

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, NOVEMBER 15, 2023
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM
333 E. MICHIGAN AVENUE, LANSING, MI 48933

PRESENT: Dusty Fancher, Vice Chair
Shanna Draheim, Secretary/Treasurer
Mark Grebner
Maggie Sanders

Phyllis Vaughn
Phil Deschaine
Doug Lecato

CALL TO ORDER:

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

ROLL CALL: Phil Deschaine, Shanna Draheim, Dusty Fancher, Mark Grebner, Doug Lecato, Maggie Sanders, and Phyllis Vaughn were all present.

LATE: Jack Schmitt and Terrance Augustine

ABSENT: Nathan Triplett, Chair, Derek Melot, Jennie Gies, and John Prush

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:

Deb Parrish commented on the cost for CATA's recruiting services and inquired whether the services included recruiting new operators. She also expressed her enthusiasm for CATA's upcoming holiday campaign.

VICE CHAIR'S COMMENTS:

MOTION:

Shanna Draheim motioned to excuse Nathan Triplett, Derek Melot, Jennie Gies, and John Prush. Doug Lecato supported the motion.

VOTE: The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Silver Bells

Bradley Funkhouser stated that Silver Bells will take place on Friday, November 17, and CATA will once again have the CATApillar bus and the LadyBug vehicle in this year's parade. Mr. Funkhouser noted that any Board member that wishes to take part in the parade and ride in the CATApillar bus may do so by contacting Lolo Robison, Director of Marketing, Customer Experience, and Public Information. He also remembered past Board member Robin Lewis and shared a story about how each year Ms. Lewis would bring her granddaughter to the parade. This year, in light of her passing, her husband will continue the tradition by accompanying his granddaughter to the parade.

Holiday Service

Bradley Funkhouser stated that CATA will begin holiday service by offering rides this Thanksgiving, November 23, from 8:00 a.m. to 4:00 p.m. Mr. Funkhouser explained that CATA will take reservations in advance and the deadline to book a ride will be 5:00 p.m. on Monday, November 20. He also shared that CATA is tentatively looking at Christmas Day service running from 7:00 a.m. to 3:00 p.m. with advance reservations accepted from Sunday, December 10, through Wednesday, December 20.

Mark Grebner requested more information on CATA's holiday service.

Bradley Funkhouser explained that CATA's holiday service will be open to the public and run curb-to-curb using the same vehicles and defined service area as Spec-Tran.

Jack Schmitt arrived at 4:07 p.m.

Ridership

Bradley Funkhouser commented on CATA's ridership for fiscal year 2022 at 7,633,877 rides. He noted that CATA is still down thirty percent from pre-pandemic levels, yet these numbers represent the biggest gain since the pandemic. Mr. Funkhouser also reported that both Clinton Transit and EATRAN have seen similar increases in their ridership.

Shanna Draheim requested a breakdown on CATA's ridership, specifically for East Lansing.

Bradley Funkhouser stated that he will have CATA's Planning Department provide the requested information to Ms. Draheim as soon as possible.

Ridership on Route 3

Bradley Funkhouser stated that the ridership for the Route 3 extension from the last week in October was 1,160 rides. Mr. Funkhouser explained that he has a meeting on Monday, November 27, with the Delta Township Manager. The purpose of the meeting is to discuss EATRAN's plan to restart the Charlotte Connector, which will take riders from downtown Charlotte to the Marketplace in Delta Township where

they can connect to Route 3. He noted that this service will be added to the Transit App and riders will be able to go from downtown Charlotte to MSU. Mr. Funkhouser further noted that EATRAN will also be bringing back Saturday service which will start on Monday, January 15, 2024.

Doug Lecato inquired about Spec-Tran's ridership.

Bradley Funkhouser confirmed that Spec-Tran's ridership for fiscal year 2022 was 304,000 rides and for fiscal year 2023, it was 323,000 rides.

Phyllis Vaughn inquired about CATA's warming and cooling centers.

