

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
September 23, 2019

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 a.m.
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, Richard Congdon, Annette Arkush, Barbara Blissett
Others Present: Max Hornick, Lewis Whalen

1.) KCTA ROLL CALL

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

KCTA Members Absent: None

**Breneman arrived at the meeting at 11:55 a.m.*

*** Urban arrived at the meeting at 11:37 a.m.*

1). CCTA ROLL CALL

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

CCTA Members Absent: None

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for September 23, 2019.

Motion: Farmer

Second: Pearson

Motion carried by unanimous voice vote.

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by KCTA and CCTA to approve the joint CCTA/KCTA September 9, 2019 meeting minutes.

Motion: Aardema

Second: Janssen

Motion carried by unanimous voice vote.

4.) PUBLIC COMMENTS - None

5.) TRANSIT ASSET MANAGEMENT (TAM) BENCHMARKS

Exec. Dir. McBride explained that approximately one year ago, the Board was asked to approve the TAM Plan. One of the ongoing requirements of the plan is an annual review by the board of the goals for how long to keep assets (useful life).

A chart within the packet has a recommendation of 2020 goals, and the state of good repair (SGR) goals. Request approval for the same performance target as last year.

A motion was made by the KCTA to approve the Transit Asset Management Plan as presented.

*Motion: Thompson Second: Bricker
Motion carried by unanimous voice vote.*

A motion was made by the CCTA to approve the Transit Asset Management Plan as presented.

*Motion: Aardema Second: Breneman
Motion carried by unanimous voice vote.*

6.) AWARD METRO CONNECT CONTRACT

Exec. Dir. McBride provided the timeline for the contract award. The current contract with Apple Bus expires at the end of 2019, and CCTA is required to put the contract out for bid every five years. The request for proposals went out on May 29, 2019 and on July 9, 2019, five proposals from four firms were reviewed by a team from Metro and City of Kalamazoo staff, and a member of the public who utilizes the Metro Connect service. The first determination was to take the bids down to two (2): Apple Bus and VIA, who were the two lowest bidders. Both firms were interviewed during the summer, and it was determined that additional research was needed regarding the VIA proposal.

Program Manager for Metro Connect, Richard Congdon, completed a site visit to Newton, MA and Executive Director McBride went to Arlington, TX to review VIA services. Exec. Dir. McBride met with the VIA project manager, took rides, met with the city staff, and spoke with passengers. The City of Arlington had no public transit before VIA. They started with a pilot program and it is growing after the third year. The service is considered a Microtransit service. VIA is providing the vehicles and is not required to provide ADA service. They are projecting to provide as many rides as Metro does on an annual basis.

Congdon presented his observations of VIA service in Newton, MA. Currently it is for seniors only, and same day rides. VIA operates four vans and picks up within 30 minutes. It is managed by VIA remotely from New York and drivers are self-contracted.

Chair Rosine stated that the Executive Committee met last week, and they were intrigued by the cutting-edge technology being used by VIA but concerned that VIA has a limited track record. Metro Connect is a core service provided to a countywide population.

Pearson asked how the three-year contract with two-year extension works. Executive Director McBride stated that with Apple staff did an evaluation after the third year, made a recommendation and brought it to the boards for a review and decision.

Boardmembers asked staff to monitor customer service feedback and assist with Apple Bus's implementation of the new technology as part of the contract.

Chair Rosine stated the Board had a recommendation from the staff to select Apple Bus Company. Breneman thanked the staff for due diligence.

A motion was made by the KCTA to award the Metro Connect Contract for three years to Apple Bus Company in an amount not to exceed \$13,595,955.00 and authorize the Executive Director to sign all related documents.

Motion: Brown Goodacre Second: Breneman
Motion carried by roll call vote.

Ayes: Aardema, Breneman, Brown Goodacre, Farmer, Janssen, Rama, Sloan, Urban, Rosine
Nays: None
Absent: None

Pearson asked to make a friendly amendment to the motion to require that the contract not exceed the \$13,595,955.00 without a vote of the Boards. KCTA accepted the friendly amendment to the motion.

A motion was made by the CCTA to accept the friendly amendment to the motion made by the KCTA and award the Metro Connect Contract for three years to Apple Bus Company in an amount not to exceed \$13,595,955.00 and authorize the Executive Director to sign all related Documents.

Motion: Pearson Second: Thompson
Motion carried by roll call vote

Ayes: Aardema, Bricker, Britigan, Burns, Farmer, Janssen, Leigh, McCormick, Pearson, Thompson, Rosine
Nays: None
Absent: None

7.) MILLAGE PLANNING DISCUSSION

Exec. Dir. McBride briefly went through the foundational information regarding the millage. Chair Rosine stated the board has the October meeting to have another discussion and must make a final decision on the millage rate no later than the November meeting.

Exec. Dir. McBride informed the Board that with volatility of other funding sources, and expected increase in expenses, the current rate won't sustain current level of service. There will continue to be a steady decrease in the state amount being provided to transit unless there is a change to the gas tax in Michigan.

Discussion ensued on a variety of issues related to the rate of the future millage and the gathering of information that may be helpful in consideration of this decision. Chair Rosine summarized the needs as:

- Financial assumptions going forward.
- Expected effect on reserves.
- Comparisons to comparable systems.
- Review of suggested improvements and cost of them.

8.) EXECUTIVE DIRECTOR REPORT

Exec. Dir. McBride shared the Youth Mobility program started for Kalamazoo Public Schools in September providing almost 17,000 rides during the first three weeks. Staff has received many positive comments from the community, teachers and students. With an increase of youth ridership there has been an increase in behavioral issues. The Duke route, which is the lowest ridership route, had the highest ridership month in three years. Staff is working with partnering agencies on mitigating the behavior issues.

Two Metro staff members traveled to Milwaukee, WI to observe the use of safety doors on public transit buses. They were tasked with speaking with the staff, riding the bus and observing the safety doors. They will take their report to the safety committee later in October, and move onto the next steps.

Exec. Dir. McBride said he is continuing to meet with WMU on the future services. He indicated they are not looking at making any immediate decision regarding changes to their current service level but could be part of the 2020-2021 school year.

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) – Will be meeting September 27, 2019.

Pension Board – No report

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) – Meeting was canceled

10.) COMMUNICATIONS – None

11.) OLD BUSINESS - None

12.) NEW BUSINESS - None

13.) CHAIRPERSON'S REPORT – Rosine thanked staff for their work on the Metro Connect Contract bids and final recommendation. He said he was looking forward to further discussion concerning the upcoming decisions needed for the millage election.

14.) PUBLIC COMMENT - None

15.) MEMBERS TIME

Brown Goodacre stated she was pleased about the staff going to Milwaukee and employees being heard and the consideration of their concerns. The Kalamazoo Public Library is using liaisons (navigators), people who assist the general public on services in the community.

Janssen stated he received feedback on the braille signs on the new bus stop signs.

Farmer encouraged spreading the word about the vote from home program. Residents can call or email their local clerk for more information.

16.) ADJOURNMENT

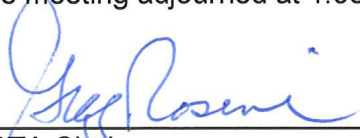
A motion was made to adjourn the CCTA/KCTA meeting.

Motion: Britigan


Second: Aardema

Motion carried by unanimous voice vote.

The meeting adjourned at 1:08 p.m.




CCTA Chairperson



CCTA Clerk



KCTA Chairperson



KCTA Clerk