



**DETROIT
TRANSPORTATION
CORPORATION**

**DETROIT PEOPLE MOVER
DETROIT TRANSIT POLICE**

**DTC BOARD OF DIRECTORS MEETING MINUTES
HELD ON MARCH 28, 2024, AT 4:00 P.M.**

BOARD PRESENT:

Secretary / Treasurer

Mr. John Naglick
Mr. G. Michael Staley
Comm. Abdul Haidous

BOARD MEMBER(S) ABSENT:

Mr. Luke Polcyn
Hon. Mary Sheffield

DETROIT TRANSPORTATION CORPORATION:

Mr. Robert Cramer, General Mgr.
Ms. Ericka Alexander
Mr. Michael Anderson, Jr.
Cf. Ricky Brown
Mr. Ray Calloway
Ms. Marilyn Coughlin
Ms. Ophelia Crawford
Ms. Pamela Day
Ms. Laticia Ford
Ms. Karen Foster
Mr. Herbert Harris
Mr. LaVar Harris
Dep. Chief William Hart
Ms. Jessica Miles
Ms. LaTrinda Perry
Mr. Mark Pitchford
Mr. Desmond Simmons
Mr. Christopher Thomas
Ms. Madonna Van Fossen
Ms. Gwen Wallace
Mr. Mike Walter
Ms. Tiauna West

OTHER ATTENDEES:

Mr. Rajeev Shah, Alan C. Young
Ms. Farai Gundan
Ms. Anna Harris
Mr. Lukas Lasecki
Ms. Sandi Nelson
Mr. Robert Pawlowski
Mr. Corey Rowe
Ms. Andrea Taverna

Meeting Called to Order/Opening Remarks

Secretary/Treasurer John Naglick called the meeting of the Detroit Transportation Corporation Board of Directors to order at approximately 4:00 p.m. Roll call was presented by Ophela Crawford.

A quorum was present with the following members in attendance: Secretary/Treasurer, Mr. John Naglick, Mr. G. Michael Staley, and Commissioner Abdul Haidous.

1. Approval of the Agenda

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley to adopt the agenda.

VOTE: All in attendance voted to approve the agenda.

2. Approval of Minutes – February 20, 2024

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley to adopt the Minutes for the Board of Directors meeting held on February 20, 2024.

VOTE: All in attendance voted in the affirmative.

Action Items

3. Resolution Authorization to enter into an agreement to provide Payroll Management Service

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a five (5) service agreement for HR Management Services with Paycor not to exceed Two Hundred Thirteen Thousand One Hundred Seven 05/100 Dollars \$213,107.05.

Discussion: Mr. Robert Cramer stated that our recommended vendor based on the evaluation process is Paycor. He stated that we re-bid the project and received five (5) bidder responses.

Mr. John Naglick asked if this is a cloud-based service or if this is a separate server that will house the software. Mr. Michael Anderson answered that this would be a cloud-based service.

Mr. G. Michael Staley asked if there were concerns about the transition. Mr. Michael Anderson answered in the negative.

Mr. John Naglick asked when this would start. Ms. Karen Foster answered that the start date has not been finalized. She stated that it may be either the end of the calendar year or the fiscal year.

VOTE: All in attendance voted in the affirmative.

4. Resolution Authorization to enter into an agreement to replace the Overhead Door at Huntington Place

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a one-time purchase agreement with Mid-American Group for a not-to-exceed amount of Fifty-Four Thousand Two Hundred and Twenty-One 90/100 Dollars (\$54,221.90).

Discussion: Mr. Robert Cramer stated that there is an old overhead door at Huntington Place that we have invested in repairing but has gotten to the point where it cannot be reasonably repaired. He stated that this is a concern for us that we must get done right away and is the reason we are treating it as an emergency.

He stated that this is a 30-ft door that would be almost impossible to remove and replace, therefore there will be two small doors that will be separated by a column that's already there, and the old door will be plastered over.

VOTE: All in attendance voted in the affirmative.

5. Resolution Authorization to enter into an agreement to provide Employment, Procurement, and Labor Legal Services

MOTION: Moved by Mr. G. Michael Staley and supported by Commissioner Abdul Haidous that that the General Manager shall be and is hereby authorized, empowered, and directed by the DTC Board of Directors on behalf of the Corporation to enter into a three-year (3) service agreement with two (2) one (1) year optional renewal years for Employment, Procurement and Labor Legal Services with; Miller, Canfield, Paddock and Stone PLC, Dickinson Wright PLLC and Butzel Long with a cumulative authorization not to exceed Two Hundred and Fifty Thousand 00/100 Dollars \$250,000.00.

