



Connecting People Throughout
Kalamazoo County

NOTICE AND AGENDA
CENTRAL COUNTY TRANSPORTATION AUTHORITY (CCTA)
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY (KCTA)
August 10, 2026
Regular Meeting

The next joint CCTA/KCTA Regular meeting will be held on
Monday, September 14, 2026 at 11:30 a.m.

PLEASE BE ADVISED, the Central County Transportation Authority and Kalamazoo County Transportation Authority will meet for its meeting on Monday, August 10, 2026 at 11:30 a.m. for the purpose of:

	Item	KCTA Action	CCTA Action
1.	Roll Call		
2.	Consent Agenda	Voice Vote	Voice Vote
	a. Agenda for August 10, 2026*		
	b. Minutes for June 8, 2026*		
3.	Public Comment		
4	a. On-Demand Services Update*		
	b. Introduction of Mobility Specialist Jason Martin		
	c. Presentation on Metro Connect Scheduling		
5.	Performance Monitoring Committee		
	a. Action Items		
	b. Informational Items		
	1. Safety and Security Update Presentation		
	2. Monthly Service Metrics Report*		
	3. Monthly Financial Reports*		
	4. Performance Monitoring Committee Notes of July 21, 2026*		
6.	Planning and Development Committee		
	a. Action Items		
	1. Present FY 2027 and FY 2028 Budgets		
	i. Request to Adopt Resolution 26-004 to Schedule a Public Hearing to Receive Comments Regarding CCTA FY 2027 and FY 2028 Budgets*	Roll Call	Roll Call
	b. Informational Items		
	1. Planning and Development Committee Notes of July 22, 2026*		
7.	External Relations Committee		
	a. Action Items		



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	b. Informational Items		
	1. KCTA Millage Election Update*		
	2. External Relations Committee Notes of July 22, 2026*		
8.	Board Operations Committee		
	a. Action Items		
	1. Offer for First Reading an Updated Operating Agreement between the CCTA and the KCTA*	Voice Vote	Voice Vote
	2. Consideration to Enter into a Transit Service Agreement Between Texas Township, Kalamazoo Valley Community College and the CCTA*	Roll Call	Roll Call
	b. Informational Items		
	1. Board Operations Committee Meeting Notes of June 25 and July 29, 2026*		
	2. Chief Executive Officer Evaluation Process*		
9.	Report from Chief Executive Officer*		
	1. Construction Update		
10.	Other Reports		
	a. Pension Board		
	1. Offer for First Reading CCTA Investment Pension Plan*	Voice Vote	Voice Vote
	b. KATS		
	c. Local Advisory Committee (LAC)		
	d. On-Demand Services Ambassador Report*		
11.	Chairperson's Report		
12.	Public Comment		
13.	Members' Time		
14.	Adjournment	Voice Vote	Voice Vote

*Indicates attachments included in agenda packet

The meeting will be held in the Metro Linda Teeter Community Room, 530 N. Rose Street, Kalamazoo, MI. Questions regarding the meeting may be addressed to the Central County Transportation Authority, 530 N. Rose St., Kalamazoo, MI 49007, or by calling (269) 337-8087.

MEETINGS OF THE CENTRAL COUNTY TRANSPORTATION AUTHORITY AND KALAMAZOO COUNTY TRANSPORTATION AUTHORITY ARE OPEN TO ALL WITHOUT REGARD TO RACE, SEX, COLOR, AGE, NATIONAL ORIGIN, RELIGION, HEIGHT, WEIGHT, MARITAL STATUS, DISABILITY, POLITICAL AFFILIATION, SEXUAL ORIENTATION, OR GENDER IDENTITY. CENTRAL COUNTY TRANSPORTATION AUTHORITY WILL PROVIDE NECESSARY REASONABLE AUXILIARY AIDS AND SERVICES, SUCH AS SIGNERS FOR THE HEARING IMPAIRED AND AUDIO TAPES OF PRINTED MATERIALS BEING CONSIDERED AT THE MEETING/HEARING, TO INDIVIDUALS WITH DISABILITIES AT THE MEETING/HEARING UPON FOUR (4) BUSINESS DAYS' NOTICE. INDIVIDUALS WITH DISABILITIES REQUIRING AUXILIARY AIDS OR SERVICES SHOULD CONTACT THE CCTA/KCTA BY WRITING OR CALLING CENTRAL COUNTY TRANSPORTATION AUTHORITY 530 N. ROSE ST., KALAMAZOO, MICHIGAN 49007 (269) 337-8087; TDD PHONE: (269) 383-6464

**CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
June 8, 2026**

Place: Metro Administration Building
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Richard Congdon,
Scott Robinson
Others Present: Francis Bilancio, Earl Cox, Sr., Antonio McMillon

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, James Ayers, Tafari Brown, Dusty Farmer, Aditya Rama, Gary Sigman, Tim Sloan, Greg Rosine*
KCTA Members Absent: None,

**Farmer left the meeting at 12:10 pm.*

1.) CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Chris Burns, Dusty Farmer, Christyn Johnson, Garrylee McCormick, Brendan Pizzala, Greg Rosine, Terry Urban*

CCTA Members Absent: Nicole Beauchamp, Tristen Mabin, Lisa Mackie

A motion was made to excuse Beauchamp, Mabin, Mackie

Motion: Burns Second: Farmer

Motion carried by voice vote.

**McCormick arrived at 11:40 am.*

2.) REQUEST FOR APPROVAL OF AGENDA/MINUTES

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for June 8, 2026 and minutes of May 11, 2026.

KCTA Motion: Sloan

Second: Rosine

CCTA Motion: Johnson

Second: Rosine

Motion carried by voice vote.

3.) PUBLIC COMMENTS – Francois Bilancio, 746 S. 4th St., Texas Township spoke regarding the need for public transportation to extend to Texas Township because of the growing population and businesses. He asked for service extensions of Routes 11 and 26.

4.) PLANNING AND DEVELOPMENT COMMITTEE

Committee Chair Ayers stated the Committee had no action items; however, CEO McBride would be presenting an overview of the State and Federal Funding that Metro receives.

CEO McBride provided a PowerPoint on State and Federal funding received by Metro and how it is utilized. (A copy of the PowerPoint is included with the meeting minutes.)

The Board inquired about the competitive grant process, and how the different funds are used for bus purchases and various programs offered by Metro.

CEO McBride responded to an inquiry about competitive grants and how to be competitive in the future. He said there were several factors that have made receiving competitive grants successful over the past three or four years:

- 1) Millage support
- 2) Jurisdictional and Key Partner support
- 3) Legislative support
- 4) Spend State and Federal allocated dollars correctly

5.) PERFORMANCE MONITORING COMMITTEE

Committee Chair Rama reported the Committee had met and discussed upcoming agenda and received reports from Scott Friedrich regarding Transit Asset Management (TAM) Plan and Rob Branch regarding Metro's Fleet Overview.

Dir. of Fleet and Facilities Rob Branch gave a PowerPoint presentation of Metro's current fleet of vehicles. (A copy of the PowerPoint is included with a copy of the meeting minutes.)

6.) EXTERNAL RELATIONS COMMITTEE

CEO McBride noted the External Relations Committee discussed KCTA Millage Education Update for the upcoming transit millage election.

7.) BOARD OPERATIONS COMMITTEE

Committee Chair Aardema stated the Committee had met and reviewed the current agenda. He said the Committee had discussed that the upcoming rotation of Board Officers as described in the with the implementation of the Governance process. He noted with the resignation of Paul Ecklund that there would be an opportunity for a CCTA Boardmember to become a dual Boardmember.

8.) EXECUTIVE DIRECTORS REPORT

Exec. Dir. McBride provided an update on the following topics: (A copy of the report is filed with the meeting minutes.)

- Mobility Fellow
- Grant Application
- Safety and Security Initiatives
- Diesel Fuel

On-Demand Services Manager Richard Congdon reported Metro Link. He said that some of the numbers reflected a major interruption of Verizon's services on April 23rd for a good portion of the day. He said they were working on a contingency plan for any future outages. Congdon said the service continues to grow and service will be assessed for possible expansion in vehicles, zones and hours.

Congdon shared the recent numbers for Metro Connect and implementation of new scheduling and telephone features that he would be able to demonstrate at the next Board meeting.

9.) SUBCOMMITTEE REPORTS

Pension Board – Will meet Thursday, June 11th.

KATS Policy Committee –Did not meet.

Local Advisory Committee (LAC) – No Report.

On-Demand Ambassador Report – No Report.

10.) CHAIRPERSON REPORT – Chair Aardema reminded Boardmembers that there would be no meeting in July and the next meeting would take place on Monday, August 10th.

11.) PUBLIC COMMENT – None

12.) MEMBERS TIME – Sloan encouraged everyone to vote on August 4th. Rosine also encouraged everyone to vote and as a reminder, donations could be made to help underscore the efforts of the Citizens for Community Transportation.

13.) ADJOURNMENT

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

KCTA Motion: Ayers

Second: Brown

CCTA Motion: McCormick

Second: Johnson

Motion carried by voice vote.

The meeting adjourned at 12:40 PM.

Curtis Aardema
CCTA Chairperson

Barbara Blissett
CCTA Clerk

Curtis Aardema
KCTA Chairperson

Barbara Blissett
KCTA Clerk



Connecting People Throughout
Kalamazoo County

Agenda Item: 8.b Meeting Date 06/08/26

TO: CCTA and KCTA Boards
FROM: Sean McBride, Chief Executive Officer
Prepared by Richard G Congdon, On-Demand Services Manager
DATE: May 29, 2026
SUBJECT: April Metro Link Update

BACKGROUND

Metro Link is Metro's microtransit program that was launched on April 15, 2024. Metro Link operates in three zones in Kalamazoo County and supplements Metro bus service. Daily operations are contracted with VIA Transportation, Inc. Metro Link operates during the same service hours and days as the fixed-route buses.

DISCUSSION

April had 9,868 trips taken on Metro Link. There was a major interruption of Verizon services on April 23, 2016, when a fiber optic cable was intentionally cut that greatly affected Metro Link service. Drivers were unable to connect and stay online in Kalamazoo County due to the interruption. Not all drivers were able to receive rides that were requested. Passengers were notified on the app but not all of those were able to be sent either. Metro is working on a contingency plan for any future outages.

The April average wait time was 17 minutes, with an average trip distance of 3.4 miles in 10 minutes. There were 172 wheelchair trips taken. The average rating was 4.9 and there were 1,562 five-star ratings given in the month.

The West Zone had 4,444 rides, the South Zone 2,396 and the East Zone 2,513. The overlaps to the Zones had 328 trips. Metro Link provided 103 trips that linked with the Metro bus as well. There were 816 active riders in April with 417 new passenger registrations.

Metro Link Mid-Year Review

Metro Link is halfway through fiscal year 2026 and the service continues to grow after the launch in 2024. Metro Link has provided 67,918 rides through April, a 76% increase over the same period in 2025. Some of the other increases in service for 2026 include:

- Passenger Miles: 223,730, increase of 92%
- Revenue Miles: 312,813, increase of 70%
- Total Miles: 350,435, increase of 51%
- Revenue Hours: 20,755, increase of 43%
- Vehicle Hours: 24,707, increase of 23%
- Utilization: 2.7, increase of 42%
- Ride Requests: 116,788, increase of 85%

The average wait time for a vehicle to arrive after scheduling on Metro Link this year has been 16.8 minutes. Metro Link has completed 60% of all rides requested and arrived on time 98% of all trips.

Metro Link Update

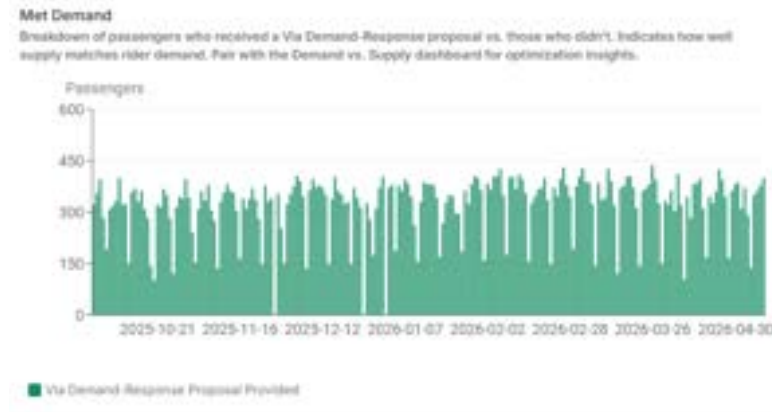
June 8, 2026

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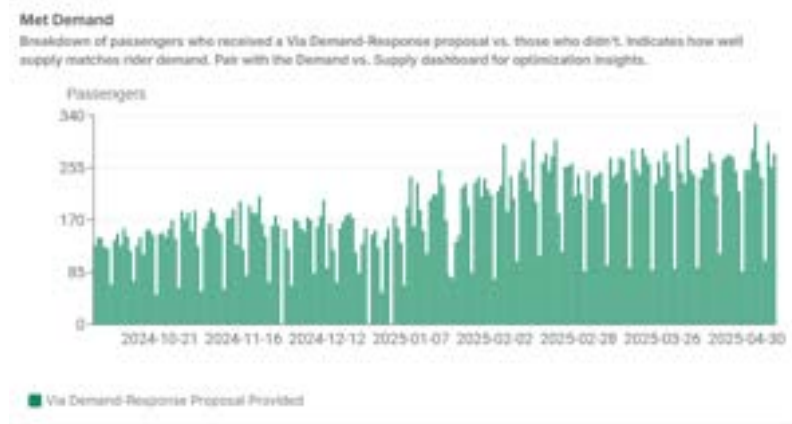
Metro uses Key Performance Indicators to measure service. The ridership goal for Metro Link in 2026 is a 20% increase over 2025, which has been met thus far in 2026. The service has operated so efficiently that the KPI was just increased. The KPI for ride utilization was increased from 2.75 to 3.0 because the original number was met quickly in 2026. Metro frequently monitors the KPI numbers to ensure that all services are on track to meet expectations.

The graph below shows the number rides for half of fiscal year 2025 versus fiscal year 2026:

FY 2025



FY 2026



Metro Link ridership continues to grow and the service will be assessed in 2026 for possible vehicle fleet expansion, sizes of service zones, later hours and specialized services. Metro is currently looking at a program that would expand service in the downtown area. Metro is also exploring putting bike racks on the Metro Link vehicles for additional transportation options.

RECOMMENDATION

This item is for informational purposes only.



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Kalamazoo County

Agenda Item: #4.a Meeting Date 08/10/26
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TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared by Richard G Congdon, On-Demand Services Manager
DATE: August 3, 2026
SUBJECT: June Metro Connect Update

BACKGROUND

Metro Connect is Metro's paratransit service that travels anywhere in Kalamazoo County and the Veterans Administration Hospital in Battle Creek. Metro Connect operates the FTA-mandated Americans with Disabilities Act (ADA) service that is required because of the fixed-route bus service. The paratransit service began operations as Metro Connect in 2009 when the Demand/Response service was combined with the ADA service under one contract.

DISCUSSION

Metro Connect saw a total of 11,967 rides taken in June, with 3,619 or 30% of those rides taken by ADA passengers. Metro Connect June statistics include:

- 123,722 Passenger Miles
- 103,959 Total Miles
- 90,676 Revenue Service Miles
- 6,994 Total Hours
- 15,488 Ride Requests
- 0 Denials
- 55 County-to-County Transfers
- 49 Veterans Administration Hospital Trips
- 97% On-Time Performance

There were 15 passengers certified for the Americans with Disabilities Act service, 62 individuals certified with a disability for Metro Connect and 29 seniors certified.

There were 9,694 telephone calls received in the scheduling office, or an average of 471 calls each day. The average call lasted just over one minute. There were 2,094 voicemails left with an average call back time of eight minutes once the message was left.

The Interactive Voice Agent was launched in July where passengers can check on and cancel their rides through an IA system in order to free live schedulers to speak with passengers to schedule their rides or those that need extra attention. The IVA will be able to schedule trips in the future but this is a new feature created by CTS Software and Metro Connect wanted to implement it in stages to ensure everything is working properly.

Metro Connect Service Area and Jurisdictions

The Metro Connect service area encompasses all of Kalamazoo County and the Veterans Administration Hospital just over the Calhoun County line. The Americans with Disabilities Act service, Metro Connect Access, travels within $\frac{3}{4}$ of a mile of the fixed-route bus lines within Kalamazoo County.

The ADA service area is determined by the Federal Transportation Authority. All transit systems that operate a fixed-route service must provide complementary paratransit service with $\frac{3}{4}$ of a mile of all the routes. The ADA service area can change when bus routes are added or altered.

Metro has an agreement with the Transportation Authority of Calhoun County to service the VA Hospital just over the county line. This is a vital service for veterans to travel to their medical appointments. Metro Connect has provided over 17,000 trips to the VA since the agreement was made in 2014.

Metro Connect also meets other transit systems from the surrounding counties that border Kalamazoo County. There are arranged meeting points that are convenient for all services. Passengers make arrangements with both systems and are then able to travel to other counties. St. Joseph County Transportation Authority meets Metro Connect at the McDonald's in Schoolcraft and Van Buren Transit goes to the Wolf Lake Fish Hatchery. There have been nearly 7,000 transfers between systems.

