



**MASS TRANSPORTATION AUTHORITY
MINUTES OF THE MARCH 28, 2024 BOARD MEETING**

PRESENT: Scott Grossmeyer, Charles Winfrey, Scott Bennett, Joseph King,, Ellen Ellenberg, Tommie Johnson, Glenn Wilson (8:05), Sharon Reeves (8:06)

ABSENT: Luke Zelle

STAFF: Ed Benning, Jacqueline Saxton, Ken Vavra, Rod Evans, Corwin Mathews, Karl Petrich, Colette Champine, Ed Burger, Traci Davis, Patrick Tesler, David Savoie, Antrell Webster, Melinda Johnson, Shawnice Dorsey

GUESTS: Matt Webb, TransPro, Joseph Kapper, SRF Consulting

Scott Grossmeyer, Board Recording Office/Secretary called the board meeting to order at 8:00 A.M.

Comments of the Public

None

Executive Session

Scott Grossmeyer requested a motion to go into executive session. Scott Bennett made the motion, supported by Ellen Ellenberg. Motion passed unanimously.

Scott Grossmeyer made a motion to go out of executive session, supported by Charles Winfrey. Motion passed unanimously.

Glenn Wilson, Vice Chair reconvened the board meeting after the executive session ended at 8:16 AM.

Approval of the February 22, 2024 Board Meeting Minutes

Charles Winfrey made a motion, supported by Scott Grossmeyer, to approve the February 22, 2024 board meeting minutes. Motion approved unanimously.

Approval of the February 20, 2024 Finance Committee Meeting Minutes

Scott Grossmeyer made a motion, supported by Charles Winfrey, to approve the February 20, 2024 finance committee meeting minutes. Motion approved unanimously.

Scott Grossmeyer made a motion to move items 3 through 13 as previously discussed in the finance committee meeting, motion supported by Charles Winfrey.

Resolution #24-19 by the Mass Transportation Authority Board of Directors to accept the Fiscal Year 2023 Audit, as conducted by Plante & Moran, PLLC.

Ed Benning stated that board members were provided a copy of the FY 2023 final audit and because the audit report is due to the state of Michigan by April 1, 2024 the board is being asked to accept the audit at this time; auditors will be at the April meeting to review the report and answer questions.

Resolution #24-20 approving the 2024 Mass Transportation Authority Vehicles Accessibility Plan for demand-response service for seniors persons and individuals with disabilities and submittal of the plan to the Michigan Department of Transportation.

Resolution #24-21 authorizing the establishment of an official Credit Card Policy for the Mass Transportation Authority and affirmation of the current credit card accounts held with Huntington National Bank and Chase Bank.

Ed Benning stated that staff prepared a credit card policy for board approval. Mr. Benning stated that during the pandemic many organizations that we were working with required a credit card for personal protection equipment which made it necessary to acquire an additional credit card for procurement. Mr. Benning stated that although there has been a procedure in place, it is necessary to have the board approve a policy with guidelines for the use of company credit cards.

Resolution #24-22 authorizing the General Manager to enter into an agreement with Left Turn Right Turn Ltd to provide a Regional Partnership Study, at a not to exceed cost of \$125,835.00.

Resolution #24-23 authorizing the General Manager to modify the agreement with Better2 Enterprises, Inc., to include additional work required by the City of Flint in association with IFB #2021-07 for the installation of bus shelters and concrete pads at nine locations in Genesee County, at a firm fixed price not to exceed \$115,820.00.

Resolution #24-24 authorizing the General Manager to modify the purchase agreement with Hoekstra Transportation for the purchase of one Ford Transit Lift Equipped Van with selected options, in an amount not to exceed \$76,830.59, to be utilized by Jewish Community Services.

Resolution #24-25 authorizing the General Manager to modify the purchase agreement with Hoekstra Transportation for the purchase of fourteen LPG Powered Ford Transit Vans with selected options, in an amount not to exceed \$1,413,879.26.

Resolution #24-26 authorizing the General Manager to modify the purchase agreement with Hoekstra Transportation for the purchase of three 20' LPG Powered Ford Transit Lift Equipped Vans with selected options, in an amount not to exceed \$273,519.21.

Resolution #24-27 authorizing the General Manager to modify the purchase agreement with Hoekstra Transportation for the purchase of four LPG Powered Ford Transit Lift Equipped Vans with selected options, in an amount not to exceed \$356,355.18.

Resolution #24-28 authorizing the General Manager to modify the purchase agreement with Hoekstra Transportation Inc., of Grand Rapids, MI for the purchase of one Ford Transit Van with Optional Equipment for the Vocational Independence Program, in an amount not to exceed \$83,486.59.

Ed Benning mentioned that an email was sent out earlier to board members with information regarding FTA "Buy America" vehicle purchasing requirements. Currently there is only one specific vehicle that meets requirements when purchased using grant funds.

Corwin Matthews stated that we have been dealing with this issue for years, General Motors has been contacted regarding vehicles that are not "Buy America" compliant, which requires 70% of the contents of the vehicle be made in the U.S. and that the vehicle be manufactured in the U.S. At this time General Motors does not have any interest in this program and we have been using Ford Transits, which do meet these requirements.

Resolution #24-29 authorizing the General Manager to enter into a one-year agreement with George's Towing, Flint, MI for the third one-year renewal agreement option of the existing contract to provide Heavy Vehicle Towing and Roadside Services in accordance with MTA's RFP #2020-01, in an amount not to exceed \$116,000.00.

Motion approved unanimously on resolutions 24-19 through 24-29.

Part II:

General Manager's Report – Ed Benning, CEO

Ed Benning updated board members on the status of current funding, bus manufacturing, state operating assistance, and Michigan Department of Transportation funding levels. Mr. Benning mentioned that he was informed that The Disability Network had decided to not use the space at the MTA Transportation Technology location; the space will be used as a training facility for the MTA.

Presentation & Fixed Routes Study Engagement Session

Joe Kapper, Director of Transit Planning, SRF Consulting Group, Matt Webb, Principal, TRANSPRO

Ed Benning introduced MTA Planners David Savoie, Antrell Webster, Joe Kapper and Matt Webb.

Joe Kapper provided an update and overview on the Primary Route Study, stating that the study provides a top to bottom assessment of the current fixed routes and today they will engage with board members to better understand their ideas and views on the service.

Joe Kapper presented an overview of existing conditions, current public engagement, organizational review, stating that ultimately this will lead to service recommendations, looking at ways to build ridership, improving the service and in some cases, making changes by rightsizing the routes.

Matt Webb stated the importance of ensuring that the recommendations that are made are grounded and consistent with the board, the community, and the customers. Mr. Webb asked that board to respond to three specific questions; these responses will provide insight as they move into final recommendations.

Matt thanked the board for their participation and input, stating their responses will be helpful as we move into the next phase of the study.

Comments of the Board

None

The meeting was adjourned at 10:10 A.M.