Discussion: Mr. Robert Cramer stated that this was a need that was identified for having outside counsel support on-call with some additional specific bandwidth and experience related to labor and employment services and also contracting for procurement support. He stated that we put out a Request for Proposal (RFP) process and received four (4) vendors, conducted interviews, had an evaluation committee, and settled on recommending, awarding, and entering into an agreement with three (3) of the firms which would be Butzel Long, Dickinson Wright PLLC and Miller, Canfield, Paddock and Stone PLC. He stated that each of them has a different strength to bring to the group of services that we need.

Mr. Cramer stated that the authorization that we are asking for is \$50,000 per year; the first three (3) years will be \$150,000 total and then \$50,000 each for the option years that will be spread across the three firms as the work arises. He stated that in the years when we have new labor agreements, we're going to spend a little more as we update contract language.

Mr. John Naglick asked will the rates be based on hourly since the amount would be split between the three firms and the contracts wouldn't have dollar amounts attached to them. Mr. Robert Cramer answered in the affirmative.

VOTE: All in attendance voted in the affirmative.

6. Resolution Authorizing increasing Compensation for Professional/Technical Engineering Services

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley that the General Manager shall be and is hereby authorized, empowered, and directed by the Chairman of the Board of Directors on behalf of the Corporation to enter into a time extension amendment as herein stated with WSP USA to extend services to June 30, 2024, for the provision of professional/technical engineering services as directed by the DTC.

Discussion: Mr. Robert Cramer stated that the extension allows us to extend the time that our agreement with WSP is active through the end of June. He stated that we are optimistic that this will give us enough time to solicit and select a new firm. He stated that the goal is to solicit and select one or more architectural and engineering vendors for a full contract in the future, but that this is to keep us going on all of our critical projects.

VOTE: All in attendance voted in the affirmative.

7. Resolution Authorization to support the Station Elevator/Escalator Units during the Detroit NFL Draft

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley that the General Manager shall be and is hereby authorized, empowered, and directed by the Board of Directors on behalf of the Corporation to utilize ThyssenKrupp Elevator for an amount not to exceed Fifty-Five Thousand and Eighty 00/100 Dollars (\$55,080.00).

Discussion: Mr. Robert Cramer stated that this is for a combination of ongoing work, we'll need their onsite support for the City to allow us to operate all of the escalators in the system, but also since we are anticipating a high-volume number of people, they will be available for quick responses for any escalator or elevator issues. He stated that the escalators have been an ongoing repair project, but the elevators are what make our stations fully ADA accessible.

Mr. Cramer stated that we will be fine-tuning the schedule, we will be running a 24-hour service, therefore it's likely we will be using the 24-hour team shifts, but we will be focusing on it as we get closer to the Draft.

Mr. John Naglick asked if everything is functional going into the Draft. Mr. Cramer answered stating that it is on track to be functional.

VOTE: All in attendance voted in the affirmative.

8. Resolution Authorization to enter into an agreement to provide a Back-up Video Solution for the Control Center Video Wall

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley that the General Manager shall be and is hereby authorized, empowered, and directed by the Chairman of the Board of Directors on behalf of the Corporation to enter into an agreement with Accurate Networks for the amount not to exceed Thirty-Nine Thousand Dollars (\$39,000.00) which includes a 10% contingency.

Discussion: Mr. Robert Cramer stated that this is also related to the Draft but will provide long-term value as well. He explained that the video wall is what displays all the cameras in the Control Center. He stated that we are nearing the end of the station technology upgrade project which means we are doing higher resolution and more camera views. He stated that the video wall is

functioning but appears to be struggling with the weight of the new information it's receiving. He stated that we want to make sure we're in a good position to keep the view there. Mr. Cramer stated that if the video wall goes down, it doesn't necessarily mean that we have to stop service, but our policy states that we would have to have active eyes and ears on each platform. He stated that for example, if one camera goes out, we would make sure that some combination of staff is on the platform with a radio so that if something happened, they would be able to act as the eyes and ears. He stated that with our policy, we would close a station if we don't have some type of combination of cameras or people who can have eyes on the platform.

