

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

WEDNESDAY, OCTOBER 21, 2020; 4:00 P.M.

PRESENT: Nathan Triplett, Chair
Dusty Fancher, Vice Chair
Shanna Draheim, Secretary/Treasurer
Dan Opsommer
Mark Grebner
Robin Lewis
Jennie Gies
Jack Schmitt
Doug Lecato
John Prush
Dion’trae Hayes

ABSENT: Derek Melot

CALL TO ORDER:

Nathan Triplett, Chair called meeting to order at 4:06 p.m.

ROLL CALL: All present except for Derek Melot.

Chair Triplett instructed all participants on the Zoom meeting format in accordance with the authority of Public Act 228, 2020.

CORRESPONDENCE TO THE BOARD AND PUBLIC COMMENTS

Correspondence to the Board

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

Public Comments

Deb Parrish expressed her frustration with the remarks made at September’s Board Meeting. She also inquired about the contract with CATA’s custodial cleaning company.

CHAIR’S COMMENTS:

MOTION:

A motion to excuse Derek Melot’s absence was made by Dusty Fancher and supported by Shanna Draheim.

VOTE: The motion carried unanimously.

MOTION:

A motion to excuse Dan Opsommer and Jack Schmitt's absence from the September Board Meeting was made by Dusty Fancher and supported by Dion'trae Hayes.

VOTE: The motion carried unanimously.

Chair Triplett welcomed back Robin Lewis, representative of Meridian Township, to the CATA Board of Directors.

Robin Lewis stated she has been a Michigander for the past 33 years and represented City of Lansing on the CATA Board before moving to Meridian Township. She served previously as Board Secretary and looks forward to being part of the CATA Board of Directors once again.

Chair Triplett, on behalf of the CATA Board, thanked Donna Rose for her years of service to the CATA Board of Directors as a representative of Meridian Township.

CHIEF EXECUTIVE OFFICER'S REPORT

Ridership

Ridership has been consistently breaking 8,000 rides per day with a few days climbing over 8,500 rides per day. This is about a 10 to 15 percent increase from last month. Ridership is predicted to increase as weather conditions change and temperatures drop.

Ballot Drop Boxes

Bradley Funkhouser thanked Chairman Triplett for his input on expanding the voting campaign. CATA provides free rides on Election Day and with the challenges of COVID-19, CATA partnered with the City of East Lansing and City of Lansing Clerk's Office to install ballot drop boxes at the CTC, Tranter and the MSU transfer station, Ramp 1. The ballot drop boxes are secure and emptied every night. Instructions on how to use the ballot drop boxes can be found on CATA buses.

Ingham County Health Department and Safety

CATA's Safety Committee and the Union met with the Ingham County Health Department last week. The Ingham County Health Department answered many questions and shared advice moving forward. As the COVID-19 pandemic has changed over time, CATA has become more knowledgeable in the process and flexible in adapting new protocols. The Ingham County Health Department will continue to meet with the Safety Committee and provide assistance in modifying CATA's safety plan as needed.

Absences

CATA has reported historic absences, especially in the first couple weeks of the new fiscal year. CATA and the Operation's Department will work together to solve this issue. Bradley Funkhouser reminded the Board that during this COVID-19

pandemic, CATA has provided flexibility for all employees to take care of their families.

PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF SEPTEMBER 16, 2020, BOARD MEETING
- B. APPROVAL OF TREASURER’S REPORT FOR AUGUST 2020
 - 1. Interim Income Statement
 - 2. Cash Summary
 - 3. Investments
 - 4. Fifth Third Investment Account Reconciliation
- C. YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS

PROPOSED MOTION: That the CATA Board of Directors approves system-wide, year-round free rides aboard all fixed-route, paratransit and special services for U.S. military veterans, effective Wednesday, November 11, 2020, and that Chief Executive Officer, Bradley T. Funkhouser is duly authorized to implement this program on such other terms and conditions that he deems appropriate.

- D. APPOINTMENTS TO LOCAL ADVISORY COMMITTEE LEADERSHIP

PROPOSED MOTION: That the CATA Board of Directors approves the appointment of the following to the LAC offices set forth next to their names for a one-year term ending in October 2021:

Deb Wiese Chair
Diana Paiz-Engle... Vice Chair

- E. APPOINTMENT TO LOCAL ADVISORY COMMITTEE

PROPOSED MOTION: The CATA Board of Directors approves the recommendation of the Local Advisory Committee to appoint Janiele Cannon to a three-year term through December 2023.

- F. CONTRACT FOR SNOW AND ICE REMOVAL 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 HTA Companies Inc. to provide snow and ice removal services at an estimated cost of \$739,375.00 based on quoted rates, for a five-year term as the Board Chair and Chief Executive Officer deem necessary.

