

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 18, 2023
4:00 P.M. – LANSING CENTER GOVERNOR'S ROOM
333 E. MICHIGAN AVENUE, LANSING, MI 48933

PRESENT: Nathan Triplett, Chair
Dusty Fancher, Vice Chair
Mark Grebner
Derek Melot

Phil Deschaine
Jack Schmitt
John Prush

CALL TO ORDER:

Chair Triplett called the meeting to order at 4:00 p.m.

ROLL CALL: Phil Deschaine, Dusty Fancher, Mark Grebner, Derek Melot, John Prush, Jack Schmitt, and Nathan Triplett were all present.

LATE: Jennie Gies

ABSENT: Shanna Draheim, Secretary/Treasurer, Doug Lecato, Maggie Sanders, Phyllis Vaughn, and Terrance Augustine

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

PUBLIC COMMENTS:

None

CHAIR'S COMMENTS:

- Appointment of Committees

Chair Triplett announced the committee appointments for fiscal year 2024.

MOTION:

Derek Melot motioned to approve the committee appointments for fiscal year 2024 and Phil Deschaine supported the motion.

VOTE: The motion carried unanimously.

CHIEF EXECUTIVE OFFICER'S REPORT

Holiday Service

Bradley Funkhouser stated that along with the help of the Union, CATA will be providing holiday service during Thanksgiving and Christmas. He thanked Steve Soliz, ATU President, Local 1039, Board members, and the public for their input and support.

New Operator Class

Bradley Funkhouser reported that a new operator's class of twenty-four will begin training on October 30, and continue through December 15.

New Mechanic

Bradley Funkhouser stated that CATA hired a new First Class Mechanic to fill the open position in the Maintenance Department. Mr. Funkhouser expressed his gratitude for those involved in the process including Andrew Brieschke, Deputy CEO; Lolo Robison, Director of Marketing, Customer Experience, and Public Information; and Marshea Brown, Director of Human Resources.

EATRAN

Bradley Funkhouser stated that he will have more details pertaining to the EATRAN Survey and the Route 3 extension at the November Board meeting.

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

Bradley Funkhouser explained that CATA's holiday service will start this year and run curb to curb. He also noted that CATA is being cautious about providing new services and wants to make sure that there are enough operators to fulfill requested rides. Mr. Funkhouser further shared that CATA is looking at possibly expanding the holiday service to include line-haul routes at some point in the future.

Phil Deschaine requested the current number of CATA operators.

Bradley Funkhouser stated that CATA has approximately 250 operators, yet the goal is to have 289 operators.

ACTION ITEMS – PROPOSED CONSENT AGENDA

- A. APPROVAL OF MINUTES OF SEPTEMBER 20, 2023, BOARD MEETING
- B. APPROVAL OF TREASURER'S REPORT FOR AUGUST 2023
 - 1. Interim Income Statement
 - 2. Cash Summary
 - 3. Investments
 - 4. Fifth Third Investment Account Reconciliation

C. APPROVAL OF AMENDED LOCAL ADVISORY COMMITTEE (LAC) BYLAWS

PROPOSED MOTION: That the CATA Board of Directors approves the amended bylaws for the LAC which were approved by the LAC at their meeting held on August 2, 2023.

D. AWARD OF CONTRACT FOR TOWING SERVICES

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute a three-year contract for towing services from December 1, 2023, through November 30, 2026, with Shroyer Towing of Lansing, Michigan, based on its quote, and on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

E. AWARD OF CONTRACT FOR BUS TIRE LEASE

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett and Chief Executive Officer, Bradley T. Funkhouser, to execute a five-year contract with Bridgestone Americas Tire Operations LLC, Nashville, TN for the purpose of leasing large bus tires based on the original and retread per tire mile as provided by Bridgestone, and will not exceed the approved annual Operating Budget on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

F. AWARD OF CONTRACT FOR MARKETING AND ADVERTISING SERVICES AGENCY

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 InVerve Marketing, Inc. for Marketing and Advertising Services at a cost not to exceed \$1,520,000 of operating funds for an initial three (3) year contract and an option for one (1) two (2) year extension on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

G. MDOT RESOLUTION OF INTENT

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

FISCAL YEAR 2025 RESOLUTION OF INTENT

The approved Resolution of Intent to apply for state formula operating assistance for fiscal year 2025 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 2025 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; and

WHEREAS, THE APPLICANT has reviewed and approved the proposed balance budget, and funding sources for FY 2025 are estimated to include the following: federal funds of \$14,887,000, state funds of \$16,497,000, local funds of \$25,500,000, farebox funds of \$1,900,000, and other funds of \$7,000,000. Total expenses are estimated to be \$62,300,000. THE APPLICANT'S budget for its local transportation program for FY 2025 reflects a surplus of \$1,587,000.