He explained that one of the components that could affect the video walls is the workstations that process all of the cameras, which will have to be upgraded. He stated that we are proposing to replace the four (4) workstations that process the camera feeds with new workstations and stand them up parallel. We will have a duplicate set of workstations; the new ones will be better able to handle the video feed. He stated that what happens after the workstations is that it goes into a processor that will then split it onto all of the screens on the wall. Mr. Cramer stated that by having the new workstations, we would be able to skip that step so that the workstations have redundancy so that if, for some reason, the screens and processors went down for the wall, we'd be able to directly connect the four (4) workstations to portable monitors that are part of the project. He stated that not only are we improving the technology that will then support a new permanent video wall in the future, but it also gives us an instantaneous backup. He stated that if for some reason the screen wall goes down, we can roll out the portable screens and maintain full visibility to the system.

Mr. John Naglick asked if there was any Detroit Police access to our video if they needed it and how would they obtain it. Mr. Cramer answered in the affirmative stating that there is a one-way feed that they can tap into and that we are working to repair and upgrade it in partnership with them.

Mr. G. Michael Staley asked how long before it will be in full operation. Mr. Cramer answered that the video wall would be in full operation before the Draft.

VOTE: All in attendance voted in the affirmative.

9. Alan C. Young Fiscal Year 2023 Audit Presentation

Mr. Rajeev Shah presented the DTC Fiscal Year 2023 DTC Audit.

MOTION: Moved by Commissioner Abdul Haidous and supported by Mr. G. Michael Staley to accept the audit DTC Fiscal Year 2023 Audit subject to the presentation.

VOTE: All in attendance voted in the affirmative.

10. General Manager's Report:

City Council Budget Hearing

Mr. Robert Cramer stated that DTC participated in the City Council Budget Hearing on Thursday, March 21, 2024. He stated that DTC has an independent Board, but that our local funding comes through an appropriation at the City's process, which is very important not only for the Council to better understand our operations and make sure we are conducting our business with the goals and objectives and values of the City in mind but also making certain that we are being good stewards of the taxpayer.

Mr. Cramer stated that we have some written questions that we are addressing separately as a part of the process.

Funding Agreement

Mr. Cramer stated that the City is also considering a funding agreement that would provide one-time funding that would support our efforts to incorporate the TTC train cars and parts into our system. He stated that we have been working to get the funding agreement drafted as something that the Council will be considering at some point in the next several weeks.

Triennial Safety Review

Mr. Cramer stated that we have our Triennial Safety Review for rail systems. He stated that we have two Triennials, one related to our safety and security and the other related to the transit administration and compliance side. He stated that this one is the FTA's Triennial Review of the Michigan State Safety Office which is in charge of ensuring that we comply with the federal safety and security regulations. He stated that they will be here talking with DTC and the QLine next week to make sure that we are following the rules but also that the State's Safety Office is being supportive and keeping watch over us.

Mr. John Naglick inquired about a question posed by one of the City Council members regarding buying more modern fare equipment that would be more seamless. He questioned if the Council had the understanding that the intention of DTC is to continue finding sponsorship and not spend millions of dollars that it would take. Mr. Naglick asked Mr. Cramer's thoughts on the matter. Mr. Cramer stated that the Board approved the free fare program as a pilot program and that we would like to keep all of our options open. He stated that the best estimate is approximately \$5 million dollars as the investment that would take for us to replace all of the fare collection equipment and if we were going to collect fares again, we would have to do this soon. He stated that as the Council said if we were going to collect fares again, it would have to be seamless, there needs to be every way that anyone could ever want to pay for something they should be able to pay for fares. He also stated that we will make our case and present it to the Board in July as far as how the program is going. He stated that we have worked out the agreement with Priority and that we are at 100% increased ridership. He stated that we are looking into the future and that the intent is to continue the free fare and to also use the success to generate additional revenue.

Project Updates

Projects Done/Nearing Substantial Completion

- Station Tech

Mr. Cramer stated that the screens, kiosk, PA system, and cameras are almost all installed. The systems are up and running and we're working on implementation and training. He stated that we are hoping to have all of the screens and kiosks that are installed fully functional for Opening Day. He stated that by the Draft all equipment should be fully functional.

- Elevator Repairs

- Escalator Repairs

Mr. Cramer stated that the elevator and escalator repairs are ongoing.

- Station Painting

Mr. Cramer stated that this project is focused on metal doors and railings. He stated that almost all of the stations have fresh coats of paint.

- Column Lighting

Mr. Cramer stated that we are wrapping up the column lighting projects. He stated that some lights and equipment have been installed on Larned and will be continuing to finish and perform calibration and testing.

