

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 21, 2025
4:00 P.M. – DISABILITY NETWORK CAPITAL AREA
901 EAST MOUNT HOPE AVENUE, LANSING, MI 48910

PRESENT: Nathan Triplett, Chair
Shanna Draheim, Vice Chair via Zoom
Phil Deschaine, Secretary/Treasurer
Mark Grebner
Steve Vagnozzi
Jack Schmitt
Eric Tans
John Prush
Chelsea Dowler
Ed Rodgers

CALL TO ORDER:

Chair Triplett called the meeting to order at 4:02 p.m.

ROLL CALL: Chelsea Dowler, Mark Grebner, John Prush, Ed Rodgers, Jack Schmitt, Eric Tans, Nathan Triplett, and Steve Vagnozzi were all present.

ABSENT: Keith Barber, Kellie Blackwell and Derek Melot

LATE: Phil Deschaine

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

PUBLIC COMMENTS:

Daniel Black expressed his appreciation for the acoustics and accessibility. He commented on the accessibility challenges he encountered on the north end of CATA's Transportation Center (CTC). Mr. Black also inquired on CATA's process for operators reporting repairs that need to be made on buses.

Phil Deschaine arrived at 4:04 p.m.

CHAIR'S COMMENTS:

Chair Triplett requested a motion to excuse Kellie Blackwell and Derek Melot. He also stated that Vice Chair, Shanna Draheim is present via Zoom.

MOTION:

Phil Decschaine motioned to excuse Kellie Blackwell and Derek Melot. Jack Schmitt supported the motion.

VOTE: The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Loss of Two (2) Operators

Bradley Funkhouser shared the loss of two (2) operators. He stated that one (1) operator was from Transdev, and the other operator was a 21-year-old veteran from CATA. Mr. Funkhouser commended Simone Moore, General Manager at Transdev, for handling the loss. He also noted that CATA brought in grief counselors for anyone in need.

Juneteenth Celebrations

Bradley Funkhouser stated that the City of Lansing's African-American Parade will be on Saturday, June 21, at 11 a.m. CATA is an event sponsor of the parade which will feature a 40-foot Juneteenth-wrapped CATA bus at Sexton High School. Mr. Funkhouser also stated that CATA will also be participating in Juneteenth celebrations throughout the region, including Michigan State University, June 12; Meridian Township, June 20; and 517 Juneteenth Weekend, June 19-22; and Juneteenth Festival, June 21 in REO Town.

Survey in Delta Township

Bradley Funkhouser stated that CATA will be putting out a survey to gauge support in Delta Township. Mr. Funkhouser stated that he believes the survey will show how residents in Delta Township are in need of more transit in the area and they are willing to pay for it. He explained that both CATA and EATRAN have been meeting with Delta Township representatives in hopes that the Delta Township Board will approve placing a millage on the November 2025 ballot.

Budget

Bradley Funkhouser stated that Board members shall receive CATA's proposed budget by June 30, 2025. He explained that CATA will be holding off on new spending and Jim Frenndt, Director of Finance, has been preparing for a shortfall in the coming year. Mr. Funkhouser noted that without any clear source of revenue coming in, CATA may be facing a \$10 million shortfall which equates to a loss of approximately \$1 million per month. More to come.

Chelsea Dowler requested clarification on the loss that CATA may be facing.

Bradley Funkhouser confirmed that CATA may run a deficit of approximately \$1 million a month starting in September 2025.

Ed Rodgers inquired about whether the public safety millage in Eaton County failed countywide or in Delta Township.

Bradley Funkhouser stated that it is his understanding that the millage was a countywide failure.

Chelsea Dowler inquired whether CATA has been working with Lansing Economic Area Partnership (LEAP) to form a strategy with Delta Township.

Bradley Funkhouser stated that CATA has been working with Lansing Economic Area Partnership (LEAP), Lansing Regional Chamber of Commerce (LRCC), and Capital Region Airport Authority (CRAA) to assist with development in Delta Township.

Steve Vagnozzi stated that he attended a hearing on the appropriations subcommittee earlier in the day. He shared that Michigan Public Transportation Association (MPTA) gave a presentation and commented on Transportation Riders United (TRU) which has been effectively advocating for the statewide shortfalls that transit agencies may be facing very soon.

Phil Deschaine stated that he attended the Lansing Chamber Economic Summit yesterday where they presented their five-year report card on the area. He shared a few findings in the report and stated that some of the key indices that have been down previously have been reversed. He also noted that Gen-Z residents, who happen to be CATA riders, are staying in the area.

Chair Triplett stated that the public safety millage in Eaton County failed countywide but passed in Delta Township. He then asked Mr. Funkhouser to explain to the Board how this outcome may affect his arrangement with EATRAN and the work being done on regional coordination.

Bradley Funkhouser stated that in the fall of 2022, the CATA Board allowed him to sign a contract to serve as EATRAN's Executive Director for three (3) years. There was also an Interlocal Agreement with Eaton County. Mr. Funkhouser explained that Eaton County has authority over the EATRAN Board. He also stated that his contract will expire this September. Mr. Funkhouser stated that for the past couple of years, EATRAN has built a system by using CATA's regional coordination grant money to put Connectors into service. They also carried out a survey to prove that additional service is needed in the area and the public is willing to pay for it. Currently, Delta Township pays .25 mills to EATRAN which is not enough to keep the additional services operating thus EATRAN has been working with Delta Township to increase the millage. He noted that at the next Delta Township Board meeting on Monday, June 16, 2025, their Board will vote on placing a millage on the November 2025 ballot. After this meeting, he will know whether EATRAN will get the chance to take this proposal to the public.

