

Southeast Michigan Council of Governors
1001 Woodward Ave, Detroit, MI 48226
Detroit, MI 48226

SMART Board Meeting

October 23, 2025






MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Call to Order





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Pledge of Allegiance



I pledge allegiance to the flag of the United States of America and to The Republic for which it stands: one nation under God, indivisible with liberty and justice for all.





Buhl Building • 535 Griswold St, Suite 600 • Detroit, MI 48226 • (313) 223-2100

ROLL CALL

Date: October 23, 2025

CHAIRPERSON, MR. JOHN PAUL REA

VICE-CHAIRPERSON, MR. ELI COOPER

MS. SHEILA COTE

DR. CURTIS IVERY

MR. ROYCE MANIKO

MS. DIANA MCBROOM

MR. ASSAD TURFE



SMART Board Meeting Agenda

October 23, 2025

1:00 PM

SEMCOG

1001 Woodward Ave, Detroit, MI 48226

ITEM	ACTION	PRESENTED BY
1. Call to Order		Eli Cooper
2. Pledge of Allegiance		Eli Cooper
3. Roll Call		Eli Cooper
4. Adoption of Agenda	Approval	Eli Cooper
5. Certification of Public Notice	Information	Tiffany Martin-Patterson
6. Minutes	Approval	Eli Cooper
A. Board Meeting Minutes for September 25, 2025		
B. Executive Session Minutes for September 25, 2025		
7. Public Participation	Discussion	
8. Chairperson's Report	Information	Eli Cooper
9. General Manager's Report	Information	Tiffany Gunter
A. Service Milestone Award Presentation		
10. Board Briefings		
A. NONE		
11. New Business		
A. Resolution: Authorization to Award a Contract for Twenty-three (23) Full-size Vans		Le Juan Burt <i>VP of Maintenance</i>
B. Resolution: Authorization of Contract Amendment No. 2 for an Extension for Architectural and Engineering Services for Select Existing Projects		Le Juan Burt <i>VP of Maintenance</i>
C. Resolution: Authorization to Award a Contract for Procurement Consulting Services		Sean Riopelle <i>VP of Procurement</i>
12. Board Member Business	Discussion	Eli Cooper
13. Adjournment	Discussion	Eli Cooper



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PUBLIC NOTICE

SMART will hold its Audit Committee meeting on Thursday, October 23, 2025 at 12:00 P.M. at the Southeast Michigan Council of Governments Building, located at 1001 Woodward Ave Ste 1400, Detroit, MI 48226. The agenda can be found on SMART's website: <http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule>. Members of the public may attend in person or via zoom. The Meeting will be live streamed on YouTube and available at the following link: <https://www.youtube.com/@MySMARTBus>.

To attend virtually; on a smartphone, tablet, or computer; please enter this URL in a web browser:

- <https://smartbus.zoom.us/j/86728758619>
- Via phone only, please dial: +1 305 224 1968
- Webinar ID: 867 2875 8619 (no password required)
- One-tap mobile: +19292056099,,86728758619# US

Members of the public may also submit a written comment by emailing SMARTBoard@smartbus.org by 11:00 AM on the day of the meeting.

Requests for reasonable accommodations at SMART require advanced reservations. Individuals with disabilities requiring assistance should contact SMARTBoard@smartbus.org or 313-223-2110 as soon as possible. If you have difficulties joining the virtual session, contact SMARTBoard@smartbus.org and we will assist you to the best of our abilities.

Public Comment will proceed as follows:

- All comments: 3-minute limit per member of the public.
- Public comments will be received in the following order:
 1. Members of the public who attend in person
 2. Members of the public present via Zoom
 3. Written comments via email.

Public comment shall be allowed for one participant at a time. Participants shall not speak until recognized by the Chairperson. Each participant, remote and in person, will be required to provide their name, county of residence, and the topic they would like to address. Online participants must also provide an email address, by sending the email address to SMARTBoard@smartbus.org. Online participants must also have camera access.

Virtual participation will be facilitated through Zoom. (link provided) To register to speak via zoom, a comment participant must "raise hand." The meeting administrator will select individuals in the order received. Online participants will have 3 minutes to speak. Participants will be muted when the time expires. The Chairperson shall designate a timekeeper for purposes of enforcing the time limit.

Emailed public comment will not be read but printed, copied, and made available at the meeting.



Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

PUBLIC NOTICE

SMART will hold its Rescheduled Board of Directors meeting on Thursday, October 23, 2025 at 1:00 P.M. at the Southeast Michigan Council of Governments Building, located at 1001 Woodward Ave Ste 1400, Detroit, MI 48226. The agenda can be found on SMART's website: <http://www.smartbus.org/About/Our-Organization/Board-of-Directors/Board-Meeting-Schedule>. Members of the public may attend in person or via zoom. The Meeting will be live streamed on YouTube and available at the following link: <https://www.youtube.com/@MySMARTBus>.

To attend virtually; on a smartphone, tablet, or computer; please enter this URL in a web browser:

- <https://smartbus.zoom.us/j/86728758619>
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Members of the public may also submit a written comment by emailing SMARTBoard@smartbus.org by 12:00 PM on the day of the meeting.

Requests for reasonable accommodations at SMART require advanced reservations. Individuals with disabilities requiring assistance should contact SMARTBoard@smartbus.org or 313-223-2110 as soon as possible. If you have difficulties joining the virtual session, contact SMARTBoard@smartbus.org and we will assist you to the best of our abilities. ASL interpreter services will be provided for the 1:00 PM. Board Meeting. Should an individual require any other interpretation services for the 1:00 PM. Meeting, please contact SMARTBoard@smartbus.org or 313-223-2110 at least 72 hours prior to the Meeting.

Public Comment will proceed as follows:

- All comments: 3-minute limit per member of the public.
- Public comments will be received in the following order:
 1. Members of the public who attend in person
 2. Members of the public present via Zoom
 3. Written comments via email.

Public comment shall be allowed for one participant at a time. Participants shall not speak until recognized by the Chairperson. Each participant, remote and in person, will be required to provide their name, county of residence, and the topic they would like to address. Online participants must also provide an email address, by sending the email address to SMARTBoard@smartbus.org. Online participants must also have camera access. Virtual participation will be facilitated through Zoom. (link provided) To register to speak via zoom, a comment participant must "raise hand." The meeting administrator will select individuals in the order received. Online participants will have 3 minutes to speak. Participants will be muted when the time expires. The Chairperson shall designate a timekeeper for purposes of enforcing the time limit.

Emailed public comment will not be read but printed, copied, and made available at the meeting.

Public Registered:

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**

Present: Chairperson Mr. John Paul Rea, Vice-Chairperson Mr. Eli Cooper, Dr. Curtis Ivery, Mr. Royce Maniko, Ms. Diana McBroom

Absent: Ms. Sheila Cote, Mr. Assad Turfe (arrived during the General Manager's Report)

A quorum was present.

- 4. Adoption of Agenda**

MOTION: Moved by Mr. Royce Maniko, seconded by Dr. Curtis Ivery, to adopt the Agenda for the Thursday, September 25, 2025 Board of Directors Meeting.

DISCUSSION

None

VOTE: THE MOTION CARRIED.

MOTION: Moved by Ms. Diana McBroom, seconded by Mr. Royce Maniko, to amend the Agenda for the Thursday, September 25, 2025 Board of Directors Meeting, adding an additional Closed Session to discuss privileged attorney-client communication.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

- 5. Certification of Public Notice**

The Board Administrator read the Public Notice and Rules of Order into the record.

- 6. Minutes**

A. Board Meeting Minutes for SMART's August 28, 2025 Board of Directors Meeting

MOTION: Moved by Dr. Curtis Ivery, seconded by Mr. Eli Cooper, to approve the

minutes for the Thursday, August 28, 2025 Board of Directors Meeting.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

B. Board Meeting Minutes for SMART's August 28, 2025 Board of Directors Meeting Closed Session

MOTION: Moved by Mr. Eli Cooper, seconded by Dr. Curtis Ivery, to approve the minutes for the Thursday, August 28, 2025 Board of Directors Meeting Closed Session.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

7. Public Participation

Chairperson Mr. John Paul Rea declared the meeting open for Public Participation.

The following participants voiced their concerns and made comments:

DISCUSSION:

None

8. Chairperson's Report

DISCUSSION:

Chairperson John Paul Rea started the Chairperson's Report by thanking General Manager Tiffany Gunter for her involvement in the Board of Commissioners meeting last week and for coordinating SMART's participation in the annual Senior Fun Fest held at Macomb Community College. SMART's presence illustrates commitment to serving seniors across Southeast Michigan, among many other riders.



9. General Manager's Report

DISCUSSION:

Tiffany Gunter, SMART's General Manager and CEO, began the General Manager's Report by stating she enjoyed the Annual Senior Fun Fest as well, acknowledging Board Member Sheila Cote who worked to organize the event.

