

**SUBURBAN MOBILITY AUTHORITY FOR REGIONAL
TRANSPORTATION
BOARD OF DIRECTORS MEETING**

APPROVED MINUTES – May 24, 2018

A regular meeting of the Board of Directors of the Suburban Mobility Authority for Regional Transportation (SMART) was held on Thursday, May 24, 2018 at 4:00 PM. The meeting was held at the Buhl Building, 535 Griswold, Suite 600, Detroit, MI 48226.

ATTENDANCE

SMART Board of Directors:	Chairman	Mr. Abdul Haidous
	Vice-Chairman	Mr. John Paul Rea
		Mr. Robert Daddow
		Mr. Royce Maniko
		Mr. Gerald Poisson
Excused Absence:		Ms. Melissa Roy
		Mr. Khalil Rahal
SMART Board Secretary:		Ms. Tiffany Martin-Patterson
SMART General Manager:		Mr. John Hertel
SMART Staff Present:		Mr. Ron Beier
		Mr. Robert Cramer
		Mr. Melvin Evans
		Ms. Beth Gibbons
		Mr. Avery Gordon
		Ms. Melissa Hightower
		Mr. Justin Miller
		Ms. Heather Powers
		Mr. David Sabuda
		Ms. Kirsten Silwanowicz
		Ms. Leeya Sutter
		Mr. Darrell Taylor
		Ms. Malindia Westbrook
		Ms. Brenda Ynclan
Public Registered:	Passenger	Mr. Eugene Conway
	Passenger	Mr. Josh Bocks

1. Call to Order

Chairman Abdul Haidous called the meeting to order at 4:07 PM.

A) Pledge of Allegiance

2. Roll Call

Present: Chairman Abdul Haidous, Vice-Chairman John Paul Rea, Mr. Robert Daddow, Mr. Gerald Poisson and Mr. Royce Maniko.

Absent: Mr. Khalil Rahal and Ms. Melissa Roy

A quorum was present.

3. Adoption of Agenda

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, to approve the Agenda for May 24, 2018 with an amendment to add agenda item (I) Authorization to Amend SMART's Current Contract with Comcast for Voice/Telephone Service to Renew the Service Term of the Agreement for One Year.

DISCUSSION

None

VOTE: All in attendance voted in the affirmative. **THE MOTION CARRIED.**

4. Certification of Public Notice

The Secretary read the Public Notice into the record.

5. Minutes

A. Board Meeting Minutes for April 26, 2018

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, to approve the meeting minutes for April 26, 2018.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

6. Public Participation

Chairman Abdul Haidous declared the meeting open for Public Participation.

DISCUSSION:

None

7. Chairman's Report

DISCUSSION:

None

8. General Manager's Report

DISCUSSION:

Mr. Hertel informed the Board of the following:

- Finalized a joint marketing program with the Detroit Zoo. "Zoom to the Zoo." Anyone who rides SMART to the zoo this summer will get a \$2 credit on admission per person, a Courtesy Pass for a return ride home, \$8 parking fee waived, and an armband for a free fountain drink during their visit. More information will be sent to the Board and shared with the public next week!
- Continued working with the City of Royal Oak, which is nearing a recommendation for additional City-funded fixed route transit to supplement the SMART services they already receive.
- Nearing the final event of an effort with PlanetM, MDOT, Macomb County Roads, and a number of other partners for SMART's FAST bus to be the vehicle chosen for a national pilot demonstration for the new connected vehicle technology. This technology allows the buses to communicate with the signal systems. The result is a new, cutting-edge way for SMART buses to modify the signals to reduce travel time along our busiest routes. The demonstration is occurring June 5th and 6th as part of the ITS America Conference, a national conference held in Detroit this year that will have national coverage. Based on MDOT/PlanetM plans, this technology will be deployed on corridors including SMART's FAST routes starting this summer and continuing over the coming months. SMART is ready to equip our buses to take advantage of this system as the signals come online.
- SMART placed an order for the first 6 enhanced shelters with next-bus arrival screens and other amenities. These shelters should be available to SMART in June or July, and two will be installed along each FAST corridor as soon as they

are received. The Board and Press will be alerted when the installation dates are finalized. The balance of the shelters will be delivered and installed late summer into the fall.

- Finalized plans to serve the Romulus Amazon distribution center (in June, via FAST Michigan) and Shelby Twp. Amazon distribution center (in September, via Route 510 Van Dyke) to coincide with the operational opening of those facilities this summer/fall.

Positions filled:

- 2 Road Supervisors (filled by internal candidates Jeffrey Mills and Lemarr Toran)
- Part-time Law Clerk (filled by external candidate Heather Powers)
- 1 Coach Service & Shelter Attendant (filled by external candidate Stacy Tucker)

Retirements in April, 2018:

- 2 Fixed Route Drivers will retire in May, 2018

9. Financial Reports

A. Fiscal Year 2017/18, Third Quarter 2018 Financial Report covering the period of January 1, 2018 through March 31, 2018

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby receives and files the Third Quarter 2017/18 Financial Report as presented by the Director of Finance at their March 24, 2018 Board Meeting.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

B. Adoption of the FY2019, Operating Budget, Restricted Operating Budget and the FY2019/FY2023 Capital Budget

MOTION: Moved by Mr. Robert Daddow, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation hereby adopts the FY2019 Operating Budget, Restricted Operating Budget and the FY2019 through FY2023 Capital Budget.