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 2025.

H. MICHIGAN PUBLIC SAFETY COMMUNICATION SYSTEM (MPSCS) INTEGRATION AND CO-LOCATION AGREEMENT

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to enter into an integration agreement and co-location agreement with the MPSCS to connect CATA's radio system with the MPSCS.

Jennie Gies arrived at 4:08 p.m.

MOTION:

Derek Melot motioned to approve the Consent Agenda and Jack Schmitt supported the motion.

VOTE: The motion carried unanimously.

ACTION ITEM - DISCUSSION AGENDA

A. AWARD OF CONTRACT FOR CONTACTLESS FARE PAYMENT SYSTEM

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 Masabi, LLC to provide a contactless fare payment system for CATA at a cost not to exceed \$1,200,000 plus 3.75 percent of contactless fare revenue. The cost will be funded using state and federal funds for an initial three (3) year term and an option for one (1) two (2) year extension on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

MOTION:

Jennie Gies motioned to approve the Discussion Agenda and Jack Schmitt supported the motion.

DISCUSSION:

Bradley Funkhouser deferred to Dan Goodemoot, Director of Information Technology.

Dan Goodemoot gave an update on CATA's contactless fare payment system. Mr. Goodemoot explained that in addition to cash and token fare payments, CATA will be adding mobile apps, credit cards and Michigan State University (MSU) student identification cards as ways of providing forms of payment.

Dusty Fancher inquired whether CATA will accept high school identification cards.

Chair Triplett inquired whether Lansing Community College (LCC) student identification cards will be accepted.

Dan Goodemoot stated that CATA will work with high schools and LCC as well as any other organization that requests to have their IDs will work with CATA's contactless payment system.

Jennie Gies inquired about CATA still having a cash option.

Dan Goodemoot confirmed that CATA will still accept cash as fare payment and noted that CATA's intension is not to take away any forms of payment that already exist, but to add additional fare options to riders. He also stated that there will be ticket vending machines around for riders to add money to their contactless forms of payment.

Derek Melot inquired about the transaction location for CATA's contactless fare payment system.

Dan Goodemoot replied that the transaction location for CATA's contactless fare payment system will occur at the front of the bus where riders enter.

VOTE: The motion carried unanimously.

Chair Triplett expressed his excitement for CATA's contactless payment system and thanked Mr. Goodemoot for his work on this project.

OLD BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Deb Wiese acknowledged the CATA Board's approval of recommendation for CATA's Local Advisory Council (LAC) members. Ms. Wiese stated that she was recently approved by the CATA Board for another year where she serves as Chair of the LAC. She also noted that the current LAC has a full council of members including ten out of twelve members being seniors and/or seniors with disabilities. Ms. Wiese shared that the LAC members are very diversified and serve various groups within the community. She encouraged anyone needing information on Spec-Tran to contact CATA's Paratransit Department. Lastly, she expressed her appreciation for CATA's community support services that they provide to the area including free-fare rides for vaccinations, voting, veterans, and the families that are part of the Davies Project.

Deb Parrish inquired about the number of new drivers that are still employed at CATA. She also commented on the number of bus-related incidents that have occurred and the need to have better operator training.

Brenda Council, Spec-Tran rider for over 20 years, expressed her frustration with Transdev and their service. Ms. Council stated that the operators are very kind and helpful and she hopes that their service will improve.

Dennis Kowalski, former CATA Safety Supervisor, commented on an incident that occurred at the CTC. Mr. Kowalski expressed his disappointment with how the situation was handled, which resulted in him leaving his position.

Krista Abdallah inquired about CATA's holiday service schedule and requested the times for Spec-Tran rides.

Bradley Funkhouser stated that the times for CATA's holiday service have not been determined yet but will be posted on CATA's website soon.

ADJOURNMENT

There being no further business, Chair Triplett adjourned the meeting at 4:28 p.m.

Respectfully Submitted,

Shanna Draheim
Secretary/Treasurer

Tina Orlando
Recording Secretary