Chair Triplett stated that the key takeaway is that CATA and the CATA Board have extended every opportunity to our friends in Eaton County; however, the services are not sustainable without a millage and there is a deadline.

ACTION ITEMS – PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF APRIL 2025, BOARD MEETING

B. TREASURER’S REPORT FOR MARCH 2025

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

C. PURCHASE OF UP TO NINE (9) LOW-FLOOR 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 nine (9) accessible, low-floor minivans from Hoekstra Transportation, Inc., Grand Rapids, Michigan, through the State of Michigan, MDOT contract, for a total amount not to exceed \$630,000 of federal and state grant funds, pending successful completion of necessary Buy America audits, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

D. MANAGEMENT NEGOTIATION TEAM

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser to approve the CATA Management Negotiation Team to include Andrew Brieschke, Deputy CEO, serving as Chief Negotiator; Dan Hodges, Director of Maintenance; Bill Frarey, Maintenance Superintendent; Todd Brooks, Director of Operations; Marshea Brown, Director of Human Resources; and Jim Frendt, Director of Finance.

E. SUBRECIPIENT AGREEMENTS WITH RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP) AND LANSING HOUSING COMMISSION (LHC)

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to finalize subrecipient agreements with Retired and Senior Volunteer Program (RSVP) and Lansing Housing Commission (LHC) for one (1) ADA minivan valued at \$70,000 to each agency to offer free non-emergency transportation to area seniors and persons with disabilities through CATA’s 5310 subrecipient program, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

Steve Vagnozzi motioned to approve the Consent Agenda and Eric Tans supported the motion.

VOTE: The motion carried unanimously.

ACTION ITEMS – PROPOSED DISCUSSION AGENDA

- A. POLICY NO. 402 - FORMULATION OF BOARD POLICIES AND ADMINISTRATIVE PROCEDURES – SECOND READING

PROPOSED MOTION: That the proposed revised Policy No. 402 – Formulation of Board Policies and Administrative Procedures, be accepted for the second reading and adopted in accordance with existing Policy No. 402, Formulation of Policies and Administrative Procedures.

Policy Committee Chair, Shanna Draheim stated that Policy No. 402 was discussed at the last Board meeting. She explained that this policy has been revised so that there is only one (1) reading that needs to be accepted by the Board.

MOTION:

Phil Deschaine motioned to accept Discussion Item A, Policy No. 402 - Formulation of Board Policies and Administrative Procedures, second reading and Jack Schmitt supported the motion.

VOTE: The motion carried unanimously.

- B. POLICY NO. 203 – FISCAL YEAR AND ANNUAL REPORTS – FIRST READING

PROPOSED MOTION: That the proposed revised Policy No. 203 – Fiscal Year and Annual Reports, be accepted for the first reading and adopted in accordance with Policy No. 402, Formulation of Policies and Administrative Procedures.

Policy Committee Chair, Shanna Draheim stated that Policy No. 203 was also discussed at the last Board meeting. She explained that the Policy Committee supported legal's revisions to this policy and is recommending that the Board approve the motion set forth.

Steve Vagnozzi requested confirmation that the revisions do not reflect any changes in procedure.

Policy Committee Chair, Shanna Draheim confirmed that the revisions do not affect any changes in procedure.

MOTION:

Steve Vagnozzi motioned to accept Discussion Item B, Policy No. 203 - Fiscal Year and Annual Reports, first reading and Mark Grebner supported the motion.

VOTE: The motion carried unanimously.

Chair Triplett thanked the Board and Policy Committee members.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Krista Abdullah stated that she is a regular Spec-Tran rider. She also stated that in the newer buses, the automatic vehicle location (AVL) tablets are situated very low and wondered whether they could be mounted higher.

Mark Grebner stated that in the past, he has expressed his approval for the way CATA has been operating. He also expressed his belief that AI is the way of the future and suggested that CATA create a policy that pertains to AI before it becomes an issue.

Phil Deschaine stated that on behalf of the Meridian Township residents, he thanked CATA for their sponsorship at the Celebrate Meridian event.

CLOSED SESSION:

Chair Triplett requested a motion for the CATA Board to go into Closed Session.

MOTION:

Phil Deschaine motioned that the CATA Board go into Closed Session and Jack Schmitt supported the motion.

ROLL CALL VOTE: Phil Deschaine, aye; Chelsea Dowler, aye; Mark Grebner, aye; John Prush, aye; Ed Rodgers, aye; Jack Schmitt, aye; Eric Tans, aye; Nathan Triplett, aye; and Steve Vagnozzi, aye.

The Closed Session began at 4:36 p.m. and adjourned at 5:11 p.m.

ADJOURNMENT

There being no further business, Chair Triplett adjourned the Board meeting at 5:11 p.m.

Respectfully Submitted,

Phil Deschaine
Secretary/Treasurer

Tina Orlando
Recording Secretary