Gunter updated listeners on SMART's first Bus Rodeo, held at the Suburban Show Place. Six participants competed for the international competition taking place next year in Utah. Brandon Miles won second place, Samaj Richardson made first place, and Willie Kendall took away the prize, and is going to be headed to Utah to compete in the international rodeo next year. SMART received an extraordinary amount of coverage; both Channels Four and Seven came out to cover the story. Other media outlets wrote articles about the rodeo, and there were 5 million impressions on social media as a result. Gunter acknowledged SMART staff members who made the event possible.

Next, Gunter discussed funding. Along with conversations with cities, villages, townships and boards of commissions and having a conversation about what to expect, expect from SMART in this coming year, SMART staff spent time in Lansing discussing public transit being essential amidst the looming government shutdown. Without it, people lose access to jobs, health care, among many other things. There was a proposal to limit our ability to access funding in the House put forth by Republicans, asking for SMART to have a ten percent fare box recovery rate, essentially meaning millage money wouldn't be counted. Regarding funding, Tiffany Gunter conversed with Carol Kane on Michigan Matters, Ben Stuka at the RTA, and Robert Cramer as well, speaking on the importance of public transportation, and committed to being in Lansing until this is resolved.

She, along with Tiffany Martin, Danny Whitehouse, Harmony Lloyd and Bernard Parker, attended APTA's TRANSform Conference, sitting in on a number of sessions dealing with innovation, fare box technology, among a multitude of other topics. Gunter concluded and graduated from a year-long leadership program. Along with that, thanks to Tiffany Martin-Patterson, SMART will host APTA's 2026 Transit Board Member and Transit Board Administrator seminar here in Detroit, bringing opportunity and collaboration to the region.

An accident took place in Pontiac between a fixed route operator and a driver who ran a red light and crashed into one of the buses. The driver, as of the morning, was conscious, albeit with arm injuries—most of the damage in the collision was vehicular in nature. Luckily, there were no passengers on the bus at the time, nor pedestrians who were hit at the time of the accident.

SMART Board Member Dr. Curtis Ivery, will be honored at the Shining Light Regional Cooperation Awards Luncheon, receiving the coveted 2025 Neil Shine Award for Exemplary Regional Leadership. The awards are presented annually by the Metropolitan Affairs Coalition and the Detroit Free Press on October 7, 10:30AM at Ford Field.

Finally, SMART continues providing free origin to destination transportation for veterans traveling within Oakland County. SMART provides the county with trip information at the beginning of each month, and then Oakland County reimburses SMART for each ride taken on Flex and/or paratransit for veterans riding within the county. SMART is updating the scope of that work but is not a changing funding.

10. Board Briefings

A. HR Hiring Update

MOTION: Moved by Mr. Assad Turfe, seconded by Ms. Diana McBroom, to receive and file the HR Hiring Update.

DISCUSSION:

Tianna Leaphart, SMART's Vice President of Human Resources presented the hiring numbers for fixed route, paratransit, and mechanics. In the month of August, SMART hired 18 fixed route operators, 13 paratransit operators, and three mechanics, which is 34 overall new hires. Currently, all 426 fixed route operator budgeted positions are filled. 152 out of 157 paratransit positions are filled, and 76 out of 85 mechanic positions have been filled.

VOTE: THE MOTION CARRIED.

11. New Business

A. Resolution: SMART FY 2025 5310 Program of Projects

MOTION: Moved by Mr. Eli Cooper, seconded by Dr. Curtis Ivery, that the Board of Directors of SMART authorizes the General Manager of the Suburban Mobility Authority for Regional Transportation to submit the Program of Projects for FY 2025 for \$4,796,889.00 to FTA in compliance with the requirements of 49 U.S.C. Section 5310, as amended..

DISCUSSION:

None

VOTE: THE MOTION CARRIED

B. Resolution: Approval of the Revised SMART Agency Safety Plan 2026

MOTION: Moved by Ms. Diana McBroom, seconded by Mr. Royce Maniko, that the Suburban Mobility Authority for Regional Transportation Board of Directors adopt the revised SMART Agency Safety Plan.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

C. Resolution: Authorization to Award a Contract for Customer Relationship Management Software

MOTION: Moved by Mr. Assad Turfe, seconded by Mr. Royce Maniko, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for CRM software to Speridian Technologies LLC for an amount not to exceed \$82,947.52 for one year with no renewals starting November 1, 2025, through October 31, 2026.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

D. Resolution: Authorization to Award a Contract for Paratransit Customer Service Training

MOTION: Moved by Diana McBroom, seconded by Dr. Curits Ivery, that the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for paratransit customer service training to Asset Based Consulting, LLC for two years, with two one-year renewal options at an amount not to exceed \$250,000.00 for the two year base contract and a not to exceed amount of \$75,000 for each of the two option year periods.

