



**DETROIT
TRANSPORTATION
CORPORATION**

**DETROIT PEOPLE MOVER
DETROIT TRANSIT POLICE**

**DTC BOARD OF DIRECTORS MEETING MINUTES
HELD ON JANUARY 30, 2025 AT 4:00 P.M.**

BOARD PRESENT:

Chairperson
Vice-Chairperson
Secretary/Treasurer

Mr. Robert Cramer
Mr. Luke Polcyn
Mr. John Naglick
Mr. John Paul Rea
Mr. Samuel Krassenstein

BOARD MEMBER(S) ABSENT:

Hon. Mary Sheffield

DETROIT TRANSPORTATION CORPORATION:

Mr. Ernest Latham, Deputy Gen. Mgr.
Ms. Ericka Alexander
Mr. Michael Anderson
Ms. Ophelia Crawford
Ms. Pamela Day
Ms. Jessica English
Ms. Karen Foster
Mr. Herb Harris
Mr. LaVar Harris
Mr. Curt Knudsen
Ms. LaTrinda Perry
Ms. Leeya Sutter
Mr. Christopher Thomas
Mr. Tony Vinson
Ms. Gwen Wallace

OTHER ATTENDEES:

Mr. Ehren Bingaman (Transpro)
Ms. Shelby Foor
Ms. Jill Kizyma
Mr. Stephen Kuhr
Mr. Lukas Lasecki
Mr. Robert Pawlowski
Ms. Rebeka Rooks (AECOM)
Ms. Meghan Rutigliano
Ms. Lauren Sloan (Transpro)
Mr. Jeromie Winsor (AECOM)

Meeting Called to Order/Opening Remarks

Chairperson Mr. Robert Cramer called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:07 p.m.

Mr. Robert Cramer performed a roll call. A quorum was present with the following members: Chairperson Mr. Robert Cramer, Vice-Chairperson Mr. Luke Polcyn, Secretary/Treasurer Mr. John Naglick, Mr. John Paul Rea, and Mr. Samuel Krassenstein.

1. Approval of the Agenda

MOTION: Moved by Mr. Samuel Krassenstein and supported by Mr. Luke Polcyn to adopt the amended agenda, adding the approval of the DTC Public Transportation Agency Safety Plan.

VOTE: All in attendance voted to approve the agenda.

2. Approval of the Minutes from December 19, 2024 and January 7, 2025

MOTION: Moved by Mr. John Paul Rea and supported by Mr. Samuel Krassenstein to adopt the Minutes for the Board of Directors meeting held on December 19, 2024, and January 7, 2025.

VOTE: All in attendance voted in the affirmative.

3. FY 2024 Audit Presentation by Alan C. Young

Mr. Rajeev Shah of Alan C. Young presented the DTC FY 2024 Audit Presentation.

The FY 2024 Audit Presentation was accepted to be received and filed by the DTC Board of Directors.

4. Customer Satisfaction Survey Results Presentation by AECOM

Mr. Jeromie Winsor of AECOM presented the Customer Satisfaction Survey results to the DTC Board of Directors.

Action Items

5. Detroit Transportation Corporation Resolution of intent to apply for Financial Assistance for Fiscal Year 2026 under Act 51 of the Public Act of 1951, as amended

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. John Paul Rea that as THE APPLICANT, DTC 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.

Discussion: Mr. Robert Cramer stated that the resolution is an annual application requirement for the State for operating and capital match assistance. He noted that this is an expression of our operating budgets so that the State can add up all the eligible expenses they're forecasting across all transit agencies to divide for local bus operating funds. He stated that the other half includes our forecast for capital projects, which provides DTC with the 20% match.

VOTE: All in attendance voted in the affirmative.

6. Resolution Authorization to award a Contract for Professional Services – Agency Strategic Plan

MOTION: Moved by Mr. John Naglick and supported by Mr. Luke Polcyn that the Chief Executive Officer shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a professional services agreement for a Strategic Agency Plan project with Transpro including a contingency of up to \$9,440 for a total amount not to exceed One Hundred Thousand Dollars (\$100,000.00).

Discussion: Mr. Michael Anderson stated that we are asking the Board of Directors to authorize our Chief Executive Officer to negotiate and award a professional service contract for the agency's strategic plan not to exceed \$100,000.00. He stated that this plan would include, but not be limited to, an updated mission statement, organizational goals, and objectives; Analysis and framework for efficient processes, procedures, and performance management; training and communication; corporate culture and, professional development; implementation strategies, as well as implementing strategies as it relates to the pandemic services or the pandemic era that we just got out of. Mr. Anderson stated that as a relationship sourcing itself with MDOT, this solicitation went out to a little over 2,000 vendors through our MITN

operation. Mr. Anderson said that we received five solicitations from this particular competitive bid of the 2,012 vendors that received, and downloaded the RFP and the appropriate documents. He stated that of those five bidders who participated in the competitive bid, the evaluation committee made a selection of three from those five and that they were willing to be interviewed. Mr. Anderson stated that the selection included HDR, Nelson Nygaard, and Transpro. Mr. Michael Anderson noted that the ranking scores of the finalists are: Transpro, 73.3, HDR, 53, and Nelson Nygaard, 33.34.

Mr. Robert Cramer mentioned that the \$100,000.00 is the grant budget for the project.

VOTE: All in attendance voted in the affirmative.