G. CONTRACT FOR BUS DISINFECTING 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 Boling Janitorial for the purposes of disinfecting CATA vehicles on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

H. SIXTH AMENDMENT TO THE MSU CONTRACTED TRANSPORTATION SERVICES AGREEMENT

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute the Sixth Amendment to the MSU Contracted Transportation Services Agreement, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

I. MDOT RESOLUTION OF INTENT

PROPOSED MOTION: That the CATA Board of Directors adopts the Resolution of Intent set forth below:

FISCAL YEAR 2022 RESOLUTION OF INTENT

The approved resolution of intent to apply for state formula operating assistance for fiscal year 2022 under Act 51 of the Public Acts of 1951, as amended.

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended ("Act 51"), it is necessary for Capital Area Transportation Authority (hereby known as THE APPLICANT), established under 1963 PA 55, to provide a local transportation program for the state fiscal year of 2022 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the governing body, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators have been reviewed and approved by the governing body.

WHEREAS, THE APPLICANT has reviewed and approved the proposed balance budget, and funding sources for FY 2022 are estimated to include the following: federal funds of \$1,400,000, state funds of \$19,000,000, local funds of \$23,500,000, farebox funds of \$3,500,000, and other funds of \$4,400,000. Total expenses are estimated to be \$54,000,000. THE APPLICANT’S budget for its local transportation program for FY 2022 reflects a shortfall of \$2,200,000 that will be bridged through the use of assets (cash) supplied from its existing surplus net position.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints THE APPLICANT'S, Chief Executive Officer, Bradley T. Funkhouser or his designee, as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2022.

Mark Grebner requested to have Action Item C, YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS removed for discussion.

MOTION:

Shanna Draheim motioned to have Consent Agenda approved with Action Item C, YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS, removed for discussion and Dusty Fancher supported the motion.

ROLL CALL VOTE: The Board unanimously approved the Consent Agenda with Action Item C, YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS, removed for discussion.

DISCUSSION AGENDA

A. YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS

PROPOSED MOTION: That the CATA Board of Directors approves system-wide, year-round free rides aboard all fixed-route, paratransit and special services for U.S. military veterans, effective Wednesday, November 11, 2020, and that Chief Executive Officer, Bradley T. Funkhouser is duly authorized to implement this program on such other terms and conditions that he deems appropriate.

MOTION:

Mark Grebner motioned to approve Discussion Agenda A, YEAR-ROUND FREE RIDES FOR U.S. MILITARY VETERANS and Doug Lecato supported the motion.

DISCUSSION:

Mark Grebner inquired about year-round free rides for military veterans being done at CATA in the past or anywhere else.

Bradley Funkhouser responded that for the last couple years, CATA has provided free rides to veterans only on Veteran’s Day. This will be the first time veterans will have free rides all year-round.

Dusty Fancher spoke on behalf of MPTA and stated that over the past four (4) to five (5) years, there has been more than one (1) transit agency to adopt year-round free rides to veterans, however; it has been done so on an individual basis. There has also been legislation passed to provide veterans with a free ride card which is becoming more popular among transit agencies.

Mark Grebner inquired about the classification of a veteran.

Bradley Funkhouser replied veterans have to present a valid U.S. Department of Veterans Affairs identification card.

Mark Grebner commented about the possibility of CATA taking over services that the County now provides to Veterans by granting free rides to the Ann Arbor Veterans Complex.

Bradley Funkhouser echoed Mark Grebner’s comments.

Discussion ensued.

ROLL CALL VOTE: The motion carried unanimously.

**B. POLICY NO. 205 – DISPLAY OF ITEMS ON CATA PROPERTY AND VEHICLES
– FIRST READING**

PROPOSED MOTION: That the Board of Directors approves the Policy Committee’s recommended amendments to Policy No. 205, regarding the display of items on CATA Property and Vehicles to allow for transit advertising and advertising revenue to help fund the operation of the system, and authorizes Chief Executive Officer, Bradley T. Funkhouser, to implement this program on such other terms and conditions that he deems appropriate.

MOTION:

Dusty Fancher motioned to adopt the amendment proposed by legal counsel to Policy No. 205 and Shanna Draheim supported the motion.

DISCUSSION:

Chair Triplett thanked CATA and the Policy Committee for their work and diligence in bringing the Advertising Policy to the Board. He then recognized the Policy

Committee Chair, Dusty Fancher.

Dusty Fancher stated that the Policy Committee has met several times throughout the year in order to update the Advertising Policy. The committee worked closely with CATA and legal counsel to bring the Advertising Policy to the Board for their consideration. There was one concern that was recently brought forth to the Policy Committee which Dusty wanted to address. She then deferred to Dion'trae Hayes for further comment.

