

**CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
November 10, 2025**

Place: Metro Administration Building, Kalamazoo, MI
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Richard Congdon,
Annette Arkush
Others Present: Simon Dunham, Bruce Schaur

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Paul Ecklund, Dusty Farmer, Aditya Rama,
Greg Rosine, Gary Sigman, Tim Sloan
KCTA Members Absent: James Ayers, Tafari Brown

A motion was made to excuse Ayers, Brown
Motion: Sloan *Second: Rosine*
Motion carried by voice vote.

1.) CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Chris Burns*, Dusty Farmer, Lisa Mackie,
Garrylee McCormick, Greg Rosine
CCTA Members Absent: Nicole Beauchamp, Christyn Johnson, Jim Pearson,

**Arrived 11:39 A.M.*

A motion was made to excuse Beauchamp, Johnson, Pearson.
Motion: McCormick *Second: Mackie*
Motion carried by voice vote.

**Burns arrived at 11:39A.M.*

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 November 10, 2025, and correction to the CCTA/KCTA meeting minutes from October 13, 2025 regarding the Boardmember motion assignment.
Motion: Farmer/McCormick *Second: Sigman/Farmer*
Motion carried by voice vote.

3.) PUBLIC COMMENTS – None

4.) PLANNING AND DEVELOPMENT COMMITTEE

Director Woodson-Sow advised the Board that no committee meeting was held in October.

5.) PERFORMANCE MONITORING COMMITTEE

5.a.1 Consideration to approve a Contract Extension with First Student for Metro Connect Service. On-Demand Services Manager Richard Congdon gave a brief overview of the proposed contract extension with First Student, that will expire at the end of this year. They agreed to a performance-based ridership increase. Mr. Rosine asked how can First Student affect ridership? Mr. Congdon advised that their intention is to do more promotion and the manager intends to go out into the community and present Connect ridership opportunities.

Rama asked if there is a budget for them to advertise. Exec. Dir. McBride stated that promoting all servicers to increase ridership are part of the organizational objectives for Metro Staff during 2026.

Mr. Rosine asked why the contract is changing. Mr. Congdon replied that this is actually pay/performance model that was used in the past. Mr. Sloan inquired why this contract was being done by calendar year end and not fiscal year end.

Mr. Rosine asked how involved the Metro Link contract will be and if they will be included in this model. Mr. McBride advised that the Metro Link contract is in place until September 2027 and that staff are working thru a proposed RFP.

Mr. Congdon completed the presentation with a request that the board consider approving the contract extension with First Student for On-Demand Services.

A motion was made by KCTA and CCTA to approve the contract extension with First Student, Inc. to operate Metro Connect for an additional 21 months from January 1, 2026 to September 30, 2027 at a cost not to exceed \$10,285,291 and authorize the Executive Director to sign all related documents.

Motion: Farmer/McCormick

Second: Rosine/Farmer

Motion carried by a roll call vote.

Ayes: Aardema, Ecklund, Farmer, Rama, Sigman, Sloan, Rosine

Nays: None

Absent: Ayers, Brown

Ayes: Aardema, Burns, Farmer, Mackie, McCormick, Rosine

Nays: None

Absent: Beauchamp, Johnson, Pearson

The Performance Monitoring Committee also presented to the Board for approval an updated Drug and Alcohol Policy. Operations Director Woodson Sow explained the recent FTA audit.

Burns asked who and where does this policy apply. Dir. Woodson-Sow advised that the policy being considered will only apply to Metro coach operators and mechanics. First Student and Via have their own policies in place.

On behalf of the Performance Monitoring Committee, Chair Rama requested that the Board approve the Updated Drug and Alcohol Policy.

A motion was made by KCTA and CCTA to approve the Updated Drug and Alcohol Policy.

Motion: Rama/Sloan:

Second: Burns/Rosine

Motion carried by a roll call vote.

Ayes: Aardema, Ecklund, Farmer, Rama, Sigman, Sloan, Rosine

Nays: None

Absent: Ayers, Brown

Ayes: Aardema, Burns, Farmer, Mackie, McCormick, Rosine
Nays: None
Absent: Beauchamp, Johnson, Pearson

6.) EXTERNAL RELATIONS COMMITTEE

Ms. Mackie reported that the committee did not meet in October.

7.) BOARD OPERATIONS COMMITTEE

Exec. Dir. McBride presented the background information for items regarding the lease agreement for parking spaces with the County of Kalamazoo and amend the Metro lease with the City of Kalamazoo.

Exec. Dir. McBride presented an overview of the documents and the future development plans of Kalamazoo County.

Chair Aardema asked the Board to review the documents, the Board will take action on these items at the December Board meeting.

Chair Aardema stated that included with the packet, is the Executive Director's 2025 reviews and his 2026 goals and objectives. He asked The Board if there were any questions about the work that has been done by the Executive Director or thoughts on the 2026 goals and objectives.

Exec. Dir. McBride went briefly through his personal goals and gave a short description for each:

Chair Aardema commented that the Operations Committee appreciates the tremendous amount of work Exec. Dir. McBride puts into all of these items. He asked if there were any questions from the Board and encouraged them to communicate these through their committee chairs so that the Board Operations committee can address them

Rosine inquired about having a facility needs analysis done and what exactly is being looked at with regard to future planning. Exec. Dir. McBride replied that it is a conceptual process, looking at possible future facility needs, accounting for changes, propulsion systems for buses and what kind of facility needs are for on-demand services for on campus. Rosine asked about future facility needs in the Portage area. Exec. Dir. McBride indicated it could be part of the on-demand services discussion. Additionally, mobility hub discussions are being looked at for Portage Road as part of construction in the next couple years.