Be it further resolved: That the SMART Board of Directors hereby adopts 10% of line items as the limitation for line item amendments without Board approval.

DISCUSSION:

Mr. Daddow thanked Mr. Sabuda, Director of Finance and his Staff for their work on SMART's Budget.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

10. New Business

A. Resolution: Authorization to File and Execute the Applications, Contracts and Amendments for SMART's FY2019 Annual Application for Michigan Capital and Operating Financial Assistance

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, that the General Manager of SMART does hereby establish the intent to file an application, execute contracts and amendments allowing for execution of Section 5307 and 5339 Formula Contacts and amendments allowing for execution of Section 5307 and 5339 Formula Capital including the Governor's Appointments for Monroe, Congestion Mitigation and Air Quality (CMAC), Section 5310, Section 5311 and Specialized Services for financial assistance under the provisions of Section 10e of Act No. 51 of the Public Acts of 1951, as amended; and be it further

Resolved, That the General Manager of SMART is to provide such information as deemed necessary by MDOT to make an official determination of the eligibility for funds under the provision of Section 10e of Act No. 51 of the Public Acts of 1951, as amended; and be it further

Resolved, That the Board of Directors of SMART authorizes the General Manager of SMART to submit the Annual Application for FY2019 to MDOT in compliance with the requirements of Section 10e of Act No. 51 of the Public Acts of 1951, as amended.

DISCUSSION:

Mr. Maniko asked what the CMAC funds were utilized for. Mr. Cramer explained the funds are to help finance service expansion for the new FAST service and to improve the quality of air.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

B. Fiscal Year 2019 Municipal Credit, Community Credit, and Purchase of Service Agreements

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that John Hertel, General Manager of the Suburban Mobility Authority for Regional Transportation is authorized to execute Municipal and Community Credit and Purchase of Service (POS) agreements in Fiscal Year 2019 with the communities and agencies in the amounts listed in the attached tables, subject to the terms and conditions as approved by the General Manager.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

C. Contract Award for Fixed Route Modems

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for fixed route cellular modems to Clever Devices, Inc. The amount of the contract is estimated at \$268,250.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

D. Authorization to Award a Contract for Liquid Bus & Floor Soap

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Gerald Poisson, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for liquid bus and floor soap to One Way Products, Inc. The amount of the contract is estimated to be \$151,200 for the three-year initial term. The total amount of the contract, including options, is \$252,000. The contract is for a three-year term with two renewal options of one year each.

DISCUSSION:

Mr. Poisson asked why there was a significant difference in the price of the vendors. Mr. Cramer stated the products were tested by Staff at the terminals and discovered there was no difference in the quality of the product. SMART decided to go with the less expensive vendor.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

E. Authorization to Award an Interim Contact for Towing Services

MOTION: Moved by Mr. Royce Maniko, seconded by Mr. Gerald Poisson (who stated “for the purpose of discussion only”), that the Board adopt the resolution authorizing the General Manager to award interim contracts with Boulevard & Trumbull Towing and Joey’s Towing and Recovery for three months. The contract would provide service through August 30, 2018 with costs for all contracts not to exceed \$53,000.

DISCUSSION:

Mr. Poisson asked if the issues with Boulevard and Trumbull have been discussed with the Federal Transit Authority. He also asked if there were any other towing companies SMART could bid the contract out to.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

F. Authorization to Award Interim Contracts for Legal Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Robert Daddow, that the Board adopt the resolution authorizing the General Manager to award interim contracts for SMART’s outside counsel from June 1, 2018 through July 31, 2018 for a cost not to exceed \$313,833.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

G. Authorization to Approve a Change Order for Additional Environmental Reporting

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to approve a change order for additional environmental sampling, analysis and reporting to Tetra Tech for an amount not to exceed \$1,000.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

H. Authorization to Approve a Change Order for Additional Plumbing Services

MOTION: Moved by Mr. John Paul Rea, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a change order to the contract for plumbing services to Allied Services for an amount not to exceed \$20,000.

DISCUSSION:

None

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

I. Authorization to Amend SMART's Current Contract with Comcast for Voice/Telephone Service to Renew the Service Term of the Agreement for One Year.

MOTION: Moved by Mr. Gerald Poisson, seconded by Mr. John Paul Rea, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into an amendment of the current contract for voice/telephone services with Comcast Business Communications, LLC, extending the current agreement for one year. The cost for the one year agreement is estimated to be \$40,000.

DISCUSSION:

Mr. Poisson wanted to know how much the credit to SMART was. Avery stated Comcast has agreed to credit SMART \$77,654.62 by way of a one-time credit.

VOTE: Board members in attendance voted in the affirmative. **THE MOTION CARRIED.**

11. Board Member Business

DISCUSSION:

Mr. John Paul Rea said he wanted to thank Administration for assisting the City of Fraser in keeping senior transportation.

Chairman Haidous mentioned his previous conversation with Mr. Rahal regarding the lack of advertisement for the FAST service.

Adjournment

There being no further business to come before the Board, upon motion duly made by Board member Mr. John Paul Rea, seconded by Mr. Gerald Poisson, and unanimously carried, the meeting adjourned at 4:46 PM.

Respectfully submitted,

Tiffany Martin-Patterson
Secretary to the Board of Directors