

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, MAY 17, 2023
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM
333 E. MICHIGAN AVENUE, LANSING, MI 48933

AGENDA

I. CALL TO ORDER

II. PUBLIC COMMENTS ON AGENDA ITEMS

*Members of the public are welcome to speak to the Board on any agenda subject. Anyone wishing to comment on any matter **not** on the agenda may do so immediately prior to adjournment.*

III. CHAIR'S COMMENTS

IV. CHIEF EXECUTIVE OFFICER'S REPORT

V. ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF APRIL 2023, BOARD MEETING

B. TREASURER'S REPORT FOR MARCH 2023

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

C. AMMENDMENT TO THE SECURITY SERVICES CONTRACT

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute an amendment to the security services contract with Charlesbrook Protection Services for the provision of security services at a cost not to exceed \$503,600, for a one-year term with additional options to extend the contract for one (1), one-year term, followed by one (1), three-year term, to expire in conjunction with RFP 2023-135, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

VI. ACTION ITEMS – PROPOSED DISCUSSION AGENDA

VII. OLD BUSINESS

VIII. NEW BUSINESS

- Presentation by Dustin Hagfors, Director of Planning and Development

IX. PUBLIC COMMENT

Members of the public are welcome to speak to the Board on any CATA subject.

X. ADJOURNMENT

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, APRIL 19, 2023
4:00 P.M. – DISABILITY NETWORK CAPITAL AREA
901 EAST MOUNT HOPE AVENUE, LANSING, MI 48910

PRESENT: Dusty Fancher, Vice Chair
Shanna Draheim, Secretary/Treasurer
Doug Lecato
Mark Grebner
John Prush
Jennie Gies
Terrance Augustine
Phyllis Vaughn

CALL TO ORDER:

Dusty Fancher, Vice Chair called the meeting to order at 4:00 p.m.

ROLL CALL: Terrance Augustine, Shanna Draheim, Dusty Fancher, Jennie Gies, Mark Grebner, Doug Lecato, John Prush, and Phyllis Vaughn were all present.

ABSENT: Derek Melot, Phil Deschaine, Jack Schmitt, Maggie Sanders and Nathan Triplett, Chair

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

PUBLIC COMMENTS:

None

VICE CHAIR'S COMMENTS:

Vice Chair Fancher thanked the Disability Network Capital Area (DNCAP) for allowing CATA to use their facility to hold the April 19, 2023, Board meeting.

CHIEF EXECUTIVE OFFICER'S REPORT

Bradley Funkhouser introduced and welcomed Daniel Skorich, Magistrate at 65A District Court, Clinton County and Board Vice Chair from Clinton Transit.

Holiday Service

Bradley Funkhouser commented on CATA's Holiday's Service that took place on April 9, Easter Sunday. CATA serviced approximately 260 trips with 94% on-time performance. Mr. Funkhouser acknowledged Steve Soliz, ATU President, Local 1039, for his assistance and to the many drivers that signed up for the shifts. CATA received great feedback from drivers which included a lot of ideas on how to make it better. Mr. Funkhouser further thanked the Board for letting CATA take this step.

Job Fair

Bradley Funkhouser stated that CATA has 15 drivers moving forward in the training process. Currently, there are 12 drivers working on their CDLs and testing. Mr. Funkhouser reported that the next job fair is scheduled for May 4, and will include EATRAN, who kept three (3) drivers out of four (4) applicants from the last job fair. CATA will have another class beginning May 8th with approximately 15 drivers. Mr. Funkhouser also noted that he has spoken to Steve Soliz, ATU President, Local 1039, on how to layout the bid board in order to make it easier for drivers to sign up for shifts. Mr. Funkhouser noted that CATA now has doubled the number of drivers willing to train new operators since last year.

Delta Township – Route 3 Extension

Bradley Funkhouser reported that he and representatives from CATA, Dustin Hagfors, Director of Planning and Development and Andrew Brieschke, Deputy CEO, met with Brian Reed, Delta Township Manager, and the Delta Township Board of Trustees, to discuss the extension of CATA's Route 3. Currently, Route 3 stops at the Lansing Mall; however, the plan is to extend Route 3 into Delta Crossing. This extension will expand Spec-Tran service to Willow Highway to the north, Nixon Street to the west, and Mt. Hope Avenue to the south. Mr. Funkhouser stated that the extension of Route 3 could be implemented as early as May. CATA will provide the service which will expand into Delta Township and CATA's Planning Department will monitor ridership before installing any new shelters.