8.) EXECUTIVE DIRECTORS REPORT

Millage details, overall, 68% yes - 32% no. Strong support district-wide and website breakdown information is interesting. Overall statewide there were 3 Transit votes, only one failed in a suburb of Lansing.

Mr. Aardema stated that he consistently hears the comment *"someone I know uses Metro and it meets their needs"*.

With regard to the positive millage election, Rosine commented that a good reputation of the organization in the community gives those kinds of positive numbers.

Exec. Dir. McBride shared the staff participated in the very successful event "STUFF A BUS" at Portage City Hall. Metro provided the bus and he reported that the bus was stuffed very full of food donations, Metro staff helped to deliver donations.

Exec. Dir. McBride and staff met with the city last week and received the final construction timeline for Kalamazoo Avenue one way street conversion. They anticipate breaking ground on 4/15/26 if the grant funding is finalized. The timeline for the construction to be in front of Metro is currently starting around July 4th.

Metro Link – Congdon shared there were 8,190 trips, a record number of trips in October with 402 new passenger registrations. Rider ratings have 96% of passengers leaving positive comments and left an overall rating of 4.9 out of five.

9.) SUBCOMMITTEE REPORTS

Pension Board – No report

KATS Policy Committee – Did not meet

Local Advisory Committee (LAC) – Did not meet

On-Demand Ambassador Report – Mr. Sloan did not have a report for October activity.

Executive Director Review – Chair Aardema shared the outcomes of the Board Operations Committees review of the Executive Director. Committee members shared their comments and previous Committee comments. Exec. Dir. McBride's performance in 2025 received overall positive reviews and they are appreciative of the work he has done in his role, in addition too all of the daily operational items, advocating for Metro during the street construction conversations and legal situations. The Board Operations Committee is making a recommendation that provides him a performance-based compensation increase of 5% and additionally a cost of living increase of 3%. The committee examined comparable roles and salaries in similar organizations, and the increase is in line with others.

A motion was made by KCTA and CCTA to approve Exec. Dir. McBride's' review and increase.

Motion: Farmer/Sloan

Second: Rosine/McCormick

Motion carried by a roll call vote.

Ayes: Aardema, Ecklund, Farmer, Rama, Sigman, Sloan, Rosine

Nays: None

Absent: Ayers, Brown

Ayes: Aardema, Burns, Farmer, Mackie, McCormick, Rosine

Nays: None

Absent: Beauchamp, Johnson, Pearson

Currently Mr. McBride's contract extends to the end of 2026. Chair Aardema made an additional motion to form a subcommittee to examine the Executive Director's employment agreement. Members will be Chair Aardema, Mr. Rosine, Mr. Burns and Ms. Beauchamp.

Motion: Mackie/Sloan

Second: Rosine/Sigman

Motion carried by a roll call vote.

Ayes: Aardema, Ecklund, Farmer, Rama, Sigman, Sloan, Rosine
Nays: None
Absent: Ayers, Brown

Ayes: Aardema, Burns, Farmer, Mackie, McCormick, Rosine
Nays: None
Absent: Beauchamp, Johnson, Pearson

10.) CHAIRPERSON REPORT – Chair Aardema expressed appreciation for Exec. Dir. McBride and the staff for all of the hard work for things happening in the organization and additional thanks for being at the 131-route interchange event. He reported there were press present and it provided Metro with some positive press as the Metro bus did the first run on the interchange bridges.

11.) PUBLIC COMMENT – Simon Dunham thanked the Board for all that has been done in reference to the parking garage. He hopes that the Board will make it a priority, as the county and city look at downtown future development and that the fixed routes will be protected. He feels that downtown city development means more traffic, and that it goes hand-in-hand with fixed-route service. He feels that Metro Link does not always compliment fixed routes. He would like to see fixed routes going further into rural places like Richland, Vicksburg and Comstock.

Bruce Schuur requested a bus stop to be located on Drake Road closer to the Social Security Office.

12.) MEMBERS TIME – Burns thanked Exec. Dir. McBride for his work and said the increase was well deserved. The development of Metro services since COVID have been innovative and impressive. Mr. Rosine extended his congratulations on the millage election and commented that it is interesting to see how on-demand services are changing considering the increase went from 8.5% to 13.5% of total rides. Ms. Mackie thanked Mr. McBride and other Metro staff who were present at the 131-exchange ribbon cutting event. She was very happy with the turnout and took lots of photos.

13.) ADJOURNMENT

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

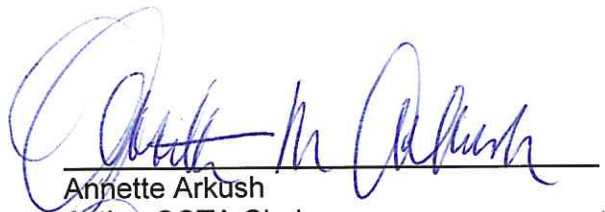
Motion: Burns/Farmer Second: Sloan/McCormick


Motion carried by voice vote.

The meeting adjourned at 12:38 PM.


Curtis Aardema
CCTA Chairperson


Curtis Aardema
KCTA Chairperson


Annette Arkush
Acting CCTA Clerk


Annette Arkush
Acting KCTA Clerk