

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 16, 2022  
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM  
333 E. MICHIGAN AVENUE, LANSING, MI 48933

AGENDA

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. CHAIR'S COMMENTS
  - Appointment of Committees
- IV. CHIEF EXECUTIVE OFFICER'S REPORT
- V. ACTION ITEMS – PROPOSED CONSENT AGENDA
  - A. APPROVAL OF MINUTES OF OCTOBER 19, 2022, BOARD MEETING
  - B. APPROVAL OF MINUTES OF OCTOBER 31, 2022, SPECIAL BOARD MEETING
  - C. TREASURER'S REPORT FOR SEPTEMBER 2022
    - 1. Interim Income Statement
    - 2. Cash Summary
    - 3. Investments
    - 4. Fifth Third Investment Account Reconciliation
  - D. MDOT RESOLUTION OF INTENT
    - PROPOSED MOTION:** That the CATA Board of Directors adopts the Resolution of Intent set forth below:

---

**FISCAL YEAR 2024 RESOLUTION OF INTENT**

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2024 under Act 51 of the Public Acts of 1951, as amended.

**WHEREAS**, pursuant to Act 51 of the Public Acts of 1951, as amended ("Act 51"), it is necessary for Capital Area Transportation Authority (hereby known as THE APPLICANT), established under 1963 PA 55, to provide a local transportation program for the state fiscal year of 2024 and, therefore, apply for state financial assistance under provisions of Act 51; and

**WHEREAS**, it is necessary for the governing body to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

**WHEREAS**, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

**WHEREAS**, the performance indicators have been reviewed and approved by the governing body; and

**WHEREAS**, THE APPLICANT has reviewed and approved the proposed balance budget, and funding sources for FY 2024 are estimated to include the following: federal funds of \$14,000,000, state funds of \$16,400,000, local funds of \$25,100,000, farebox funds of \$1,900,000, and other funds of \$4,400,000. Total expenses are estimated to be \$64,000,000. THE APPLICANT'S budget for its local transportation program for FY 2024 reflects a shortfall of \$2,000,000 that will be bridged through the use of assets (cash) supplied from its existing surplus net position.

**NOW THEREFORE**, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

**HEREBY**, appoints THE APPLICANT'S Chief Executive Officer, Bradley T. Funkhouser or his designee, as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2024.

E. PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) 2022 AMENDMENTS

**PROPOSED MOTION:** That the CATA Board of Directors approves the Public Transportation Agency Safety Plan 2022 amendments to meet compliance with the FTA by December 31, 2022.

F. THIRD PARTY TECHNOLOGY CONSULTING

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a contract with Vector Tech Group for IT Infrastructure Support and SQL Database Support at a cost not to exceed \$266,400 and a separate contract with Global Solutions Group, Inc. for Audit Services at a cost not to exceed \$23,497, based on the quoted rates, for a three-year period and an option for one (1) additional, two (2) year extension on such other terms as the Board Chair and the Chief Executive Officer deem necessary.

G. FARE-FREE RIDES FOR MARKETING CAMPAIGN

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to approve fare-free boardings for riders participating in the Dear Rider Postcard marketing campaign, effective December 1, 2022, through March 31, 2023, as proposed by Staff.

H. CONTRACT FOR SECURITY SERVICES

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a contract with Charlesbrook Protection Services at a cost not to exceed \$2,777,814, based on the quoted rates, for a one (1) year term with additional options to extend for one (1) year and three (3) year terms to provide Security Services on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

VI. DISCUSSION AGENDA

VII. OLD BUSINESS

VIII. NEW BUSINESS

IX. PUBLIC COMMENT

X. ADJOURNMENT