

5.) TRANSIT ASSET MANAGEMENT PLAN

Exec. Dir. McBride explained the Transit Asset Management Plan was a new requirement by the Federal Transit Administration (TAM). The TAM Plan is a business model that uses the condition of assets to guide the optimal prioritization of funding at transit properties in order to keep transit networks in a State of Good Repair (SGR).

Exec. Dir. McBride presented a PowerPoint regarding the plan and stated the key components were:

- Inventory of Capital Assets
- Condition Assessment
- Decision Support Tolls
- Investment Prioritization

Exec. Dir. McBride stated the TAM Plan needed to be approved by the Boards by October 1, 2018. He said this Plan, being a new requirement of the FTA, would be a work in progress as they review and make suggestions for the operations at Metro. (A copy of the PowerPoint is on file with the minutes.)

A motion was made by the CCTA to adopt the Transit Asset Management Plan.

Motion: Leigh

Second: Burns

Motion carried by roll call vote.

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

Nays: None

Absent: None

A motion was made by the KCTA to adopt the Transit Asset Management Plan.

Motion: Breneman

Second: Janssen

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Brown Goodacre, Farmer, Janssen, Sloan, Urban, Rosine

Nays: None

Absent: Dillworth

Prior to the vote, the Boards discussed and asked questions about the various components of the Plan and what to look forward to in the future.

6.) MICHIGAN TRANSIT POOL CLAIM RESERVE ADJUSTMENT

Deputy Director of Support Services Greg Vlietstra explained that due to the many assets of the CCTA, insurance coverage was provided by both Michigan Municipal Risk Management Authority (MMRMA) and Michigan Transit Pool (MTP). He said because coverage with MTP will end November 30, 2018, we still have a responsibility to pay for claims submitted prior to November 30.

Vlietstra stated the cost for this adjustment would be coming from the 2018 budget but we have received a refund this year from 2016 due to lower claims that year.

A motion was made by the CCTA to approve a reserve adjustment payment to Michigan Transit Pool in an amount not to exceed \$886,674 and authorize the Executive Director to sign all related documents.

*Motion: McCormick Second: Burns
Motion carried by roll call vote.*

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

7.) DISCUSS CCTA/KCTA BOARD PLANNING RETREAT REPORT

Exec. Dir. McBride presented the CCTA/KCTA Board Planning Retreat as a PowerPoint provided by Facilitator Jenn Stroven. (A copy of the PowerPoint is included with the minutes.)

The Boards engaged in a lengthy discussion regarding the findings of the retreat and the many different areas to identify for future planning including:

- Perceptions of Board Functionality
- Steps for Improvement
- Perceptions of Metro's Services
 - What are the Weaknesses
 - What are the Opportunities
 - What are the Threats
- Input on Future Scenarios

Exec. Dir. McBride stated the Mission and Vision Statements for the CCTA and KCTA were outdated and should be discussed at a future meeting. He asked for some feedback and what the Boards shared as priorities to begin focusing on:

- Timeline for CCTA and KCTA Millages
- Revisit Policy on CCTA Boundaries
- City of Portage Opting In or Out for the Upcoming Millage

8.) REPORT FROM EXECUTIVE DIRECTOR

Exec. Dir. McBride shared exciting news that Metro had recently received a \$2.8 million grant from the FTA which would be used to help fund upcoming capital purchases and improvements. He thanked staff for their hard work in preparation of the grant and noted that Congressman Fred Upton was instrumental in the final approval of the grant

Exec. Dir. McBride announced that the first tour of Metro facilities as discussed at the last meeting would be held on Friday, October 12th at 12:00 noon with a light lunch being served prior to the tour. He said he would be inviting Congressman Fred Upton and Kalamazoo County Commissioners to join the tour.

Exec. Dir. McBride shared that labor negotiations were continuing with the Amalgamated Transit Union (ATU).

Exec. Dir. McBride noted the bus stop study was being completed and Nelson Nygaard would be at the October 8th meeting to present the results of the study.

Exec. Dir. McBride shared the progress of the Metro rebranding stating 18 Metro Connect vans and 15 buses had been converted. Also, he said the new Metro signage had been installed at the KTC and Administration Building.

Exec. Dir. McBride informed the Boards that the new security firm, Security Plus, was working well at the Kalamazoo Transit Center (KTC) and the contract with the City of Kalamazoo for Public Safety services would be presented for approval at the October 8th meeting.

Exec. Dir. McBride announced upcoming community events and invited boardmembers to participate if available.

12.) SUBCOMMITTEE REPORTS

Executive Committee – Chair Rosine shared the Executive Committee met to discuss the upcoming agenda.

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

Outreach Committee (joint with KCTA) – Did not meet.

Pension Board – McCormick stated the Pension Board met and noted the investment interest returns were coming in at 7% and currently the Pension Fund was 140% funded. Dep. Dir. of Support Services Vlietstra reported a Duty Disability request would be up for consideration and presently there were 66 retirees and 107 active employees.

KATS Policy Committee – Vice-Chair Janssen provided an update on the last KATS Policy Committee meeting

Local Advisory Committee (LAC) – Met on September 19, 2018.

13.) COMMUNICATIONS – None

14.) OLD BUSINESS - None

15.) NEW BUSINESS - None

16.) CHAIRPERSON'S REPORT – Chair Rosine commented future meetings would be focusing on the upcoming millages and their timelines.

17.) PUBLIC COMMENT - None

18.) MEMBERS TIME

All boardmembers applauded staff on the receipt of the FTA grant.

Aardema complimented the new branding and that it was definitely more visible now that the majority of vehicle changeovers were being completed.

Leigh inquired how we would be competing with Uber and Lyft for transportation needs.

*amended
10/8/18 Farmer requested bus service to Oshtemo Township Hall and Library.*

19.) ADJOURNMENT

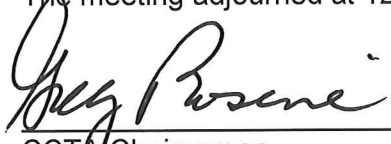
A motion was made to adjourn the CCTA/KCTA meeting.

Motion: Breneman


Second: McCormick

Motion carried by unanimous voice vote.

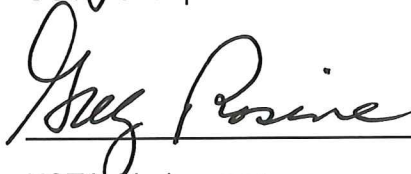
The meeting adjourned at 12:36 p.m.




CCTA Chairperson



CCTA Clerk



KCTA Chairperson



KCTA Clerk