

CAPITAL AREA TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING

WEDNESDAY, OCTOBER 16, 2024  
4:00 P.M. – LANSING CENTER, ROOM 201  
333 E. MICHIGAN AVENUE, LANSING, MI 48933

**PRESENT:** Nathan Triplett, Chair  
Shanna Draheim, Vice Chair  
Phil Deschaine, Secretary/Treasurer  
Mark Grebner  
John Prush  
Eric Tans  
Kellie Blackwell

**CALL TO ORDER:**

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

**ROLL CALL:** Kellie Blackwell, Phil Deschaine, Shanna Draheim, Mark Grebner, John Prush, Eric Tans, and Nathan Triplett were all present.

**ABSENT:** Terrance Augustine, Derek Melot, Maggie Sanders, Jack Schmitt, and Steven Vagnozzi

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:**

Chair Triplett requested a motion to excuse Derek Melot, Maggie Sanders, and Jack Schmitt.

**MOTION:**

Phil Deschaine motioned to excuse Derek Melot, Maggie Sanders, and Jack Schmitt. Shanna Draheim supported the motion.

**VOTE:** The motion carried unanimously.

Chair Triplett welcomed new Board member Kellie Blackwell and asked her to say a few words about herself.

Kellie Blackwell stated that she represents Delhi Township and has lived in the area for most of her life. She also stated that she has been using CATA's paratransit services for a long time and is very pleased to be on the CATA Board.

Chair Triplett stated that new CATA Board member Steven Vagnozzi, Meridian Township, is absent, yet will be at next month's Board meeting.

### **Committee Appointments**

Chair Triplett announced the annual committee appointments for FY 2025. He noted that these appointments are subject to change as new Board members are appointed.

### **MOTION:**

Shanna Draheim motioned to approve the committee appointments for FY 2025 and Mark Grebner supported the motion.

**VOTE:** The motion carried unanimously.

### **CHIEF EXECUTIVE OFFICER'S REPORT**

Bradley Funkhouser asked Simone Moore, General Manager at Transdev, to introduce special guest Scott Germann.

Simone Moore introduced Scott Germann, Vice President of Operations at Transdev, and asked him to say a few words.

Scott Germann stated that Transdev is still in the middle of negotiations with their ATU and thanked CATA for their business and partnership.

### **Free Rides to the Polls**

Bradley Funkhouser recognized Lolo Robison, Director of Marketing, Customer Experience, and Public Information Officer, and her department for their marketing efforts in creating the bus ads showcasing CATA's "free rides to polls" that have been driving around town. CATA combined with East Lansing/MSU, and the rest of the member jurisdictions have worked together to help spread the word. Mr. Funkhouser noted that CATA has partnered with both Clinton Transit and EATRAN to provide free rides to polls as well as free rides to register to vote.

### **MSU Parade**

Bradley Funkhouser announced that MSU's homecoming parade is this Friday, October 18. He expressed his appreciation to the Marketing Department for organizing CATA's participation in this event. He also asked that anyone who would like to walk in the parade to contact Lolo Robison. Those participating will need to arrive by 4:30 p.m. at the East Lansing High School where parking is available.

### **Contactless Payment**

Bradley Funkhouser stated that at the last Board meeting, he mentioned that CATA's contactless payment would have a soft launch on October 14. Unfortunately, there were some questions that still needed to be addressed which ended up postponing the launch. Mr. Funkhouser explained that he anticipates that the launch could happen as early as tomorrow. Once contactless payment becomes operational, he will make sure that the Board is notified.

### **Route 3 Extension Survey Summary**

Bradley Funkhouser stated that Andrew Brieschke, Deputy CEO, and Kai Christiansen, Service Planning and Scheduling Manager, attended Delta Township’s Committee of the Whole meeting where they presented CATA’s Route 3 extension survey summary. He stated that the survey was very impressive, and the results revealed that the majority of the riders use the service for work. Mr. Funkhouser noted that he has been working with Delta Township officials and the EATRAN Board to find a permanent level of funding to support the Route 3 extension service as early as next year. He plans to have further discussions after the election.

