerns about the suggested hours. The start of the fixed route service starting later will impact early workers and students. What is feasible for MAX is understood, but they hope MAX can reach the goal of earlier service in the future. Novotny noted that route adjustments will likely be made based on operational data collected following implementation of the new routes.

A motion was made by Walters and supported by Weiss to approve proposed MAX Service & Fare Changes. Motion carried unanimously.

7.27.4b Reclassification for Buildings & Grounds Supervisor and Utilities Supervisor – Action

Staff conducted a review of the Building & Grounds Supervisor and Utilities Supervisor positions to ensure they are appropriately aligned with comparable supervisory positions within the organization. Both positions are responsible for managing

operational functions and supervising teams. Based on these responsibilities, Novotny and Higgs recommended reclassifying both positions from pay grade 5 to Pay Grade 6 to better align compensation with their supervisory duties and maintain internal pay equity with similar positions. Motion to approve made by Steve Bulthuis, supported by Walters. Motion carried unanimously.

7.27.4c **Transit Asset Management (TAM) FY2027 Performance Targets - Information**

Veldhoff reviewed annual TAM Performance Targets. Veldhoff explained that the targets are used to measure progress toward strategic goals, evaluate asset management priorities, and guide long-term planning. The targets are based in part on the Useful Life Benchmark (ULB), which identifies the expected service life of capital assets and helps inform replacement planning.

7.27.4d **MAX Monthly Performance Report - Information**

Staff reviewed MAX Monthly Performance Report. Staff noted how the price of gasoline has increased through the year, almost doubling fuel costs.

7.27.4e **Ridership Reports for June 2026 - Information**

7.27.4f **Financial Reports for June 2026 - Information**

City Finance Director Lynn McCammon presented the financial report for the nine months ended June 30, 2026. Operating revenues totaled $2.52 million (37.24% of budget), reflecting timing differences in grant reimbursements and other revenue sources that are typically received later in the fiscal year. She also reported on grant activity, noting that State Operating Assistance continues to be received monthly, Federal Operating Assistance was drawn earlier than usual for the first quarter, and reimbursements for the New Freedom and Mobility Management grants have been delayed due to the State's implementation of the new PTIMS reporting system.

7.27.4g **Expenditure Reports for June 2026**

Lynn shared that operating expenditures totaled $4.37 million (70.89% of budget) and are generally tracking within budget, although several accounts are over budget and will be addressed through future budget amendments.

7.27.5 **Directors Report**

Novotney provided an update that infrastructure for two electric buses are being installed and staying within ordinances from Holland Township. The electric buses are ordered, pending from Ford. Novotney noted that a vehicle contract RFP is out for propane gas and that MAX is looking at adding new admin vehicles for FY2027.

Currently the City of Holland is struggling to provide accounting services due to turn over. Due to circumstances MAX also has an RFI out for accounting services. Novotney let the board know launching new routes in October may be too soon, but that will be our goal.

7.27.6 **Adjournment**

A motion was made by Weiss and supported by Walters to adjourn the meeting. Motion passed unanimously.