Mark Grebner inquired whether CATA is paying for the extension of Route 3.

Bradley Funkhouser explained that CATA will use the Service Development New Technology (SDNT) grant which is the regional grant to fund the project.

Doug Lecato inquired about whether more buses will be servicing the extension of Route 3 and whether more bus stops will be added with the extension.

Bradley Funkhouser stated that the frequency of buses will remain the same and CATA is discussing whether to add more stops and shelters. He also confirmed that the extension of Route 3 will not affect EATRAN trips.

New Downtown Facility

Bradley Funkhouser stated he and Chair Triplett met with Senator Sarah Anthony and State Representative Angela Witwer to discuss and request \$15 million for a new CATA facility located in downtown Lansing. Mr. Funkhouser explained that both Clinton and Eaton Counties have given their support, yet CATA is also looking at other state partners. He further noted that the proposed facility will include housing, social services, and a daycare. It will also address the homeless situation downtown and create a safe place for those in need.

IT presentation was moved to new business.

Doug Lecato thanked Lolo Robison, Director of Marketing, Customer Experience and

Public Information, and her staff for putting together CATA's Community Report.

ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF MARCH 2023, BOARD MEETING

B. TREASURER'S REPORT FOR FEBRUARY 2023

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

C. PURCHASE OF LARGE BUSES

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a purchase option on its contract with Nova Bus for nine (9) buses, of which eight (8) will be 40-foot models and one (1) will be an articulated model at a price not to exceed \$6,400,000 of federal and state grant funds for the vehicles and accessories, pending successful completion of necessary FTA Buy America audits on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

D. BUS SHELTERS AND AMENITIES

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 Tolar Manufacturing Company, California, for Bus Shelters and Amenities at a cost not to exceed \$987,000 for an initial three (3) year contract and an option for two (2), one (1) year extensions on such other terms as the Board Chair and the Chief Executive Officer deem necessary.

E. ANNUAL REPORT TO GOVERNING BODIES OF PARTICIPATING MEMBERS OF CATA

PROPOSED MOTION: That the CATA Board of Directors approves the Fiscal 2022 Annual Report and directs staff to distribute it to the governing bodies of all participating members of CATA.

F. APPOINTMENT TO THE LOCAL ADVISORY COMMITTEE

PROPOSED MOTION: That the CATA Board of Directors approves the recommendation of the Local Advisory Committee to appoint Gloria

Johnson-Cannon and Leah March-Pons to a three-year term through April 2026.

MOTION:

Shanna Draheim motioned to approve the Consent Agenda and Jennie Gies supported the motion.

VOTE: The motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS

Bradley Funkhouser introduced Dan Goodemoot, Director of IT.

IT Presentation

Dan Goodemoot, Director of IT, gave his presentation on CATA's MyRide app.

Doug Lecato inquired whether the information on expanded routes, such as Route 3, will be included in CATA's MyRide app.

Dan Goodemoot confirmed that information pertaining to expanded services including as a result of extending Route 3, will be available in CATA's MyRide app.

Jennie Gies complimented Mr. Goodemoot on the MyRide app's design. She also inquired whether the information displayed on the MyRide app is in real time.

Dan Goodemoot stated that the MyRide app does not work in real time and explained that the app shows a window of time.

Vice Chair Fancher inquired whether the MyRide app uses a countdown clock.

Dan Goodemoot confirmed that the MyRide app does use a countdown clock.

A guest at the meeting expressed their opinion that the MyRide app is not accurate at all.

Dan Goodemoot explained that the MyRide app works off scheduled time, but it can also pick up more accurate time as the vehicle gets closer to its destination.

Vice Chair Fancher inquired about the telephone number listed on the MyRide app.

Dan Goodemoot explained that the phone number listed on the MyRide app is the Spec-Tran number for the paratransit department schedulers.

Vice Chair Fancher inquired whether users of the MyRide app can be reached if necessary.

Dan Goodemoot stated that the riders contact information is stored and available for the operator if they need to contact them for any reason.

Terrance Augustine inquired whether CATA has promoted the MyRide app.

Dan Goodemoot stated that CATA has done some promotional advertisement for the MyRide app on social media and through CATA's Local Advisory Committee (LAC).