Bradley Funkhouser stated that he will have the requested information sent to Ms. Vaughn as soon as possible.

ACTION ITEMS – PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF OCTOBER 18, 2023, BOARD MEETING
- B. APPROVAL OF TREASURER'S REPORT FOR SEPTEMBER 2023
 - 1. Interim Income Statement
 - 2. Cash Summary
 - 3. Investments
 - 4. Fifth Third Investment Account Reconciliation
- C. AWARD OF CONTRACT FOR HUMAN RESOURCES CONSULTANT 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 People Matters, LLC, for consulting services at a cost not to exceed \$397,000, plus additional fees for recruiting services as needed, using operating funds for an initial two-year contract and an option for a two-year extension on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

- D. "EXPERIENCE THE MAGIC OF THE SEASON" HOLIDAY FREE-FARE 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 "Experience the Magic of the Season" Holiday Free-Fare marketing campaign, effective November 24, 2023, through January 12, 2024, as proposed by Staff.

E. INSURANCE RENEWALS

PROPOSED MOTION: That the CATA Board of Directors approves CATA's purchase of insurance policies at quoted contract rates with the indicated premiums and authorizes the Chief Executive Officer, Bradley T. Funkhouser, to execute such applications, contracts, and other documents as are necessary and appropriate to bind and perfect such insurance coverage and services for the period from December 1, 2023, through November 30, 2024.

MOTION:

Doug Lecato moved to approve the Consent Agenda and Shanna Draheim supported the motion.

VOTE: The motion carried unanimously.

ACTION ITEMS – PROPOSED DISCUSSION AGENDA

A. PURCHASE OF ONE (1) BATTERY ELECTRIC 40-FOOT BUS FROM NEW FLYER

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 one (1) battery-electric, 40-foot transit bus from New Flyer, a subsidiary of NFI Group, Inc., using the State of Washington, cooperative bus procurement contract #06719, at a price not to exceed \$1,300,000 of federal and state grant funds, including the aforementioned grant above, for the vehicle and accessories, pending successful completion of necessary FTA Buy America audits and inspections on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

Doug Lecato motioned to approve Discussion Item A, Purchase of One (1) Battery Electric 40-Foot Bus from New Flyer and Maggie Sanders supported the motion.

DISCUSSION:

Bradley Funkhouser explained that since there are two (2) separate purchases, there are two (2) separate motions for the Board to approve. Mr. Funkhouser referenced the Board's approval for CATA switching from diesel buses to electric buses by year 2035. He stated that CATA is being cautious while following the Board's direction. He also shared that the Union has expressed safety concerns over implementing the new technology into CATA's fleet. Mr. Funkhouser noted that with the federal and state funding that CATA received, they are able to buy two (2) battery electric 40-foot buses. The Maintenance Department, along with the operators, will both be trained in servicing and operating the electric buses. He then introduced Andrew Brieschke, Deputy CEO, to answer any questions.

Jack Schmitt inquired about CATA needing additional infrastructure for their facility.

Andrew Brieschke confirmed that CATA will work with engineers and consultants to add additional infrastructure to the facility. He also explained that CATA has designated sites for the charging stations.

Phill Deschaine expressed his enthusiasm for CATA's purchase of two (2) battery electric 40-foot buses. He also inquired about the cost differentials and the life expectancy between diesel and electric buses.

Andrew Brieschke stated that a 40-foot diesel bus costs between \$485,000 to \$700,000 and a battery electric 40-foot bus costs between \$900,000 to \$1,500,000. He also noted that the life expectancy for both diesel and electric buses is the same at twelve years or 500,000 miles, whichever comes first.

Doug Lecato inquired whether both of the electric buses that will be purchased can use the same charging stations.

Andrew Brieschke confirmed that both of the electric buses can use the same charging stations.

Shanna Draheim inquired about whether Gillig and New Flyer will supply the charging stations for the electric buses.

Andrew Brieschke explained that although both Gillig and New Flyer do not supply the charging stations, there is a division within both companies that works with the supplier for the charging stations, thus the charging stations can be purchased off the same contract and with their support.