DISCUSSION:

VOTE: THE MOTION CARRIED.

12. Closed Session

Roll Call

Present: Chairperson Mr. John Paul Rea, Vice-Chairperson Mr. Eli Cooper, Dr. Curtis Ivery, Mr. Royce Maniko, Ms. Diana McBroom, Mr. Assad Turfe

Absent: Ms. Sheila Cote

MOTION: Moved by Ms. Diana McBroom, seconded by Mr. Eli Cooper, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation **proceed into** Executive Session.

VOTE: THE MOTION CARRIED

DISCUSSION:

Confidential

MOTION: Moved by Mr. Assad Turfe, seconded by Dr. Curtis Ivery, that the Board of Directors of the Suburban Mobility Authority for Regional Transportation **proceed out of** Executive Session.

DISCUSSION:

None

VOTE: THE MOTION CARRIED.

Board Member Business

DISCUSSION:

None

13. Adjournment

There being no further business to come before the Board. The meeting was adjourned at 4:10 P.M. upon a motion made by Mr. Assad Turfe, seconded by Mr. Eli Cooper and unanimously carried.

Respectfully submitted,

Tiffany C. Martin-Patterson

Tiffany Martin-Patterson
Board Administrator



MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Public Participation





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Chairperson's Report





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: General Manager's Report





MEMORANDUM

TO: SMART Board of Directors

FROM: SMART Staff

DATE: October 23, 2025

SUBJECT: Board Briefings





MEMORANDUM

TO: SMART Board of Directors

FROM: SMART Staff

DATE: October 23, 2025

SUBJECT: New Business





SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Twenty-three (23) Full-size Vans

- Whereas, As part of the Suburban Mobility Authority for Regional Transportation (SMART) Community Partnership Program, local communities operate transit services for seniors and people with disabilities within their communities; and
- Whereas, SMART needs twenty-three (23) full-size vans for various community partners to replace aging vehicles that qualify for retirement due to age and/or mileage; and
- Whereas, The Federal Transit Administration (FTA) allows for purchases from state or local government purchasing contracts. This practice creates economies of scale, reduces procurement lead times, and reduces administrative effort and expense. SMART participates in the State of Michigan – State Bus/Van Purchasing Program; and
- Whereas, The State of Michigan has awarded a contract for full-size vans with or without a lift to Hoekstra Transportation, Inc., based on a competitive solicitation in accordance with all State and Federal regulations. The price has been determined to be fair and reasonable through an evaluation process conducted by the State of Michigan; and
- Whereas, The Vice President of Finance is satisfied that Hoekstra Transportation, Inc. has the potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Hoekstra Transportation, Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State governments and the affirmative action policies of SMART; and
- Whereas, The project is funded via: Project No: 41005 / 42900 / 44180; Federal Grant No: MI-2020-032 (5310) / MI-2022-052 (5310) / MI-2014-014 (5310); State Grant No: 2017-0130 P28 / 2022-0138 P8 / 2022-0138 P28; now, therefore be it
- Resolved, That the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for the purchase of twenty-three (23) full-size vans to Hoekstra Transportation, Inc. The vehicles will be purchased under a state government purchasing contract through the State of Michigan – State Bus/Van Purchasing Program for an amount not to exceed \$2,364,107.90.

CERTIFICATE

The undersigned, duly qualified Board Administrator of the Suburban Mobility Authority for Regional Transportation, certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on October 23, 2025.

Date

Board Administrator

	County	Community	Vehicle to be replaced
1	Macomb	STAR	39134
2	Macomb	STAR	39135
3	Oakland	Brandon	39148
4	Oakland	Farmington Hills	39150
5	Oakland	JFS	39155
6	Oakland	Madison Heights	37022
7	Oakland	NOTA	39156
8	Oakland	NOTA	39157
9	Oakland	NOTA	39158
10	Oakland	NOTA	39159
11	Oakland	OPC	39160
12	Oakland	OPC	39161
13	Oakland	WOTA	39152
14	Wayne	DCC	35108
15	Wayne	Dearborn	36011
16	Wayne	Dearborn	36012
17	Wayne	Dearborn	36013
18	Wayne	Dearborn	36014
19	Wayne	Dearborn	36015
20	Wayne	Livonia	39170
21	Wayne	Melvindale	37013
22	Wayne	Northville	39172
23	Wayne	Redford	36007



