MINUTES OF
INTERURBAN TRANSIT PARTNERSHIP BOARD
As Recorded on December 14, 2016

ATTENDANCE

Board Members Present: Charis Austin, Gary Carey, Tim Cochran, Jack Hoffman, George Heartwell, Barbara Holt (Chair), Mark Huizenga, Stephen Kepley, Terry Schweitzer, Amna Seibold, Paul Troost, Michael Verhulst

Board Members Absent: David Bilardello, Rosalynn Bliss, Randy Gelderloos

Staff Present: Michael Bulthuis, Robin Crothers, Rod Ghearing, Nancy Groendal, Alan Hartley, Meegan Joyce, Jennifer Kalczuk, Nick Monoyos, Brian Pouget, Liz Schelling, Peter Varga (CEO), Conrad Venema, Mike Wieringa

Others Present: Tim Dye (Truscott Rossman), Amy LeFebre (Truscott Rossman), Asher Lockwood, Watchdog Miller, Grant Pecor (Clark Hill), John Truscott (Truscott Rossman), Adelyn VanTol (DAKC)

Ms. Holt called the Annual Meeting of the ITP Board to order at 4:01 p.m. She asked for a motion to move the Election of Officers until the end of the agenda after the Chair’s Report since a few Board members were having difficulty getting to the meeting on time due to the weather.

A motion was made by Huizenga, supported by Cochran, to move the Election of Officers to the end of the agenda after the Chair’s Report. Motion passed unanimously.

PUBLIC COMMENT

Watchdog Miller noted that the City of Walker provides five minutes for public comment. Route 19 has lost at least 75% of its riders with the route change. He stated he could be the CEO of The Rapid or he could campaign for Chair of the Board being a non-voting member. Eighty percent of the Board members do not live in the City of Grand Rapids even though probably 65% of the riders live here. He said his program is better than anyone else and he has credibility.

MINUTES

1. Minutes of October 26, 2016 Board Meeting:

Ms. Holt asked for corrections to the minutes. None were offered. The minutes stand approved as written.
CONSENT AGENDA

A motion was made by Hoffman, supported by Cochran, to approve Consent Agenda items 2-10. Motion passed unanimously.

REGULAR AGENDA

11. FY 2017 FTA Grant Application:

Mr. Hoffman stated that The Rapid puts in an application each year to FTA for funding for the upcoming fiscal year. A capital program totaling $11,573,279 is recommended, with an 80% federal share of $9,258,623, and a 20% state share of $2,314,656. The projects to be funded were provided in the agenda materials.

A motion was made by Hoffman, supported by Austin, to authorize submittal of the FY 2017 FTA grant application as presented. Motion passed unanimously.

12. Consumer Advisory Committee Bylaws Update:

Ms. Holt reviewed the recommended updates to the Consumer Advisory Committee (CAC) bylaws. Most of the changes are updating nomenclature. There is one other recommended change that removes the language that makes the Strategic Planning Committee (formerly the Service Planning & Development Committee) responsible for recruiting and recommending CAC membership, however, this process has been done by the CAC members themselves for several years and this has worked well.

A motion was made by Austin, supported by Carey, to approve the changes to the Consumer Advisory Committee bylaws. Motion passed unanimously.

INFORMATION ITEM

13. CNG Conversion Project Update:

Mr. Ghearing stated that with the rebid of certain trades for the CNG fueling facility, the costs have come in under budget with a small reserve. The work so far is going well.

We have a pilot CNG bus that was delivered a couple weeks ago. Final delivery of our first order of 28 CNG buses, minus the one pilot bus, will happen in June 2017.

The pilot CNG bus is being stored outside until the city inspection on the Rapid Operations Center modifications is completed and approved. The inspection is scheduled for next week.

An RFP for a retail CNG station operator is being developed. Vendor selection should come to the Board in April 2017.

CEO REPORT

14. CEO Monthly Report:

Mr. Varga mentioned that he sent a link to the Board to a FOX 17 report on a foster child who wanted to be a bus operator when he grew up. The segment was very well done. He commended Rapid Maintenance Manager Jeff Azzoli for doing a great job with this young man during his visit to The Rapid for this story.
Mr. Varga reported that Congress did not pass an appropriations bill. There is another Continuing Resolution in place through April 28, 2017. As a result, the timing for Laker Line funding will be impacted. FTA has requested additional information on the Laker Line project, but the project was highly rated initially by FTA and we do not anticipate that to change. He noted that Mayor Mark Huizenga has reached out to Congressman Bill Huizenga regarding our Laker Line funding as it relates to the delay in passing the appropriations bill. A meeting will be scheduled at his convenience.

The Rapid’s formula money will be distributed as a percentage based on the time from October 1 through April 28. The final distribution will come once the bill is approved.

Mr. Varga announced that George Heartwell is retiring from the Rapid Board. He was presented with a Rapid fleece jacket along with APTA system of the year pins from the two years that The Rapid won the award. Mr. Varga thanked him for his many years serving on the GRATA and Rapid Boards and for his great leadership.

CHAIR’S REPORT

Ms. Holt informed the Board that the compensation study committee met on December 13, 2016. The meeting went well and Ms. Holt thanked Nancy Groendal, HR Manager, for doing a great job heading up this effort.

Ms. Holt noted that the Board governance work with Schilling Consulting will begin in January 2017.

ADVISORY COMMITTEE REPORT

No report.

ELECTION OF OFFICERS

Ms. Holt asked for nominations for the office of Chair of the ITP Board for calendar year 2017.

A motion was made by Schweitzer, supported by Seibold, to nominate Barbara Holt for chair. Motion passed unanimously.

No other nominations were made and the nominations were closed.

Barbara Holt was elected as Chair of the ITP Board for 2017.

Ms. Holt asked for nominations for the office of Vice-Chair of the ITP Board for calendar year 2017.

A motion was made by Huizenga, supported by Seibold, to nominate Stephen Kepley for vice-chair. Motion passed unanimously.

No other nominations were made and the nominations were closed.

Stephen Kepley was elected as Vice-Chair of the ITP Board for 2017.

Mayor Kepley thanked the Board for their support, noting that he will work to help members reach their potential and empower them to do their best work on the Board.
Ms. Holt reminded the Board about the January 23, 2017 Board Retreat. She thanked the Board for their continued support of her as Chair.

EXECUTIVE SESSION – Collective Bargaining

A motion was made by Seibold, supported by Carey, to close regular session and open executive session to discuss matters related to collective bargaining. A roll call vote was taken, with 12 in favor (4:26 p.m.).

Yes: Austin, Carey, Cochran, Hoffman, Heartwell, Holt, Huizenga, Kepley, Schweitzer, Seibold, Troost, Verhulst
No: None

A motion was made by Carey, supported by Verhulst, to close executive session and open regular session. A roll call vote was taken, with 10 in favor (Kepley and Seibold left the meeting prior to this vote) (5:35 p.m.).

Yes: Austin, Carey, Cochran, Hoffman, Heartwell, Holt, Huizenga, Schweitzer, Troost, Verhulst
No: None

ADJOURNMENT

There was no further business to come before the Board. The meeting was adjourned at 5:36 p.m.

Respectfully submitted,

Robin Crothers, Board Secretary