

CAPITAL AREA TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING

WEDNESDAY, SEPTEMBER 16, 2026
4:00 P.M. – 511 SOUTH WASHINGTON AVENUE, LANSING, MI 48933
(FORMER GREYHOUND BUS STATION)

<u>PRESENT:</u> Shanna Draheim, Vice Chair	Eric Tans
Phil Deschaine, Secretary/Treasurer	Chelsea Dowler
John Prush	Ed Rodgers
Kellie Blackwell	Steve Vagnozzi
Mark Grebner	Julie Rojewski

CALL TO ORDER:

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

ROLL CALL: Kellie Blackwell, Phil Deschaine, Chelsea Dowler, Shanna Draheim, Mark Grebner, John Prush, Ed Rodgers, Julie Rojewski, Eric Tans, and Steve Vagnozzi were all present.

ABSENT: Derek Melot and Nathan Triplett, Chair

Vice Chair Draheim welcomed everyone to the Board meeting held at 511 S. Washington Avenue (former Greyhound Bus Station). She also mentioned that the meeting is being held on Zoom for those who wish to view the Board meeting virtually.

PUBLIC COMMENTS:

Daniel Black commended CATA for investing in new microphones and reminded Board members to use them. He also commented on CATA installing automated doors at the 511 building and fixing the automated doors at the CTC. Mr. Black further requested that operators undergo further training on the wheelchair tie downs.

VICE CHAIR'S COMMENTS:

Vice Chair Draheim requested a motion to excuse Derek Melot and Nathan Triplett.

MOTION:

Eric Tans motioned to excuse Derek Melot and Nathan Triplett. Kellie Blackwell supported the motion.

VOTE: The motion carried unanimously.

Vice Chair Draheim welcomed and introduced new Board member Julie Rojewski, City of East Lansing. She shared that Ms. Rojewski will be replacing former Board member Jack Schmitt who has moved out of the area.

Julie Rojewski thanked Vice Chair Draheim for the introduction. Ms. Rojewski stated that she is a 20-year resident of East Lansing and for the past six (6) years she has served on the City of East Lansing Transportation Commission. She is also the Director of Graduate Career Development at MSU and looks forward to working with CATA and the Board of Directors.

CHIEF EXECUTIVE OFFICER'S REPORT

New Board Member Orientation

Bradley Funkhouser welcomed new Board member Julie Rojewski. He noted that Ms. Rojewski's orientation took place on Tuesday, September 1, at the CATA building located on Tranter Street where she met with CATA Directors and discussed current projects.

New Hybrid Buses

Bradley Funkhouser stated that CATA will be receiving 21 new, 40-foot hybrid buses from New Flyer over the next several months. He explained that six (6) buses were delivered this week, three (3) will arrive in a few weeks, four (4) more around the end of the year, and eight (8) more in February 2027. He noted that once the buses are delivered they go through an extensive inspection including the Buy America audit process. These buses will be the first to include geofencing technology where during part of the day, the vehicles will switch to being fully electric. CATA will be testing this feature to see how long the buses can stay in service and fully charged during the winter months. Mr. Funkhouser shared that in addition to the new hybrid buses, CATA also just received five (5) new small cutaway buses for Spec-Tran.

Trowbridge Thrift & Thrive

Bradley Funkhouser stated that CATA's Marketing Department and Board member Steve Vagnozzi will be attending the Trowbridge Thrift & Thrive event scheduled for Wednesday, September 23, from 11:00 a.m. to 3:00 p.m. He explained that CATA representatives will be providing attendees with information about CATA while Mr. Vagnozzi will be representing both CATA and Amtrak.

Steve Vagnozzi inquired about CATA saving fuel by purchasing all-electric and hybrid vehicles.

Bradley Funkhouser stated that CATA will be tracking the vehicles to see how efficient the all-electric and hybrid buses are and will report back to the Board.

