Clinton Area Transit System

Board of Directors Meeting Agenda

September 24, 2026 - 6:00 PM

In-Person Only

Clinton Transit Administration Building – Northwest Entrance
215 N. Scott Rd., St. Johns, MI 48879

I. Opening Items

A. Call to Order
B. Pledge of Allegiance
C. Roll Call

Board Member	Present	Absent
Gail Watkins, Board Chairperson		
Jack Phillips, Board Vice-Chairperson		
Dan Skorich, Board Secretary / Treasurer		
Josephine Smith, Board Member		
Debra Shaughnessy, Board Member		
Patrick McPharlin, Board Member		
Jessica Tramontana, Board Member		

D. Others Present
E. Public Comment — limited to 3 minutes

II. Approval Items

A. Review / Approval of Agenda
B. Approval of August 27, 2026, Meeting Minutes

III. Financial Business

A. Financial Statements for August 2026 — Finance Manager
B. Approval of August 2026 Payables & Payroll — Finance Manager
   - Accounts Payable: $ 837,695.10
   - Payroll: $ 116,998.15 (2 Pay Days)

IV. Reports

A. Reports
- Board Chairperson
- Executive Director
- Director of Operations

V. Business Items

A. Informational Items
- *Annual Strategic Planning Session* – Friday, November 6, 2026, at 12pm to 5pm at DeWitt City Hall, 414 E. Main St., DeWitt MI 48820 (Lunch 12pm-1pm)

B. Old Business

C. New Business
1) **Proposed Motion**: That the Clinton Area Transit System Board of Directors approve the Michigan Department of Transportation Master Agreement NO. 2027-0060 for Public Transportation Projects for fiscal years 2027 through 2031, as presented.

2) **Proposed Motion**: That the Clinton Area Transit System Board of Directors approve the Blanket Signature Resolution for Master Agreement NO. 2027-0060, as presented.

3) **Proposed Motion**: That the Clinton Area Transit System Board of Directors approve the FY2026 Discretionary Employee Retention Bonus Payments - (Option #3 – Seniority), as recommended by the Finance Committee.

4) **Proposed Motion**: That the Clinton Area Transit System Board of Directors approve the Financial Reserves Policy, effective 10-01-2026, as presented.

VI. Closing Items

A. Clinton County Board of Commissioners Update
B. Board Member Comments
C. Adjournment

Upcoming Board Meetings

- ✓ Thursday, October 22, 2026, at 6:00 p.m.
- ✓ Thursday, November 19, 2026, at 6:00 p.m.
- ✓ Thursday, December 17, 2026, at 6:00 p.m.