



DTC BOARD OF DIRECTORS MEETING MINUTES HELD ON SEPTEMBER 6, 2023 AT 2:00 P.M.

BOARD PRESENT: Secretary / Treasurer Mr. John Naglick
Mr. Luke Polcyn
Mr. Michael Staley

BOARD MEMBER(S) ABSENT: Hon. Mary Sheffield
Ms. Hilarie Chambers

DETROIT TRANSPORTATION CORPORATION: Mr. Robert Cramer, General Mgr.
Ms. Ericka Alexander
Mr. Michael Anderson, Jr.
Cf. Ricky Brown
Ms. Ophelia Crawford
Ms. Karen Foster
Mr. Herbert Harris
Dep. Chief William Hart
Mr. Curt Knudsen
Ms. LaTrinda Perry
Mr. Mark Pitchford
Mr. Marcus Scott
Mr. Desmond Simmons
Mr. Christopher Thomas
Ms. Madonna Van Fossen
Mr. Tony Vinson
Ms. Gwen Wallace
Mr. Mike Walter

OTHER ATTENDEES: Mr. Corey Rowe – Virtual
Mr. Ryan S. - Virtual

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 2:09 p.m.

A quorum was present with the following members in attendance: Secretary/Treasurer, Mr. John Naglick, Mr. Michael Staley, and Mr. Luke Polcyn.

1. Approval of the Agenda

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Michael Staley, to adopt the agenda.

VOTE: All in attendance voted to approve the agenda.

2. Acknowledgement of New Member(s) to the Board of Directors of the Detroit Transportation Corporation

Discussion: Mr. Robert Cramer stated that with the transition of the former Vice-Chairperson, Mikel Oglesby, who is departing DDOT after serving over three years, the Mayor of Detroit has appointed Mr. Michael Staley as the interim Executive Director of Transit. Mr. Staley will be taking the place of Mr. Oglesby on the DTC Board of Directors. Mr. Cramer stated that the current Board of Directors consists of five members with one vacancy which will be determined in the near future to fill the position of former Chairperson Mr. Hakim Berry.

3. Approval of Minutes – July 19, 2023

MOTION: Moved by Mr. Luke Polcyn, and supported by Mr. Michael Staley to adopt the Minutes for the Board of Directors meeting held on July 19, 2023.

VOTE: All in attendance voted in the affirmative.

Action Items

4. Resolution: Authorization to enter into an agreement to provide Temporary Station Scaffolding for Lighting Repairs.

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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-One Thousand Two Hundred and Sixty-Five 00/100 Dollars (\$51,265.21.00).

Discussion: Mr. Robert Cramer stated that there is a good amount of lighting at the stations that cannot be reached by conventional methods. He stated that there are lights that are out and the only way to reach them to replace the bulbs and fixtures is to erect scaffolding throughout the station. He stated that we had gone through and replaced some, but realized we needed to spend more funding to complete the remainder. He stated that this is a high priority for many reasons including safety and security.

Mr. Cramer stated that the solicitation had been put out for bids for the remaining five (5) stations and that Mid-American Group came in with the lower bid. He stated that they had performed one scaffolding project which they performed safely and quickly.

Mr. John Naglick noted that the resolution was for scaffolding only and asked if converting to LED lights was possible. Mr. Cramer answered in the affirmative. Mr. Cramer stated that the light replacement will be done by DTC staff and will have assistance from the contractor if needed.

VOTE: All in attendance voted in the affirmative.

5. Resolution Authorization to enter into an agreement to maintain Information Technology Management Service

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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 extend the current contract through December 31, 2023, for an amount of \$6,500.00/month not-to-exceed Nineteen Thousand Five Hundred 00/100 (\$19,500.00).

Discussion: Mr. Cramer stated that we are continuing to work through the solicitation process for the new contract and

VOTE: All in attendance voted in the affirmative.

6. Resolution Authorization to enter into an agreement to relocate Information Technology Management Infrastructure

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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 service agreement with Enertron totaling in the amount of **Thirty-Eight Thousand and Thirty-Six 20/100 Dollars (\$38,036.20)**.

Discussion: Mr. Cramer stated that this is to continue working with Enertron to relocate our existing network and IT infrastructure to the new location. He stated that the contractors at Guardian have begun working on the space and that this is the last detail as far as wiring. He stated that we need to move the IT equipment from the existing area to the new area and connect the internet services. He stated that we are anticipating the move to take place by the end of October.