In progress/Ongoing

- Brand New Website
Mr. Cramer stated that we are replacing the website with a new, simple website.
- External Station Power Washing
Mr. Cramer stated that the power washing process has begun beginning with the Michigan station. He stated that all the stations will have one cleaning by the time we get to the Draft.
- NFL Train Wraps
Mr. Cramer mentioned that two of the three trains we have in service have NFL-themed train wraps. He stated that there is a fourth single or double-car train that is slotted to have a host committee-themed wrap.
- “Station Domination” wraps
Mr. Cramer stated that we are trying to line up a station domination package which means that an advertiser can cover many surfaces around one particular station. He stated that our goal is to have a station domination package for every station by the Draft. Mr. Cramer stated that some of them will be commercial domination wraps that will be fully paid and in other cases, we’re working with nonprofits and other community groups that would pay for the cost of the production and installation, but not pay us for a fee.
- Social Media Programs
Mr. Cramer stated that the program includes a new round of influencers that will help us get the story told about how the People Mover is a great way to get around in the Draft and other events.

Ridership and Service

Mr. Cramer presented a ridership report, “Monthly Ridership 2024 vs ‘23/’22/’19/’15 vs 50% Goal”

NFL Draft Ops

- 24 Hour Service
- Transit Police fully deploy
- Financial District & Millender Center are feet away from two main entry points
- Transit transfer points

Mr. John Naglick inquired about the work that is being done at the Millender Center. Mr. Robert Cramer stated that there is work being done to rebuild their entrance. He stated that the lobby that has the escalators and entrances for the People Mover is insulated, there is a door that can get you between the two, but our area has been mostly separated. Mr. Naglick asked if we will still have our escalators running up to the station, or if we are trying to work with them to make sure they can continue to repair them. Mr. Cramer stated that the escalators belong to the Millender Center, therefore, we can’t fix them, but we are trying to work closely with them so that they can continue to repair them.

11. Public Participation

Ms. Farai Gundan introduced herself as a co-founder of a Detroit-based startup. She stated that they are innovating at the intersection of transit, specifically powering payments. She asked if we continue to have free fare and what are the plans to keep it free. She also asked what would happen to the \$5 million dollars upgrade. Ms. Gundan asked how the data is being collected and what is being collected.

Mr. Cramer stated that the \$5 million is an estimate, therefore, it is not part of a fiscally constrained capital program. He stated that if we were going to collect fares, we would have to prioritize our capital program to find the \$5 million dollars and we would apply for discretionary grants which are few and far between for a project that is small relative to hundreds of millions of dollars projects that usually receive them, which is a large incentive to try to continue the free fare program. He stated that it's not just a matter of offsetting the revenue of the fare, but that fact that in order to collect the revenue that is offset, we would have to put that kind of investment in place. He also stated that the reason for the amount is because the entire faregates would have to be replaced.

Mr. Cramer stated that before the free fare program, we were looking to see if we could add some gadgets or widgets that could do that and we felt in the short term probably could get away with that, but our maintenance, frustrations, costs, and efforts continue to go up exponentially to keep the machines running. He added that if we don't have to collect fares, the mechanism that lets people through the faregates is fine as long as we don't have to do coin slots, mag strip readers, and all of the other parts that are inside.

Mr. Cramer stated that the faregates are what we use for counting, however, there are some vulnerabilities, such as if you walk through the handicapped gate, it counts how many times you open it and not how many people go through it.

Mr. Cramer stated that in the longer term, we don't have cameras on the trains, but there's other communications equipment that needs to be upgraded. The systems we look at often include wifi, camera systems, and information screens. He stated that our mid-term goal is to change the way we collect the ridership data to be onboard camera-based rather than the faregate which will let you know how many people get on and off at each station down to the second every day, giving a more robust set of data.

Mr. Robert Pawlowski stated that the new sponsorship program with Priority will not only increase ridership, but tourism in the city because with the money that we have and the sponsor to be able to provide us the resources we need, we can finally invest in tourism in the city. Mr. Pawlowski stated that he would like to see more sponsors locally in Detroit, such as with local Detroit businesses. Mr. Pawlowski also suggested looking into bigger brand-named businesses to help carry on the continuous ridership and investment in tourism.

12. Adjournment

MOTION TO ADJOURN:

MOTION: Moved by Commissioner Abdul Haidous, and supported by Mr. Michael Staley, to adjourn the meeting at approximately 5:02 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

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John Naglick, Corporation Secretary