Metro Connect tracks where trips are taken from as part of the monthly statistics. The cities and townships with the most ridership in 2026 through June are:

- Kalamazoo: 24,918
- Portage: 11,505
- Oshtemo: 7,223
- Kalamazoo Township: 5,604
- Cooper Township: 4,076
- Comstock Township: 3,028
- Schoolcraft: 2,566

When the ADA service was combined with the Demand/Response all policies were applied to both in order to provide the best service to all passengers. The only difference between the two is the service area that determines the fare that the passenger is charged. ADA certified passengers traveling in the ADA service area pay \$3.00 each way, while D/R passengers are charged \$4.00 each way.

RECOMMENDATION

This item is for informational purposes only.

June 2026

Metrics Report



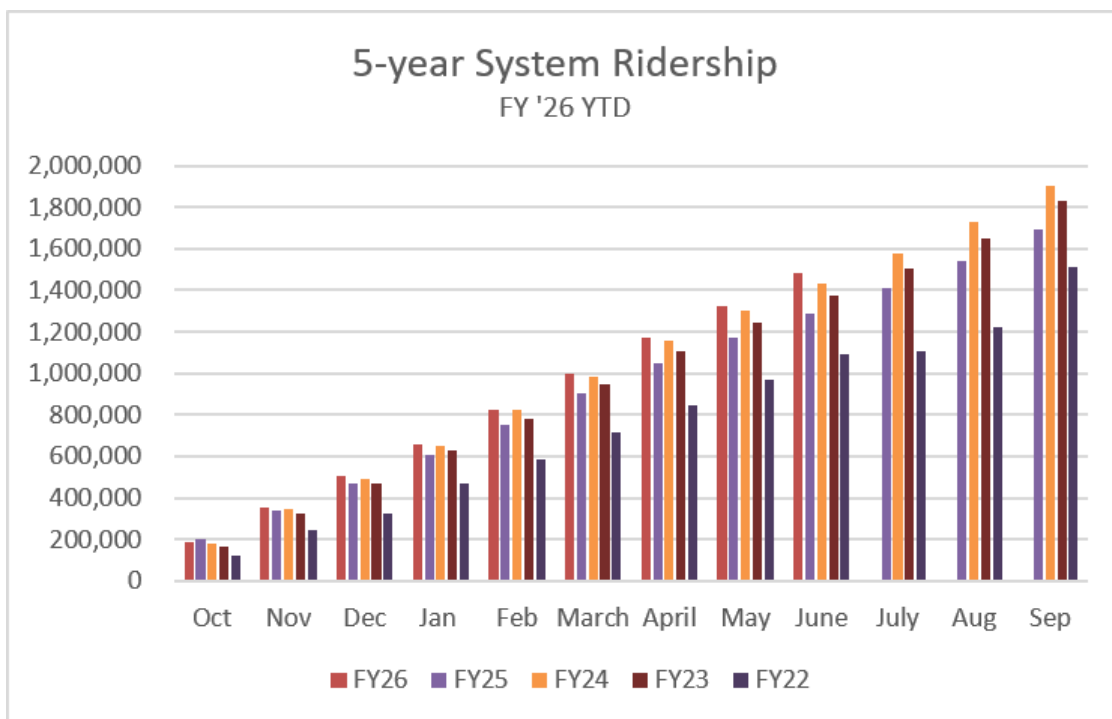
The following information is being provided to the Central County Transportation Authority and Kalamazoo County Transportation Authority boards as an informational item.

Ridership

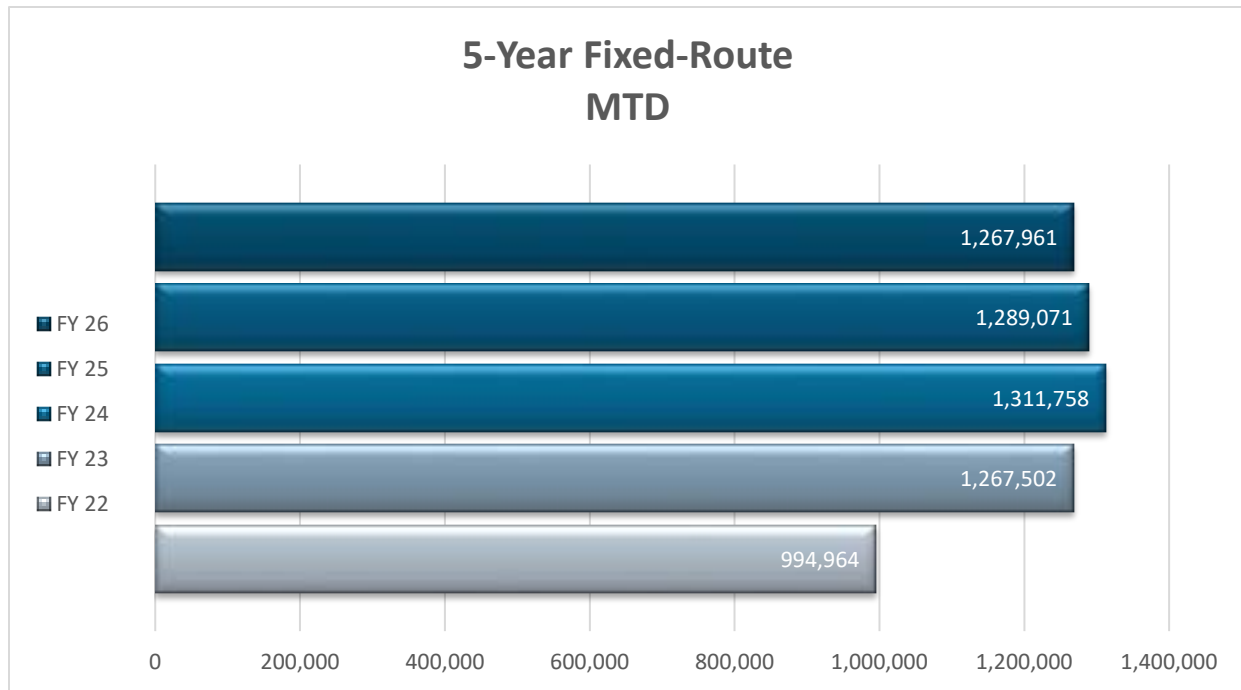
System Information Totals for Fiscal Year '25 and Fiscal Year '26

The overall system seen an increase of 14%. This decrease in ridership comes from the Metro Connect and Metro Link Services.

	Fixed Route	Metro Connect	Metro Share	Metro Link	System Totals
2026	130,335	12,308	2,130	10,323	155,096
2025	115,899	11,138	2,712	6,818	136,567
Difference	14,436	1,170	-582	3,505	18,529
Percent Change	12.46%	10.50%	-21%	51%	14%



Fixed Route Data



Fixed route ridership continued to fluctuate in June 2026, the start of construction season caused problems with buses and last-minute detours due to water main breaks, patch and seal work, and overall construction city wide.

Route 26-West Centre and 27- East Romence ran 38% lower service hours when compared to FY24 and earlier.

Route Ridership

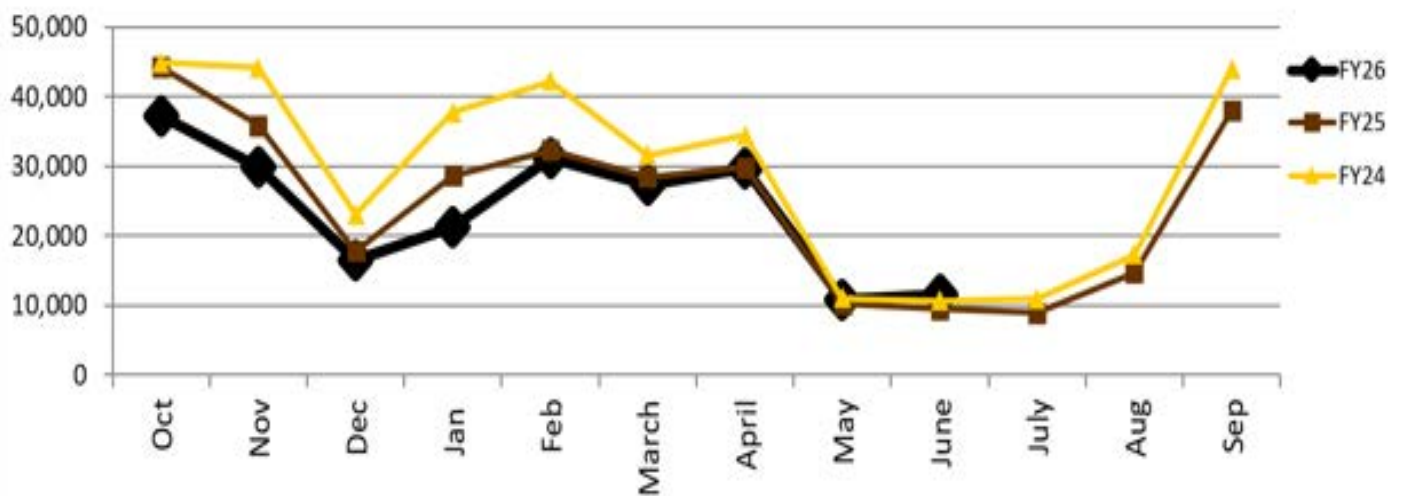
Fixed Route	Year to Date								
	# of Rides		Increase / decrease	Revenue Service Hours		Increase / decrease	Rides per hour		Increase / decrease
	FY26	FY25		FY26	FY25		FY26	FY25	
Westnedge	171,333	175,086	-2.14%	5,176.99	4,763.23	8.69%	33.10	36.76	-9.96%
Portage	71,637	79,380	-9.75%	3,108.49	3,576.61	-13.09%	23.05	22.19	3.84%
West Michigan	39,523	43,735	-9.63%	3,113.50	3,115.58	-0.07%	12.69	14.04	-9.57%
Oakland	41,454	44,199	-6.21%	3,113.50	3,115.57	-0.07%	13.31	14.19	-6.15%
East Main	29,050	41,237	-29.55%	1,567.17	1,569.15	-0.13%	18.54	26.28	-29.46%
Parchment	53,443	57,649	-7.30%	3,019.50	3,022.58	-0.10%	17.70	19.07	-7.20%
Alamo	75,785	68,437	10.74%	3,663.08	3,064.66	19.53%	20.69	22.33	-7.35%
Milwood	57,581	54,870	4.94%	3,113.50	3,115.58	-0.07%	18.49	17.61	5.01%
Gull Road	115,495	118,561	-2.59%	4,863.50	4,522.08	7.55%	23.75	26.22	-9.42%
Comstock	39,530	38,693	2.16%	3,113.50	3,115.58	-0.07%	12.70	12.42	2.23%
Stadium Drive	81,475	80,093	1.73%	4,904.50	4,627.58	5.98%	16.61	17.31	-4.02%
Duke	9,573	7,754	23.46%	898.00	864.00	3.94%	10.66	8.97	18.78%
South Burdick	91,490	72,298	26.55%	4,650.46	3,307.58	40.60%	19.67	21.86	-10.00%
West Main	107,042	105,913	1.07%	4,865.50	3,665.24	32.75%	22.00	28.90	-23.87%
Paterson	36,184	27,041	33.81%	1,611.17	1,634.25	-1.41%	22.46	16.55	35.73%
Lovell	102,422	96,406	6.24%	5,158.17	5,155.99	0.04%	19.86	18.70	6.20%
Ring	22,246	33,636	-33.86%	1,657.50	1,636.00	1.31%	13.42	20.56	-34.72%
Solon/Kendall/Lafayette	28,434	43,340	-34.39%	1,202.00	1,220.40	-1.51%	23.66	35.51	-33.39%
Parkview	56,626	56,798	-0.30%	2,511.33	2,760.39	-9.02%	22.55	20.58	9.58%
West Centre	15,782	18,911	-16.55%	1,830.00	2,407.30	-23.98%	8.62	7.86	9.78%
East Romence	13,884	17,761	-21.83%	1,836.00	2,433.00	-24.54%	7.56	7.30	3.59%
WMU Shuttle	7,972	7,273	9.61%	-	181.36	-100.00%	#DIV/0!	40.10	0.00%
Total Fixed Route	1,267,961	1,289,071	-1.64%	64,977.36	62,873.69	3.35%	19.51	20.50	-4.82%

- Route fluctuations continue month after month due to severe weather causing route delays.

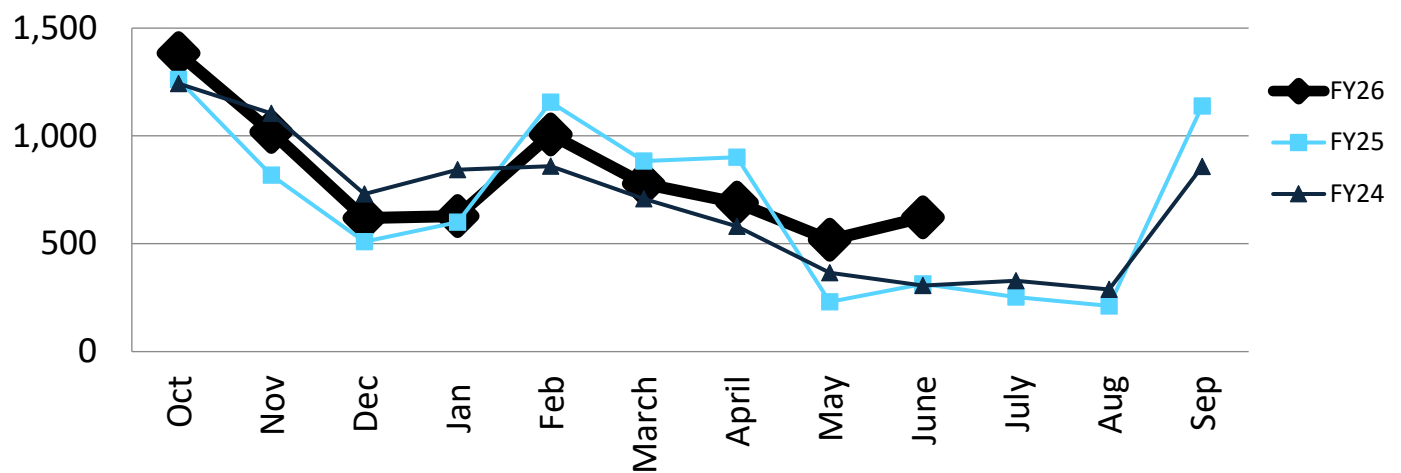
Specialized Pass Programs

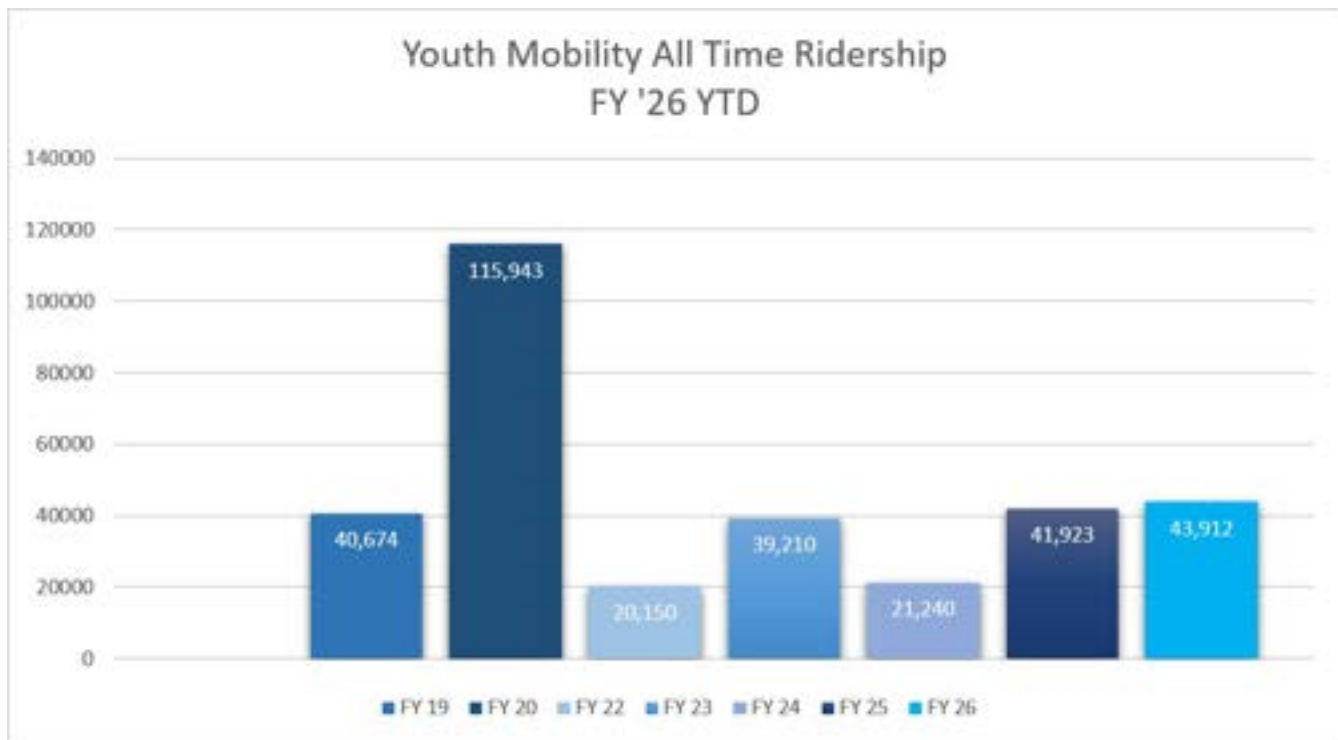
Other Data	Month to Date			Year to Date		
	# of Rides		Increase / decrease	# of Rides		Increase / decrease
	FY25	FY24		FY25	FY24	
WMU	11,493	9,441	21.73%	92,311	236,904	-61.03%
KVCC	622	314	98.09%	3,643	6,675	-45.42%
Youth Mobility	2,911	2,472	17.76%	15,641	35,730	-56.22%

