

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
June 10, 2019

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 a.m.
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, Barbara Blissett
Others Present: Susan Adams, Devin Hillsman, Melinda Vanderbilt, John Gisler

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Rob Britigan, Chris Burns, Dusty Farmer, Martin Janssen, Nicolette Leigh, Garrylee McCormick**, Jim Pearson***, Randy Thompson, Greg Rosine*

CCTA Members Absent: Rob Bricker

A motion was made to excuse Rob Bricker.

Motion: McCormick Second: Britigan

Motion carried by unanimous voice vote.

**Janssen arrived at the meeting at 11:32 a.m.*

*** McCormick left meeting at 12:35 p.m.*

**** Pearson left meeting at 12:52 p.m.*

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Jeff Breneman Pamela Brown Goodacre, Dusty Farmer, Martin Janssen**, Sam Urban, Greg Rosine*

KCTA Members Absent: Tim Sloan

A motion was made to excuse Tim Sloan.

Motion: Aardema Second: Janssen

Motion carried by unanimous voice vote.

**Breneman arrived at the meeting at 11:35 a.m. and left the meeting at 12:25 p.m.*

*** Janssen arrived at the meeting at 11:32 a.m.*

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by CCTA and KCTA for approval of the joint CCTA/KCTA meeting agenda for June 10, 2019.

Motion: Aardema Second: Urban

Motion carried by unanimous voice vote.

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by CCTA and KCTA to approve the joint CCTA/KCTA May 13, 2019 meeting minutes.

Motion: Britigan

Second: Thompson

Motion carried by unanimous voice vote.

4.) PUBLIC COMMENTS

Susan Adams, 3416 Random Rd, requested a bus stop closer to her home. She said she now must walk about a mile to reach the nearest stop.

5.) MILLAGE PLANNING OVERVIEW

Exec. Dir. McBride provided a PowerPoint presentation regarding the upcoming CCTA millage election. He explained the CCTA had a millage approved in August 2015 that spanned five years ending in 2020 and the KCTA had a millage approved in May 2016 that spanned five years ending in 2021. Exec. Dir. McBride stated in 2020 a ballot question would need to be put before the voters of the CCTA district and in 2021 a ballot question would be put before Kalamazoo County voters for the KCTA. (A copy of the PowerPoint is on file with the meeting minutes.)

Exec. Dir. McBride said the three items to determine for each election would be:

1. When to conduct the election
2. Amount of millage levy to request
3. Duration of the millage

Exec. Dir. McBride shared that he had received confirmation that Texas Township had decided to enter into another service agreement and Oshtemo Township decided to also enter into another service agreement but add Voting Precincts 3 and 9 to the CCTA boundaries.

Farmer reported the Oshtemo Township Board had a lengthy discussion at their last meeting concerning whether to remove Precinct 8 and add Precincts 3 and 9. She said it was decided to keep Precinct 8 and add Precincts 3 and 9 noting it could change with a future millage proposal.

Exec. Dir. McBride informed the Boards that the scheduled 2020 election dates were March 10, May 5, August 4 and November 3. He stated something to consider was a key date to place the millage question on the ballot because the possibility of another millage request being placed on the ballot. Exec. Dir. McBride recommended placing the CCTA millage question on the March 10 or May 5 date because of keeping as much distance between the CCTA and the KCTA millage questions as possible.

Rosine stated there would be a campaign finance committee formed responsible for advocating fundraising. He asked that if anyone was interested in serving in that capacity, to please let him know.

After discussion, a suggestion was made to decide during the current meeting for the date to place the millage question on the ballot.

A motion was made by the CCTA to select March 10, 2020 as the date to place the CCTA millage question on the ballot for approval.

Motion: Britigan

Second: McCormick

Motion carried by roll call vote.

Ayes: Aardema, Britigan, Burns, Farmer, Janssen, Leigh, McCormick, Pearson, Thompson, Rosine

Nays: None

Absent: Bricker

6.) CREATE A SECONDARY OPEB TRUST WITH MERS

Dep. Dir. Vlietstra shared the background for the OPEB (Other Post-Employment Benefits) other than pension that employers provide to their retirees. He said benefits is usually comprised of retiree healthcare. Dep. Dir. Vlietstra explained that retirees that were hired before September 2011, the CCTA offers traditional health insurance. He said those hired after that date are offered a retirement Health Care Savings Program (HCSP) administered by the Michigan Employees Retirement System (MERS). This program allows the CCTA to contribute funds which are invested and used for healthcare expenses of those hired after September 2011.

Dep. Dir. Vlietstra stated that unlike the CCTA fully funded pension program, the CCTA long-term OPEB liability is currently less than 60% funded. He said the proposal is to create a secondary OPEB trust fund that would be solely controlled by the CCTA. Dep. Dir. Vlietstra commented that investment providers were contacted, MERS offered the best structure and fees. He also noted that when the current OPEB liability is satisfied, CCTA could be able to transfer funds over to fund the existing HCSP.