Mr. Naglick asked when the lease for the new location starts. Mr. Cramer stated that the lease has been signed, but doesn't believe the payments begin until we take occupancy. He stated that he would confirm the information and get back to the Board

Mr. Staley asked for an explanation regarding the reason for the move. Mr. Cramer stated that it is a better-equipped space that meets our needs and cost savings.

Mr. Polcyn asked in terms of calculating the cost savings how did the decision compare to what was estimated in the transition cost. Mr. Cramer stated that the rent savings in on the scale of approximately 40%. Mr. Cramer also stated that moving forward we will be upgrading some of the items that we are moving across the street to the new location. He stated that we are trying to design this in a way so that we move what we need to and in the future, we will be moving to a more cloud-based service.

VOTE: All in attendance voted in the affirmative.

7. Resolution Authorization to enter into an agreement to provide General Plumbing Services

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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 award a contract to Benkari for a not-to-exceed amount

of \$120,000.00 for three years, with two DTC option years at \$40,000.00 per year, for a total maximum of \$200,000.00 over five years.

Discussion: Mr. Robert Cramer stated that this is for ongoing plumbing services as needed. He stated that this could include drains that drain the guideway that need to be repaired, 13 stations, the Maintenance and Control Facility, and the eastside substation of which all will be covered. He stated that we have a backlogged list of repairs that we are eager to get started on.

Mr. Cramer stated that Benkari was the vendor that had the best bid. Mr. Naglick stated that the payment would be based upon when they show up due to a request made by DTC staff. Mr. Cramer agreed.

VOTE: All in attendance voted in the affirmative.

8. Resolution Authorization to enter into an agreement to install Times Square Station Elevator Sump Pump

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. Michael Staley that the General Manager 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 award a contract to Benkari for a not-to-exceed amount of **Sixty-Seven Thousand Seven Hundred and Seventy 60/100 Dollars (\$67,770.60)**.

Discussion: Mr. Robert Cramer stated that based on some significant repairs that were made to the elevator during the COVID shutdown the City's BSEED group notified us that we needed to add a sump pump. The elevator did not include one as built. The BSEED Group informed us of the level of design we need to have in place and that once we had the specification we put the solicitation out for bids. He stated that Benkari is the recommended vendor.

VOTE: All in attendance voted in the affirmative.

9. Resolution Authorization to enter into an agreement to repair Escalators at Detroit People Mover Passenger Stations

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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 issue purchase order(s) for escalator repair services totaling in the amount of Two Million Four Hundred Ninety-Four Thousand Nine Hundred Twelve and 08/100 Dollars (\$2,494,912.08).

Discussion: Mr. Robert Cramer stated that the escalators are not currently functioning due to being shut down during the pandemic. Mr. Cramer stated there was a significant rain event that included water intrusion that affected the ability of the escalators to run. Mr. Cramer stressed we need the escalators at the stations working. Mr. Cramer stated that while we are pursuing an insurance claim to recoup as much of the costs of the repairs, we are moving forward to complete the work.

Mr. Cramer stated ThyssenKrupp Elevator (TKE) has invested a significant amount of time and energy in taking the machines apart, identifying the parts needed, and coming up with each of the repairs for every station. He stated that the cost amount will get all of the escalators up and

running except the Millender Center Station escalators because they do not belong to the People Mover.

Mr. Cramer also stated that work had been done on the escalator at the Renaissance Center Station to temporarily get it working for the Grand Prix. The cost for the Renaissance Center escalator is lower because it was work that contributed to the final work they are doing.

Mr. Cramer stated that we are treating this as a sole source because if we were to bring in another escalator vendor, they would have to redo all of the work performed by TKE, which would mean the cost would be a lot more.

Mr. Cramer stated that as a part of the insurance work, we do have an independent third party that has been analyzing the reporting and the process through the insurance with TKE and that they are also able to analyze and review the cost proposal for this from TKE to let us know that is the right kind of work to be doing and a fair price.

Mr. John Naglick asked if it was the claim's company or adjuster and whose opinion it was. Mr. Michael Anderson, Jr. answered that it was a third party assisting us through the claim process. He stated that they were contacted to assist with putting the claim together on our behalf. He stated that the documents have been submitted to Hartford. Mr. Cramer stated that Mr. Cornell Meyers, who works for Hartford was able to review it as well with the knowledge he has from the claim.

Mr. Cramer stated that although it is a large bill, it will get all of our escalators back in working order and set up a preventative maintenance program to keep them running.

Mr. John Naglick asked how people are getting to the next level. Mr. Cramer stated by using the stairs and elevators. Mr. Cramers stated that our policy states if the elevator is not working, we will either close the station or make sure there is another way to get there. He stated if someone had mobility needs and couldn't use the stairs, they would either know it or wouldn't use the station, every station has two sets of stairs.