WMU Ridership



KVCC





Metro Connect Data



Metro Connect	Year to Date								
	# of Rides		Increase / decrease	Revenue Service Hours		Increase / decrease	Rides per hour		Increase / decrease
	FY26	FY25		FY26	FY25		FY26	FY25	
Demand-Response	108,417	100,554	7.82%	43,136.00	33,991.00	26.90%	2.51	2.96	-15.04%
ADA Trips	32,334	30,748	5.16%	12,258.00	11,228.00	9.17%	2.64	2.74	-3.68%

In June 2026, Metro Connect provided 1,170 more rides than in June 2025. The Connect service continues to enhance transportation in the community while showing continuous growth in new ADA and Senior certifications. Connect statistics are below:

- 106 New Certifications
 - 15 ADA
 - 62 Demand Response
 - 29 Seniors
- 11,967 trips provided
- 2,822 cancellations
- 0 denials
- Average call back time of 8 minutes
- Metro Connect Provides service to 25 jurisdictions, as shown below:

2025-2026	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Township										
Alamo	105	82	70	66	78	89	89	114	98	791
Augusta	58	43	44	47	69	60	65	50	36	472
Brady	30	22	22	19	22	14	18	28	69	244
Charleston	28	20	20	18	23	24	28	19	26	206
Climax	96	94	94	71	86	101	97	82	79	800
Climax -Village	11	4	6	10	12	3	15	6	6	73
Comstock	609	487	480	466	521	484	516	528	513	4,604
Cooper	650	559	615	580	670	759	729	694	644	5,900
Galesburg	230	207	196	146	205	238	313	270	260	2,065
Kalamazoo Township	1,005	866	859	833	947	1,008	940	924	952	8,334
Kalamazoo City	4,421	3,585	3,693	3,618	4,140	4,446	4,385	4,170	4,159	36,617
Out Of County	117	84	83	100	111	83	85	85	55	803
Oshtemo	1,325	1,132	1,045	1,023	1,192	1,232	1,194	1,273	1,309	10,725
Parchment	500	406	416	354	438	450	430	343	379	3,716
Pavillion Township	71	58	61	55	69	61	66	69	42	552
Portage	2,325	1,858	1,706	1,623	1,786	1,971	2,094	1,984	2,047	17,394
Prairie Ronde	45	32	33	30	40	41	57	53	58	389
Richland	243	213	236	211	243	259	239	211	187	2,042
Richland- Village	0	0	0	0	0	0	0	0	0	0
Ross	26	29	37	18	25	25	24	21	11	216
Schoolcraft	542	437	382	347	440	488	464	437	390	3,927
School- Village	62	33	41	35	33	46	65	54	65	434
Texas	349	300	291	294	345	391	348	335	310	2,963
Vicksburg	361	262	280	223	311	340	312	297	268	2,654
Wakeshma	12	8	8	4	8	12	4	2	4	62
	13,221	10,821	10,718	10,191	11,814	12,625	12,577	12,049	11,967	105,983

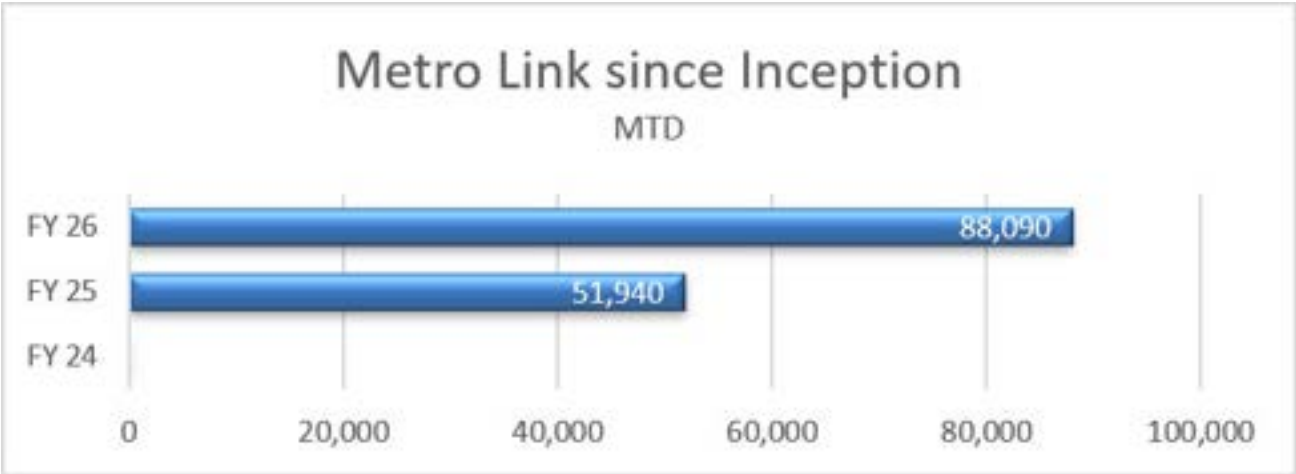
Metro Share Data



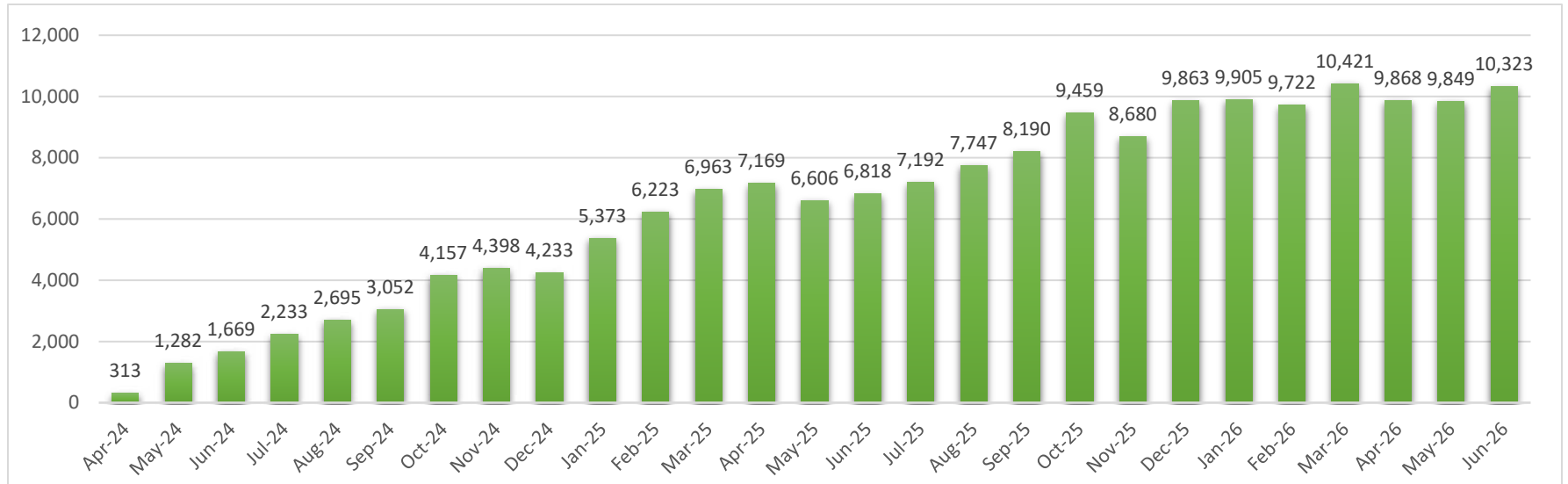
	Year to Date								
	# of Rides		Increase / decrease	Revenue Service Hours		Increase / decrease	Rides per hour		Increase / decrease
	FY26	FY25		FY26	FY25		FY26	FY25	
Metro Share	16,348	19,294	-15.27%	1,563.43	1,486.72	5%	10.46	12.98	-19.43%

Metro Link Data

Metro Link ridership has continued to grow month after month since its inception. See the chart below for more information.



Link Ridership

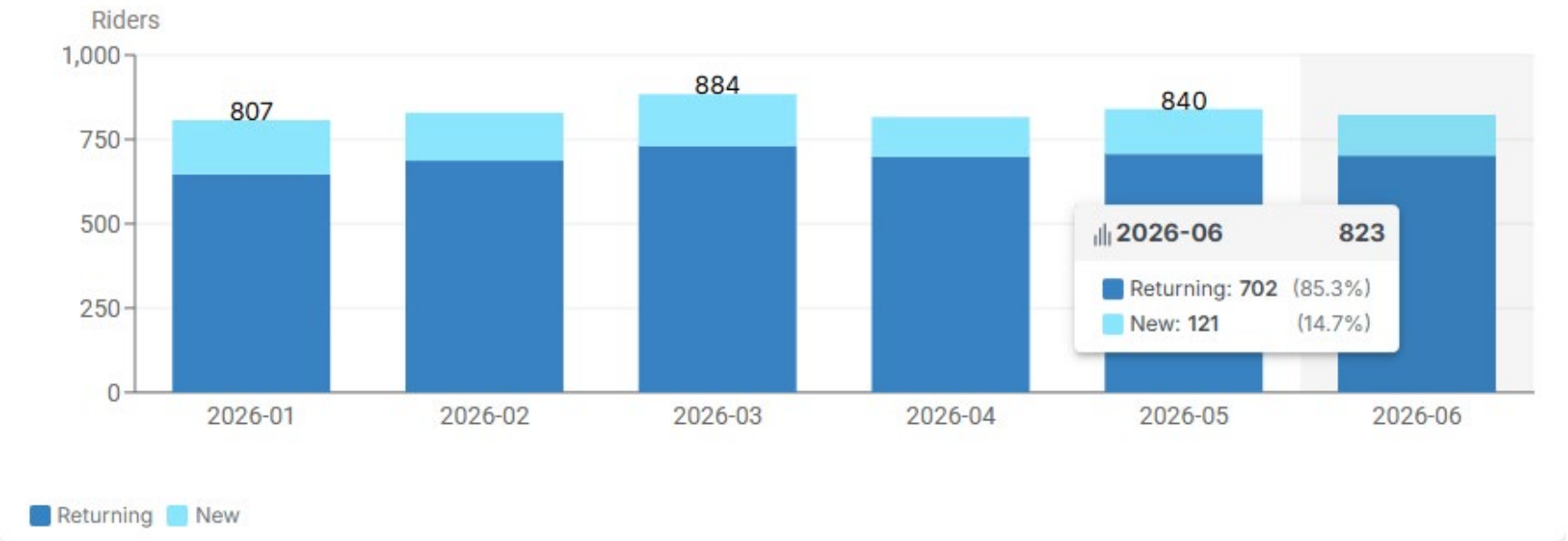


Metro Link Proposals- All data below needs to be updated to show June 2026 information

- 15,341 Proposals
 - 9,544 Proposals contained a fixed route option
 - 4,380 proposals were Metro Link only
 - 1,198 riders did not receive proposals

Active Riders

Riders who took a ride in the period selected (broken down by those who took their first ride ever and returning riders).



○

Security

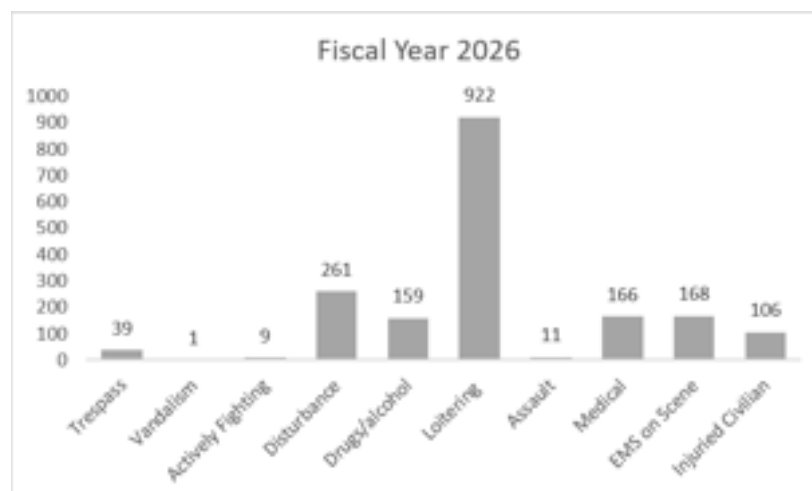
Kalamazoo Department of Public Safety presence at the KTC was consistent throughout the month of November. Their presence typically lasts for a few minutes at a time.

83 security incidents this month were regarding loitering. These loitering incidents were handled by security and required little police assistance. 36 people were found sleeping at the KTC as the weather started to change people returned to the concrete pillars at the KTC.

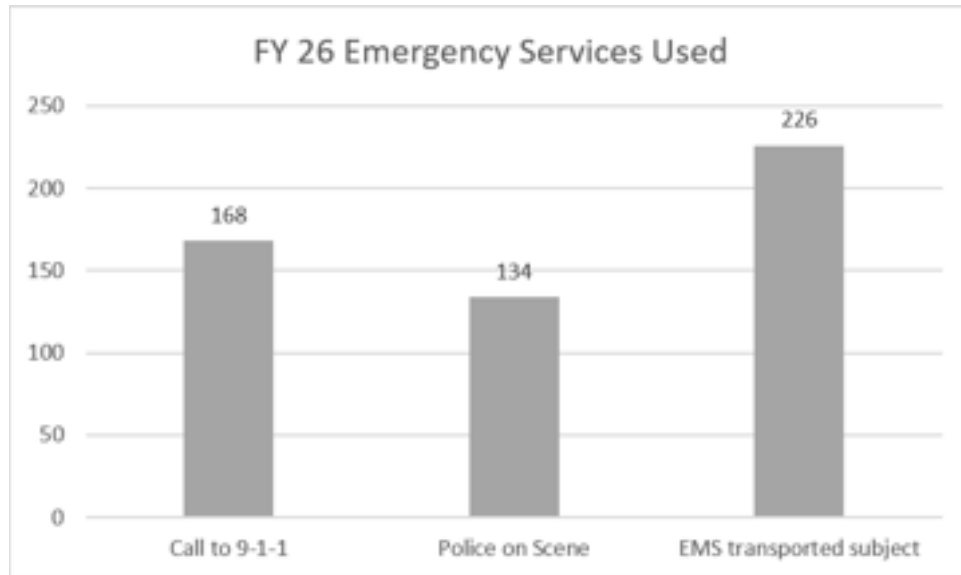
The activity summary for the month of June totals 139 security incidents. The incidents are broken down into categories below:

Incident Types		Definitions
3	Trespass	Asked to leave refused to do so/ trespassed and returned to site
85	Loitering	Significantly overstayed their time on property, sleeping, blocking paths
0	Vandalism	Damage to property
1	Active Fights	Physical altercation between parties occurred
23	Disturbances	Behavior is interrupting other people around them
3	Harassment	Using threatening or degrading language
1	Assaults	Someone physically attacked by another
2	Theft	Property stolen on KTC property
13	Medical	Medical emergency situations

FY 2026 cumulative data show the total for each category listed below:



Emergency services used per month vary and the data is based on three categories: Calls to 9-1-1 made by security or KTC staff, Police on Scene, and People transported by EMS away from the KTC. The data below shows FY 2026 Emergency services used as provided by security data.





Agenda Item: # 5.b.2 Meeting Date: 08/10/26
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Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Cheryl Pesti, Budget and Accounting Manager
DATE: June 18, 2026
SUBJECT: May Income & Expense Statement

BACKGROUND

The Income and Expense Statement is an internal document which is used to measure the CCTA's financial performance. The budget is used as a comparison for perspective.

We are currently within budget.

Some areas to highlight:

- Both the urban millage (CCTA) and county-wide millage (KCTA) are due in February and September. At this point we have collected \$4,432,424 (41%) of the FY26 millages.
- We have collected \$,2058,805 (62% of the budgeted amount) in fares for this year.
- The FTA operating assistance revenue is accrued at the end of the year (September). To date, we have requested \$16,550,872 in COVID-19 relief funds (2020-\$1,500,000; 2021-\$4,500,000, 2022-\$2,000,000, 2023-\$2,524,494, 2024-\$3,500,000, 2026-\$1,526,378).
- The average price for a gallon of diesel fuel in May 2025 was \$2.12 and in May 2026, it was \$4.66. This is a 120% increase.
- Total operating expenses for Metro year-to-date are 57% of the total budgeted amount.

