

Laketran  
September 2023 Board of Trustees Strategic Planning Retreat  
September 25, 2023  
9:00 am-4:00 pm Eastern Time

1. **Meeting Notice**
2. **Meeting Called to Order**

President Brian J. Falkowski called the September 2023 Board of Trustees Strategic Planning Retreat to order at 9:09 a.m.

**Roll Call**

Brian J. Falkowski

William R. Eppich - 10:50 a.m.

Donna McNamee

Lane H. Sheets

Kim Stenger

Gary L. Swanson

Charles J. Zibbel

Benjamin S. Capelle

Brandon D. R. Dynes

3. **Introduction**
4. **Review & discuss options for the COVID-19 grant funds received in 2020 & 2021**

- a. **Sales Tax Reduction**

Mr. Dynes explained the process to remove or decrease a sales tax levy is by a public vote and at least ten percent of the electorate would need to sign a petition to do so to get an issue the ballot. No Laketran funds can be used to support the issue. Sales tax funds cannot be given away or used for a purpose other than what was included in the ballot language of the sales tax levy.

- b. **New Services**

Mr. Capelle presented the board with four new service options. He stated Laketran has the financial capacity to add two new services. The four services are 1. Airport Service 2. Sunday Service 3. Late Night Service 4. Same Day Dial-a-Ride.

After discussing the pros and cons of each option the Board would like so review cost for Same Day Dial-a-Ride and Airport Service such as additional staff, dedicated phone line for that service, and the fare to charge for the service.

9. **History, Purpose, and Future of STS**

Mr. Capelle shared the history of STS. Laketran operated Community Service shuttles for local organizations like senior centers group and community events. In 2006, the FTA restricted public transit agencies from operating charter services forcing Laketran to stop providing Community Service shuttles. While still receiving request for service, Laketran petitioned the FTA to keep our 2004 MCI fleet to operate local charter services. In 2018, FTA granted permission to Laketran to operate the charter service again without using any federal resources. After the challenges during COVID-19, Laketran increased the fees based on fuel and labor costs and entered into six contracts with local senior centers.

While slowly recovering from COVID-19, the service is at a point of shutting down or investing in it to keep going. After the pros and cons of the service and what the cost would be to keep the service going, the decision is to

keep the service and invest in the vehicle infrastructure needed to operate STS. The Board suggested Laketrans staff prepare an RFP for replacement vehicles for STS.

**12. Rules & Regulations Discussion Wrap-up**

After finalizing the last few items the Board agreed to have Mr. Dynes proceed with the rules and regulations.

**13. Adjournment**

Motion to adjourn the Laketrans Board of Trustees Strategic Planning Retreat was made by Mr. Swanson - Seconded by Ms. Stenger at

3:36 p.m.

"AYES": Messrs. and Mmes. Eppich, McNamee, Sheets, Stenger, Swanson and Zibbel

"NAYS": None

**14. September Board of Trustees Meeting (Separate Agenda)**

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Benjamin S. Capelle  
Secretary/Treasurer

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Brian J. Falkowski, President  
Laketrans Board of Trustees