CENTRAL COUNTY TRANSPORTATION AUTHORITY KALAMAZOO COUNTY TRANSPORTATION AUTHORITY

Joint Regular Meeting November 14, 2022

Place: Metro Administration Building, 530 N. Rose Street

Time: 11:30 A.M.

Staff Present: Sean McBride, Greg Vlietstra, Rob Branch, Keshia Woodson-Sow, Richard

Congdon, Juvar Curtis, Kathy Schultz, Annette Arkush

Others Present: John Gisler

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Jeff Breneman, Tafari Brown, Dusty

Farmer, Martin Janssen, Aditya Rama, Tim Sloan, Greg

Rosine

KCTA Members Absent: Sam Urban

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Rob Britigan, Chris Burns, Dusty Farmer,

Rod Halcomb, Martin Janssen, Garrylee McCormick, Lisa

Moaiery, Randy Thompson, Greg Rosine

CCTA Members Absent: None

A motion was made by KCTA to excuse the absence of Pearson.

Motion: Farmer Second: Britigan

Motion carried by voice vote.

2.) REQUEST FOR APPROVAL OF AGENDA/MINUTES/2023 CCTA/KCTA MEETINGS

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for November 14, 2022, and for approval of the joint CCTA/KCTA meeting minutes for October 10, 2022, and the 2023 schedule of CCTA/KCTA board meetings.

Motion: Britigan Second: Janssen

Motion carried by voice vote.

3.) PUBLIC COMMENT – John Gisler reported that the South County Commission did a Wage and Salary Study. It had not been done in twenty-seven years and found that the compensation of county employees was down on average 4.89% from the market rate.

4.) CONSIDERATION TO APPROVE APPLE BUS CONTRACT EXTENSION

Metro Connect Manager Richard Congdon presented the rationale to approve a two-year contract extension for Apple Bus (First Student) in the amount not to exceed \$10,902,132. He cited the increase in wages as they main reason for the cost increase in order to retain drivers, recruit new drivers and stay competitive. First Student, the company that is in the process of purchasing Apple Bus, has agreed to look into pilot projects such as transportation to work, micro transit and increased partnerships with neighboring counties to increase ridership. In addition, fuel costs have risen significantly.

Halcomb asked why new technology was not mentioned in the contract and if geo-tracking was being considered. Aardema asked if there will be an increase in fare cost to customers. Sloan inquired about where the funds were coming from to cover the increases. Exec. Dir. McBride stated that fare adjustments have to be looked at during a comprehensive fare study analysis of the longer-term issues. Halcomb inquired about how often the contract is evaluated.

A motion was made by KCTA and CCTA to approve a contract extension for Apple Bus.

Motion: Janssen Second: Aardema

Motion carried by a roll call vote.

Ayes: Aardema, Breneman, Brown, Farmer, Janssen, Rama, Sloan, Rosine

Nays: None Absent: Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Thompson, Rosine

Nays: None Absent: Pearson

5.) CONSIDERATION TO APPROVE PURCHASE OF VANS

Dir. Vlietstra asked the Board to approve the purchase of Fifteen Light Duty Vans for the Metro Connect Program in the amount of \$1,027,845. He explained that the current vehicles are past their useful life and purchasing now through the MIDeal Extended Purchasing Program will take advantage of the purchasing power of the State of Michigan before it expires on November 30, 2022.

Prior to the vote, Halcomb asked if there was a clause under the current contract that addresses price increases before November 30, 2022, that we would be responsible for. Britigan asked if we are comfortable with the status of our current vehicles and their ability to last until we receive the new vehicles, given we may not see delivery for almost two years.

A motion was made by KCTA and CCTA to approve the purchase of vans in the amount of \$1,027,845

Motion: Aardema Second: Janssen

Motion carried by a roll call vote.

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

Nays: None Absent: Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Thompson, Rosine

Nays: None Absent: Pearson

6.) CONSIDERATION TO APPORVE PURCHASE OF FLUIDS

Dir. of Support Services Greg Vlietstra provided an overview and requested that the board approve a one-year contract with Crystal Flash for the purchase of lubricants at a first-year amount not to exceed \$106, 965 with four optional one-year extensions.

Motion was made by KCTA and CCTA to authorize the Executive Director to execute the documents for related to this purchase.

Motion: Sloan Support: McCormick

Motion carried by a roll call vote.

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

Nays: None Absent: Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Thompson, Rosine

Nays: None Absent: Pearson

7.) EXECUTIVE DIRECTORS REPORT

Exec. Dir. McBride provided additional information on the following topics:

- Holiday Parade reminder, Saturday, November 19, 2022
- Exec. Dir. McBride received a request from the new owners of Crossroads Mall asking Metro to contribute to the cost of a new parking lot and pay an annual and perpetual maintenance fee in order to have bus service access the Mall property.
- Metro administrative and managerial staff took a one-day facilitated retreat on October 26th to focus on team building and customer service engagement. Halcomb asked what any bullet points were taken from the retreat. Exec. Dir. McBride stated that he came away with the idea that the staff had a desire to innovate and focus on process improvement in their areas of expertise and desired to be empowered to make such improvements.
- COA status A draft of the COA will be provided at the December 12 Board meeting.
 This meeting will include an in-depth discussion with Boris Pachik from Foursquare
 Integrated Transportation Planning regarding the proposed recommendations for Metro
 service in the future. Additional stakeholder meetings are planned with the consultant on
 December 12 and 13, 2022. Aardema requested they meetings be listed on Facebook
 later this week.

Included with the minutes is the summary memo and updates provided to the Boards.

8.) SUBCOMMITTEE REPORTS

Chair Rosine stated that due to time constraints, the subcommittee updates would be suspended for this month.

9.) CHAIRPERSON REPORT – None

10.) PUBLIC COMMENT – None

11.) MEMBERS TIME - None

At 12:00 P.M. the CCTA and KCTA Boards paused for a short break. At 12:15 P.M. the CCTA and KCTA Boards returned to open session.

12). METRO GOVERNANCE STEERING COMMITTEE PRESENTATION ON GOVERNANCE FINE-TUNING INITIATIVE ACTION REPORT

The Governance Fine-tuning Initiative Steering Committee (Rosine, Farmer, Breneman, Rama, Brown and Aardema) delivered a presentation that introduced enhancements to the CCTA/KCTA Governance Structure and Policies. Attached to the Action Report provided, there are three resolutions presented for first reading, that the Board will be asked to adopt in the December Board meeting. The purpose of these resolutions is to adopt key short-term actions that are important in the implementation of the Action Report. Chair Rosine thanked the consultant, Mr. Doug Eadie for his guidance during this planning phase.

13.) ADJOURNMENT

A motion was made by KCTA Motion: . Motion carried by voice vote.	and CCTA to adjourn the KCTA/CCTA meeting. Janssen Support: Brown
The meeting adjourned at 1:45 P.M.	
Greg Rosine CCTA Chairperson	Annette Arkush CCTA Acting Clerk
Greg Rosine KCTA Chairperson	Annette Arkush KCTA Acting Clerk