Eric Trans inquired about the geofencing technology and whether it will be incorporated into certain regions.

Bradley Funkhouser deferred to Andrew Brieschke, Deputy CEO.

Andrew Brieschke stated that geofencing is a relatively new technology that essentially bridges the gap between all-electric and hybrid vehicles. He explained that although there is not yet an area mapped out for geofencing, CATA will have control over the software and will be testing certain regions to achieve best performance.

Phil Deschaine inquired about whether the 21 hybrid buses were purchased with federal grants.

Bradley Funkhouser confirmed that the 21 hybrid buses were purchased with federal and state grants.

Vice Chair Draheim noted that there was a change to the Agenda and Action Item G, Systemwide Police and Public Safety Service, has been removed and saved for next month.

ACTION ITEMS – PROPOSED CONSENT AGENDA

A. APPROVAL OF MINUTES OF AUGUST 19, 2026, BOARD MEETING

B. TREASURER'S REPORT FOR JULY 2026

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

C. CATA BOARD MEETING SCHEDULE FOR FISCAL YEAR 2027

PROPOSED MOTION: That the proposed CATA Board Meeting Schedule for Fiscal Year 2027 be adopted as presented.

D. LEGAL COUNSEL RECOMMENDATION

PROPOSED MOTION: That the CATA Board of Directors approve the following law firms to represent CATA during Fiscal Year 2027: Murphy & Spagnuolo, P.C.; Miller, Canfield, Paddock, and Stone, P.L.C.; and Butzel Long, P.C..

E. FOURTEENTH AMENDMENT TO THE AGREEMENT WITH INGHAM COUNTY TO PROVIDE FUNDING FOR CATA RURAL AND SPEC-TRAN SERVICES

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute Amendment No. 14 to the Agreement between the County of Ingham and Capital Area Transportation Authority for October 1, 2026, through September 30, 2033, and a scope of services for October 1, 2026, through September 30, 2027, on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

F. CELLULAR SERVICES FOR FISCAL YEAR 2027

PROPOSED MOTION: That the CATA Board of Directors authorizes Board Chair, Nathan Triplett, and Chief Executive Officer, Bradley T. Funkhouser, to execute the expenditure of up to \$180,000 to Verizon and/or AT&T/FirstNet for cellular service and ancillaries during the Fiscal Year 2027 budget period, on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

G. 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, Inc. at a cost not to exceed \$2,000,000 for a five-year period on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

H. CATA SERVICE MONITORING REPORT – FISCAL YEAR 2026

PROPOSED MOTION: That the CATA Board of Directors is aware of its Title VI responsibility to monitor and report on service and has considered and approves the CATA Service Monitoring Report – Fiscal Year 2026 and authorizes staff to submit this Report with CATA's Fiscal Year 2026 Title VI Program Update.

Phil Deschaine requested that item C be moved to discussion.

Steve Vagnozzi requested clarity regarding the funding for Action Item G, Bus Shelters and Amenities.

Bradley Funkhouser deferred to Dustin Hagfors, Director of Planning and Development.

Dustin Hagfors stated that the dollar amounts listed are from grants and allow for flexibility in what shelters are ordered.

Eric Tans requested that item G be moved to discussion.

MOTION:

Ed Rodgers motioned to approve the Consent Agenda with Action Item C, CATA Board Meeting Schedule for Fiscal Year 2027, and Action Item G, Bus Shelters and Amenities, moved to the Discussion Agenda. Mark Grebner supported the motion.

VOTE: The motion carried unanimously.

ACTION ITEM - DISCUSSION AGENDA

A. CATA BOARD MEETING SCHEDULE FOR FISCAL YEAR 2027

PROPOSED MOTION: That the proposed CATA Board Meeting Schedule for Fiscal Year 2027 be adopted as presented.

Vice Chair Draheim requested a motion to approve the CATA Board Meeting Schedule for Fiscal Year 2027 with the CATA Board Retreat time to be determined.