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization of Contract Amendment No. 2 for an Extension for Architectural and Engineering Services
for Select Existing Projects

- Whereas, At the meeting of the SMART Board of Directors on October 24, 2019, a three-year contract with two one-year option years for Architectural and Engineering Services with Hubbell, Roth & Clark, Inc. (HRC) was approved; and
- Whereas, Both option years have been exercised; and
- Whereas The second option year was extended at the October 24, 2024, SMART Board meeting and is scheduled to expire on October 31, 2025; and
- Whereas, SMART requires architectural and engineering services at SMART and LETC properties to allow for completion of specific projects; and
- Whereas, HRC has agreed to an amendment that extends the agreement for an additional period beginning November 1, 2025, through October 31, 2026, or until the specific projects are completed; and
- Whereas, Funding for the extension period shall remain unchanged. No new projects or additional funding shall be assigned during the extension period; and
- Whereas, All other terms and conditions of the contract shall remain unchanged; and
- Whereas, The Vice President of Finance is satisfied that HRC has performed under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that HRC is in compliance with the equal opportunity/affirmative action policies of the Federal and State government and the affirmative action policies of SMART; now, therefore be it
- Resolved, That the General Manager of the Suburban Mobility Authority for Regional Transportation is hereby authorized to enter into Contract Amendment No. 2 for an extension for Architectural and Engineering Services for specific existing projects with Hubbell, Roth & Clark, Inc. beginning November 1, 2025, and ending October 31, 2026, or until the specific projects are completed. All other terms and conditions of the contract shall remain unchanged.

CERTIFICATE

The undersigned, duly qualified Board Administrator of the Suburban Mobility Authority for Regional Transportation, certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on October 23, 2025.

Date

Board Administrator

FUNDING & COSTS

The project is funded via: Operating funds.

The contract costs are summarized as follows:

Stage	Description	Total Not to Exceed
Deliverables	Strategic Procurement Assessment and Procurement Policy & Procedure Development	\$186,208.00
As-needed services	Staff Augmentation Services (11/1/2025 – 6/30/2026)	\$95,000.00
As-needed services	Staff Augmentation Services (7/1/2026 – 2/24/2027)	\$95,000.00
Total		\$376,208.00

ATTACHMENTS:

- Resolution

/CB



SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

RESOLUTION

Authorization to Award a Contract for Procurement Consulting Services

- Whereas, The SMART Procurement Department is in need of a strategic procurement consultant to ensure procurement operational efficiency; and
- Whereas, The consulting services will include an assessment of the current state of the procurement department, development of necessary procurement policy and procedures, as well as the provision of staff augmentation services; and
- Whereas, The Federal Transit Administration (FTA) allows for purchases from state or local government purchasing contracts. This practice creates economies of scale, reduces procurement lead times, and reduces administrative effort and expense. SMART participates in the TXShare Cooperative Purchasing Program; and
- Whereas, The North Central Texas Council of Governments (NCTCOG) has awarded a contract for Procurement Consulting Services to Periscope Holdings, Inc., based on a competitive solicitation in accordance with all State and Federal regulations. The price has been determined to be fair and reasonable through an evaluation process conducted by the North Central Texas Council of Governments (NCTCOG); and
- Whereas, The Vice President of Finance is satisfied that Periscope Holdings, Inc. has the potential to perform under the contract terms and conditions; and
- Whereas, The EEO Department is satisfied that Periscope Holdings, Inc. is in compliance with the equal opportunity/affirmative action policies of the Federal and State governments and the affirmative action policies of SMART; and
- Whereas, The project is funded via: Operating funds; now, therefore be it
- Resolved, That the General Manager of Suburban Mobility Authority for Regional Transportation is hereby authorized to award a contract for the purchase of procurement consulting services to Periscope Holdings, Inc. beginning November 1, 2025, through February 24, 2027. The procurement consulting services will be purchased through the TXShare Cooperative Purchasing Program for an amount not to exceed \$376,208.00.

CERTIFICATE

The undersigned, duly qualified Board Administrator of the Suburban Mobility Authority for Regional Transportation, certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of the Suburban Mobility Authority for Regional Transportation held on October 23, 2025.

Date

Board Administrator



MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Board Member Business





MEMORANDUM

TO: SMART Board of Directors

FROM: Chairperson

DATE: October 23, 2025

SUBJECT: Adjournment

