

**CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
December 11, 2023**

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Sarah Joshi,
Barbara Blissett
Others Present: Earl Cox, Sr., Anthony Harp

1.) KCTA ROLL CALL

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

A motion was made by KCTA to excuse the absence of Tafari Brown.
Motion: Aardema Second: Farmer
Motion carried by voice vote.

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Rob Britigan, Chris Burns, Dusty Farmer,
Lisa Mackie, Garrylee McCormick, Jim Pearson, Randy
Thompson, Greg Rosine

CCTA Members Absent: Rod Halcomb

A motion was made by CCTA to excuse the absence of Rod Halcomb.
Motion: Aardema Second: Farmer
Motion carried by voice vote.

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 December 11, 2023 and for approval of the joint CCTA/KCTA meeting minutes for November 13, 2023.

Motion: Aardema Second: Farmer
Motion carried by voice vote.

3.) PUBLIC COMMENT – None

4.) PLANNING AND DEVELOPMENT COMMITTEE

Burns reported the Planning and Development Committee did not have a meeting in November.

5.) PERFORMANCE MONITORING COMMITTEE

Aardema reported that the Performance Monitoring Committee was bringing three items to the Boards for approval.

Aardema said the first item was the purchase of four (4) low-floor clean-diesel buses from Gillig Corporation to replace older vehicles past their useful life. He said the buses would provide cleaner emissions and are scheduled to be delivered in March of 2025.

Aardema indicated these buses would be purchased with federal/state grants in a total amount of \$2,762,664.

Board discussion centered around life expectancy of the new buses, phasing out hybrid buses due to cost of battery replacements and possibilities of battery-operated buses.

A motion was made by KCTA and CCTA to approve the purchase of four 40' buses from Gillig Corporation in the total amount of \$2,762,664 and authorize the Executive Director to sign all related documents.

*Motion: Pearson/Aardema Second: McCormick/Sloan
Motion carried by a roll call vote.*

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

*Ayes: Aardema, Britigan, Burns, Farmer, Mackie, McCormick, Pearson,
 Thompson, Rosine
Nays: None
Absent: Halcomb*

Aardema presented to the Boards a request to purchase three (3) Hybrid Bus Battery Refresh Kits with installation. He said the buses have exceeded the hybrid batteries' six-year life cycle and were in need of replacement. He indicated these would be the last of the hybrid batteries to require a refresh kit.

A motion was made by KCTA and CCTA to approve the purchase of three hybrid bus battery refresh kits with installation in an amount not to exceed \$209,647.38 and authorize the Executive Director to sign all related documents.

*Motion: Mackie/Farmer Second: Sigman/Aardema
Motion carried by a roll call vote.*

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

*Ayes: Aardema, Britigan, Burns, Farmer, Mackie, McCormick, Pearson,
 Thompson, Rosine
Nays: None
Absent: Halcomb*

Operations Dir. Keshia Woodson-Sow presented the Public Transportation Agency Safety Plan (PTASP) – Annual Targets. She provided background on how this is a requirement from the Federal Transit Administration (FTA) for public transportation that receives federal funds. She said the PTASP targets include: Safety Management Policy, Safety Risk Management, Safety Assurance and Safety Promotion,

Woodson-Sow shared that the PTASP has been reviewed by Metro's Safety and Security Manager and the Safety Committee which then approved the 2024 PTSAP Target Goal.

A motion was made by KCTA and CCTA to approve the 2024 Public Transportation Agency Safety Plan Annual Safety Target Goals and authorize the Executive Director to sign all related documents.

Motion: Farmer/Britigan

Second: Sloan/Mackie

Motion carried by a roll call vote.

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

Nays: None

Absent: Brown

Ayes: Aardema, Britigan, Burns, Farmer, Mackie, McCormick, Pearson, Thompson, Rosine

Nays: None

Absent: Halcomb

6.) EXTERNAL RELATIONS COMMITTEE

Farmer reported the External Relations Committee met and finalized the Board Jurisdictional Outreach Plan to present to the Boards including having the CCTA/KCTA hold monthly meetings at several regional city or township halls.

Dep. Dir. of On-Demand Services and Planning Sarah Joshi shared a PowerPoint of jurisdictional assignments and outline for presentations and available handout documents that are available. She said it is suggested for Boardmembers to attend at least two of its jurisdictional board meetings.

The Boardmembers discussed jurisdictional locations and the information included in the outlines.

A motion was made by KCTA and CCTA to accept the outreach presentation outline, Boardmember jurisdictional assignments and to hold CCTA/KCTA Board meetings twice pe year at a regional city or township hall.

Motion: Britigan/Sloan

Second: Sigman/Aardema

Motion carried by a voice vote.

7.) BOARD OPERATIONS COMMITTEE

Chair Rosine reported the Board Operations Committee had reviewed the December 11th CCTA/KCTA meeting agenda.

Rosine shared that there is a subscription available to all Boardmembers to a magazine called *Metro*. He said for those who were interested it could be a valuable informational tool about public transportation.

8.) EXECUTIVE DIRECTORS REPORT

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

- Human Resources
- Service Increases
- Outreach Activities
- Microtransit
- Snow
- Collaborative Planning and Discussions with Other Organizations
- Deer Accidents

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

Exec. Dir. McBride thanked staff involved with the bus decorations for the annual Holiday Parade.

9.) SUBCOMMITTEE REPORTS

Pension Board – Meets Thursday, December 21st.

KATS Policy Committee – Aardema shared that US 131 reconstructions projects were wrapping up and local streets to highway construction would begin in 2025.

Rama discussed if there was any possibility to increase partnerships with Battle Creek transit , as they become an independent transit authority, to provide better service between the two counties.

Local Advisory Committee (LAC) – Did not meet.

10.) CHAIRPERSON REPORT – Chair Rosine welcomed James Ayers to the Kalamazoo County Transportation Authority Board.

11.) PUBLIC COMMENT – None

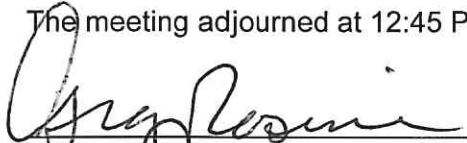
12.) MEMBERS TIME –

Boardmembers welcomed James Ayers to the KCTA.

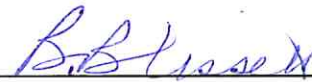
13.) ADJOURNMENT

*A motion was made by KCTA and CCTA to adjourn the KCTA/CCTA meeting.
Motion: Aardema Support: Farmer
Motion carried by voice vote.*


The meeting adjourned at 12:45 PM.



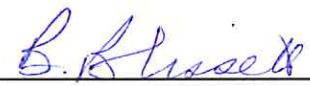
Greg Rosine
CCTA Chairperson



Barbara Blissett
CCTA Clerk



Greg Rosine
KCTA Chairperson



Barbara Blissett
KCTA Clerk