MOTION:

Steve Vagnozzi motioned to approve Discussion Item A, CATA Board Meeting Schedule for Fiscal Year 2027 with the CATA Board Retreat time to be determined. Ed Rodgers supported the motion.

DISCUSSION:

Phil Deschaine requested that the CATA Board Retreat for Fiscal Year 2027 take place on different day and/or at a different location rather than immediately following the regularly scheduled Board meeting. He also suggested that the Board Retreat could start earlier in the day if it needed to take place on the same day as the Board meeting.

Ed Rodgers inquired whether the CATA Board Retreat is open to the public.

Bradley Funkhouser confirmed that the CATA Board Retreat is open to the public.

Mark Grebner commented on past CATA Board Retreats and scheduling conflicts that often occurred when trying to schedule it at a different day or time.

Discussion ensued.

VOTE: The motion carried unanimously.

B. 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, Inc. at a cost not to exceed \$2,000,000 for a five-year period on such other terms and conditions as the Board Chair and Chief Executive Officer deem necessary.

MOTION:

Mark Grebner motioned to approve Discussion Item B, Bus Shelters and Amenities. Kellie Blackwell supported the motion.

DISCUSSION:

Eric Tans requested more details about the process involved when determining the locations for new bus shelters.

Dustin Hagfors stated that locations for bus shelters are predetermined. He also explained that updating current shelters is easier than having a shelter installed at a new location. Mr. Hagfors explained that requests for new locations have to go through a grant funding process that includes a lot of requirements and is costly for the federal government. He shared that the item proposed highlights updating existing bus shelter locations.

VOTE: The motion carried unanimously.

C. RENOVATION OF 511 SOUTH WASHINGTON AVENUE

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 Gordon Construction Services, Inc., for the CATA Renovation 511 South Washington Avenue. The contract includes the base bid of \$2,245,000 plus \$20,000 for the base bid bond, \$126,000 for Alternate #2 plus \$1,260 for Alternate #2 bid bond, and a 10% contingency reserve of \$239,226, for a total not to exceed amount of \$2,631,486 of state funds on such other terms and conditions as the Board Chair and the Chief Executive Officer deem necessary.

MOTION:

Steve Vagnozzi motioned to approve the Discussion Item C, Renovation of 511 South Washington Avenue. Mark Grebner supported the motion.

DISCUSSION:

Bradley Funkhouser deferred to Norm VanAlstine, Facilities Manager, for more details.

Norm VanAlstine explained that the base bid includes funding for a new roof, replacement of HVAC units, interior offices and meeting space, and a resource center. He explained that Alternate #2 included asphaltting the parking area. Mr. VanAlstine noted that CATA decided to omit having an elevator installed due to budget constraints. He further shared that construction would begin within a month or two of this item being approved and completed approximately six (6) months after construction begins.

Phil Deschaine inquired whether the projected timeline will allow enough time for Tri-County to move in.

Bradley Funkhouser stated that as of yet, CATA does not have a signed lease with Tri-County.

Eric Tans inquired whether the CATA Board meetings will still be held at the 511 building during renovations.

Norm VanAlstine stated that CATA may have to move Board meetings to a different location during renovations.

Bradley Funkhouser stated that if CATA Board meetings need to be held at a different location, the Board will be notified.

Eric Tans requested that CATA include infrastructure for bicycles in the 511 building's parking lot.

Norm VanAlstine stated that CATA will be implementing bicycle infrastructure on the east side of the 511 building.

VOTE: The motion carried unanimously.

PRESENTATION - CATA'S ROAD AHEAD: COMPREHENSIVE OPERATIONS ANALYSIS (COA) UPDATE

- Andrew Ittigson, Associate Vice President, AECOM
- Elias Fischer, AICP, Senior Transit Planner, AECOM
- Ann Marie Kerby, AICP, Senior Planning Manager, C2G

Bradley Funkhouser deferred to Dustin Hagfors, Director of Planning and Development, for details.

