

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING

WEDNESDAY, AUGUST 17, 2022  
4:00 P.M. – 3131 E. MICHIGAN AVE., LANSING, MI 48912  
(FORMER SEARS BUILDING)

**PRESENT:** Nathan Triplett, Chair  
Dusty Fancher, Vice Chair  
Shanna Draheim, Secretary/Treasurer  
Mark Grebner  
Phil Deschaine  
Derek Melot  
Jennie Gies  
Doug Lecato  
Robin Lewis (Zoom)

**CALL TO ORDER:**

Nathan Triplett, Chair called meeting to order at 4:01 p.m.

**ROLL CALL:** Phil Deschaine, Shanna Draheim, Dusty Fancher, Jennie Gies, Mark Grebner, Doug Lecato, Derek Melot and Nathan Triplett were all present.

Robin Lewis was present via Zoom.

**LATE:** John Prush, Maggie Sanders and Jack Schmitt

John Prush, Maggie Sanders and Jack Schmitt arrived at 4:02 p.m.

Chair Triplett welcomed everyone to the Board meeting. He also mentioned that the meeting is being offered on Zoom for those who wish to view the Board meeting virtually.

**PUBLIC COMMENTS:**

Deb Parrish inquired about how much money CATA is saving on split-shifts, mandatory overtime and costs related to replacing drivers that have retired. She also inquired whether the number of drivers is still 229. Ms. Parrish commented on CATA's budget and the monetary authority that the CEO has without needing Board approval.

**PUBLIC HEARING**

At 4:05 p.m., Chair Triplett opened the public hearing regarding CATA's proposed Fiscal Year 2023 Budget and proposed 2022 Property Tax Levy.

Notice of this hearing was published in The Chronicle in its July 1 through July 15, 2022, issue; posted on the CATA website on July 11, 2022; posted at CATA's Administrative Building, the downtown CATA Transportation Center (CTC), MSU-CTC and the Capital Area Multimodal Gateway on July 11, 2022; distributed to CATA's

social-media networks on Facebook, Instagram, LinkedIn and Twitter @rideCATA on July 12, July 22, August 7, August 10, August 13 and August 17, 2022, at various times; emailed to 35 private agencies, human-services organizations, and organizations that prioritize disadvantaged and underserved populations on July 12, 2022; mailed via United States Postal Service to 241 private transit agencies, human-services organizations, and organizations that prioritize disadvantaged and underserved populations on July 12, 2022; emailed on July 12, 2022, to the Cities of Lansing and East Lansing; and the Townships of Delhi, Lansing and Meridian; published in the Lansing State Journal on July 17, 2022, and Lansing State Journal online at l-s-j dotcom on July 17 through July 23, 2022; published in the Lansing Community Newspapers including the Delta Waverly Community News, Holt Community News, Ingham County Community News, Lansing Community News and Williamston Enterprise on July 17, 2022; emailed to the Ingham County Board of Commissioners and Michigan State University on July 18, 2022; published in the Lansing City Pulse on July 20, 2022 and in The New Citizens Press on July 24 through August 7, 2022.

Chair Triplett stated that the proposed Fiscal Year 2023 Budget would establish an operating budget of \$60,395,157 million. The proposed 2022 Property Tax Levy of 3.007 mills is to support the Operating Budget.

Chair Triplett asked if Chief Executive Officer, Bradley T. Funkhouser and/or staff had received any comments.

Chief Executive Officer, Bradley T. Funkhouser reported no additional comments were received, written or verbal, during the period of time under notice.

Chair Triplett then opened the meeting for public comment regarding the proposed Fiscal Year 2023 Budget or the proposed 2022 Property Tax Levy. He stated he would call on those who wish to make comments and to please state your name and address for the record. Comments may be limited to five (5) minutes. When called upon, speakers names and addresses were recorded for the record.

There were no public comments. Chair Triplett closed the Public Hearing on CATA's proposed Fiscal Year 2023 Budget and 2022 Property Tax Levy at 4:10 p.m.

### **CHAIR'S COMMENTS:**

Chair Triplett noted that although Board member Robin Lewis was not able to attend today's meeting in person and will not be able to vote, her absence does not need to be excused since she is following the meeting via Zoom and may participate in any discussions.

### **CHIEF EXECUTIVE OFFICER'S REPORT**

#### **New Hires**

Bradley Funkhouser introduced new hires Samantha Soliz, Marketing Manager

Service Information; Brandie Yates, Marketing Manager; and Deverett Jasper, Human Resources Manager. Mr. Funkhouser then deferred to Lolo Robison, Director of Marketing and Customer Experience and Marshea Brown, Director of Human Resources.

Lolo Robison, Director of Marketing and Customer Experience and Marshea Brown, Director of Human Resources introduced their new hires and gave a bit of background information.

Board members welcomed the new hires.

### **Lansing School District (LSD)**

Bradley Funkhouser reported that CATA has been meeting with the superintendent and senior staff from the Lansing School District. Currently, “ambassadors” are being recruited to assist students while they use CATA buses.

### **Clinton and EATRAN Transit**

Bradley Funkhouser reported that he has had meetings with Clinton and EATRAN Transit. He discussed numerous trips from Clinton and Ingham County with Clinton Transit. CATA’s attorney is working on amending the interlocal agreement with Clinton Transit and once completed, Mr. Funkhouser will bring it back to the Board.

### **Active Violence Training**

Bradley Funkhouser reported that active violence training sessions have been scheduled for all operators. The training will enable our operators to be better prepared when faced with difficult situations.

### **Employee Appreciation Day**

Bradley Funkhouser stated that last week CATA hosted an Employee Appreciation Day. Overall, the day was a great success and everyone seemed to enjoy the food and activities.

### **Job Fair**

Bradley Funkhouser reported that CATA has another job fair scheduled on September 15, 2022. Transdev will be included in the job fair and the event will be publicized similar as CATA has done in the past.

### **New Operator Class**

Bradley Funkhouser stated that a new operator class will be held on September 12<sup>th</sup>. He also explained that some of the CATA operators who have left have expressed interest in returning. Mr. Funkhouser stated that he will welcome any employee who left on good terms.

## **ACTION ITEMS – PROPOSED CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF JULY 20, 2022, BOARD MEETING

B. APPROVAL OF TREASURER'S REPORT FOR JUNE 2022

1. Interim Income Statement
2. Cash Summary
3. Investments
4. Fifth Third Investment Account Reconciliation

C. EXTENSION OF STUDENT HOUSING TRANSIT SERVICES AGREEMENT (ADDENDUM 17)

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute Addendum 17 to the Student Housing Transit Services Agreement for the period from August 1, 2022, through July 31, 2023, for extended public transit services, on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

D. PURCHASE OF UP TO SIXTEEN (16) LOW-FLOOR ADA MINIVANS

**PROPOSED MOTION:** That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase of up to sixteen (16) accessible low-floor minivans from Hoekstra Transportation, Grand Rapids, Michigan, through the State of Michigan contract, for a total amount not to exceed \$1,050,000, pending successful completion of necessary Buy America audits and inspections, on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

**MOTION:**

Doug Lecato motioned to approve the Consent Agenda and Jennie Gies supported the motion.

**VOTE:** The motion carried unanimously.

**ACTION ITEM - DISCUSSION AGENDA**

A. 2022 PROPERTY TAX LEVY

**PROPOSED MOTION:** That the CATA Board of Directors authorizes the levy of ad valorem property taxes for the year 2022 of 3.007 mills. The Board of Directors further directs staff to file the required Form L-4029 with the appropriate jurisdictions.

**MOTION:**

Shann Draheim motioned to approve Discussion Item A, 2022 PROPERTY TAX LEVY and Jennie Gies supported the motion.

**DISCUSSION:**

Chair Triplett asked Mr. Funkhouser or CATA staff for any additional remarks.

Bradley Funkhouser stated that Jim Frenedt, Director of Finance is present for any questions.

Mark Grebner stated that CATA levies at the highest in the state with Washtenaw and Oakland County close behind. Mr. Grebner recognized that the public is moving to support transit. CATA has been entrusted with a high levy and with that comes great responsibility. He stressed the importance that the Board and CATA continue to meet the public needs to improve and expand service.

Shanna Draheim noted that the services CATA offers are extensive compared to other transit agencies. She also recognized that CATA is a big part of the community and she is very proud of their accomplishments.

Dusty Fancher echoed Ms. Draheim's remarks and elaborated on the many services that CATA provides while always striving to do better. Ms. Fancher also shared that Oakland County is now investing in their transit system to provide better service to their communities.

Chair Triplett agreed with the comments made by fellow Board members and stated that Washtenaw County is now matching their millages to the service needs of certain communities instead of having a one-size, fits all millage.

**VOTE:** The motion carried unanimously.

B. FISCAL YEAR 2023 BUDGET APPROVAL

**PROPOSED MOTION:** That the CATA Board of Directors, as its general appropriations act, adopts the following resolutions:

1. The proposed Operating and Capital Budget for Fiscal Year 2023, upon which public hearing was held at a regular meeting of the Board on August 17, 2022, is adopted as the general appropriation of total revenues of the Authority to defray expenditures and meet the liabilities of the Authority for its Fiscal Year 2023 (October 1, 2022, through and including September 30, 2023).
2. In accordance with the Truth in Budgeting Act, the Board states that the Authority's levy for 2022 of 3.007 mills of ad valorem property taxes as provided for in the Budget and authorized by resolution adopted on August 17, 2022, are for the purpose of defraying the expenditures and meeting the liabilities of the Authority in providing public transportation.
3. The CEO/Executive Director shall have authority within the overall budget to manage operations and the capital program, as well as

to make transfers to and from invested funds, to facilitate daily operations and meet cash flow needs without further approval of the Board.

4. The annual goals and objectives and the organization charts as presented with the budget for Fiscal Year 2023 are approved.

**MOTION:**

Jennie Gies motioned to approve Discussion Item B, FISCAL YEAR 2023 BUDGET APPROVAL and Shanna Draheim supported the motion.

**DISCUSSION:**

Chair Triplett asked Mr. Funkhouser or CATA staff for any additional remarks.

Bradley Funkhouser stated he had no additional comments.

Shanna Draheim noted that the Board approves CATA's Operating and Capital Budget Report each year. The Board also oversees the CEO's performance and can act when there are shifts in finances that do not meet with CATA's strategic goals and/or policies.

Chair Triplett thanked CATA's staff for their work on the FY 2023 budget.

**VOTE:** The motion carried unanimously.

**OLD BUSINESS**

None

**NEW BUSINESS**

Chair Triplett introduced the Nominating Committee Report. Chair Triplett stated that Policy 411 requires the Board of Directors to appoint the committee in July with recommendations presented in August, hold an election in September and for new officers to take seats in October. Chair Triplett thanked Derek Melot, Robin Lewis and Jack Schmitt for serving on the committee.

Derek Melot gave the Committee Report. Mr. Melot stated that his fellow members have discussed nominations and that he has had requests from Nathan Triplett, Dusty Fancher and Shanna Draheim. The Committee recommended that Nathan Triplett serve as Chair, Dusty Fancher as Vice Chair, and Shanna Draheim as Secretary/Treasurer for Board.

Chair Triplett thanked Derek Melot for his report and appreciated the recommendations.

Chair Triplett stated that per Policy 411, the Board will consider the nominations at the next Board Meeting in September.

**PROPOSED MOTION:** Subject to any fare equity analysis that may be required, that, for the purpose of removing barriers to vote and to register to vote for our community, the CATA Board of Directors directs Chief Executive Officer, Bradley T. Funkhouser, to implement system-wide, fare-free rides, without identification required, for all individuals traveling to a city or township clerk's office between October 25, 2022 and November 8, 2022 (Election Day).