Shanna Draheim inquired whether CATA looked at any Michigan-based companies to purchase charging stations.

Bradley Funkhouser explained that the federal government has strict rules when using federal funds. He noted that the federal government is very specific on how and where the grant money can be spent.

Doug Lecato inquired about the life expectancy of a battery and the cost of replacing a battery.

Andrew Brieschke stated the manufacturers have assured him that the batteries are supposed to last as long as the electric bus's life expectancy which is twelve years or 500,000 miles. He also noted that the approximate cost to replace a battery pack is between \$150,000 to \$350,000.

Maggie Sanders acknowledged that CATA will be using both state and federal funds to purchase the electric buses and inquired whether the batteries could be purchased through a Michigan-based company.

Bradley Funkhouser explained that anytime federal funds are used, the federal government's rules take precedent over any state rules.

VOTE: The motion carried unanimously.

- B. PURCHASE OF ONE (1) BATTERY ELECTRIC 40-FOOT BUS FROM GILLIG, LLC

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 one (1) battery-electric, 40-foot transit bus from Gillig, LLC, of Livermore, CA, using the State of Washington, cooperative bus procurement master contract #06719, at a price not to exceed \$1,300,000 of federal and state grant funds, including the aforementioned grant above, for the vehicles and accessories, pending successful completion of necessary FTA Buy America audits and inspections on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

Shanna Draheim motioned to approve Discussion Item B, Purchase of One (1) Battery Electric 40-Foot Bus from Gillig, LLC, and Phil Deschaine supported the motion.

VOTE: The motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS

Presentation - Meridian Township Corridor Improvement Authority

Bradley Funkhouser expressed his appreciation for CATA's partnership with Meridian Township. He then deferred to CATA Board member Phil Deschaine, Meridian Township Treasurer, to introduce the following presentation from Meridian Township.

Phil Deschaine introduced Amber Clark, Neighborhoods and Economic Development Director from Meridian Township.

Amber Clark gave her report on Meridian Township's new developments.

Maggie Sanders inquired about Meridian Township's downtown project.

Amber Clark replied that due to the pandemic, Meridian Township had to put their plans on hold, but they are back to trying to develop that area.

Shanna Draheim inquired about the blue boxes on the map.

Amber Clark explained that the blue boxes are sites where Meridian Township intends to have affordable housing complexes.

Shanna Draheim inquired on how Meridian Township plans to incorporate CATA's services and possibly update CATA's Route 1 and/or their Bus Rapid Transit Project (BRT).

Amber Clark stated Meridian Township has been communicating with CATA to see where improvements and updates can be made to better serve their residents.

Maggie Sanders requested that Ms. Clark define what Meridian Township considers affordable housing.

Vice Chair Fancher echoed Ms. Sanders request and added affordable and attainable housing.

Amber Clark stated that Meridian Township will have to define what they consider to be affordable and/or attainable housing. Ms. Clark also noted that Meridian Township is looking at various state grants for creating housing programs to benefit low- and moderate-income households.

Phil Deschaine commented on how Meridian Township's residents reacted to the Bus Rapid Transit Project (BRT).

Doug Lecato inquired about the cost of Meridian Township's Downtown Development Authority (DDA) plan.

Amber Clark stated that she does not have that information, but she will find out and send it to Mr. Funkhouser.

Phil Deschaine stated that one (1) of Meridian Township's goals is to have affordable and attainable housing in their community.

Bradley Funkhouser thanked Ms. Clark for her presentation. He also stated that Ms. Clark understands the partnership between transit and the community.

Vice Chair Fancher thanked Ms. Clark for her presentation and congratulated Meridian Township on their plans for new development.

PUBLIC COMMENT

Deb Parrish thanked the Board and CATA for the services they provide. Ms. Parrish also expressed her appreciation for public transportation and CATA's holiday service schedule.

ADJOURNMENT

There being no further business, Vice Chair Fancher adjourned the meeting at 4:48 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary