

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
January 13, 2020

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: John Gisler, Max Hornick, Earl Cox, Sr., Shurrickka Murray

1.) KCTA ROLL CALL

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

A motion was made to excuse Pamela Brown Goodacre.
Motion: Aardema Second: Janssen
Motion carried by unanimous voice vote.

**Jeff Breneman arrived at 12:13 p.m.*

1.) CCTA ROLL CALL

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

A motion was made to excuse Nicolette Leigh.
Motion: Janssen Second: McCormick
Motion carried by unanimous voice vote.

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for January 13, 2020.
Motion: McCormick Second: Janssen
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 December 9, 2019 meeting minutes.
Motion: Britigan Second: Thompson
Motion carried by unanimous voice vote.

4.) PUBLIC COMMENTS - None

5.) PENSION BOARD RECOMMENDATION ON PENSION PLAN ASSUMPTIONS

Dep. Dir. Vlietstra introduced Jim Anderson of GRS Retirement Consulting, who would be presenting the CCTA Pension Plan Assumptions.

Anderson explained the purpose for the analysis of the CCTA Pension Plan is to update the actuarial assumptions and methods of future Pension Plan activities with respect to:

- Investment Return
- Administrative Expenses
- Wage Inflation
- Mortality

Anderson described each area and their affects on the Pension Plan. He stated the actuarial assumptions recommended in this experience study report represent individually and in the aggregate reasonable estimates of future experiences of the CCTA Pension Plan.

Anderson responded to various questions from the Boards regarding life expectancy and available funds to cover the costs.

Dep. Dir. Vlietstra provided the following recommendation from the CCTA Pension Board for changes to the Pension Plan assumptions:

- Investment Return: 7.25% to 7.0%
- Administrative Expenses (% of payroll): .65% to .75%
- Wage Inflation: 3.50% to 3.25%
- Price Inflation: 2.50% to 2.25%
- Mortality Experience: Update to Pub-2010 Table from Society of Actuaries

A motion was made by KCTA to approve the recommendations from the CCTA Pension Board for changes to the Pension Plan assumptions.

Motion: Sloan Second: Aardema

Motion carried by roll call vote.

Ayes: Aardema, Farmer, Janssen, Rama, Sloan, Urban, Rosine

Nays: None

Absent: Breneman, Brown Goodacre*

**Breneman arrived at 12:13 p.m.*

A motion was made by CCTA to approve the recommendations from the CCTA Pension Board for changes to the Pension Plan assumptions.

Motion: Burns Second: Bricker

Motion carried by roll call vote.

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

Nays: None

Absent: Leigh

6.) BRONSON EMPLOYEE BUS PASS PROGRAM

Planning and Development Manager Kathy Schultz explained the Bronson Bus2Work Bus Pass Program began in June 2016 with Bronson Healthcare providing rides free of charge for their employees on any fixed-route buses seven days a week. She said Bronson reimburses Metro \$1.09 for each ride taken. Schultz said that over 200 employees had signed up for the program with Metro providing 44,432 rides through November 2019.

Schultz indicated the program renewal would, in its third year, run from February 1, 2020 through January 31, 2021.

A motion was made by KCTA to approve the Bronson Employee Bus Pass Program.

Motion: Janssen Second: Aardema

Motion carried by roll call vote.

Ayes: Aardema, Farmer, Janssen, Rama, Sloan, Urban Rosine

Nays: None

Absent: Breneman, Brown Goodacre*

**Breneman arrived at 12:13 p.m.*

A motion was made by CCTA to approve the Bronson Employee Bus Pass Program.

Motion: McCormick Second: Janssen

Motion carried by roll call vote.

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

Nays: None

Absent: Leigh

Prior to the vote, the Boards discussed the possibilities of expanding this type of program to other large businesses.

7.) UPDATE ON MILLAGE QUESTION

Chair Rosine provided an overview of millage outreach. Chair Rosine commented that he was looking forward to working with community leaders and elected officials who could offer support for the campaign.

Exec. Dir. McBride announced that the mailing of absentee ballots would begin on January 25th. He stated a community report postcard would be mailed to residences the last week in January. Exec. Dir. McBride stated the draft 2019 Annual Report would be presented to the Boards at the February meeting. He shared several locations where outreach presentations are to be given.

8.) REPORT FROM EXECUTIVE DIRECTOR

Exec. Dir. McBride reported he had received written confirmation from the Kalamazoo Department of Public Safety (KDPS) that Public Safety services for the Kalamazoo Transportation Center (KTC) would end on February 9th. He said he is continuing to work with Kalamazoo County Sheriff Richard Fuller to finalize the official agreement to provide policing service at the KTC.