Mr. Michael Staley asked if we have an idea of what will be recouped from the insurance claim. Mr. Cramer answered in the negative stating.

Mr. John Naglick stated if we don't get the recovery then this is an over-budget condition and you're offering other potential sources of drawdown of COVID funds. Mr. Cramer answered the way the budget is set up is based on us having some of the COVID Recovery, FTA money to drawdown this year and next year at a minimum, so we may need to accelerate the draw. Mr. Nagliic noted that the COVID funds will eventually expire and we do not want to have to send money back; depending on the validity of the project, this is a good thing to do.

VOTE: All in attendance voted in the affirmative.

10. Resolution Authorization to increase authorization for People Mover Station Surveillance and Communications Systems Upgrade and Replacement

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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 issue a purchase order change(s) for CCTV network service for up to an additional \$633,035, increasing the total authorization to \$5,013,746.00.

Discussion: Mr. Robert Cramer stated that this is an increase in authorization for the project. He stated that the Board previously approved the project that includes the PA system, the information screens and the cameras will be completely replaced in all of the stations. He stated that we anticipated as much as possible what might happen and as the project has proceeded there are some things we'd like to add. He stated that one of the things we decided to add, based on several factors, is additional cameras. He stated that the project included adding a few positions already in the design, but in particular, we wanted to add cameras that look up and down the track from each platform, which was an area where we did have grey coverage. Mr. Cramer added that as they have gone through the final designs and installation work, the Times Square ceiling is a special kind of ceiling that they've found that as they are cutting, and doing the work, they will have to replace much of the ceiling based on its design, age and wear. He stated that we've added a 5% contingency, we did not have an original contingency on this project. We are at a point where we want to hold the vendor to the original timeframe which was to have the project materially complete in January, which gives us two months before the 2024 Draft is here. He stated that we are anticipating large crowds and that we want to be sure to have all of the surveillance, and PA communications working for the event. He stated that we are adding a 5% contingency that will be used based on other things that arise and are validated by DTC staff.

Mr. John Naglick asked if it is tied to the Detroit Police Department's real-time crime scene. Mr. Cramer answered there is a one-way feed that goes directly to that sector that from a security standpoint cannot be manipulated. He explained that it is a feed sent out to a physical port that they connect to and they are then able to access and see what we see. Mr. Naglick noted that it's probably similar to the traffic cam that is used to regulate traffic, but if something happens the police have a way to view the images. Mr. Cramer agreed adding that we do have a direct dial phone number and that we do cross-training with DPD. Mr. Cramer stated that we recently completed a tabletop exercise on active shooter simulation that included all of the first responder groups. He stated that we have a very strong connection and that due to the fact that we have the Transit Police with Chief Brown and Deputy Chief Hart which helps us as well because they are not only for us but for DDOT, and QLine.

Mr. John Naglick commented that it helps with litigation when you can show good-quality images of what occurred.

Mr. Michael Staley asked what the anticipated timeframe is to have the system upgraded plus the additional cameras. Mr. Cramers stated that the anticipated timeframe is by January.

VOTE: All in attendance voted in the affirmative.

11. Resolution Authorization to enter into a service agreement for the Detroit People Mover Operations Recording System

MOTION: Moved by Mr. Luke Polcyn and supported by Mr. 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-year service agreement with Equature in the amount not to **exceed Seventy-Three Thousand Five Hundred and Ninety-Three 05/100 Dollars (\$73,593.05).**

Discussion: Mr. Cramer stated there are some systems in place with Equature that need to be updated. He stated that we had an event where we were trying to review some of the recordings

and found that some of them were not working. It was determined that we needed to upgrade the system.

Mr. Naglick asked how long are the tapes retained. Mr. Cramer stated he would get back to the Board. Mr. Naglick suggested that we check with legal because it ties into how long someone has to submit a claim and we don't want to dump a tape before the statute has run and find that someone filed a claim and we got rid of the video. Mr. Mark Pitchford stated that one of the things we look at is how long you have once someone is served. If the summons is for 90 days and extended for another 90, therefore it's basically 180 days based on the statute of limitation.

VOTE: All in attendance voted in the affirmative of the modified resolution.