Attachment:

1. May 2026 Income & Expense Statement



	FY2026 CCTA Board Recommended Budget	May 2026	Year to Date FY 2026	Year to Date % 67%	Monthly Funding %
STATEMENT OF INCOME AND EXPENSE					
Operating Revenue					
Fare Revenue					
Regular Route Cash	749,625	60,105	468,034	62%	-115%
Metro County Connect Fares	492,255	112,233	419,028	85%	-214%
Metro Link Fares	50,848	29,807	95,057	187%	-57%
WMU Fares	1,197,950	0	598,975	50%	0%
Tokens	401,250	31,769	239,626	60%	-61%
Pass Sales	328,215	23,101	186,473	57%	-44%
Texas Twp/KVCC Prepaid Fares	113,072	0	51,611	46%	0%
	<u>3,333,215</u>	<u>257,014</u>	<u>2,058,805</u>	<u>62%</u>	<u>-491%</u>
Other Revenue					
Advertising	75,000	0	34,375	46%	0%
Intermodal Operations	263,700	3,000	110,735	42%	-6%
Miscellaneous Revenue	18,650	2,918	20,224	108%	-6%
Commission Revenue - (Indian Trails)	4,200	273	1,993	47%	-1%
Interest Income	295,250	41,906	158,923	54%	-80%
	<u>656,800</u>	<u>48,096</u>	<u>326,249</u>	<u>50%</u>	<u>-92%</u>
Urban Millage (CCTA)	7,017,960	145,640	2,201,254	31%	-278%
County-wide Millage (KCTA)	3,843,823	92,044	2,231,170	58%	-176%
MDOT - Operating	7,799,529	1,036,664	5,507,822	71%	-1981%
FTA - Operating	5,457,803	(1,885,665)	1,605,615	29%	3604%
Provision for Depreciation	3,255,200	253,881	2,158,182	66%	-485%
TOTAL OPERATING REVENUE	<u>31,364,330</u>	<u>(52,325)</u>	<u>16,089,096</u>	<u>51%</u>	<u>100%</u>
Operating Expenses by Division					
Administration/Overhead	8,228,448	643,580	4,648,066	56%	
Kalamazoo Transportation Center Operations	1,065,683	90,775	598,724	56%	
Maintenance	3,575,084	262,511	2,142,413	60%	
Operations	8,699,446	683,268	5,099,277	59%	
Metro Connect	6,083,142	490,960	3,391,593	56%	
Metro Share	59,553	2,860	27,620	46%	
Metro Link	3,126,958	266,271	1,782,815	57%	
TOTAL OPERATING EXPENSE	<u>30,838,314</u>	<u>2,440,225</u>	<u>17,690,508</u>	<u>57%</u>	
NET (UNFUNDED) BALANCE for period	<u>526,016</u>	<u>(2,492,550)</u>	<u>(1,601,412)</u>		



Connecting People Throughout
Kalamazoo County

Agenda Item: #5.b.3 Meeting Date: 08/10/26

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Cheryl Pesti, Budget and Accounting Manager
DATE: July 20, 2026
SUBJECT: June Income & Expense Statement

BACKGROUND

The Income and Expense Statement is an internal document which is used to measure the CCTA's financial performance. The budget is used as a comparison for perspective.

We are currently within budget.

Some areas to highlight:

- Both the urban millage (CCTA) and county-wide millage (KCTA) are due in February and September. At this point we have collected \$4,490,419 (41%) of the FY26 millages.
- We have collected \$2,212,823 (66% of the budgeted amount) in fares for this year.
- The FTA operating assistance revenue is accrued at the end of the year (September). To date, we have requested \$16,050,872 in COVID-19 relief funds (2020-\$1,500,000; 2021-\$4,500,000, 2022-\$2,000,000, 2023-\$2,524,494, 2024-\$3,500,000, 2026-\$2,026,378).
- The average price for a gallon of diesel fuel in June 2025 was \$2.09 and in June 2026, it was \$3.94. This is an 89% increase.
- Total operating expenses for Metro year-to-date are 65% of the total budgeted amount.

Attachment:

1. June 2026 Income & Expense Statement



	FY2026 CCTA Board Recommended Budget	June 2026	Year to Date FY 2026	Year to Date % 75%	Monthly Funding %
STATEMENT OF INCOME AND EXPENSE					
Operating Revenue					
Fare Revenue					
Regular Route Cash	749,625	62,839	530,873	71%	3%
Metro County Connect Fares	492,255	23,577	442,605	90%	1%
Metro Link Fares	50,848	12,673	107,730	212%	1%
WMU Fares	1,197,950	0	598,975	50%	0%
Tokens	401,250	28,803	268,429	67%	2%
Pass Sales	328,215	26,126	212,600	65%	1%
Texas Twp/KVCC Prepaid Fares	113,072	0	51,611	46%	0%
	<u>3,333,215</u>	<u>154,018</u>	<u>2,212,823</u>	<u>66%</u>	<u>8%</u>
Other Revenue					
Advertising	75,000	4,167	38,542	51%	0%
Intermodal Operations	263,700	1,500	112,235	43%	0%
Miscellaneous Revenue	18,650	12,071	32,294	173%	1%
Commission Revenue - (Indian Trails)	4,200	192	2,185	52%	0%
Interest Income	295,250	21,295	180,219	61%	1%
	<u>656,800</u>	<u>39,225</u>	<u>365,474</u>	<u>56%</u>	<u>2%</u>
Urban Millage (CCTA)	7,017,960	51,517	2,252,770	32%	3%
County-wide Millage (KCTA)	3,843,823	6,479	2,237,649	58%	0%
MDOT - Operating	7,799,529	838,448	6,346,269	81%	45%
FTA - Operating	5,457,803	507,782	2,113,397	39%	27%
Provision for Depreciation	3,255,200	252,725	2,410,907	74%	14%
TOTAL OPERATING REVENUE	<u>31,364,330</u>	<u>1,850,193</u>	<u>17,939,289</u>	<u>57%</u>	<u>100%</u>
Operating Expenses by Division					
Administration/Overhead	8,228,448	593,846	5,241,912	64%	
Kalamazoo Transportation Center Operations	1,065,683	62,140	660,864	62%	
Maintenance	3,575,084	260,284	2,402,697	67%	
Operations	8,699,446	679,153	5,778,430	66%	
Metro Connect	6,083,142	494,247	3,885,840	64%	
Metro Share	59,553	10,492	38,112	64%	
Metro Link	3,126,958	257,013	2,039,827	65%	
TOTAL OPERATING EXPENSE	<u>30,838,314</u>	<u>2,357,175</u>	<u>20,047,683</u>	<u>65%</u>	
NET (UNFUNDED) BALANCE for period	<u>526,016</u>	<u>(506,982)</u>	<u>(2,108,394)</u>		



Connecting People Throughout
Kalamazoo County

MEETING NOTES

Performance Monitoring Committee

July 21, 2026 at 3 PM

Microsoft Teams Virtual Meeting

Members: Aditya Rama (Chair), Dusty Farmer, Brendan Pizzala, Tim Sloan, Terry Urban
Absent: None
Staff: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Barbara Blissett
Guest: Public Safety Sargent Officer Fidel Mireles

1. Safety and Security Update

Notes:

- COO Woodson-Sow presented a PowerPoint on Safety and Security procedures implemented at Metro. She said there were three key points focused on for safety and security: 1) Training, 2) Data usage and 3) Partnerships with the community and outside organizations
- COO Woodson-Sow stated Metro follows a Federal Public Transportation Agency Safety Plan which is reviewed every year by a Safety Committee, updated and presented to all employees with drill scenarios
- COO Woodson-Sow shared that Metro also partners with the Department of Homeland Security and the Transportation Safety Institute (TSI)
- COO Woodson-Sow introduced Public Safety Officer Fidel Mireles and said Metro is looking forward to continue working with Public Safety on improving safety and security for public transportation in Kalamazoo
- Officer Mireles spoke regarding working with Metro and monitoring the KTC and area surrounding it. He said there was a concern for those with mental issues and the unhoused individuals
- Officer Mireles shared that use of the camera system that surrounds the KTC is extremely helpful with various incidents that are reported

2. Metrics Report Review

Notes:

- The Committee discussed the May 2026 Metrics Report

3. Planning for Future Meetings

Notes:

- Items for future meetings include: MMRMA Insurance, Workers Compensation Insurance
- FTA Triennial Review – Scheduling Software

The next meeting is August 25, 2026

The meeting adjourned at 3:42 pm.



Connecting People Throughout
Kalamazoo County

Agenda Item: # 6.a.1 Meeting Date 08/10/26

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Cheryl Pesti, Budget and Accounting Manager
DATE: August 5, 2026
SUBJECT: CCTA Budget for Fiscal Year 2027 (October 1, 2026 - September 30, 2027) and Fiscal Year 2028 (October 1, 2027 - September 30, 2028)

BACKGROUND

The CCTA budget is two one-year cycles. A two-year budget cycle better allows the CCTA and KCTA Boards and staff to coordinate budgeting, planning, and grant administration.

DISCUSSION

The Planning & Development Committee had the first comprehensive review of the budget at its meeting on July 22.

Small Group meetings will be available for board members in late August. These voluntary meetings are an opportunity for Board members to review areas of the budget in detail and ask questions in an informal atmosphere. Ms. Blissett will send out dates via email.

When considering approval of the budget on September 14th, the board will also be considering three related items:

- 1) Transit Asset Management Annual Performance Target and measures. These metrics are on page 41.
- 2) Central County Transportation Authority 2027 millage levy resolution. The resolution is found on page 16.
- 3) Kalamazoo County Transportation Authority 2027 millage levy resolution. The resolution is found on page 17.

RECOMMENDATION

Adopt the Resolution to set a Public Hearing to Receive Comment on Fiscal Year 2027 and 2028 Budgets for the CCTA/KCTA meeting on September 14, 2026.

Attachments:

1. Proposed Fiscal Year 2027 and 2028 Budgets (Separate item on agenda website)
2. Resolution Setting a Public Hearing Regarding Fiscal Year 2027 and 2028 Budgets

CENTRAL COUNTY TRANSPORTATION AUTHORITY

RESOLUTION: 26-004

**A RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER THE PROPOSED
FISCAL YEAR 2027 and FISCAL YEAR 2028 BUDGETS FOR THE
CENTRAL COUNTY TRANSPORTATION AUTHORITY**

WHEREAS, Article 7, Section 32 of the 1963 Constitution of the State of Michigan requires the holding of a hearing on any budget of local units empowered to prepare budgets of estimated expenditures and revenues; and

WHEREAS, MCL 141.412 requires that notice of such hearing be given by publication in a newspaper of general circulation at least six (6) days prior to such hearing; and

NOW, THEREFORE BE IT RESOLVED that a hearing will be held on the proposed FY 2027 and FY 2028 Budgets for the Central County Transportation Authority at or after 11:30 a.m., local time, on September 14, 2026 and notice of said hearing shall be published at least six (6) days prior to said hearing in the following form:

**CENTRAL COUNTY TRANSPORTATION AUTHORITY
NOTICE OF BUDGET HEARING**

Notice is hereby given that the Board of Directors of the Central County Transportation Authority (CCTA) will conduct a public hearing on the proposed FY 2027 and 2028 Budgets on September 14, 2026 at or after 11:30 a.m. local time. Details to participate are provided on the meeting agenda located on the website. A copy of the said budget is available for inspection at the CCTA office, 530 N. Rose Street, Kalamazoo, MI 49007 and for viewing on the website www.kmetro.com.

The Resolution was offered by _____ and supported by _____.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Central County Transportation Authority at a regular meeting held August 10, 2026 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Barbara A. Blissett, Clerk – CCTA



Planning and Development Committee Notes

Date: Wednesday, July 22, 2026

Members Present: James Ayers (Chair), Nicole Beauchamp, Greg Rosine, Chris Burns, Tafari Brown, Keshia Woodson-Sow (Staff Liaison), Sean McBride (Chief Executive Officer), Annette Arkush

Absent: Tristen Mabin

Guests: Cheryl Pesti

Items for Discussion

Budget Discussion

- CEO McBride presented the budget packet of information and walked through the action item for setting the public hearing. The committee had a discussion on historical and upcoming funding opportunities.
- Staff answered questions about Metro's funding structure 5307 and MDOT mobility management funding, then discussed briefly any potential changes that could come from WMU and the event center.
- The committee asked for updates to some of the Capital information to make it easier for Boardmembers to understand status of project updates.

The meeting concluded at 3:05pm

Next Meeting is August 20, 2026



Agenda Item # 7.b.1
Meeting Date 08/10/26

Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Chief Executive Officer
Prepared by: Abigail Wright, Communications Manager
SUBJECT: KCTA 2026 Millage Election Results
DATE: August 6, 2026

DISCUSSION

A millage request in support of Metro fixed-route services for the Kalamazoo County Transportation Authority (KCTA) service area passed with 65% voter approval. The approved 0.36-mill property tax will maintain existing public transit. The approval broke down to 42,354 “yes” votes (65%) and 22,766 “no” votes (35%). The overall voter turnout for Kalamazoo County this election was 37%, an 18% increase from November 2021’s KCTA election.

Of the 85 precincts reporting on the proposal, 12 voted “no,” and 73 voted “yes” to the millage request. Unlike previous millage elections, this proposal appeared on a partisan primary ballot, resulting in a higher voter turnout than previous elections. Approximately 70% of voters cast Democratic ballots, while 30% cast Republican.

MILLAGE ELECTION COMPARISON

See attached chart for a comparison of previous millage elections, dating back to the first KCTA election in 2013. This is the fourth consecutive successful millage since 2013.

Summary of Public Transit Millage Election Results
2013 through 2026

Year	Month	Organization	Amount	Duration	Voter Turnout	Yes	No
2026	August	KCTA	0.36	7 years	37%	65.04%	34.96%
2025	November	CCTA	1.1	5 years	24%	67.61%	32.29%
2021	November	KCTA	0.3124	5 years	19%	71.8%	28.2%
2020	March	CCTA	0.9	5 years	32%	70.3%	29.7%
2016	May	KCTA	0.315	5 years	11%	58.1%	41.9%
2015	August	CCTA	0.75	5 years	9%	62.7%	37.3%
2013	May	KCTA	0.4	4 years	8%	72.3%	27.7%

RECOMMENDATION

This memo is for informational purposes.



Connecting People Throughout
Kalamazoo County

Agenda Item: # 7.b.1
Meeting Date: 08/10/26

TO: CCTA and KCTA Boards
FROM: External Relations Committee
PREPARED BY: Sean McBride, Chief Executive Officer
DATE: Updated July 20, 2026
SUBJECT: KCTA Millage Education Update

The KCTA millage election is August 4th. Absentee ballots will be available the last week of June. The External Relations Committee and staff have been working on a variety of education efforts.

- **Fact Sheet.**
- **Millage Website Landing Page.** Located at <https://ride.kmetro.com/2026-millage-facts>
- **Mailer.** A Just the Facts mailer will be mailed to Kalamazoo County households in late June.
- **Metro Connect Rider Education.**
- **Social Media Postings.**
- **Outreach Presentations.** Will be occurring until election and include the following:

Date	Presentation	Presenters
4/20/26	Portage Youth Advisory Committee	McBride
5/5/26	Kalamazoo County Board of Commissioners	Aardema/McBride
5/8/26	CCTA/KCTA Legislative Breakfast	Aardema/McBride
5/29/26	Kalamazoo Republican Party Meeting	Aardema/Vlietstra
6/08/26	Kalamazoo Township Board Meeting	Mackie/McBride
6/9/26	Ross Township	Rama
6/09/26	City of Portage	Burns/Aardema/McBride
6/15/26	City of Kalamazoo	Aardema/McBride/Rosine/McCormick
6/16/26	Prairie Ronde Township	Rama
6/23/26	Oshtemo Township	Aardema/Farmer/McBride
6/23/26	Texas Township	Rosine
6/25/26	Public Transit Human Services Committee	Congdon/McBride
6/26/26	Kalamazoo County Township Association Meeting	McBride
7/6/26	City of Galesburg	Sigman
7/13/26	Cooper Township	Vlietstra
7/17/26	Kalamazoo Democratic Party	Aardema/McBride/Sigman
7/20/26	Comstock Township	Beauchamp/McBride

- **Special Events**

Date	Event	Representatives
4/24/26	Portage Senior Center – Bits of Business	Congdon/Dobbins
4/29/26	Rider Open House at KTC	Woodson-Sow/Condon/Dobbins/McBride
5/2/26	Bronson Community Open House	Blissett
6/9/26	Veteran’s First Conference	Dobbins
6/13/26	Transit Riders United Round the Mitten Transit Tour – Kalamazoo Visit	Woodson-Sow
7/11/26	Touch-A-Truck @ Galilee Church	
7/24/26	Disability Network of Southwest Michigan – ADA Celebration	Congdon/Sloan/McBride
7/29/26	Portage Senior Center Presentation	Dobbins/Congdon/McBride



External Relations Committee Notes

July 22, 2026 3:00 PM

Attending: Lisa Mackie (Chair), Garrylee McCormick, Christyn Johnson, Gary Sigman, Sean McBride, Greg Vlietstra, Annette Arkush (Committee Support)

1. Marketing Communications Metrics Update
 CEO McBride reviewed the quarterly report from InVerve. Highlights included FB impressions leading the social media impression. Discussion regarding the higher number in April. Attributed to a Link posting that was shared by a user with large audience. The plan is in place to expand into TikTok at some point in the near future.
2. KCTA Millage Outreach Review
 The committee reviewed the list of events/presentations that have occurred since April and will continue into late July/August. All millage mailings have been released, with some post office route challenge
3. Marketing/Communications Staff Update
 CEO McBride shared his appreciation for the work done by Emily Urban who has left the organization. To that end, he is utilizing the contract services of Blaine Lam who is overseeing the day-to-day social media output by Inverve. In order to address the staff vacancy, CEO McBride has hired two employees who bring skills to the organization that are currently needed and will begin on August 3rd.