Dion'trae Hayes noted that advertising alcohol has been proven to have negative effects on youth health and continued exposure encourages negative behavior. She suggested refining the language to exclude alcohol advertisements. Dion'trae expressed her strong belief that there is no place for advertising alcohol on CATA's Advertising Policy or in the communities which CATA serves. She referenced MTA in New York, one of the largest transit agencies, bans any type of alcohol advertising. Dion'trae requested that the conversation continue among her fellow Board members.

Bradley Funkhouser stated that legal counsel's recommendation to include flexible language in the Advertising Policy provides less risk for CATA to be challenged. CATA is looking at other transit agencies for the best approach.

Chair Triplett clarified legal counsel's recommendation on paragraph 2.01a. He also reminded the Board that there is no motion to approve Policy No. 205, only a discussion.

Mark Grebner stated that this is not the first time CATA has explored looking into advertising. He then requested clarification on advertising placement.

Bradley Funkhouser confirmed that advertising placement will include both shelters and buses.

Mark Grebner commented on East Lansing's advertising restrictions including sign ordinances.

Bradley Funkhouser stated that CATA's Planning Department is aware of sign ordinances throughout the area.

Mark Grebner stated he does not have any strong feelings either way pertaining to the Policy No. 205 and that he is only foreshadowing obstacles that CATA will have to overcome.

Shanna Draheim expressed her opinion that this is an important issue and that alcohol exclusions should mirror exclusions to tobacco products.

Jack Schmitt inquired about the proposed language being more in accordance with Dion'trae's request rather than the drafted language.

Dion'trae Hayes stated that she believes the proposed language is softer than the drafted language, however; she is referring to alcohol imagery. Dion'trae stated that through research, she discovered that the more the youth are exposed to alcohol, the more they tend to engage. The proposed language is more in the right direction yet, she prefers alcohol advertisements to be excluded all together.

John Prush commented on the ordinances in East Lansing and on the campus of MSU.

Dusty Fancher stated that more work needs to be done on Policy No. 205.

Robin Lewis recognized the negative effects that alcohol ads have on neighborhoods of color.

Doug Lecato stated that certain industries may have political affiliations that may not be known to the public.

Chair Triplett recognized Doug's comments.

Jack Schmitt inquired about the cost breakdown for advertising and whether it is documented in the 2021 FY Budget.

Bradley Funkhouser stated that CATA could stand to gain about \$1 million in revenue. The revenue will be used to double the number of shelters and improve CATA's facilities and buses. The management fees will be taken out of revenue. CATA will work directly with the communities and partner with them to share ideas and make the shelters a reflection of their neighborhood.

Robin Lewis inquired about advertising term end dates.

Lolo Robison stated there are no term end dates.

Mark Grebner proposed only advertising on buses and rethinking each route. He suggested that CATA partner with large industries such as LCC, Peckham, Meridian Mall, Lansing Mall and Meijer and allow each company to pay and wrap one (1) bus for their specialized route.

Dusty Fancher stated that there will be more than one reading for Policy No. 205.

Dion'trae Hayes stated she will support the motion and looks forward to refining the language with her colleagues.

ROLL CALL VOTE: The motion carried except for John Prush who abstained.

MOTION:

Dusty Fancher motioned to approve Discussion Agenda Item B, POLICY NO. 205 – DISPLAY OF ITEMS ON CATA PROPERTY AND VEHICLES – FIRST READING and

Doug Lecato supported the motion.

DISCUSSION:

Chair Triplett explained the process of updating a policy, including multiple readings until the Board approves language.

Robin Lewis expressed her belief that there should be an end date for any advertisements approved by CATA.

Mark Grebner noted that every contract has an opt-out clause. He also inquired about his proposal of advertising solely on large buses.

Bradley Funkhouser stated he will explore Mark Grebner's proposal.

Jack Schmitt expressed his opinion that more needs to be done on the policy's language and looks forward to reviewing the second reading.

Shanna Draheim recognized the work that has been done by the Policy Committee.

Dusty Fancher welcomed questions from Board members.

ROLL CALL VOTE: The motion carried except for John Prush who abstained.

OLD BUSINESS:

NEW BUSINESS:

PUBLIC COMMENT:

Deb Parrish thanked CATA for their services and expressed her concern over the number of absences.

**EXECUTIVE SESSION REGARDING UNION LABOR AGREEMENT
NEGOTIATIONS**

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:

Doug Lecato motioned to go into closed session and Shanna Draheim supported the motion.

ROLL CALL VOTE: The motion carried unanimously.

ADJOURNMENT

There was no further business Chair Triplett adjourned meeting at 5:59 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary