

MINUTES OF THE
CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING via ZOOM

WEDNESDAY, AUGUST 19, 2020; 4:00 P.M.

PRESENT: Nathan Triplett, Chair
Douglas Lecato, Vice Chair
Dusty Fancher, Secretary/Treasurer
Derek Melot
Mark Grebner
Jennie Gies
Donna Rose
Dan Opsommer
John Prush
Jack Schmitt

ABSENT: Dion'trae Hayes and Shanna Draheim

CALL TO ORDER:

Nathan Triplett, Chair called meeting to order at 4:05 p.m.

ROLL CALL: All present except for Dion'trae Hayes and Shanna Draheim.

Chair Triplett instructed all participants on the meeting format and appreciated CATA's services during COVID-19.

CORRESPONDENCE TO THE BOARD AND PUBLIC COMMENTS

Correspondence to the Board

Chair Triplett noted the email that was sent to the Board.

Public Comments

Deb Parrish inquired on the budget and the amount of savings CATA may accrue by having Spec-Tran operators drive big buses once a week. Ms. Parrish expressed her concern over having drivers potentially exposing Spec-Tran passengers, the most vulnerable passengers, to safety concerns by driving linehaul occasionally. She commented on her own story and the anxiety related to COVID-19.

PUBLIC HEARING

At 4:12 p.m., Chair Triplett opened the public hearing regarding CATA's proposed fiscal year 2021 budget and proposed 2020 Property Tax Levy.

Notice of this hearing was published in the Michigan Chronicle on July 10, 2020; published in the Lansing City Pulse and posted at CATA's Administrative Building, the CATA Transportation Center and the Capital Area Multimodal Gateway on July 15, 2020, emailed to private transit agencies, human-services organizations, and disadvantaged and underserved populations on July 17, 2020; published in the Lansing State Journal and CATA's website on July 19, 2020; and posted on The New Citizens Press Facebook page on July 22, 2020.

Chair Triplett stated that the proposed Fiscal Year 2021 Budget would establish an Operating Budget of \$53.1 million. The proposed 2020 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 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 2021 budget or the proposed 2020 Property Tax Levy. He stated he would call on those who wish to make comments. Comments may be limited to five minutes. When called upon, names and addresses were stated for the record. He instructed those who wished to comment, to click the icon labeled "Raise Hand" at the bottom of their screen.

There were no public comments. Chair Triplett closed the Public Hearing on CATA's proposed Fiscal Year 2021 Budget at 4:15 p.m.

CHAIR'S COMMENTS:

Chair Triplett recognized Jack Schmitt as a new CATA Board member representing City of East Lansing.

Jack Schmitt grew up in the Lansing area and is an avid CATA bus rider. He looks forward to working with everyone and is excited to be part of the CATA Board of Directors.

CHIEF EXECUTIVE OFFICER'S REPORT

Brad Funkhouser welcomed Jack Schmitt to the Board.

Disability Network Capital Area Presenting Community Partner of the Year Award

- Mark Pierce, Executive Director
- Kellie Blackwell, Program Manager

Brad Funkhouser introduced Kellie Blackwell, Program Manager and Mark Pierce, Executive Director and reported that the actual award presentation was done last week via Zoom and is posted on the Disability Network Capital Area, YouTube channel.

Kellie Blackwell stated that the Community Partner of the Year Award was given to CATA to celebrate the 30th Anniversary for Americans with Disability Act. Ms. Blackwell reported that this is a new award and CATA was the first recipient.

Mark Pierce acknowledged CATA as an outstanding partner for the community and people with disabilities.

Brad Funkhouser thanked Kellie Blackwell and Mark Pierce for the award.

On behalf of the Board, Chair Triplett thanked Kellie Blackwell and Mark Pierce for the award. The Board values their partnership and the opportunity for serving the community.

100-Year Anniversary of the 19th Amendment

CATA joined the League of Women Voters of Lansing to celebrate 100 years of women's right to vote in a poster contest. Posters are displayed at the CATA Transportation Center (CTC). CATA is very proud of the partnership and will continue to do our part in supporting women's rights for equality.

Competitive Discretionary Grant-5339

CATA was awarded \$1.83 million in a federal grant fund and plans on using the money to improve the CATA Transportation Center (CTC). The CTC is over 20 years old and is need of a new roof, HVAC, and glass repairs. CATA is grateful to the members of congress, including Congresswoman Elissa Slotkin, for bringing this money back to Lansing.

Ridership

Ridership has leveled off at approximately 7,000 rides per day. MSU reported that fall semester will be online. This will change CATA's plans for MSU's fall service. Brad Funkhouser spoke with Board member John Prush and President Stanley from MSU. He will speak to the Union next on how to proceed and the impact this will have on CATA's fall service and labor.

Jennie Gies requested an update on the Diversity, Equity & Inclusion Committee.

Brad Funkhouser deferred to Lolo Robison, Director of Marketing and Customer Experience to give an update on the Diversity, Equity & Inclusion Committee.

Lolo Robison stated that the committee has had two (2) meetings thus far. The committee discussed perceptions and the needs of employees. Three (3) specific motions came out of the meeting including: a survey to better understand the perceptions throughout CATA, a review of pay equity issues and an application of benefits that are offered to all employees. The Diversity, Equity & Inclusion Committee is in the process of creating a strategic plan that will be reported to the Board soon.

Donna Rose inquired about routes 20 and 22 being suspended for fall service and not stopping at the Multimodal Gateway. She expressed her concern and is worried about the suspension.

Brad Funkhouser stated that he was not aware of any changes, however; he will investigate and report back to the Board.

PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF JULY 15, 2020, BOARD MEETING
- B. APPROVAL OF TREASURER’S REPORT FOR JUNE 2020
 - 1. Interim Income Statement
 - 2. Cash Summary
 - 3. Investments
 - 4. Fifth Third Investment Account Reconciliation
- C. EXTENSION OF STUDENT HOUSING TRANSIT SERVICES AGREEMENT (ADDENDUM 15)

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute Addendum 15 to the Student Housing Transit Services Agreement for the period from August 1, 2020, through July 31, 2021, for extended public transit services, on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

- D. RENEWAL OF APPOINTMENTS TO LOCAL ADVISORY COMMITTEE

PROPOSED MOTION: The CATA Board of Directors approves the recommendation of the Local Advisory Committee to appoint George Hanley to a three-year term through August 2023; Jerome (JJ) Jackson to a three-year term through August 2023; Deb Wiese to a three-year term through October 2023 and Diana Paiz-Engle to a three-year term through December 2023.

Mark Grebner requested to have Action Item C to be removed for discussion.

MOTION: Doug Lecato motioned to have Consent Agenda approved with Action Item C, EXTENSION OF STUDENT HOUSING TRANSIT SERVICES AGREEMENT (ADDENDUM 15), removed for discussion and Dan Opsommer supported the motion.

ROLL CALL VOTE: The Board unanimously approved the Consent Agenda with Action Item C removed for discussion.

DISCUSSION AGENDA

- A. EXTENSION OF STUDENT HOUSING TRANSIT SERVICES AGREEMENT (ADDENDUM 15)

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute Addendum 15 to the Student Housing Transit Services Agreement for the period from August 1, 2020, through July 31, 2021, for extended public transit services, on such terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

Dusty Fancher motioned to approve Discussion Agenda Item A, EXTENSION OF STUDENT HOUSING TRANSIT SERVICES AGREEMENT (ADDENDUM 15) and Jennie Gies supported the motion.

DISCUSSION:

Mark Grebner inquired about service changes that may arise as a result of MSU's move to all online classes this fall.

Brad Funkhouser reminded the Board that CATA was faced with a similar situation this past spring. CATA found that by working with MSU directly, they were able to bring the service level down. There has been a decline in service and as the need continues to drop so will the service.