Exec. Dir. McBride responded to questions that officers would be reporting to Metro onsite and be at the KTC during the entire shift. He said there will likely be an increase in the cost compared to the current Public Safety agreement.

Exec. Dir. McBride stated that since the pause of the Youth Mobility passes from 2-4 pm weekdays, opt-in forms had been signed and over 2,000 stickers had been issued for students to ride the bus.

Exec. Dir. McBride said the City of Kalamazoo Foundation for Excellence (FFE) was reaching out to Kalamazoo Public Schools and youth organizations to make the program successful now as well as discuss the 2020/2021 school year improvements.

Exec. Dir. McBride discussed creating a policy for remote boardmember attendance during meetings based on comments at the last meeting. He said staff was gathering information and he would work on a draft to present to the Executive Committee prior to the February meeting.

Exec. Dir. McBride updated the Boards on the latest labor negotiations with news that the Fact-Finding process had been completed and a tentative agreement had been reached with the Amalgamated Transit Union (ATU) for everything except wages. He said after approval of the agreement by the ATU, would be brought to the CCTA Board for consideration, possibly by the next meeting. Exec. Dir. McBride noted that wages would be determined by an arbitrator should completed by the end of the month.

9. SUBCOMMITTEE REPORTS

Executive Committee – Rosine reported the Executive Committee met and discussed the current agenda and the transition for KTC security coverage by Kalamazoo County. He reminded everyone to return their performance evaluations for Executive Director McBride.

Finance Subcommittee – No report

Outreach Subcommittee – Chair Rosine encouraged all boardmembers to reach out to their respective jurisdictions that they were scheduled to make presentations to during a council meeting. All of them should be completed by the end of March.

Exec. Dir. McBride offered to have a workshop to help prepare for presentations.

Pension Board – Assumption presentation given earlier in the meeting.

KATS Policy Committee – Aardema shared that a few changes had been made to the Transportation Improvement Program (TIP). He said most of the discussion concerned the future downtown street changes in the City of Kalamazoo.

Local Advisory Committee (LAC) – Meets this coming Wednesday.

9.a1) KCTA APPOINTMENT TO KATS

Chair Rosine said that with the term ending for Pamela Brown Goodacre, there is a KCTA vacancy on the Kalamazoo Area Transportation Study (KATS). He stated the recommendation is for boardmember Martin Janssen to fill the seat.

A motion was made by KCTA to appoint Martin Janssen to serve as the KCTA representative on KATS.

Motion: Breneman Second: Sloan

Motion carried by a unanimous voice vote.

9.a2) APPOINTMENT NOMINATING COMMITTEE

Chair Rosine announced that each year a Nominating Committee is appointed by the Executive Committee to provide recommendations for the CCTA and KCTA Chair and Vice-Chair. He requested a motion to appoint the Nominating Committee.

A motion was made by KCTA to appoint Curtis Aardema (Chair), Aditya Rama and Tim Sloan to serve as the KCTA members on the Nominating Committee.

Motion: Breneman Second: Aardema

Motion carried by a unanimous voice vote.

A motion was made by CCTA to appoint Curtis Aardema (Chair), Rob Britigan, Nicolette Leigh, and Randy Thompson to serve as the CCTA members on the Nominating Committee.

Motion: McCormick Second: Bricker

Motion carried by a unanimous voice vote.

10.) COMMUNICATIONS – None

11.) OLD BUSINESS – None

12.) NEW BUSINESS – None

13.) CHAIR'S REPORT – Chair Rosine commented that if anyone had the opportunity to participate in the campaign and encourage community leaders and elected officials to enforce the need for the millage approval.

14.) PUBLIC COMMENT – None

15.) MEMBERS TIME –

Aardema shared that the new Kalamazoo/Battle Creek International Airport Director is Craig Williams. He encouraged discussions to take place regarding possible corridor transit services that include servicing the airport.

16.) ADJOURNMENT

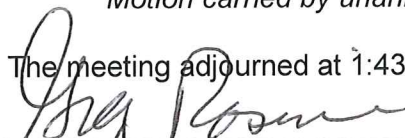
A motion was made to adjourn the CCTA/KCTA meeting.

Motion: McCormick

Second: ~~Burns~~ Goodacre

Motion carried by unanimous voice vote.


The meeting adjourned at 1:43 PM




CCTA Chair



CCTA Clerk



KCTA Chair



KCTA Clerk