**MOTION:**

Doug Lecato motioned to approve New Business, proposed motion and Jennie Gies supported the motion.

**DISCUSSION:**

Chair Triplett explained that due to the new ways in which people can vote, this motion is being brought forth to help accommodate those needing transportation for both registering to vote and voting. CATA has provided fare-free rides for voting in the past. This proposed motion will include fare-free rides for registering as well as voting.

Dusty Fancher inquired about the dates included in the proposed motion.

Chair Triplett explained that because this is new, that we will try it for a year and then bring it back each year.

Jennie Gies inquired whether the fare-free ride information will be posted on CATA's buses and does it apply to all CATA's buses and services.

Bradley Funkhouser confirmed that the information will be posted on CATA's buses and it applies to all CATA's buses and services.

Phil Deschaine inquired how CATA will verify riders seeking fare-free rides.

Chair Triplett explained that a rider does not need to provide verification; only state that they need a ride to vote or to register to vote.

Doug Lecato shared his appreciation for the free-fare rides.

Mark Grebner inquired about the number of fare-free rides CATA has provided in the past.

Bradley Funkhouser deferred to Lolo Robison, Director of Marketing and Customer Experience to respond.

Lolo Robison, Director of Marketing and Customer Experience stated that it varies from year-to-year but approximately 600 fare-free rides were given last year to vote.

Mark Grebner stated that he approves of fare-free rides for voting and believes that eventually, all rides will be fare-free.

Phil Deschaine left meeting at 4:40 p.m.

Chair Triplett agreed with Mr. Grebner's remarks. He also believes that although there may be some level of abuse when offering fare-free rides, he doesn't think that it will be widespread.

Discussion ensued.

**VOTE:** The motion carried unanimously.

**PUBLIC COMMENT**

Deb Parrish shared a story about fare-free rides for voting. She also expressed her concern for the Lansing School District's children that will need to use CATA and the challenges that they may face.

Steve Soliz, Union President, Local 1039, extended his congratulations to CATA's new hires. He also expressed concern over potential issues that may arise with children riding on CATA buses and how to resolve potential confrontations that may occur. Mr. Soliz commented on CATA's work assignments and how the work created can have a direct impact on safety.

Daniel Black thanked CATA for the sound improvements they made at this month's Board meeting including additional speakers, a portable microphone and a closed-captioned screen. He also suggested that each Board member use a microphone when speaking.

Derek Melot left meeting at 4:49 p.m.

**EXECUTIVE SESSION REGARDING UNION LABOR AGREEMENT**

**PROPOSED MOTION:** That this Board meeting go into closed session, pursuant to MCL 15.268(c), for a strategy session in connection with negotiation of a collective bargaining agreement with the Union, ATU, Division 1039, and that following such closed session, this Board meeting return to open session for completion of the Agenda.

**MOTION:**

A motion was made by Maggie Sanders and supported Shanna Draheim to approve going into closed session, pursuant to MCL 15.268(c), for a strategy session in connection with negotiation of a collective bargaining agreement with the Union, ATU, Division 1039, and that following such closed session, this Board meeting return to open session for completion of the Agenda.

**ROLL CALL:** Shanna Draheim, Dusty Fancher, Jennie Gies, Mark Grebner, Doug Lecato, John Prush, Maggie Sanders, Jack Schmitt and Nathan Triplett were all present.

Robin Lewis was present via Zoom.

**ABSENT:** Phil Deschaine and Derek Melot

The Executive Session began at 5:03 p.m. and adjourned at 5:15 p.m.

**ADJOURNMENT:**

There was no further business Chair Triplett adjourned meeting at 5:15 p.m.

Respectfully Submitted,

Shanna Draheim  
Secretary/Treasurer

Tina Orlando  
Recording Secretary