15. General Manager's Report:

- KPI

Mr. Cramer stated that one of the areas Mr. Tony Vinson, DTC's Operations Strategic Developer Manager will be focusing on is a DTC-wide set of Key Performance Indicators. He stated that we have some data metrics in place, we have a number that we have to track and report to the National Transit Database or for other purposes. He stated what we are looking for is to not only have those remain in place but also look for other things that will help us with our organization. He stated that it will eventually include things like finance, human resources, and safety, but for now, we will start with the system performance, also rolling in the Transit Police metrics that our Chief and Deputy Chief are maintaining and sharing.

Mr. Cramer stated that we also have a grant from the State to help with the purchasing of software and services to help automate. He stated that we are looking at the same system that DDOT has been putting in place through TransTrack. He stated that we will navigate the process to see if it's the correct product or not.

Mr. Cramer stated that we have a grant through the state for strategic plan effort and that we are working to figure out the sweet spot for the project. He stated we will keep the Board up to date on our progress.

- Logo/Visual Design Elements

Mr. Cramer stated that we have started work with Crystal Cranes which is our logo and visual design firm. He stated that they are helping us with refreshing our logo and materials. He stated that having to reprint our materials and fix things with our address change presents an opportunity where we can get things freshened up first before moving. We will be bringing it to the Board before we move forward.

- Move Status

Mr. Cramer stated that we are looking to move in Mid-October

- Planning Efforts with the City

Mr. Cramer stated that we have been talking with the City regarding planning efforts to synchronize the longer-term vision and priorities for how the People Mover can be a part of a successful downtown with growing housing and residential components, new parks, and the changes that are continuing to happen. He stated that we want to make sure with our partners at the City, we are closely coordinated so that we're supporting their objectives and that they can understand and see us as a supportive partner as well.

- Rail grinding occurring September 11th – 20th

Mr. Cramer stated that the train will be arriving on September 11, 2023, and that the first day of the Auto Show is September 13, 2023, but there is only one train that fits on our track. Mr. Cramer stated we are happy we were able to get it before the Auto started. He stated that we will be getting the word out on the project that we will be closing the system on Monday, September 11th, and Tuesday, September 12th. He stated that there is some measurement calibration of the track that needs to be done, then we will lift the train in the evening of Monday, September 11th, and begin grinding some of the longest spots on the 11th and 12th. He stated that this would allow us to get a large amount of the work done before September 13th. He stated that we have the grinder for ten days, so after that, it will be after-hours work, which is how it has always been done in the past.

Mr. Cramer stated the grinding is supposed to take place every five years, but that it had been approximately eight since the last grinding. He stated that we had seen some noise reduction in the earlier part of the year when we changed out several wheels

- Two closure days = large amount of work

Mr. Cramer shared the poster for the system closure.

Mr. Cramer stated that on the evenings of the 11th and 12th, we will be using our unarmed security, Securitas as on-the-ground spotters to keep people informed of what is going on.

- Grinding on straightaways where corrugation has developed

Mr. Cramer stated that the grinding will take place on the straightaway along the riverfront and the straightaway along Larned, those are the two longest and noisiest stretches of track. He explained that the grinding is for the straightaways only because they wear differently and we don't want to wear them down.

Mr. Curt Knudsen explained we are going to hit the worst spots first then in the evening work will proceed as it has in the past.

- Remainder of work will occur after service hours at night

Mr. John Naglick asked Ms. Karen Foster how the audit is progressing. Ms. Foster stated that the audit has not started, but that the contract with Alan C. Young has been finalized. Ms. Foster stated that we are in a better position so far and that she expects that they will begin asking for information within the next week or two.

Mr. Naglick explained that Ms. Foster had joined DTC last year in the middle of the audit and had to deal with a lot of crises, but that she made the deadline.

Mr. Naglick inquired about when the next Pension Committee meeting will be. Mr. Cramer stated that we do have a vendor that has been helping us through the work and we are anticipating having a meeting soon. Mr. Cramer stated that we have a separate committee meeting regarding the 457 plan. He stated that it would have the same membership as the retirement committee. He stated that a back-to-back meeting will be scheduled soon.

Mr. John Naglick stated that the Van Overbeke firm does the City's general retirement system, they do a lot of public pension plans in the state of Michigan. He stated that they are experts and give seminars at pension conferences. He also stated that they are very involved when there are state legislations involving pension plans.

16. Public Participation

There was no public participation.

17. Adjournment

MOTION TO ADJOURN:

MOTION: Moved Mr. Luke Polcyn, and supported by Mr. Michael Staley, to adjourn the meeting at approximately 2:53 p.m.

VOTE: All in attendance voted in the affirmative.

DocuSigned by:

John Naglick

F866DF-C034E-3403

John Naglick, Corporation Secretary