Shanna Draheim inquired about the possibility of downloading a scan code through the MyRide app.

Dan Goodemoot replied that there are more things that can be done; however, CATA is still in the testing phase and will add more options in time.

Mark Grebner inquired about the MyRide app moving towards real time.

Dan Goodemoot confirmed that CATA is trying to achieve real time with paratransit, yet it is difficult because the service does not work off a set route, but rather addresses.

Mark Grebner inquired about addresses that cover a wide area such as the airport and it is difficult to locate the rider.

Dan Goodemoot stated that Craig Frazier, Paratransit Operations Manager, does a great job at matching addresses. He also noted that the operator can coordinate with CATA's dispatch or contact the rider directly if they are having trouble locating the rider.

Doug Lecato stated that CATA's dispatcher works diligently to get as much information as possible from the rider.

Mark Grebner clarified that he is referring to how the MyRide app performs without having to contact other resources.

Dan Goodemoot explained that users can provide additional details in the notes section of the application. He also noted that paratransit schedulers are trained to watch out for these types of issues.

Doug Lecato inquired whether the notes are stored for future trips.

John Prush inquired whether the dispatcher would know about the notes listed on a rider's application when scheduling a trip.

Dan Goodemoot stated that unfortunately, he is not sure and he only handles the IT portion of the MyRide app.

Bradley Funkhouser stated that CATA's dispatchers will not know if additional notes are listed on a rider's application. It will take time, but eventually the MyRide app will

improve. He also noted that the notes can be voice recorded and/or typed.

John Prush inquired whether users of the MyRide app could call if they had questions and if the call could be linked to a place on the MyRide app.

Dan Goodmoot explained that CATA is limited to collecting certain information due to privacy issues. He noted that CATA is trying to keep the MyRide app clean and simple.

Vice Chair Fancher thanked Dan Goodmoot for his presentation.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Daniel Black inquired about the public being able to help with launching the media campaign for the Route 3 extension on May 8.

Krista Abdallah, a Delhi Township rider, thanked the drivers of Spec-Tran and Redi-Ride. She also expressed her frustrations with being able to schedule a ride in a timely matter. The Redi-Ride vehicles seem to be busy transporting students and wondered why they cannot use the minivans. She explained that as a wheelchair user, she cannot use the minivans and she has had to wait for a ride or must use Spec-Tran due to the shortage of buses.

MOTION:

Jennie Gies motioned to excuse Derek Melot, Phil Deschaine, Jack Schmitt, Maggie Sanders, and Nathan Triplett. Doug Lecato supported the motion.

VOTE: The motion carried unanimously.

ADJOURNMENT

MOTION:

Jennie Gies motioned to adjourn and Doug Lecato supported the motion.

VOTE: The motion carried unanimously.

Vice Chair Fancher adjourned the meeting at 4:42 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary

**Capital Area Transportation Authority
INTERIM INCOME STATEMENT
For The Month Ending March 31, 2023**

	<u>March Actual</u>	<u>March Budget</u>	<u>Variance</u>	<u>% Variance</u>	<u>FY 2023 Actual YTD</u>	<u>FY 2023 Budget YTD</u>	<u>Variance</u>	<u>% Variance</u>	<u>FY 2023 BUDGET</u>	<u>% of Fiscal Year Completed</u> 50%	<u>% Annual Budget Revenues/Expense</u>
REVENUES											
Farebox	\$ 172,895	\$ 156,262	\$ 16,633	10.6%	\$ 1,309,645	\$ 917,412	\$ 392,233	42.8%	\$ 1,839,864		71.2%
Contracted Services	\$ 369,545	\$ 330,086	\$ 39,459	12.0%	\$ 2,305,981	\$ 1,937,924	\$ 368,057	19.0%	\$ 3,886,496		59.3%
Property Tax	\$ 3,453,249	\$ 2,077,680	\$ 1,375,569	66.2%	\$ 18,046,311	\$ 12,197,989	\$ 5,848,322	47.9%	\$ 24,463,000		73.8%
State Revenue	\$ 1,358,787	\$ 1,361,146	\$ (2,359)	-0.2%	\$ 8,047,932	\$ 7,991,244	\$ 56,688	0.7%	\$ 16,026,396		50.2%
Federal Revenue	\$ 3,851,093	\$ 1,163,221	\$ 2,687,872	231.1%	\$ 8,099,085	\$ 6,829,236	\$ 1,269,849	18.6%	\$ 13,695,996		59.1%
Other Revenue	\$ 395,295	\$ 41,057	\$ 354,238	862.8%	\$ 712,305	\$ 241,040	\$ 471,265	195.5%	\$ 483,405		147.4%
TOTAL REVENUES	\$ 9,600,864	\$ 5,129,452	\$ 4,471,412	87.2%	\$ 38,521,259	\$ 30,114,845	\$ 8,406,414	27.9%	\$ 60,395,157		63.8%
EXPENSES											
Labor	\$ 2,371,686	\$ 2,090,384	\$ (281,302)	-13.5%	\$ 11,360,716	\$ 12,272,575	\$ 911,859	7.4%	\$ 24,612,582		46.2%
Fringe Benefits	\$ 991,977	\$ 1,363,984	\$ 372,007	27.3%	\$ 6,314,146	\$ 8,007,909	\$ 1,693,763	21.2%	\$ 16,059,818		39.3%
Services	\$ 353,622	\$ 368,594	\$ 14,972	4.1%	\$ 2,270,079	\$ 2,164,005	\$ (106,074)	-4.9%	\$ 4,339,900		52.3%
Materials & Supplies	\$ 462,377	\$ 414,129	\$ (48,248)	-11.7%	\$ 2,795,034	\$ 2,431,336	\$ (363,698)	-15.0%	\$ 4,876,031		57.3%
Utilities	\$ 121,402	\$ 78,793	\$ (42,609)	-54.1%	\$ 449,755	\$ 462,589	\$ 12,834	2.8%	\$ 927,720		48.5%
Casualty & Liability	\$ 217,742	\$ 90,707	\$ (127,035)	-140.0%	\$ 729,660	\$ 532,537	\$ (197,123)	-37.0%	\$ 1,068,000		68.3%
Purch. Transportation	\$ 887,851	\$ 764,383	\$ (123,468)	-16.2%	\$ 4,320,681	\$ 4,487,671	\$ 166,990	3.7%	\$ 9,000,000		48.0%
Miscellaneous	\$ 112,333	\$ 102,345	\$ (9,988)	-9.8%	\$ 833,177	\$ 600,862	\$ (232,315)	-38.7%	\$ 1,205,024		69.1%
TOTAL EXPENSES	5,518,990	5,273,319	(245,671)	-4.7%	29,073,248	30,959,484	1,886,236	6.1%	\$ 62,089,075		46.8%
NET INCOME (LOSS)	\$ 4,081,874	\$ (143,867)	\$ 4,225,741		\$ 9,448,011	\$ (844,639)	\$ 10,292,650		\$ (1,693,918)		

Interim statements are subject to adjustments and year-end audit

**Capital Area Transportation Authority
 Treasurer's Report
 Cash Activity During the Month**

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03/01/2023-03/31/2023

Cash Balance - 03/01/2023	\$ 5,579,208
Disbursements	\$ (8,286,622)
Receipts	\$ 6,205,526
Adjustments	\$ -
Cash Balance - 03/31/2023	\$ 3,498,112

Disbursements:

Cash Disbursements Register	\$ (3,328,237)
Payroll	\$ (2,530,280)
Healthcare (BlueCross Blue Shield)	\$ (320,967)
Transfers To the ASU Claims Account	\$ (107,138)
Transfers To the Investment Account	\$ (2,000,000)
Total Cash Disbursements	\$ (8,286,622)

Receipts:

Cash Receipt Register	\$ 6,205,526
Transfers From the Investment Account	-
Total Cash Receipts	\$ 6,205,526

Adjustments:

Misc. Items	\$ -
Total Cash Adjustments	\$ -

**Capital Area Transportation Authority
 Treasurer's Report
 Cash and Investment Balances & Interest Earned**

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03/01/2023-03/31/2023

CASH & INVESTMENT BALANCES	PORTFOLIO BALANCE	% OF TOTAL
<u>CASH & CASH EQUIVALENTS</u>		
FIFTH THIRD BANK - General Account	3,498,112	10.58%
FIFTH THIRD BANK - ASU Claims Account	113,473	0.34%
<u>FIXED INCOME INVESTMENTS</u>		
FIFTH THIRD BANK	<u>29,457,169</u>	89.08%
TOTAL	<u>\$ 33,068,754</u>	100.00%

INTEREST EARNED	INTEREST
INCOME EARNED ON INVESTMENTS:	
FIFTH THIRD BANK (Net of Expenses/Accrued Interest)	\$ 21,176
OTHER BANKS	<u>-</u>
TOTAL	<u>\$ 21,176</u>

Monthly Average Rate of Return	0.0640%
Annual Average Rate of Return	0.768%

Interim statements are subject to adjustments and year-end audit

**Capital Area Transportation Authority
 Treasurer's Report
 Fifth Third Bank Investment Account Reconciliation**

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03/01/2023-03/31/2023

Market Value at the Beginning of the Period - 03/01/2023 \$ 27,100,974

Portfolio Activity:

Transfers (To) or From General Checking 2,000,000

Net Income/(Loss) & Expenditures

Interest Earned	\$ 31,173
Accrued Interest Paid	(7,832)
Administrative Expenditures	(2,165)

Total Net Income/Loss & Expenditures 21,176

Realized Gains or (Loss) From Sales (20,203)

Market Appreciation

End of Period	\$ (582,782)
Beginning of Period	888,342

Unrealized Gain/(Loss) from Market Appreciation 305,560

Change in Value From Accrued Income

Previous Accrued Income (-)	\$ (83,184)
Current Accrued Income (+)	132,846

Net Change from Accrued Income 49,662

Market Value at the End of the Period - 03/31/2023 \$29,457,169

Interim statements are subject to adjustments and year-end audit .

NOTE:

The Fifth Third Bank Investment Account includes investments in the Federated Government Obligations Fund, Institutional Shares, considered as cash equivalents with a stable market value, and short term fixed income investments in federal and Michigan municipal securities that have market values that may fluctuate prior to redemption or early call dates.

ACTION ITEM – AMENDMENT TO THE SECURITY SERVICES CONTRACT

Charlesbrook Protection Services was awarded the CATA Security Services Contract RFP 2022-135, effective January 1, 2023, to provide security services at the CATA Transportation Center (CTC), other CATA properties and for events, as deemed necessary.

In March 2023, new security measures were implemented at the Capital Area Multimodal Gateway, including the installation of a new alarm system and an upgraded camera system. The new alarm system must be manually disarmed each morning; doors to the facility are required to be manually unlocked to provide access to employees, vendors, transit users and the public; the building must be cleared of unauthorized individuals; and doors must be locked by 11:00 p.m. each night.

Security services were implemented with urgency at the Capital Area Multimodal Gateway March 13, 2023, in response to a growing number of violent incidents there, as well as an increase in the number of displaced individuals who have attempted to remain in the facility overnight. Additionally, with the resumption of late-night service on Route 1, security coverage at the CTC is required each Thursday, Friday, and Saturday between the hours of 1:00 a.m. and 4:00 a.m.

These and other emerging circumstances at the CTC and Gateway facilities prompted CATA to amend the existing security services contract to ensure the safety of its employees, vendors and customers.

Staff hereby requests an increase to the existing contract in the amount of \$503,599.66, which includes \$379,033.72 for Gateway coverage and \$124,565.94 for the reimplementation of Route 1 Late Night Service coverage at the CTC, based on the following breakdown and pricing forms:

Current Security Contract	\$2,777,813.08
Cost to add security at CAMG	\$ 379,033.72
Cost to add late-night service at CTC	\$ 124,565.94

New Contract Amount **\$3,281,412.74**

Charlesbrook Protection Services LLC – Capital Area Multimodal Gateway Pricing

A – HOURLY RATE BY TASK							
Task	Rate	Proposed Annual Hours	Year 1 Bill Rate	Year 2 Bill Rate	Year 3 Bill Rate	Year 4 Bill Rate	Year 5 Bill Rate
CTC Security Officer	Straight	2548	\$ 27.55	\$ 28.27	\$ 28.27	\$ 29.00	\$ 29.00
CTC Security Officer	Holiday	60	\$ 41.32	\$ 42.41	\$ 42.41	\$ 45.00	\$45.00

A. SUBTOTAL	\$72,676.60	\$74,576.56	\$74,576.56	\$76,592.00	\$76,592.00
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B – CELL PHONE RATE						
	Cell Phone Per Shift Supervisor	Year 1 Bill Rate	Year 2 Bill Rate	Year 3 Bill Rate	Year 4 Bill Rate	Year 5 Bill Rate
Cell Phone	1 Qty	\$ 780.00	\$ 800.00	\$ 800.00	\$ 820.00	\$ 820.00
B. SUBTOTAL		\$ 780.00	\$ 800.00	\$ 800.00	\$ 820.00	\$ 820.00

C – GRAND TOTAL COST PROJECTION (Add Section A + Section B SUBTOTALS for Years 1 through 5, then compute the 5-Year Grand Total)						
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	GRAND TOTAL
C. GRAND TOTAL	\$73,456.60	\$75,376.56	\$75,376.56	\$77,412.00	\$77,412.00	\$379,033.72

Charlesbrook Protection Services LLC – Route 1 Late-Night Service Pricing

A – HOURLY RATE BY TASK							
Task	Rate	Proposed Annual Hours	Year 1 Bill Rate	Year 2 Bill Rate	Year 3 Bill Rate	Year 4 Bill Rate	Year 5 Bill Rate
CTC Security Officer	Straight	630 (Yr. 1)	\$ 27.55	N/A	N/A	N/A	N/A
CTC Security Officer	Straight	936 (Yrs. 2-5)	N/A	\$ 28.27	\$ 28.27	\$ 29.00	\$ 29.00
A. SUBTOTAL			\$17,356.50	\$26,460.72	\$26,460.72	\$27,144.00	\$27,144.00

B – GRAND TOTAL COST PROJECTION (Section A SUBTOTALS for Years 1 through 5, then compute the 5-Year Grand Total)						
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	GRAND TOTAL
B. GRAND TOTAL	\$17,356.50	\$26,460.72	\$26,460.72	\$27,144.00	\$27,144.00	\$124,565.94

Staff hereby recommends that the Board adopt the proposed motion set forth below.

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett and Chief Executive Officer, Bradley T. Funkhouser, to execute an amendment to the security services contract with Charlesbrook Protection Services for the provision of security services at a cost not to exceed \$503,600, for a one-

year term with additional options to extend the contract for one (1), one-year term, followed by one (1), three-year term, to expire in conjunction with RFP 2023-135, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

INFORMATION ITEMS

MAY 17, 2023

1. MARCH RIDERSHIP REPORT
2. MARCH RIDERSHIP GRAPH YEAR-TO-DATE
3. FUEL PURCHASE FOR APRIL 2023
4. DEI TASK FORCE UPDATE

MARCH 2023 RIDERSHIP REPORT

<u>Total system rides – March:</u>	<u>750,904</u>
Average weekday system ridership	30,050
Average weekday system ridership change March 2023 to March 2022	+10,100

	<u>March 2023 v. March 2022</u>	
	<u>Percentage Change</u>	<u>Ridership Change</u>
Monthly total system ridership	+47.0%	+239,947
Monthly Urban Fixed-Route change	+19.7%	+53,369
Monthly MSU campus ridership change	+102.7%	+161,453
Monthly Spec-Tran ridership change	-3.0%	-645
Monthly Total Paratransit ridership change	-2.9%	-808

Note: Service on Routes 1, 3, 5, 8, 9, and 18 has been reduced as of 12/20/2021. MSU Service levels are increased for Spring 2023 compared with Spring 2022. Classes on the MSU campus were suspended from February 14, 2023 to February 17, 2023. Ridership has been substantially impacted by the COVID-19 pandemic.

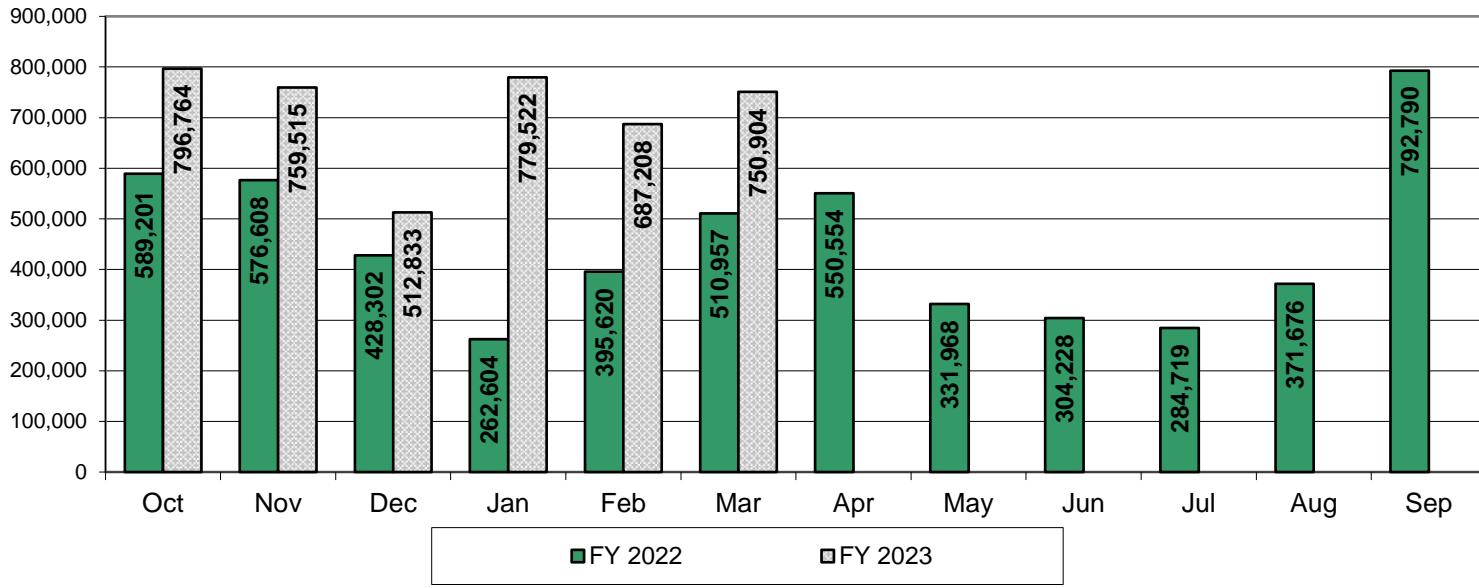
FY 2023 YEAR-TO-DATE RIDERSHIP

<u>Total system rides – FY 2023:</u>	<u>4,286,746</u>
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	<u>FY 2023 vs. FY 2022</u>	
	<u>Percentage Change</u>	<u>Ridership Change</u>
Total system rides change	+55.1%	+1,523,454
Year-to-Date Spec-Tran ridership change	-1.0%	-1,165
Year-to-Date Total Paratransit ridership change	+0.5%	+823

Note: Service on Routes 1, 3, 5, 8, 9, and 18 has been reduced as of 12/20/2021. Classes on the MSU campus were suspended from February 14, 2023 to February 17, 2023. Ridership has been substantially impacted by the COVID-19 pandemic.

CATA's Monthly Ridership: FY 2022 & FY 2023



INFORMATION ITEM - FUEL PURCHASE FOR APRIL 2023

The following lists our prices for diesel fuel for April 2023

<u>Date of Delivery</u>	<u>Price Per Gallon</u>
04/01/2023	\$2.6995
04/06/2023	\$2.8155
04/11/2023	\$2.8125
04/17/2023	\$2.7640
04/21/2023	\$2.6070
04/26/2023	\$2.6130

FY 2023 Current average per gallon fuel cost	\$2.72
FY 2023 Budget per gallon fuel cost	\$2.35

Diversity Equity & Inclusion Task Force
Meeting Summary
April 13, 2023

Volunteer Recognition Month

The month of April is dedicated to volunteer recognition. It acknowledges the beauty of people selflessly helping other people. The Task Force Committee devoted “sweat equity” to the Boys & Girls Club of Lansing (BGC). The BGC is a non-profit, youth development organization that seeks to create hope, opportunity and foster civic engagement by inspiring and enabling all young people.

On April 13th, we assisted with beautifying their facility grounds by raking leaves, picking up trash, and refreshing mulch. We also assisted with a bulk mailing project and instructed BGC staff on how to properly set up their event’s tent.

Carmen Turner, President/CEO of BGC, was excited to see CATA participating in a day of service. She invited us back to help with future activities and events.

A special thanks goes out to the following individuals for taking time out of their busy schedule to help our Volunteer Day go well:

- Tella Wells
- Valerie Campbell
- Ashten Tucker
- Dan Goodemoot
- Andrew Brieschke

Respectfully submitted,

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