Dep. Dir. Vlietstra informed the Board that the Finance Committee had met to consider the matter and agreed to place the recommendation before the Board.

A motion was made by the CCTA to adopt a resolution to create a secondary OPEB Trust Fund and authorize the Executive Director to execute all related documents.

Motion: Britigan

Second: Leigh

Motion carried by roll call vote.

Ayes: Aardema, Britigan, Burns, Farmer, Janssen, Leigh, McCormick, Pearson, Thompson, Rosine

Nays: None

Absent: Bricker

7.) FOUNDATION FOR EXCELLENCE UPDATE

Kathy Schultz, Planning/Development Manager, showed a PowerPoint presentation and video explaining the new Youth Mobility Fund providing free bus rides for Kalamazoo Regional Educational Service Agency (KRESA) and four Kalamazoo High Schools. Schultz stated cards would be issued during school registration and she shared information about how the program was funded through the Foundation for Excellence. She said the cards would also serve as a Kalamazoo Public Library card. (A copy of the PowerPoint is included with the minutes of the meeting.)

Aardema commented that the video would work well with outreach presentations to county jurisdictions.

8.) EXECUTIVE DIRECTOR REPORT

Exec. Dir. McBride reported preparation was in progress to send the Metro Annual Report to approximately 90,000 households within the Central County Transportation Authority.

Exec. Dir. McBride displayed the newest edition of bus stop signs that would be released to the community for feedback. He said the design would include bus stop information, routes served by the stop and instructions for texting to receive next bus information. He indicated there would also be braille information on the stop for the visually impaired. Exec. Dir. McBride stated by the end of 2019 four bus routes would have the new signage to pilot with the remaining installed during 2020 and 2021.

Exec. Dir. McBride announced the Metro Connect Request for Purchase (RFP) was sent out to past bidders and current transportation companies around the country for bids. He said it would also be placed on various websites with the bid opening scheduled for July 2, 2019. He said as of this date, the information had been downloaded several times and the opportunity for questions was available before bid closing.

Exec. Dir. McBride provided the Kalamazoo Transportation Center (KTC) Public Safety Daily Activity Report for May.

9.) SUBCOMMITTEE REPORTS

Executive Committee – Chair Rosine stated the committee had discussions about the upcoming agenda and millages.

Finance Subcommittee (joint with KCTA) – Did not meet.

Outreach Subcommittee (joint with KCTA) – Aardema reported that the committee met and discussed the new signage and marketing for the upcoming millages. He said the use of the new video highlighting Metro services would be helpful to the presentations. Janssen commented on the importance of reaching the outlying area municipalities.

Pension Board – Will meet on June 13, 2019.

KATS Policy Committee – Aardema reported that City of Kalamazoo Deputy City Manager Jeff Chamberlain spoke at KATS regarding the transfer of streets from the Michigan Department of Transportation (MDOT) to the City and future street planning.

Local Advisory Committee (LAC) – Leigh reported that LAC members commented they were pleased with the new practice of communicating scheduling for Metro Connect through emails instead as well as calling. Exec. Dir. McBride commented that there would be a letter sent to all Metro Connect patrons about the new scheduling feature.

10.) COMMUNICATIONS – None

11.) OLD BUSINESS - None

12.) NEW BUSINESS - None

13.) CHAIRPERSON'S REPORT – Rosine thanked the Finance Subcommittee for their work and input on recent and future Board decisions

14.) PUBLIC COMMENT

Melinda Vanderbilt thanked Kalamazoo Public Safety for their presence at the Kalamazoo Transportation Center (KTC) with regards to curbing the no smoking policy. She also spoke again asking for driver personal door barriers to be installed on the buses because of recent experiences she had read about in other cities.

15.) MEMBERS TIME

Burns thanked staff for their assistance in creating the secondary OPEB Trust Fund.

Britigan announced the City of Parchment had voted to remain within the CCTA boundaries for the next millage period.

Aardema shared that Mayor Bobby Hopewell would be giving the State of the City address at the new Exchange Place Building on June 13th. He shared that the Kalamazoo/Battle Creek International Airport would be closed through June 26th for much needed reconstruction of runways.

Brown Goodacre stated from her perspective, that Metro should be cognizant when preparing videos and other informational materials for the public and that it represents a diverse population, like the community we serve.

Janssen commented how important the services of Metro Connect were to the community especially for caregivers.

16.) ADJOURNMENT

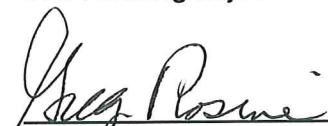
A motion was made to adjourn the CCTA/KCTA meeting.

Motion: Leigh


Second: Aardema

Motion carried by unanimous voice vote.

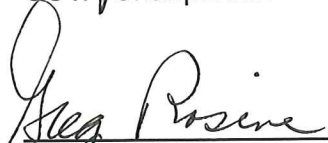
The meeting adjourned at 1:08 p.m.




CCTA Chairperson



CCTA Clerk



KCTA Chairperson



KCTA Clerk