Mark Grebner commented on CATA's ability to respond to service changes within six (6) to nine (9) months, however; these circumstances following the COVID-19 pandemic are entirely different. Mr. Grebner stated that CATA may now be forced to act instantly. The need for flexibility is apparent more now than ever. He also inquired whether CATA is required to hold public hearings with so many contract changes.

Brad Funkhouser doesn't recall the FTA requiring CATA to hold public hearings and believes that CATA has been granted leniency due to COVID-19. He will confirm and report back to the Board.

ROLL CALL VOTE: The motion carried unanimously.

B. 2020 PROPERT TAX LEVY

PROPOSED MOTION: That the CATA Board of Directors authorizes the levy of ad valorem property taxes for the year 2020 of 3.007 mills. The Board of Directors further directs staff to file the required Form L-4029 with the appropriate jurisdictions.

C. FISCAL YEAR 2021 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 2021, upon which public hearing was held at a regular meeting of the Board on August 19, 2020, 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 2021 (October 1, 2020, through and including September 30, 2021).
2. In accordance with the Truth in Budgeting Act, the Board states that the Authority's levy for 2020 of 3.007 mills of ad valorem property taxes as provided for in the Budget and authorized by resolution adopted on August 19, 2020, 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 2021 are approved.

MOTION:

Jennie Gies motioned to approve Discussion Agenda and Mark Grebner supported the motion.

DISCUSSION:

Brad Funkhouser appreciated the Board's flexibility on the budget. CATA was able to achieve operating expense savings.

Mark Grebner commented on this year's budget and the need to think past the pandemic with a plan moving forward, including services that CATA will plan to do with the millage money. Mr. Grebner stated that the demand for transportation may change after COVID-19 and the necessity to preserve CATA's system is vital.

Chair Triplett echoed Mark Grebner's remarks on CATA's ability to maximum flexibility and adapt moving forward. On March 10, 2020, the millage was on the ballot for renewal. CATA received 72% of the votes to approve millage. CATA has an obligation to respond to the needs of the public and the budget will enable CATA to do so.

Brad Funkhouser thanked Mark Grebner and Chair Triplett for their comments. CATA hired a planning consultant to provide flexibility in the budget. The consultant team is working with CATA to try and foresee what the new "normal" will be. CATA has also reached out to the Director of the Veterans Association to talk about their

service. CATA is committed to working with them both regionally and intrastate in order to meet their needs.

Mark Grebner thanked CATA for reaching out to the Department of Veterans Affairs. He would also like CATA to explore ride-sharing and autonomous vehicles.

ROLL CALL VOTE: The motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS

Chair Triplett introduced the Nominating Committee Report. Chair Triplett stated 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 Dan Opsommer, Derek Melot and Jennie Gies for serving on the committee.

Dan Opsommer gave the Committee Report. Mr. Opsommer met with fellow members to discuss nominations. Mr. Opsommer has had requests from Nathan Triplett, Dusty Fancher and Shanna Draheim. The Committee recommends Nathan Triplett as Chair, Dusty Fancher as Vice Chair, and Shanna Draheim as Secretary/Treasurer for Board.

Chair Triplett thanked Dan Opsommer for report and appreciated the recommendations.

Chair Triplett stated per Policy 411 the Board will consider The Nominations at next Board Meeting in September.

PUBLIC COMMENT

Deb Parrish thanked Samantha and IT for fixing the link to Zoom on CATA Board web page.

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 Dusty Fancher and supported by Doug Lecato 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 VOTE: The motion carried unanimously.

The Executive Session began at 5:07 p.m. and adjourned at 5:18 p.m.

ADJOURNMENT

There was no further business, Chair Triplett adjourned meeting at 5:19 p.m.

Respectfully Submitted,

Dusty Fancher
Secretary/Treasurer

Tina Orlando
Recording Secretary