### **New Downtown Facility Update**

Bradley Funkhouser stated that CATA has entered Phase I, of the inspection process which looks at the building’s environmental history. Because of the age of the building, CATA will also have to have a Phase II inspection completed. Phase II will include looking at whether there are old storage tanks underground, as well as asbestos and other issues that are associated with older buildings. Mr. Funkhouser noted that because of the longer inspection process, the closing will most likely be pushed to December. He also noted that the appraisal for the Greyhound building was inline with CATA’s purchase price. More to come.

Shanna Draheim requested that the Route 3 extension survey summary be sent to Board members.

Bradley Funkhouser confirmed that the summary will be emailed to Board members.

### **ACTION ITEMS – PROPOSED CONSENT AGENDA**

- A. APPROVAL OF MINUTES OF SEPTEMBER 9, 2024, SPECIAL BOARD MEETING
- B. APPROVAL OF MINUTES OF SEPTEMBER 18, 2024, BOARD MEETING
- C. APPROVAL OF TREASURER’S REPORT FOR AUGUST 2024
  - 1. Interim Income Statement
  - 2. Cash Summary
  - 3. Investments
  - 4. Fifth Third Investment Account Reconciliation
- D. MDOT RESOLUTION OF INTENT

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

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## **FY 2026 RESOLUTION OF INTENT**

The approved Resolution of Intent to apply for state formula operating assistance for FY 2026 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 FY 2026 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 2026 are estimated to include the following: federal funds of \$1,824,500, state funds of \$22,226,100, local funds of \$27,047,700, farebox funds of \$2,460,923, and other funds of \$5,867,613. Total expenses are estimated to be \$72,826,631. THE APPLICANT'S budget for its local transportation program for FY 2026 reflects a deficit of \$13,399,795.

**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 FY 2026.

### E. APPOINTMENT TO LOCAL ADVISORY COMMITTEE

**PROPOSED MOTION:** That the CATA Board of Directors approves the recommendation of the Local Advisory Committee to appoint Douglas Lecato to a three-year term through October 2027.

Chair Triplet noted that there is a typo in the Proposed Consent Agenda under MDOT Resolution of Intent; however, the Board will be approving the correct version that is in the Board packet identified as Action Item V D.

**MOTION:**

Mark Grebner motioned to approve the amended Consent Agenda and Phil Deschaine supported the motion.

**VOTE:** The motion carried unanimously.

**ACTION ITEM - DISCUSSION AGENDA**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

Bradley Funkhouser stated that Andrew Brieschke, Deputy CEO, will be presenting CATA's fleet update virtually.

**Fleet Update Presentation - Andrew Brieschke, Deputy CEO**

Andrew Brieschke gave an update of CATA's fleet. He noted that over the last six (6) to 10 years CATA's fleet has come a long way in terms of modernizing.

Shanna Draheim inquired about additional training as CATA shifts into having electric vehicles.

Andrew Brieschke stated that Randy Petit, Maintenance Training Supervisor, has been very good at making sure that CATA's mechanics and operators have the necessary training. He has reached out to auto makers to retrieve first-hand information. He understands the dangers and takes safety very seriously. Mr. Brieschke noted that extensive training has been built into the purchasing cost of the electric buses. He also acknowledged and expressed his appreciation for Dan Hodges, Director of Maintenance, who has checked every bus and will not release any vehicles until training has been completed. He further stated that Gillig and New Flyer will bring in their own technicians for direct training once the new buses arrive at CATA.

Bradley Funkhouser stated that both mechanics and operators have expressed their excitement. He also shared that Don Bean, Mechanic First Class, has even learned how to rebuild an electric hybrid drivetrain.

Chair Triplett stated that Mr. Brieschke's Power Point presentation will be emailed to Board members.

**PUBLIC COMMENT**

Laura Breese expressed her frustration with CATA's Paratransit Department and how trips are being scheduled.

Daniel Black reminded Board members to continue to speak into their microphones. He also thanked CATA Staff and Chase Creative for making special accommodations for those in need. Mr. Black also shared that he prefers the acoustics in room 201 over the Governor's Room. He further requested that operators are consistent between loading passengers and other operations that are related to disabled passengers. Lastly, he requested that a clock be placed so that speakers can see how much time they have left while speaking during public comment.

**ADJOURNMENT**

There being no further business, Chair Triplett adjourned the meeting at 4:44 p.m.

Respectfully Submitted,

Phil Deschaine  
Secretary/Treasurer

Tina Orlando  
Recording Secretary