7. Resolution Authorization to enter into a Maintenance Service Agreement for People Mover ATC

MOTION: Moved by Luke Polcyn and supported by Mr. John Paul Rea that the Chief Executive Officer shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a Maintenance Service Agreement with Hitachi for one year and a single two-year option (total three years if all options exercised) not to exceed Four Hundred Nine Thousand and 00/100 Dollars (\$409,000.00).

Discussion: Mr. Ernest Latham stated that the resolution is for a contract with Hitachi, formerly Thales, the OEM of the Automatic Train Control system. He stated that the agreement is not only a maintenance agreement but that it includes monthly meetings, remote support, and on-call service to support the ATC. Mr. Latham stated that this will arm the maintenance department with 24/7 service, they can call a technician who has vast experience in the ATC system and talk them through any myriads of problems that they can't solve on the spot. Mr. Latham stated that it also gives us a yearly assessment where, for days, we put a valid Hitachi tech on the ground, look at the system, do a deep dive, and come up with a punch list of things we may need to look at and need to adjust. Mr. Latham also stated that we also get three maintenance PM visits to do a health check of the system.

Mr. Ernest Latham stated that they've been with us for over 30 years in different forms and are the OEM of the software and the train's hardware, which makes it the sole source.

Mr. Samuel Krassenstein asked how the annual maintenance costs have changed over the last few years and if the cost had gone up. Mr. Ernest Latham answered that the costs go up approximately \$1,000.00 - \$1,500.00 yearly.

VOTE: All in attendance voted in the affirmative.

8. WALK-ON Resolution Authorization for approval of Public Transportation Agency Safety Plan

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. John Paul Rea that the DTC Board of Directors approve the updated PTASP and authorizes the Board Chairperson to sign the required signature page as the Accountable Executive.

Discussion: Mr. Robert Cramer stated that we have to submit a Public Transportation Agency Safety Plan PTASP update every year and that this year, there was a lengthy list of agency safety plan regulations that had to be incorporated. He stated that we have updated our draft, and it was reviewed by the Joint Labor Management Safety Committee meeting earlier today and agreed to present it to the Board for approval. Mr. Cramer stated that we have one set of changes from MDOT's State Safety Organization which they have sent that we have not finished incorporating into a final plan that we can present or provide to the Board. However, we are asking for approval today of the updated plan, policy statement and intent, which is the one page that has the correct names and the plan that goes with that. He stated that we will provide the final clean copy when it is finished. He stated that what we need is for the MDOT changes to be incorporated and that they're certifying that all those other things we are to include are there.

Mr. Robert Cramer stated that we are asking the Board to authorize him as the Board's Chairperson to sign the page of the PTASP and that the other two signatures will be the Chief Operating Officer of the City of Detroit, which is Marcus Von Kopff, and the chairperson of the Joint Labor Management Safety Committee, Mr. Herbert Harris.

VOTE: All in attendance voted in the affirmative.

12. General Manager's Report

Mr. Robert Cramer stated that he would hold off on the presentation regarding the Auto Show Volunteer Program until the next meeting.

Mr. Robert Cramer stated that the 1259 Broadway property item the Board had approved to sell for \$285,000.00 based on the appraisal we had in hand, subject to review. He stated that we did a review which said that we needed a new review of the appraisal, and when the new review was performed, we were told that it was no good. He stated that we got a newer appraisal, and had it reviewed, and it was good; the final price was \$300,000.00. He stated that it was structured that we could agree to sell it as laid out as long as it was consistent with the appraisal.

Mr. John Naglick inquired about the closing of the Broadway property. Mr. Robert Cramer stated that he had signed the updated purchase agreement earlier this week and believed it's 30 days to close and that the City will be signing their adjacent part. Mr. Naglick inquired about the parking operator who is running the lot. Mr. Cramer stated that once the City signs, they will be given a 30-day notice to vacate and end the contract. Mr. Cramer stated that with the proceeds we receive, there's a deposit we'll get up front, and then the final proceeds will be put in a restricted account along with some other surplus property sales that we have and will be programmed into a grant later this year, that we're planning on using some in the budget for fiscal year 2026.

Mr. John Naglick commended DTC on their social media and graphic design. Mr. Cramer mentioned that the social media work is through MarCom and a sub-contractor. Mr. Cramer stated that we will be coming back to the Board next month with a digital marketing services solicitation recommendation to get a new contract in place since they are at the end of their agreement and funding. He stated that we will be looking to get a new one-stop shop that will handle various things. Mr. John Paul Rea asked for the name of the new firm. Mr. Robert Cramer answered that the name of the firm is Hadrout, who had done the Music Hall and other creative organizations.

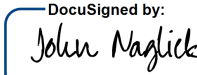
13. Public Participation

Mr. Robert Pawlowski stated that people are using the People Mover to not just tour the city, but, most of all, use it to get around from areas within the city and that possible talk with the People Mover expansion would have a tremendous impact on the service. He suggested that the marketing team look at partnering with Visit Detroit more and also consider your partners down at the first level of City Tours, maybe getting tours to be able to see what the People Mover is and getting outsider perspectives on what we can do to bring more tourists while educating on what the city of Detroit was founded on and show them the local points with tour guides while using the service. Mr. Pawlowski also suggested partnerships with Visit Detroit to have more brochure stands in some of the stations to emphasize what the city has to offer for tourists. He suggested coupon books for residents to utilize with Visit Detroit with discounts if they use the People Mover service.

14. MOTION TO ADJOURN:

MOTION: Moved by Mr. John Paul Rea, and supported by Mr. G. Michael Staley, to adjourn the meeting at approximately 5:12 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

 John Naglick, Corporation Secretary