Dustin Hagfors introduced consultants for an update on Phase III of the COA. He also shared that a final report on the COA will be available next month.

Andrew Ittigson gave an update on the final presentation for CATA's COA.

Ann Marie Kerby spoke about the engagement process.

Andrew Ittigson spoke about service evaluation.

Elias Fischer spoke about budget scenarios.

Bradley Funkhouser thanked the consultants for their presentation. He commented on CATA's rich history and the difficulty in being more efficient. Mr. Funkhouser explained that although the COA will reveal important information, not all the findings will necessarily be implemented.

Vice Chair Draheim expressed her appreciation for the presentation.

Steve Vagnozzi stated that the maps in the presentation are hard to see and requested a more readable format.

Andrew Ittigson appreciated Mr. Vagnozzi's comments and stated that they will integrate larger maps.

Kellie Blackwell requested that the information be more accessible for the visually impaired.

Ed Rodgers requested that the presentation be emailed to Board members.

Dustin Hagfors confirmed that the presentation will be sent to Board members and formatted to be more accessible.

Eric Tans echoed Mr. Vagnozzi's remarks. He also inquired about CATA's plan to connect trip generators to each other and strengthen the connections between CATA's hubs throughout the system.

Andrew Ittigson explained that sometimes trip generators or a major activity center can often be a grocery store. He explained that because there are so many Meijer stores in the area, they have become a stop where connections are made.

Bradley Funkhouser commented on Tri-County Regional Planning's transportation model for the region. He explained that trying to connect regions in the area with only consultants is difficult and cannot be done efficiently without including the needs of the community into the planning.

Steve Vagnozzi inquired about a timeframe for implementation.

Bradley Funkhouser stated that implementation would take place sometime after CATA's Board Retreat in 2027.

Chelsea Dowler inquired about new developments that are under construction, especially housing, being factored into the COA.

Andrew Ittigson stated that new developments play an important role. He explained that any new plans where CATA was included were factored into the COA.

Dustin Hagfors commented on projects where CATA has altered routes to improve efficiency within a certain area including access to jobs, such as those at General Motors. He also stated that CATA has been working with the Lansing Housing Commission to provide alternate routes that better suit the low-income senior housing in an area. Mr. Hagfors explained that if CATA is aware of a project, they will look at ways to incorporate transportation into the plans.

Phil Descahine commented on the CATA Service Monitoring Report – Fiscal Year 2026 and expressed his appreciation for the information in the attachment, especially on page 7.

Vice Chair Draheim thanked everyone for the presentation.

OLD BUSINESS

None

NEW BUSINESS

A. ELECTION OF OFFICERS

PROPOSED MOTION: That the CATA Board of Directors approves the recommendation of the Nominating Committee and elects the following Board members to the offices set opposite their names, effective October 1, 2026, for a one (1) year term expiring September 30, 2027, pursuant to Board Policy #400, Section 1.03:

Nathan Triplett - Chairperson
Shanna Draheim - Vice Chairperson
Phil Deschaine - Secretary/Treasurer

MOTION:

A motion was made by Steve Vagnozzi to approve the recommendation from the Nominating Committee for the election of Executive Officers as follows: Nathan Triplett, Chair; Shanna Draheim, Vice Chair; and Phil Deschaine, Secretary/Treasurer for the Fiscal Year 2027. Mark Grebner supported the motion.

VOTE: The motion carried unanimously.

Eric Tans thanked nominees.

Vice Chair Draheim thanked the Nominating Committee and the Board for allowing her to serve for another year. She also thanked the Board on behalf of Chair Triplett who could not be here.

PUBLIC COMMENT

None

ADJOURNMENT

There being no further business, Vice Chair Draheim adjourned the Board meeting at 5:26 p.m.

Respectfully Submitted,

Phil Deschaine
Secretary/Treasurer

Tina Orlando
Recording Secretary