Next Meeting: August 26, 2026 @ 3:00PM



Connecting People Throughout
Kalamazoo County

Agenda Item: # 8.a.1 Meeting Date: 08/10/26
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TO: KCTA and CCTA Boards
FROM: Sean McBride, Chief Executive Officer
DATE: August 4, 2026
SUBJECT: Operating Agreement between CCTA and KCTA

BACKGROUND

The KCTA and CCTA are two separate boards that work collaboratively. The collaborative relationship is defined through an Operating Agreement. The Operating Agreement under consideration will be the fifth Operating Agreement. The original agreement began October 1, 2016. The current agreement began September 30, 2023 and expires September 30, 2026.

DISCUSSION

The draft agreement has been reviewed by the Board Operations Committee at their June meeting. In addition, CCTA Attorney Richard Cherry has reviewed and recommended a variety of changes. Changes recommended by Attorney Cherry of substance include updating the boilerplate language to add Section 9 to 16.

Attached is a draft agreement and a redlined agreement. Please note the following changes:

- The term of the Agreement is from October 1, 2026 through September 30, 2030.
- In Section 1, the Acknowledged Facts have been updated to reflect current the current status of the system. Items updated include the current millage rates and durations, current CCTA boundaries and the inclusion of Metro Link service.
- Sections 9 to 16 have been added.

Any amendments or extensions require the approval of both the KCTA and CCTA Boards.

RECOMMENDATION

The agreement is presented for First Reading. Adoption will be considered at the September 14, 2026 Board Meeting.

Attachment

1. Draft Redlined CCTA and KCTA Operating Agreement for the period of October 1, 2026 through September 30, 2030
2. CCTA and KCTA Operating Agreement for the period of October 1, 2026 through September 30, 2030

**CCTA and KCTA Operating Agreement
for the period of October 1, 2026 through September 30, 2030**

**Central County Transportation
Authority (“CCTA”)**
530 North Rose Street
Kalamazoo, Michigan 49007

**Kalamazoo County Transportation
Authority
 (“KCTA”)**
530 North Rose Street
Kalamazoo, Michigan 49007

CCTA and KCTA agree:

1. Acknowledged Facts.

- a. The CCTA began providing regional public transit operations on October 1, 2016, pursuant to the Comprehensive Transition Agreement that was approved in October 2015, by the CCTA, KCTA, Kalamazoo Transit Authority and the City of Kalamazoo; and
- b. Public transportation in Kalamazoo County is funded through a variety of sources that include State of Michigan grants, Federal grants through the Federal Transit Administration (FTA), fares, other operating revenues and two locally funded voter approved property tax millages; and
- c. The KCTA was formed in 2005 under Public Act 196 of 1986, as amended (“Act 196”), and currently levies a voter-approved millage of 0.36 mills that begins in 2027 and expires in 2033; and
- d. The KCTA boundary includes all of Kalamazoo County; and
- e. The KCTA millage funds the countywide Metro Connect (MC) demand/response service and other specialized services like the Metro Share (MS) program; and
- f. The Kalamazoo County Board of Commissioners created the Central County Transportation Authority (CCTA) in 2014, a public transportation authority also formed under Act 196, and ~~currently~~CCTA residents voted in 2025 to approve a millage ~~in 2025~~ of up to 1.10 ~~that is~~ mills to be levied beginning in 2026 and ~~expires~~expiring in 2030; and
- g. Jurisdictions within the boundaries of the CCTA, ~~for the period of 2026 through 2030, includes~~ include the City of Kalamazoo, City of Parchment, City of Portage, Charter Township of Comstock, Charter Township of Kalamazoo, and Charter Township of Oshtemo ~~that includes the area of,~~ including voting precincts 3, 4, 5, 6, 7, 8, and 9; and
- h. The CCTA has service agreements with Texas Township ~~and,~~ Kalamazoo Valley Community College, Oshtemo Township, and Western Michigan University ~~;~~ and

- i. The millage the CCTA levies funds the urban fixed-route bus service and Metro Link; ~~and~~
- j. This is the fifth CCTA and KCTA Operating Agreement. The first agreement covered October 1, 2016 ~~to, through~~ September 30, 2017 ~~and~~; the second agreement covered October 1, 2017 ~~to, through~~ September 30, 2020; ~~the~~ third agreement covered October 1, 2020 ~~to, through~~ September 30, 2023; and the fourth ~~agreement covered~~ October 1, 2023, through September 30, 2026.

2. Transfer and Use of Millage. KCTA will continue to transfer to CCTA all of KCTA's millage receipts promptly upon receipt. CCTA will use these receipts ~~for operating~~ to operate its public transit system according to CCTA's operating budget. CCTA will continue to operate the public transit system in Kalamazoo County during the period covered by this ~~agreement~~ Agreement.

3. CCTA Will Provide.

- a. Staff and other resources to meet governance and operational needs of the KCTA.
- b. Monthly reports detailing service measures for the MC and MS programs.
- c. Accounting of system expenses that are incurred to provide MC and MS services. This information will be provided to the KCTA in regular financial reports.
- ~~d-d.~~ Staff ~~that~~ who manage the MC and MS programs will provide service updates at Board meetings on an ~~as-needed~~ as-needed basis.

4.4. Joint CCTA and KCTA Approval Required. The following matters require approval of both the KCTA and CCTA ~~boards~~ Boards. Approvals may be obtained at individual meetings of the KCTA and CCTA or at a joint meeting. The KCTA and CCTA have been meeting jointly since July 2017 and will continue to meet ~~in a joint meeting~~ jointly for the term of ~~the agreement. The~~ this Agreement. When possible, the order of approval, ~~when possible,~~ will be the KCTA Board first and the CCTA Board final. If ~~in the event that the~~ KCTA does not have a Board quorum and is unable to ~~provide approval to~~ approve a time-sensitive action that will have a significant impact ~~to on~~ direct service to the community, the CCTA Board may take unilateral action.

- ~~a-a.~~ Entering into, amending, extending, or terminating ~~of~~ the contract for provision of the Metro County Connect Service, which is currently with First Student, LLC.
- ~~b-b.~~ Making any adjustments to the fare/fee structure for the MC and ~~the~~ MS programs.
 - i. Fares involving the ADA service area for MC are linked with the fixed-route bus base fare.
 - ~~ii-and-ii.~~ MC fares outside the ADA service area ~~could~~ may be adjusted independently of ~~fixed-route~~ fixed route fares.

- ~~e-c.~~ Establishing and/or revising ~~Joint Committees~~joint committees of the CCTA and KCTA. The CCTA and KCTA intend to have a joint committee structure for the term of ~~the agreement~~this Agreement.
- d. Recommendations to the Kalamazoo County Board of Commissioners for adjustments to the boundaries of the CCTA.
- e. Review and adoption of the Public Transit Human Services Plan (PTHS) as updates are required or deemed necessary.
- f. Items pertaining to the Local Advisory Committee (LAC) that include:
 - i. Revisions to LAC Articles or Bylaws.
 - ii. LAC member appointments.
 - iii. Changes to policy for the MC and/or MS program that are recommended by the LAC and require Board approval.

5. KCTA Involvement Required. KCTA is to be engaged in the following areas regarding the operation of the public transit system:

- a. Establishing the strategic direction of public transit service in Kalamazoo County.
 - i. The KCTA and CCTA jointly will review, at least annually, strategic plans for the future of public transit in Kalamazoo County.
- b. Monitoring and evaluating MC and MS services.
- c. Evaluating the Executive Director.
- ~~d. Reviewd.~~ Reviewing the CCTA Annual Audit.

6. Transit System Budget.

- ~~a-a.~~ The Metro Planning and Development Committee, made up of members of both the KCTA and CCTA ~~to~~ will review the CCTA's annual public transit system operating and capital budgets for areas involving the MC and MS programs prior to CCTA budget adoption.
- ~~b-b.~~ A key source of revenue for the system is the KCTA countywide millage. The recommended millage levy ~~that is~~ included as part of the budget adoption will be presented to, reviewed by, and concurred in by the KCTA prior to CCTA budget adoption.
- ~~e-c.~~ The KCTA shall levy the millage amount approved in the CCTA budget unless ~~a change is mutually agreed by~~ the CCTA and KCTA mutually agree to a change between the time of CCTA approval of the budget ~~(in September of each year)~~ and KCTA approval of a resolution to levy the KCTA millage ~~(by May of each year)~~.

7. **Term.** This ~~agreement~~Agreement is effective ~~on~~from October 1, 2026, through September 30, 2030. The ~~agreement~~Agreement may ~~only~~ be amended or extended only with the approval of both the KCTA and CCTA Boards.

8. **Indemnification.** CCTA shall indemnify, defend, and hold harmless KCTA from and against any and all obligations, liabilities, claims, proceedings, fees, expenses, costs, including reasonable attorneys' fees and expenses, and taxes to the extent arising out of or relating to any Claim against KCTA that results directly or indirectly from: (a) any breach of any representation or warranty; (b) the operation of KCTA; or (c) any negligent or willful act or omission of the Parties, Metro, or their employees, agents, or representatives.

For purposes of this section, "Claim" means any claim, demand, action, or other proceeding brought by a third party.

9. **Severability.** Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. If any portion of this Agreement is declared invalid for any reason in any jurisdiction, such declaration shall have no effect upon the remaining portions of this Agreement, which shall continue in full force and effect as if this Agreement had been executed with the invalid portions deleted.

10. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

11. **Rights of Parties.** Nothing expressed or implied in this Agreement is intended or will be construed to confer upon or give any person or entity, other than the Parties and their respective affiliates, any rights or remedies under or by reason of this Agreement or any of the transactions contemplated hereby.

12. **Reservation of Rights.** Either Party's waiver of any of its rights or remedies afforded hereunder or at law is without prejudice and shall not operate to waive any other rights or remedies which that Party shall have available to it, nor shall such waiver operate to waive any Party's rights or remedies due to a future breach, whether of a similar or different nature.

13. **Amendments.** This Agreement shall not be amended or modified except in a writing signed by the Parties.

14. **Successors and Assignment.** This Agreement and all of the provisions hereof shall be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns; and neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned by either Party without the prior written consent of the other Party.

15. **Integration.** This Agreement and the documents referred to herein contain the entire agreement between the Parties and supersede any prior understandings, agreements or representations by or between the Parties, written or oral, which may have related to the subject matter hereof in any way.

16. **Notices.** All notices, demands and other communications given or delivered under this Agreement shall be in writing and shall be deemed to have been given when personally delivered,

mailed by first class mail, return receipt requested, or delivered by overnight courier service or by email (confirmed receipt). Notices, demands, and communications to a Party shall, unless another address is specified in writing, be sent to the last known address or email address of such Party.

Central County Transportation Authority

Dated: _____, ~~2020~~
2026 By _____
Curtis Aardema
Its _____
Chairperson

Dated: _____, ~~2020~~
2026 By _____
Sean P. McBride
Its _____
Executive Director

Kalamazoo County Transportation Authority

Dated: _____, ~~2020~~
2026 By _____
Curtis Aardema
Its _____
Chairperson

Dated: _____, ~~2020~~
2026 By _____
Sean P. McBride
Its _____
Executive Director

DRAFT

CCTA and KCTA Operating Agreement for the period of October 1, 2026 through September 30, 2030

**Central County Transportation
Authority (“CCTA”)**
530 North Rose Street
Kalamazoo, Michigan 49007

**Kalamazoo County Transportation
Authority
 (“KCTA”)**
530 North Rose Street
Kalamazoo, Michigan 49007

CCTA and KCTA agree:

1. Acknowledged Facts.

- a. The CCTA began providing regional public transit operations on October 1, 2016, pursuant to the Comprehensive Transition Agreement that was approved in October 2015, by the CCTA, KCTA, Kalamazoo Transit Authority and the City of Kalamazoo; and
- b. Public transportation in Kalamazoo County is funded through a variety of sources that include State of Michigan grants, Federal grants through the Federal Transit Administration (FTA), fares, other operating revenues and two locally funded voter approved property tax millages; and
- c. The KCTA was formed in 2005 under Public Act 196 of 1986, as amended (“Act 196”) and currently levies a voter-approved millage of 0.36 mills that begins in 2027 and expires in 2033 ; and
- d. The KCTA boundary includes all of Kalamazoo County; and
- e. The KCTA millage funds the countywide -Metro Connect (MC) demand/response service and other specialized services like the Metro Share (MS) program; and
- f. The Kalamazoo County Board of Commissioners created the Central County Transportation Authority (CCTA) in 2014, a public transportation authority also formed under Act 196, and CCTA residents voted in 2025 a millage of up to 1.10 mills to be levied beginning in 2026 and expiring in 2030; and
- g. Jurisdictions within the boundaries of the CCTA, for the period of 2026 through 2030, include the City of Kalamazoo, City of Parchment, City of Portage, Charter Township of Comstock, Charter Township of Kalamazoo, and Charter Township of Oshtemo including voting precincts 3, 4, 5, 6, 7, 8 and 9, and
- h. The CCTA has service agreements with Texas Township and Kalamazoo Valley Community College, and Western Michigan University, and

i. The millage the CCTA levies funds the urban fixed-route bus service and Metro Link, and

j. This is the ~~fourth~~ CCTA and KCTA Operating Agreement. The first agreement covered October 1, 2016 through September 30, 2017 and the second agreement covered October 1, 2017 through September 30, 2020, the third agreement covered October 1, 2020 through September 30, 2023 and the fourth agreement October 1, 2023 through September 30, 2026.

2. **Transfer and Use of Millage.** KCTA will continue to transfer to CCTA all of KCTA's millage receipts promptly upon receipt. CCTA will use these receipts to operate its public transit system according to CCTA's operating budget. CCTA will continue to operate the public transit system in Kalamazoo County during the period covered by this Agreement.

3. **CCTA Will Provide.**

a. Staff and other resources to meet governance and operational needs of the KCTA.

b. Monthly reports detailing service measures for the MC and MS programs.

c. Accounting of system expenses that are incurred to provide MC and MS services. This information will be provided to the KCTA in regular financial reports.

d. Staff who manage the MC and MS programs will provide service updates at Board meetings on an as needed basis.

4. **Joint CCTA and KCTA Approval Required.** The following matters require approval of both the KCTA and CCTA Boards. The KCTA and CCTA have been meeting jointly since July 2017 and will continue to meet jointly meeting for the term of this Agreement. When possible, the order of approval will be the KCTA Board first and the CCTA Board final. If the KCTA Board does not have a Board quorum and is unable approve a time-sensitive action that will have a significant impact the CCTA Board may take unilateral action.

a. Entering into, amending, extending or terminating the contract for provision of the Metro County Connect Service, which is currently with ~~First Student~~, LLC.

b. Making any adjustments to the fare/fee structure for the MC and MS programs.

i. Fares involving the ADA service area for ~~MC~~ are linked with the fixed-route bus base fare.

ii. MC fares outside the ADA service area may be adjusted independently of fixed-route fares.

c. Establishing and/or revising joint ~~committees~~ of the CCTA and KCTA. The CCTA and KCTA intend to have a joint committee structure for the term of this Agreement.

- d. Recommendations to the Kalamazoo County Board of Commissioners for adjustments to the boundaries of the CCTA.
 - e. Review and adoption of the Public Transit Human Services Plan (PTHS) as updates are required or deemed necessary.
 - f. Items pertaining to the Local Advisory Committee (LAC) that include:
 - i. Revisions to LAC Articles or Bylaws.
 - ii. LAC member appointments.
 - iii. Changes to policy for the MC and/or MS program that are recommended by the LAC and require Board approval.
5. **KCTA Involvement Required.** KCTA is to be engaged in the following areas regarding the operation of the public transit system:
- a. Establishing the strategic direction of public transit service in Kalamazoo County.
 - i. The KCTA and CCTA jointly will review, at least annually, strategic plans for the future of public transit in Kalamazoo County.
 - b. Monitoring and evaluating -MC and -MS services.
 - c. Evaluating the Executive Director.
 - d. Reviewing the CCTA Annual Audit.
6. **Transit System Budget.**
- a. The Metro Planning and Development Committee, made up of members of both the KCTA and CCTA will review the CCTA's annual public transit system operating and capital budgets for areas involving the MC and MS programs prior to CCTA budget adoption.
 - b. A key source of revenue for the system is the KCTA countywide millage. The recommended millage levy included as part of the budget adoption will be presented to, reviewed by and concurred by the KCTA as part of CCTA budget adoption.
 - c. The KCTA shall levy the millage amount approved in the CCTA budget unless agreed by the CCTA and KCTA between the time of CCTA approval of the budget in September of each year and KCTA approval of a resolution to levy the KCTA millage by May of each year.
7. **Term.** This agreement is effective from October 1, 2026 through September 30, 2030. This Agreement may be amended or extended only with the approval of both the KCTA and CCTA Boards.

8. **Indemnification.** CCTA shall indemnify, defend, and hold harmless KCTA from and against any and all obligations, liabilities, claims, proceedings, fees, expenses, costs, including reasonable attorneys' fees and expenses, and taxes to the extent arising out of or relating to any Claim against KCTA that results directly or indirectly from: (a) any breach of any representation or warranty; (b) the operation of KCTA; or (c) any negligent or willful act or omission of the Parties, Metro, or their employees, agents, or representatives.

For purposes of this section, "Claim" means any claim, demand, action, or other proceeding brought by a third party.

9. **Severability.** Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. If any portion of this Agreement is declared invalid for any reason in any jurisdiction, such declaration shall have no effect upon the remaining portions of this Agreement, which shall continue in full force and effect as if this Agreement had been executed with the invalid portions deleted.

10. **Counterparts.** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, and all of which shall constitute one and the same instrument.

11. **Rights of Parties.** Nothing expressed or implied in this Agreement is intended or will be construed to confer upon or give any person or entity, other than the Parties and their respective affiliates, any rights or remedies under or by reason of this Agreement or any of the transactions contemplated hereby.

12. **Reservation of Rights.** Either Party's waiver of any of its rights or remedies afforded hereunder or at law is without prejudice and shall not operate to waive any other rights or remedies which that Party shall have available to it, nor shall such waiver operate to waive any Party's rights or remedies due to a future breach, whether of a similar or different nature.

13. **Amendments.** This Agreement shall not be amended or modified except in a writing signed by the Parties.

14. **Successors and Assignment.** This Agreement and all of the provisions hereof shall be binding upon and inure to the benefit of the Parties and their respective successors and permitted assigns; and neither this Agreement nor any of the rights, interests or obligations hereunder may be assigned by either Party without the prior written consent of the other Party.

15. **Integration.** This Agreement and the documents referred to herein contain the entire agreement between the Parties and supersede any prior understandings, agreements or representations by or between the Parties, written or oral, which may have related to the subject matter hereof in any way.

16. **Notices.** All notices, demands and other communications given or delivered under this Agreement shall be in writing and shall be deemed to have been given when personally delivered, mailed by first class mail, return receipt requested, or delivered by overnight courier service or by email (confirmed receipt). Notices, demands, and communications to a Party shall, unless another address is specified in writing, be sent to the last known address or email address of such Party.

Central County Transportation Authority

Dated: _____, 2026

By _____
Curtis Aardema
Its _____
Chairperson

Dated: _____, 2026

By _____
Sean P. McBride
Its _____
Chief Executive Officer

Kalamazoo County Transportation Authority

Dated: _____, 2026

By _____
Curtis Aardema
Its _____
Chairperson

Dated: _____, 2026

By _____
Sean P. McBride
Its _____
Chief Executive Officer



Connecting People Throughout
Kalamazoo County

Agenda Item # 8.a.2 Meeting Date 08/10/26
--

TO: CCTA and KCTA Boards
FROM: Sean P. McBride, Chief Executive Officer
DATE: August 4, 2026
SUBJECT: Consideration to Approve the Transit Service Agreement between Texas Township, Kalamazoo Valley Community College and the CCTA

BACKGROUND

Metro has a Service Agreement with the Charter Township of Texas Township and Kalamazoo Valley Community College that that needs to be renewed for the next term of the CCTA Millage which is through 2031. The service is designed to continue fixed-route bus service to Texas Township and KVCC. Specifically, utilizing Route 11 – Stadium Drive to cover 9th Street, the KVCC Main Campus and the Groves Complex in Texas Township. In addition, the updated agreement will also provide Metro Link service, which is included in the West Zone.

This agreement is necessary because Texas Township is not included within the boundaries of the CCTA. KCTA/CCTA Policy 3.01 Fixed-Route Bus Service to Areas Outside CCTS Boundaries, allows for a service agreement with KVCC because it is a key regional educational asset. This is one of the limited exceptions for service outside the CCTA boundaries. The policy also states that the service fee will be equal to the amount that would have been collected by the millage within the applicable voting precinct.

DISCUSSION

Metro staff have been working with Texas Township officials and KVCC representatives to update the service agreement to continue Route 11 in Texas Township and Metro Link service. The recommended agreement is for the period of July 1, 2026 through June 30, 2031. The fee is based on the millage approved and ultimately levied within the CCTA boundaries. The millage rate for the agreement is 1.10 mills which is the rate approved by voters in November 2025. The fee is split between KVCC and Texas Township and is projected to total \$152,667 annually if the full 1.10 mills were levied. The fee for subsequent years will be adjusted by the Michigan Department of Treasury Inflation Rate Multiplier.

The rate that will be charged to KVCC and Texas Township for the first year of service will be based on the 1.05 mills that will be levied for the upcoming year and will total \$145,797. The CCTA levy amount was approved at the April Board Meeting.

This updated agreement has been approved by Texas Township Board and KVCC Administration. Also, I would like to note the positive and cooperative working relationship between Texas Township, KVCC and CCTA officials.

RECOMMENDATION

It is recommended CCTA Board authorization for the Chief Executive Officer to execute the Transit Service Agreement between Texas Township, Kalamazoo Valley Community College and the CCTA through June 30, 2031.

Attachments:

1. Transit Service Agreement

Transit Service Agreement

**Central County Transportation
Authority ("CCTA")**
530 North Rose Street
Kalamazoo, Michigan 49007
Attn: Sean McBride, Chief Executive
Officer

**Charter Township of Texas Township
("Texas Township")**
7110 West Q Avenue
Kalamazoo, Michigan 49009
Attn: Josh Owens, Superintendent

**Kalamazoo Valley Community College
("Kalamazoo Valley")**
6767 West O Avenue
Texas Township, Michigan 49009
Attn: Dannie Alexander, Vice President
for Campus Planning and Operations

CCTA, Texas Township, and Kalamazoo Valley agree as follows in exchange for good and valuable consideration, the sufficiency of which is hereby acknowledged:

1. Acknowledged Facts.

a. The Central County Transportation Authority currently provides regional public transit services to Texas Township and Kalamazoo Valley's Texas Township Campus, located at 6767 West O Avenue, Texas Township, Michigan 49009.

b. CCTA's public transit operations is funded in part by a 1.10 millage that was approved by voters residing in CCTA's designated district boundaries. The approved millage will be levied beginning July 2026. Texas Township and Kalamazoo Valley's Main Campus are outside of CCTA's designated district boundaries and are therefore not subject to the millage.

c. Texas Township and Kalamazoo Valley wish to continue receiving fixed route bus service and are therefore willing to share responsibility for payment to CCTA for the fixed-route bus service and Metro Link service as described below.

d. Without this Agreement, fixed route bus service on Route 11 – Stadium will not serve Texas Township or Kalamazoo Valley's Main Campus beginning August 31, 2026. Metro Link service in the West Zone that serves Texas Township/KALAMAZOO VALLEY would also be stopped on August 31, 2026.

2. Transit Service to be Provided.

a. **Fixed-Route Service.** CCTA will provide fixed-route service to Texas Township and Kalamazoo Valley facilities as currently provided on Route 11 – Stadium (the "Fixed Route Service"). A map and schedule of the Fixed Route Service is attached as Exhibit A. CCTA will notify Kalamazoo Valley and Texas Township of any changes to service hours, frequency, or route design that impacts Route 11 in Texas

Township. CCTA will have the sole discretion to adjust services to meet overall system needs and objectives. CCTA will set passenger fares consistent with fares charged for other fixed-route service.

b. **Metro Link.** Metro Link is an on-demand public rideshare service that operates in three distinct zones. Parts of Texas Township and the Kalamazoo Valley campuses are served by Metro Link in the West Zone. Metro Link fares are the same as the fixed-route service.

c. **Fee for Services.** The fee for the Fixed-Route Service ("Service Fee"), based on the voter approved 1.10 mills. for the period of July 1, 2026 through June 30, 2027 1.05 mills will be levied and will total \$145,797 and will be shared between Texas Township and Kalamazoo Valley. Texas Township will pay 27% of the Service Fee, or \$39,365, and Kalamazoo Valley will pay 73%, or \$106,430, for this period. The full-service fee for this period, if 1.10 mills were levied would total \$152,667.

i. Beginning July 1, 2027, and on each July 1 thereafter, CCTA may annually adjust the Service Fee, but shall not have any authority to adjust the ratio of the Service Fee shared between and paid by Texas Township and Kalamazoo Valley. Annual increases to the Service Fee, if any, shall be limited as follows:

1) the increase shall not exceed the lesser of the most recently reported Inflation Rate Multiplier as reported annually by the State of Michigan Department of Treasury; and

2) if the CCTA levies less than 1.10 mills within the CCTA boundaries, the annual Service Fee increase permitted by subparagraph (1) above will be reduced by the percentage actually levied less than 1.10 mills. For clarification, if the CCTA levies 1.05 mills (4.5% less than 1.10 mills), the Service Fee will be reduced by 4.5% after calculating any increase caused by the Inflation Rate Multiplier adjustment in subparagraph (1) above. The CCTA will determine the millage levy amount on an annual calendar year basis no later than May 15 of each year.

d. **Payment Terms.** Kalamazoo Valley and Texas Township will each be invoiced separately, on a quarterly basis, after the Fixed-Route Service has been provided (i.e. CCTA will invoice Kalamazoo Valley and Texas Township on October 1 for the Fixed-Route Service provided during the July through September quarter.). The first invoice will be issued on October 1, 2026.

3. **Insurance.** CCTA will maintain the same level of property damage and liability insurance covering the Fixed-Route Service that they maintain for their other transit services. Texas Township and Kalamazoo Valley will maintain their current level of property damage and liability insurance on their respective properties and operations. Each party will, upon request, provide a certificate of its insurance to the other parties.

4. **Loss Payment and Indemnification.**

a. To the extent permitted by law, each party shall defend, indemnify, and hold harmless each other party and its officers, directors, employees, agents, and other affiliates, from and against any and all damages, costs, liability, and expense, whatsoever (including attorneys' fees and related disbursements) arising directly or indirectly from the indemnifying party's breach (or breach by any of the indemnifying party's employees or other agents) of this Agreement, including without limitation all claims relating to the injury or death of any person or damage to any property.

b. **Notice.** A party claiming a loss or right to indemnification must promptly give written notice of that claim to the indemnifying party as soon as reasonably possible. The indemnifying party need not pay any loss to the extent that failure to give prompt notice materially adversely affects its ability to defend against the claim. The indemnifying party has the exclusive right to defend or settle the claim.

5. **Term and Early Termination.**

a. **Term.** This Agreement is effective beginning July 1, 2026 and expires on June 30, 2031.

b. **Early Termination.** The CCTA may jointly terminate this Agreement before the term expiration date, and Texas Township and Kalamazoo Valley may jointly do the same, by providing at least 90 days advance written notice of termination to the other parties, subject to the remainder of this subparagraph. If CCTA breaches this Agreement, then the Agreement may be terminated early only if Kalamazoo Valley and Texas Township agree. If Kalamazoo Valley or Texas Township breaches this Agreement, then the Agreement may be terminated early only by the CCTA.

6. **Default and Remedies.** A party is in default only if it fails to perform an obligation within 15 days after receiving written notice of default from one or both of the other parties. Upon a default, the innocent parties have all available remedies, including the right to terminate this Agreement to the extent permitted under section 5b.

7. **General.**

a. **Notice.** Any notice, consent or approval required or permitted to be given under this Agreement shall be:

- i. in writing;
- ii. addressed to the recipient at the address of the recipient set forth on this Agreement's first page, or to such other address as that party may hereafter designate in writing to the other party; and
- iii. deemed to have been received upon (i) personal delivery, (ii) one business day after being deposited with Federal Express or another reliable, nationally-recognized overnight courier service for next day delivery or transmission, or (iii) two business days after being deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required.

8. **Several Liability.** Texas Township and Kalamazoo Valley are severally responsible for their respective obligations under this Agreement.

9. **Assignment.** No party may assign its rights under this Agreement.

10. **No Waiver.** The failure to exercise, or delay in exercising, any power or right under this Agreement shall not operate as a waiver, nor shall any single or partial exercise of any such right or power preclude any other or further exercise thereof or the exercise of remedies otherwise available in equity or at law.

11. **Entire Understanding; Modification.** This Agreement sets forth the entire understanding between the parties with respect to the subject matter of this Agreement, and supersedes any other undertakings and agreements, whether oral or in writing, previously entered into by them with respect to the subject matter of this Agreement.

12. **Severability of Provisions.** Each provision in this Agreement is separate. If any provisions of this Agreement are ever held by a court to be unenforceable or invalid, the balance of this Agreement shall not be affected and shall remain enforceable.

13. **Governing Law.** This Agreement shall be governed by the laws of the State of Michigan.

Central County Transportation Authority

Dated: _____, 2026

By _____
Sean McBride
Chief Executive Officer

Texas Township

Dated: July 22, 2026

By [Signature]
Its Vice President for
Campus Planning & Operations

Kalamazoo Valley Community College

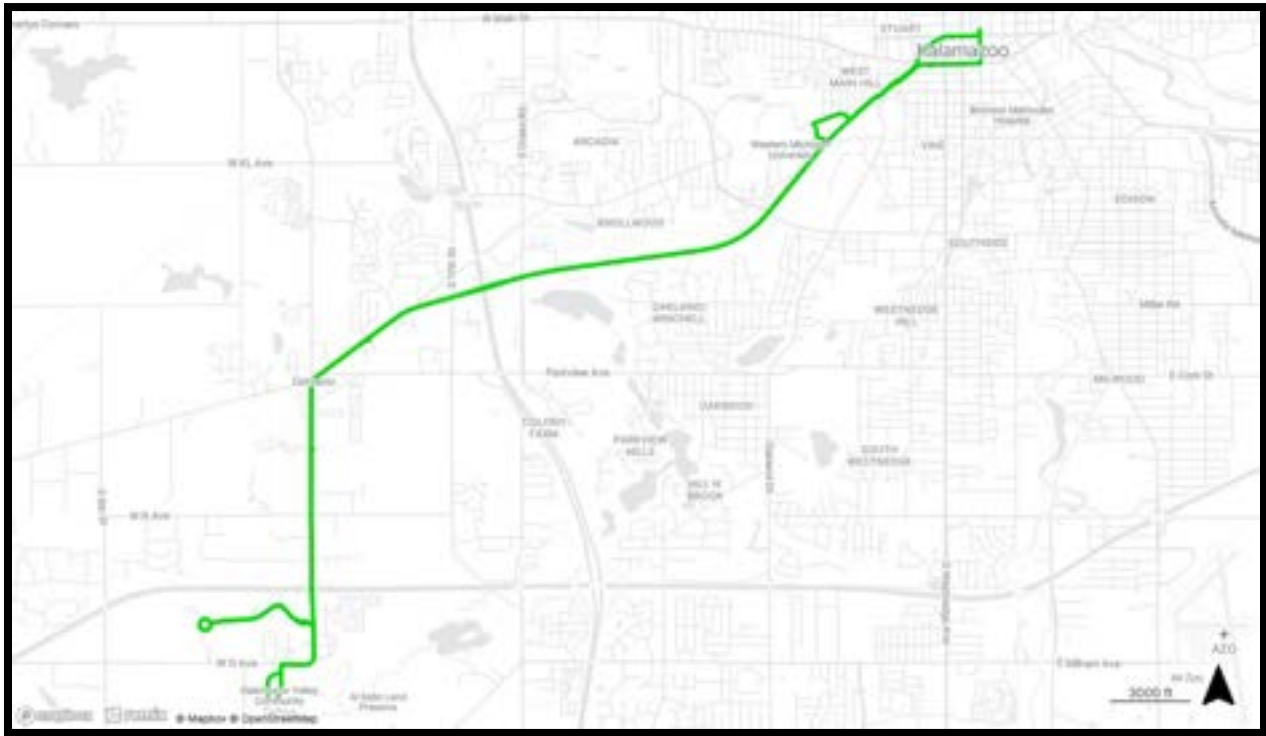
Dated: _____, 2026

By _____
Its _____

Exhibit A	Map and Route Schedule for August 31, 2026
Exhibit B	Metro Link Brochure
Exhibit C	Metro Link West Zone Service Map

Stadium Drive Route Map and Schedule- effective August 31, 2026

Service to include KVCC at The Groves



Route 11 Stadium

Effective August 31, 2026

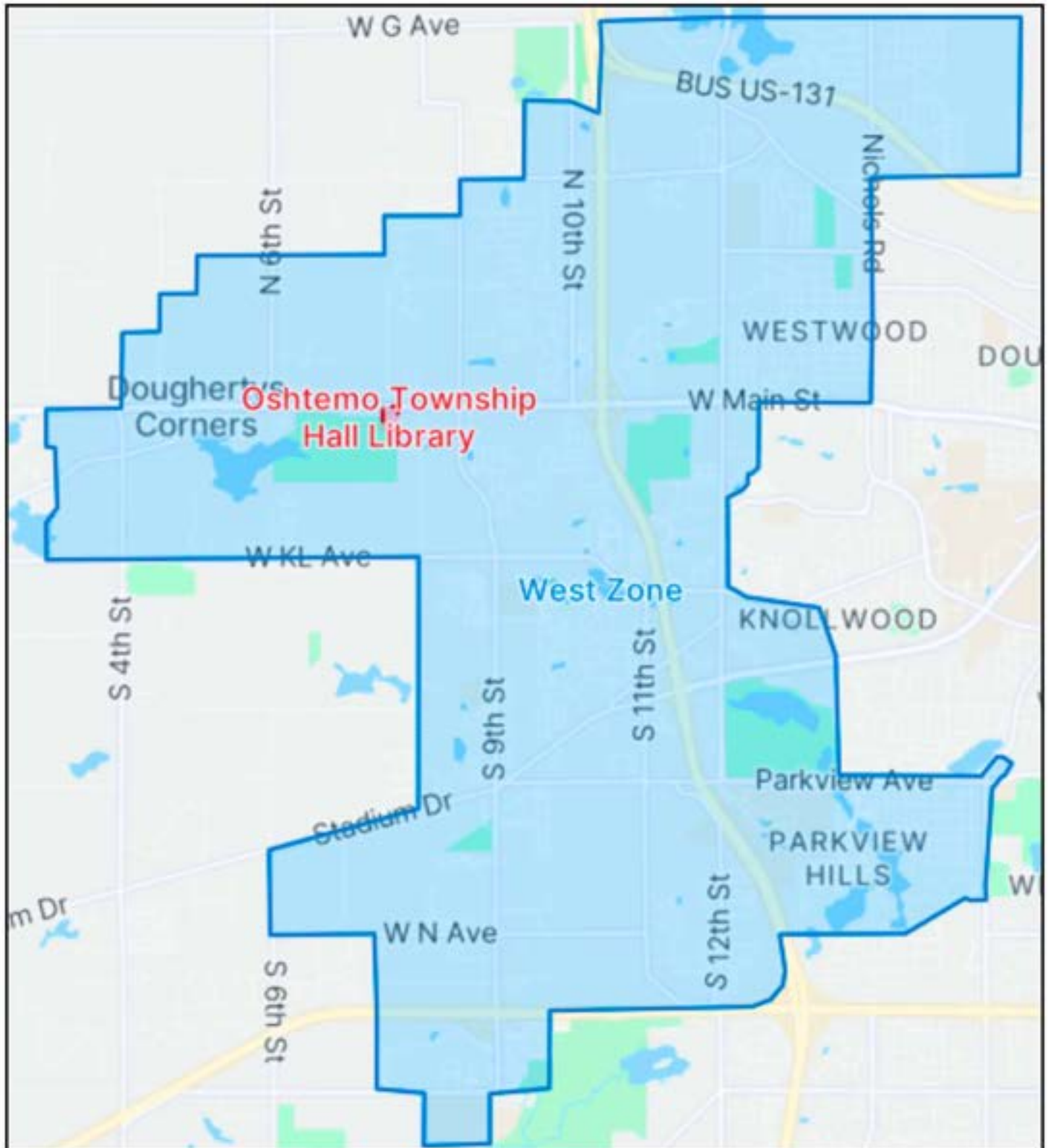
	Transit Center Rose St Bay 1 Stop 1004	WMU & W. Mich Stop 432	Stadium and 11th Stop 438	Kalamazoo Valley Comm College Stop 461	Stadium Apartments Stop 465	The Groves	Transit Center Rose St Bay 1 Stop 1004
Monday - Friday (1/2 hour service 6:45a-6:38p)							
Monday - Friday	6:15a	6:18a	6:27a	6:45a	6:54a		7:08a
	6:45a		6:57a	7:15a	7:24a	7:03a	7:38a
	7:15a	7:18a	7:27a	7:45a	7:54a		8:08a
	7:45a		7:57a	8:15a	8:24a	8:03a	8:38a
	8:15a	8:18a	8:27a	8:45a	8:54a		9:08a
	8:45a		8:57a	9:15a	9:24a	9:03a	9:38a
	9:15a	9:18a	9:27a	9:45a	9:54a		10:08a
	9:45a		9:57a	10:15a	10:24a	10:03a	10:38a
	10:15	10:18a	10:27a	10:45a	10:54a		11:08a
	10:45a		10:57a	11:15a	11:24a	11:03a	11:38a
	11:15a	11:18a	11:27a	11:45a	11:54a		12:08p
	11:45a		11:57a	12:15p	12:24p	12:03p	12:38p
	12:15p	12:18p	12:27p	12:45p	12:54p		1:08p
	12:45p		12:57p	1:15p	1:24p	1:03p	1:38p
	1:15p	1:18p	1:27p	1:45p	1:54p		2:08p
	1:45p		1:57p	2:15p	2:24p	2:03p	2:38p
	2:15p	2:18p	2:27p	2:45p	2:54p		3:08p
	2:45p		2:57p	3:15p	3:24p	3:03p	3:38p
	3:15p	3:18p	3:27p	3:45p	3:54p		4:08p
	3:45p		3:57p	4:15p	4:24p	4:03p	4:38p
	4:15p	4:18p	4:27p	4:45p	4:54p		5:08p
	4:45p		4:57p	5:15p	5:24p	5:03p	5:38p
	5:15p	5:18p	5:27p	5:45p	5:54p		6:08p
	5:45p		5:57p	6:15p	6:24p	6:03p	6:38p
	6:15p	6:18p	6:27p	6:45p	6:54p		7:08p
	7:15p	7:18p	7:27p	7:45p	7:54p		8:08p
	8:15p	8:18p	8:27p	8:45p	8:54p		9:08p
	9:15p	9:18p	9:27p	9:45p	9:54p		10:08p
Saturday and Sunday (Hourly Service)							
Sat	6:15a	6:18a	6:27a	6:45a	6:54a		7:08a
Sat	7:15a	7:18a	7:27a	7:45a	7:54a		8:08a
Sat	8:15a	8:18a	8:27a	8:45a	8:54a		9:08a
Saturday & Sunday	9:15a	9:18a	9:27a	9:45a	9:54a		10:08a
	10:15a	10:18a	10:27a	10:45a	10:54a		11:08a
	11:15a	11:18a	11:27a	11:45a	11:54a		12:08p
	12:15p	12:18p	12:27p	12:45p	12:54p		1:08p
	1:15p	1:18p	1:27p	1:45p	1:54p		2:08p
	2:15p	2:18p	2:27p	2:45p	2:54p		3:08p
	3:15p	3:18p	3:27p	3:45p	3:54p		4:08p
	4:15p	4:18p	4:27p	4:45p	4:54p		5:08p
Sat	5:15p	5:18p	5:27p	5:45p	5:54p		6:08p
Sat	6:15p	6:18p	6:27p	6:45p	6:54p		7:08p
Sat	7:15p	7:18p	7:27p	7:45p	7:54p		8:08p
Sat	8:15p	8:18p	8:27p	8:45p	8:54p		9:08p
Sat	9:15p	9:18p	9:27p	9:45p	9:54p		10:08p



Metro Link

West Zone Service Map

Dated July 1, 2026



West Zone - On Demand Metro Link rideshare services area

How to book a ride

1. Create an account

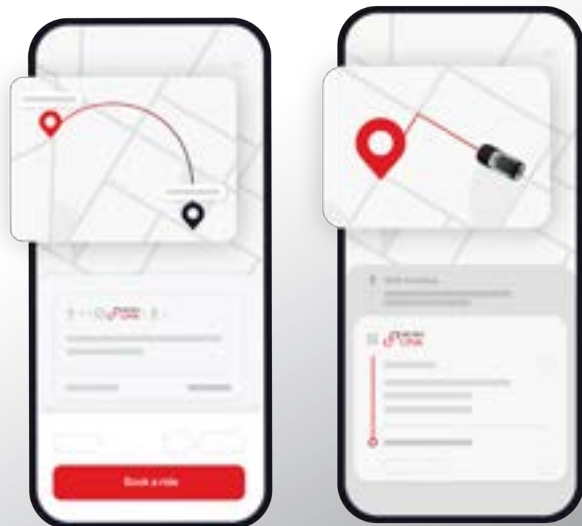
Download the Metro Link app from the App Store or Google Play Store and follow the simple signup steps.

2. Book a ride

Enter your pickup and dropoff addresses, choose the ride that works best for you and tap Book This Ride.

3. Meet your driver

Check the app to see where to meet your driver. The meetup spot might be a short walk from where you are, but your designated pickup point helps cut down on detours to get you to your destination faster!



Published February 2026

Download the App



Visit the Website

city.ridewithvia.com/metrolink

Need Metro Link Assistance?

(269) 388 - 6373



Metro is the provider of public transportation services to all of Kalamazoo County. For more information on other Metro services, please contact us.

 (269) 337 - 8222

 kmetro.com

**530 N. Rose Street
Kalamazoo, MI 49007**



Metro Bus & Metro Link Service Area

What is Metro Link?

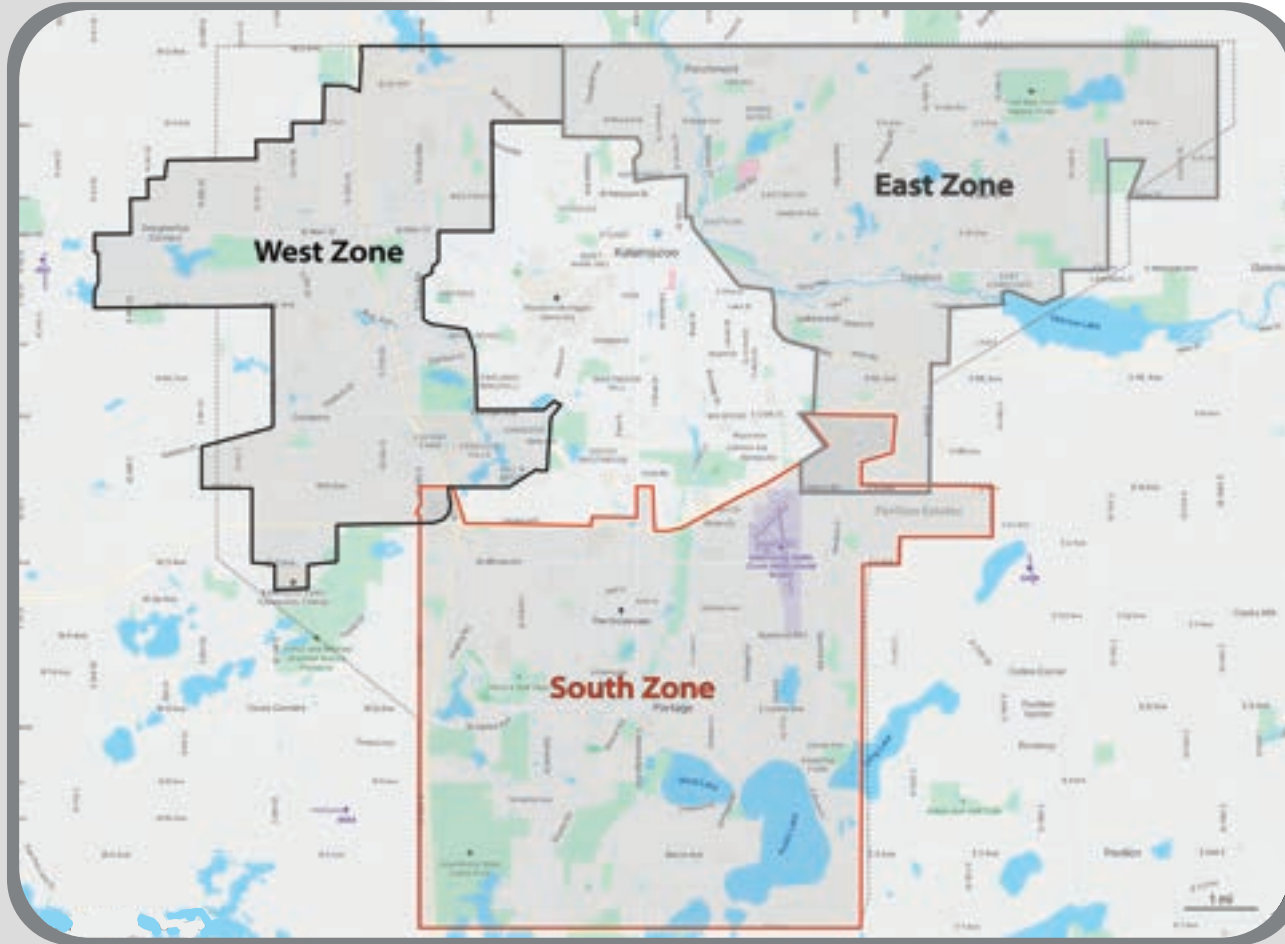
It's an on-demand public rideshare service that gets you around using a simple app. The app also shows you the all best Metro options at any given time.

What Does Rideshare Mean?

Other passengers headed in the same direction may be picked up and dropped off during your trip. This keeps the service fast and affordable!

Why Do I Have to Walk to Meet My Driver?

To cut down on detours and shorten the journey, you'll meet your driver at a convenient pickup point.



How Does the App Work?

Tell us where you're going and the app will show you the best travel option available to get you to your destination whether that's a bus, Metro Link or a combination trip.

How Do I Pay for My Ride?

When you create your account, you can add a debit card, credit card or Token Transit to be charged in the app. Transfers to and from the bus routes are free. Metro Link is cashless.

Can I Book a Ride in Advance?

Metro Link is an on-demand service, so you should book your ride a few minutes before you're ready to go.

Are Wheelchair Accessible Vehicles (WAV) Available?

Yes — if you need a WAV, please contact Metro at 269-337-8222 to complete a one-time application. Any ride you book in the future will automatically be assigned to a WAV.

How Much Do Rides Cost?

- General | \$1.50
- Children 5-years and under | \$0.75
- Senior 62+ | \$0.75
- Individuals with a disability | \$0.75

Reduced fare requires an application

When Can I Ride?

Monday-Saturday | 6am - 10:15pm
Sunday | 9am - 5:15pm

Download the App!

Create an account to book, pay & ride





AGENDA and MEETING NOTES

Board Operations Committee

June 25, 2026 at 2:00 PM

Microsoft Teams Virtual Meeting

Members: Curtis Aardema, James Ayers, Dusty Farmer, Aditya Rama

Absent: Chris Burns, Lisa Mackie

Staff: Sean McBride, Barbara Blissett

1. Review CCTA/KCTA August 10, 2026 Meeting Agenda

Notes:

- The Committee reviewed the August 10th meeting agenda.
- CEO McBride commented at the August Board meeting there would be a presentation on Safety and Security
- CEO McBride stated that there would be a presentation at the August meeting on updates to Metro Connect software that will enable direct scheduling requests for rides

2. Review Committee Activities

Notes:

- CEO McBride noted that the CCTA/KCTA Operating Agreement was coming up for renewal on September 30th. He said it would be placed on the next Board Operations Committee agenda with markups. It will be discussed by the Board in August and approval in September
- The Committee agreed that the CEO's evaluation be conducted with the same process as last year by gathering recommendations from each committee
- The Committee discussed updates to the KVCC/Texas Township Service Agreement

3. Other Items

Notes:

- The Committee discussed scheduling options available and determined to hold them prior to the KATS meeting at 8 am. This will enable the Committee to meet in-person
- Chair Aardema noted he had been asked to sign a letter of support for a grant application from the Michigan Department of Transportation (MDOT) for infrastructure projects fund grant. He commented that Metro has been very successful in acquiring grant money in the past and looked forward to it continuing
- CEO McBride provided updates on organizational staffing

The meeting adjourned at 2:51 pm



AGENDA and MEETING NOTES

Board Operations Committee

July 29, 2026 at 8 AM

In-Person Meeting

Members: Curtis Aardema, Aditya Rama

Absent: Chris Burns, Dusty Farmer Lisa Mackie

Staff: Sean McBride, Barbara Blissett

1. Review CCTA/KCTA August 10, 2026 Meeting Agenda

Notes:

- The Committee reviewed the August 10th meeting agenda.
- CEO McBride commented at the August Board meeting there would be a presentation on Safety and Security with Safety and Security Manager Jason Emig and KDPS Sargent Fidel Mireles
- CEO McBride stated On-Demand Manager Richard Congdon would be presenting at the August meeting on updates to Metro Connect software that will enable direct scheduling requests for rides

2. Review Committee Activities

Notes:

- Committee Chair Rama noted the Committee discussed how to incorporate the Key Performance Indicators (KPI). The Committee indicated it was easier to understand than the Metrics Report
- CEO McBride said the FY2027 and FY2008 Budgets would be presented at the August Board Meeting then for final approval at the September meeting
- CEO McBride reported that at the August Board meeting the CCTA/KCTA Operating Agreement would be offered for first reading and the KVCC/Texas Township Agreement would be up for renewal approval.
- The Committee agreed that the CEO's evaluation be conducted with the same process as last year by gathering recommendations from each committee at their August Committee meeting

3. Other Items

Notes:

- The Committee discussed Metro's long-term facility needs. This will be a topic at the future Board Retreat.
- The Committee agreed to again hold the August meeting in person.

The meeting adjourned at 9:47 am.



Agenda Item # 8.b.2 Meeting Date 08/10/26
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Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Committees
FROM: Sean McBride, Chief Executive Officer
DATE: July 29, 2026
SUBJECT: Chief Executive Officer Evaluation

Background

The timeline and steps for evaluating the Chief Executive Officer (CEO) includes the following:

1. 7/29/26 and 8/30/26 - Board Operations Committee reviewed and discussed CEO evaluation process.
2. **At August Committee meetings**, the Committee Chair will lead discussion reviewing CEO's progress and effectiveness of achieving goals from October 2025 through now. The committees can also provide any feedback on the upcoming year's goals. The committee chair will take notes (without other Metro staff present) and share information at BOC meetings.
3. At September and October BOC meetings, the BOC will:
 - a. Review the CEO's past year performance which will include the input of the Committees.
 - b. Establish, in coordination with Chief Executive Officer, October 2026 through September 2027 goals.
 - c. Determine Chief Executive Officer wage adjustment recommendation.
4. At the KCTA/CCTA Board meeting on October 12th the BOC will provide details on performance goals, status of past goals and future goals and wage adjustment recommendation.



Agenda Item # 9 Meeting Date 08/10/26
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Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Chief Executive Officer
Prepared by: Abigail Wright, Communications Manager
SUBJECT: Chief Executive Officer Update
DATE:

United Way Partnership

Metro is partnering with United Way South Central Michigan to provide vouchers for free rides to medical appointments for local providers as part of a \$15,000 grant. This program will use Metro Connect, Metro Link, and Metro buses to take individuals to their appointments. Medical providers will be issued payment options to give to their patients for transportation on all services. There were 77 letters sent to local providers on April 29th describing the program and how to participate. Three orientations were completed in July, for a total of 22 individuals representing 17 medical facilities. Medically provided tokens, coupons, and vouchers were distributed to the agencies for the fixed-route bus, and Metro Connect and Link. Special thanks to Richard Congdon, On-Demand Services Manager, for overseeing orientations and fielding questions.

Human Resources

Abigail Wright and Savion Fredenburgh joined Metro on August 3, 2026, as Communications and Marketing Managers, respectively. Abigail holds a Journalism degree from Syracuse University and is looking forward to connecting with the Kalamazoo community through accessible and engaging content. Savion is a recent Western Michigan University graduate with a degree in Integrated Business Administration and is eager to bring his passion for marketing and community engagement to the team.

Community Events

Recent and upcoming community events involving Metro include:

- On August 5, Metro attended the Family and Children Services Client Picnic from 5:00 – 8:00pm.
- On August 5, Chief Executive Officer Sean McBride spoke at the Kiwanis meeting at the Raddison Plaza.
- On August 8, Metro will have a vehicle at Kalamazoo County Fair's Touch a Truck Event from 10:00am – 8:00pm.
- Western Michigan University's 44th Annual Bronco Bash will be held on September 1 from 3:00pm – 6:00pm, on campus. Board members are encouraged to attend.
- KVCC Vibe Fest will take place September 15 and 16, from 11:00am – 2:00pm, at Anna Whitten Hall and Texas Township Campus, respectively.

Pilot Van Disposition Program

As a follow-up to the April CEO Report, Metro recently completed a pilot program to dispose of Ford Transit vans that have exceeded their useful life of four years and 100,000 miles to further enhance the mobility of Kalamazoo County residents. The program is designed to maximize community impact by distributing vehicles that have exceeded their useful life to public transit agencies and non-profit organizations in the county that provide maximum community impact.

Metro has a history of selling vehicles to other transit agencies in the State of Michigan. Metro now has also distributed vans to community non-profit agencies. Of the 21 vans that were available in April, eleven went to local non-profit agencies, four went to other Michigan public transit agencies in the State of Michigan, two went to the Kalamazoo Department of Public Safety, two went to an expansion of the Metro Share program, and two were scrapped for disposal. Special thanks to Rob Branch, Director of Fleet and Facilities, for managing the pilot program.

Metro Share – Youth Pilot

Metro Share services are targeted to programs that serve senior citizens and individuals with disabilities. Metro is now going to pilot a program that will also target agencies that provide services to youth. The Youth Pilot Program allows approved agencies to use vans for passenger trips at no cost to the agency, with the goal of inspiring the next generation of public transit users and reducing transportation barriers for youth attending programming outside of public schools. The program aspires to teach essential life skills that build confidence and ensure equitable access to the community. Vivian Dobbins, Program Manager, is coordinating outreach and training for eligible new agencies.



Connecting People Throughout
Kalamazoo County

Item: 10.a.1 Meeting Date 8/10/26

TO: CCTA and KCTA Boards
FROM: Sean McBride, Chief Executive Officer
PREPARED BY: Greg Vlietstra, Chief Administrative Officer
DATE: July 27, 2026
SUBJECT: Investment Policy for CCTA Pension Plan – 1st Reading

BACKGROUND

The CCTA Pension Board undertook a review of the CCTA Pension Board governance and pension board member responsibilities in 2025. The documents reviewed were the CCTA Pension Board Bylaws, the CCTA Pension Board Ethics Policy, and the CCTA Pension Board Training & Education Policy. As part of the review last year, the CCTA Pension Board suggested an investment policy to clarify that the CCTA Board of Directors and the CCTA Pension Board will utilize the City of Kalamazoo Investment Policy as the investment policy of the CCTA.

DISCUSSION

The assets of the Central County Transportation Authority (CCTA) employee retirement pension system are managed by the City of Kalamazoo Retirement Investment Committee. This arrangement is governed by the Comprehensive Transition Agreement between the City of Kalamazoo and Central County Transportation Authority (2015), the CCTA Pension Plan (Adopted in 2016, Restated in 2020), and the Support Services Agreement between the City of Kalamazoo and the CCTA (Adopted in 2016, Renewed in 2025). The purpose of this policy is to clarify that the CCTA Board of Directors and the CCTA Pension Board will utilize the City of Kalamazoo Investment Policy as the investment policy of the CCTA. A current version of the City of Kalamazoo Investment Policy is attached for reference.

As further context and background information, the City of Kalamazoo Retirement Investment Committee (RIC) City of Kalamazoo Retirement Investment Committee manages the assets of the Employee Retirement System and has full authority to invest and reinvest those assets according to the policies, strategies, and guidelines approved by the Kalamazoo City Commission. The committee meets in February, May, August, and November. Current members are: Dean Bergy, Dan DeMent, Joshua Sledge, Sandi Doctor, and Nick Griffith.

The CCTA Pension Board discussed the new investment policy at its meeting on March 12, 2026. The CCTA Pension Board recommended approval to the CCTA Board of Directors at its meeting on June 11, 2026.

RECOMMENDATION

No action at this meeting (1st reading only). The CCTA Board will be asked to vote for approval of the policy at the September 14 meeting.

ATTACHMENTS

1. Draft Investment Policy for CCTA Board of Directors



**CENTRAL COUNTY TRANSPORTATION AUTHORITY AND
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY BOARD POLICY**

SUBJECT: Investment Policy for Employee Retirement System

ADOPTED: TBD
NUMBER: 4.05

PURPOSE

The assets of the Central County Transportation Authority (CCTA) employee retirement pension system are managed by the City of Kalamazoo Retirement Investment Committee. This arrangement is governed by the Comprehensive Transition Agreement between the City of Kalamazoo and Central County Transportation Authority (2015), the CCTA Pension Plan (Adopted in 2016, Restated in 2020), and the Support Services Agreement between the City of Kalamazoo and the CCTA (Adopted in 2016, Renewed in 2025). The purpose of this policy is to clarify that the CCTA Board of Directors and the CCTA Pension Board will utilize the City of Kalamazoo Investment Policy as the investment policy of the CCTA. A current version of the City of Kalamazoo Investment Policy is attached.

POLICY STATEMENT

The CCTA Pension Board will utilize the City of Kalamazoo Investment Policy as the investment policy of the CCTA Pension Board.

PROCEDURE

The CCTA Pension Board will be responsible for reviewing the City of Kalamazoo Investment Policy and recommending any changes to the CCTA Board of Directors. This policy will remain in effect unless changed by the CCTA Board of Directors. This policy will be reviewed as needed but no longer than every five years.

APPROVAL

CCTA/KCTA Board Chair

CCTA/KCTA Clerk

CITY OF KALAMAZOO

EMPLOYEES' RETIREMENT SYSTEM INVESTMENT POLICY

(AMENDED DECEMBER 2000)

OBJECTIVE

The System's objective is to accumulate a pool of assets sufficient to meet the obligation of the City of Kalamazoo Employees' Retirement System at the lowest total cost to the City of Kalamazoo in a manner consistent with the fiduciary responsibilities of the Fund and solely in the interest of the participants and beneficiaries, all pursuant to Act 485 of Michigan Public Act of 1996 and all other applicable laws and regulations.

STRATEGY

The System's assets will be invested to achieve the maximum long-term, risk adjusted (three to four market cycles) cumulative return possible under the laws and regulations under which these assets can be invested.

The System will maintain the following disciplined asset mix:

1. A target of seventy percent (70%) of the portfolio's market value will be invested in stock with the balance invested in notes, bonds, equity real estate and short-term securities.
 - a. A target of no more than five percent (5%) of the portfolio's market value will be invested in equity real estate.
 - b. Variations from this target asset mix based on market value will be remedied in a prudent manner through the allocation of annual contributions, liquidations to meet System's needs, and or the transfer of assets between fund managers.
2. The City of Kalamazoo will seek to achieve and maintain a target-funded ratio (market value of assets as a percent of the present value of total accrued liabilities on a plan termination basis) of not less than 100%.
3. The Employees' Retirement System's Investment committee is responsible for recommending to the City Commission the investment policies/strategies and monitoring the systems serving as controls over the managers, trustees, advisors, actuaries and other fiduciaries.
4. The City Commission is responsible for approving the recommendations of the Employees' Retirement System's Investment Committee.

5. The Investment Committee of the Employees' Retirement System is responsible for the execution of the policies, strategies and the retaining of managers, advisors, trustees and other fiduciaries, as well as other necessary services pursuant to all City policies and procedures and will consult with City staff when appropriate.
6. Employees' Retirement System's Investment Committee will annually prepare a budget. The budget will be prepared in conjunction with the City's budget process and procedures and will be approved by the City Commission. Once approved, the Investment Committee, along with staff, will have responsibility for managing the expenses within the budget in accordance with all applicable City policies and procedures.
7. Minutes of all meetings will be recorded by the Secretary to the Investment Committee and distributed to all pertinent parties.
8. The Employees' Retirement System's Investment Committee will report in writing to the City Commission all findings from their due diligence visits.
9. The Employees' Retirement System's Investment Committee will issue quarterly reports to the City Commission reporting the performance of the Fund.

INVESTMENT OBJECTIVES, STRATEGIES, PERFORMANCE MEASUREMENT AND REVIEW

COMMON STOCK

Objectives:

Long-term (three to four market cycles)

To realize a long-term cumulative total rate of return (defined as income plus realized and unrealized gains and losses) equal to the average annual rate of return on U.S. Treasury Bills plus six hundred (600) basis points net of all fees and expenses.

Short-term (one to five years)

Active managers must realize a cumulative annual rate of return equal to the performance of the S&P 500 plus twenty-five (25) basis points net of all fees and expenses.

Passive managers must realize a cumulative annual rate of return equal to the Index for which they were hired, less no more than fifteen (15) basis points. Fees and expenses will be negotiated separately.

Active managers must realize a total rate of return equal to or better than each manager's commingled equity fund ("a showcase fund") where appropriate.

BONDS AND SHORT-TERM SECURITIES

Objectives:

Long-term (three to four Market Cycles)

Realize a long-term cumulative annual rate of return (defined as income plus realized and unrealized gains and losses) equal to the average annual rate of return on U.S. Treasury Bills plus two hundred seventy-five (275) basis points.

Short-term (one to five years)

Active managers must realize a cumulative annual total rate of return equal to the appropriate bond index plus ten (10) basis points net of all fees and expenses.

Passive managers must realize a cumulative annual rate of return equal to the Index for which they were hired to manage of not less than ten (10) basis points of the Index's performance. Fees and expenses will be negotiated separately.

REAL ESTATE

Objectives:

Long-term (three to four Market Cycles)

Realize a long-term cumulative rate of return (defined as income plus realized and unrealized gains and losses) equal to the average annual rate of return on U.S. Treasury Bills plus three hundred seventy-five (375) basis points net of all fees and expenses.

Short-term (one to five years)

Realize a cumulative annual total rate of return equal to or greater than that achieved by the median real estate fund as reported by the major performance measurement services.

Real Estate Managers

Real estate investment managers retained by the System may invest only in equity positions or mortgages convertible to equity positions. All invested properties must be initially approved and reappraised on a periodic basis. The appraisals will be made on a generally accepted appraisal basis. May not invest in foreign properties.

PERFORMANCE MEASUREMENT AND REVIEWS – ALL MANAGERS

The following criteria will be used to evaluate each manager's performance:

1. Achievement of the Fund's objectives.
2. Comparisons with other managers, indexes, etc.
3. Subjective observations regarding the manager's organization, professionalism, administrative skills, etc.
4. Members of the Employees' Retirement System's Investment Committee will meet with each manager not less than two (2) times each year. Normally, once at the managers' office and once in Kalamazoo.

STRATEGY FOR ALL ASSETS

1. The Kalamazoo City Commission expects each of its managers, trustees and fiduciaries to be familiar with the laws and regulations governing the investment of its assets, particularly Act 485 of Public Act of 1996, and as it may be amended from time to time, and to invest the System's assets accordingly.

Should there be any conflict or variance between the Kalamazoo City Commission's policy and said laws and regulations, then said laws and regulations will prevail.

2. The Kalamazoo City Commission expects each of its investment managers to maintain or advise the City as to any changes from style, philosophy and strategy for which it was originally selected.
3. The Kalamazoo City Commission expects each of its investment managers to maintain a fully invested position. However, the City

Commission recognizes its managers may have any amount of cash or cash equivalent from time to time.

4. Common stock managers may not invest in letter stock or make foreign investments (excluding U.S. listed foreign corporations).

BONDS AND SHORT TERM SECURITIES MANAGERS

1. May invest up to one hundred percent (100%) of the managers' portfolio in U.S. Government and Agency issues (both debentures and mortgage passthroughs). However, the investments should be diversified among a number of issues and only up to fifty percent (50%) of the manager's portfolio may be invested in Government Agency debentures.
2. May invest up to seventy percent (70%) of the managers' portfolio, in non-U.S. Government or Agency guaranteed issues. May invest up to twenty-five percent (25%) of the portfolio in direct placements, including Rule 144A securities.
3. Bonds must be graded in the top four major grades as determined by two national rating agencies approved by the State Treasurer of Michigan.
4. Commercial Paper must be, at the time of purchase, within the two highest classifications established by not less than two national rating services as determined by the State Treasurer of Michigan and mature within two hundred seventy (270) days.

USE OF DERIVATIVES

Explanation:

Derivatives consist of those financial instruments that derive their value from an external source, e.g., an interest rate benchmark, commodity benchmark, underlying mortgage pools, etc. Derivatives can be used prudently to reduce portfolio risk and enhance return, and they can also increase portfolio risk if used inappropriately.

Derivatives of moderate Risk

1. Floating rate notes
2. Planned Amortization Class (PAC) on Collateralized Mortgage Obligations (CMO)
3. Repurchase agreements

Derivatives of Extraordinary Risk

1. Inverse and range of floating rate notes
2. Interest Only (IO) and Principal Only (PO) strips
3. Support tranche CMO's
4. Structured notes
5. Issues that have potentially high sensitivity to interest rate changes or are not understood by the Investment Committee.

Requirements for Usage of Derivatives:

A majority of the members of the Investment Committee must have familiarity and confidence in the overall abilities of any professional money manager before the manager is hired for the City of Kalamazoo Employees' Retirement System.

The key to successful use of derivatives rests with

1. Rigorous modeling of the security or derivative's potential price movement in changing market conditions. From this modeling, the effective duration of the instrument can be estimated and embodied in the overall portfolio's duration.
2. Continual monitoring of such securities and daily pricing using a reliable source.
3. Derivatives with unusually high potential price volatility should be limited to a modest percentage of the portfolio.
4. Derivatives whose value is derived from non-fixed income sources, e.g., currencies or commodities, will be limited to applications which hedge an exposure to the portfolio.
5. Managers investing the City's portfolios must submit a quarterly report profiling all derivative positions, the effective durations, and the impact on total portfolio duration. This report will allow the Investment Committee to see the extent of the portfolio's exposure to various types of derivatives and the potential impact on portfolio performance.



Connecting People Throughout
Kalamazoo County

Agenda Item: #10.d Meeting Date: 08/10/26
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TO: CCTA and KCTA Boards
FROM: KCTA Board member Tim Sloan
SUBJECT: On-Demand Services Ambassador Report
DATE: August 3, 2026

As On-Demand Services Ambassador, it is my responsibility to talk to drivers and passengers to find out ways to improve the On-Demand Service system. Each month I will bring you a brief takeaway from drivers and or passengers from either Metro Connect or Metro Link. These are my personal observations or highlights from my conversations as a passenger.

Metro Connect

I would like to introduce Laura Pennell, the General Manager for First Student. She is a problem solver and all around good person. She has been with Metro Connect for a long time and has worked her way up the ladder from scheduler to dispatch to Assistant General Manager and now General Manager. Laura is the glue that holds the model together.

Metro Link

Jerry is a new driver for Metro Link and has said that he is having issues in the West Zone in the stretch of West Main between Drake Road and Meijer because it is so condensed and the GPS throws the drivers off. Drivers are sometimes sent to the wrong location. I would also like to acknowledge the Administration staff at Metro who keep the busses running and handle all the complaints. Without them none of this would work. Thank you!

RECOMMENDATION

This item is for informational purposes only.