# CENTRAL COUNTY TRANSPORTATION AUTHORITY KALAMAZOO COUNTY TRANSPORTATION AUTHORITY

# Joint Regular Meeting March 11, 2024

Place:

Metro Administration Building, 530 N. Rose Street

Time:

11:30 A M

Staff Present:

Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Sarah Joshi, Rob

Branch, Christine Fleckenstein, Vivian Dobbins, Annette Arkush, Barbara

Blissett

Others Present:

Earl Cox, Sr., Renee Whitfield, Devine Warren, St. Augustine 7th Grade

Students and Staff

## 1.) KCTA ROLL CALL

KCTA Members Present:

Curtis Aardema, James Ayers, Dusty Farmer\*, Aditya

Rama, Gary Sigman, Tim Sloan, Isaiah Williams, Greg

Rosine

KCTA Members Absent:

Tafari Brown

A motion was made to excuse Brown.

Motion: Aardema

Second: Pearson

Motion carried by voice vote.

# 1). CCTA ROLL CALL

CCTA Members Present:

Curtis Aardema, Rob Britigan, Dusty Farmer\*, Rod

Halcomb, Lisa Mackie, Garrylee McCormick, Jim Pearson,

Randy Thompson, Greg Rosine

CCTA Members Absent:

Chris Burns

A motion was made to excuse Burns.

Motion: Aardema

Second: Pearson

Motion carried by voice vote.

Students and teachers from St. Augustine School were in attendance to recognize Metro employees for their service during Transportation Week. They commended all Metro employees for their hard work in providing public transportation to Kalamazoo County. They provided gift cards for all the drivers and a thank you banner. Coach Operator Renee Whitfield thanked the representatives from St. Augustine for their support and recognition.

Chair Rosine read a resolution recognizing Metro Transit's workers. Christine Fleckenstein indicated there would be a luncheon later in the week to celebrate.

A motion was made by KCTA and CCTA to adopt a Resolution Recognizing March 18, 2024 as Transit Worker Appreciation Day.

Motion: Britigan

Second: Aardema

Motion carried by a voice vote.

<sup>\*</sup> Farmer arrived at 11:40 a.m.

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## 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 March 11, 2024 and for approval of the joint CCTA/KCTA meeting minutes for February 12, 2024 and February 26, 2024.

Motion: Thompson

Second: Halcomb

Motion carried by voice vote.

# 3.) PUBLIC COMMENT - None

## 4.) ANNUAL REPORT

Chair Rosine referred to the 2023 Annual Report and the success of the new Board Governance format and committee structures. He said is allowed greater involvement of both CCTA and KCTA Boardmembers with understanding of the role they play and oversight regarding agenda items prior to Board meetings.

Exec. Dir. McBride provided a PowerPoint of the Annual Report and pointed out some of the key points that had taken place over the past year including the increase in ridership, hiring of coach operators after the pandemic, extensive training opportunities and the implementation of the microtransit system now being called Metro Link which is set to begin April 15<sup>th</sup>.

A motion was made by KCTA and CCTA to accept the 2023 Annual Report.

Motion: Ayers Second: Halcomb

Motion carried by voice vote.

#### 5.) BOARD OPERATIONS COMMITTEE

Chair Rosine reported the Board Operations Committee reviewed the March 11<sup>th</sup> Board Agenda and asked Sarah Joshi to provide an update on the proposed microtransit fare structure.

Joshi indicated the microtransit fare structure is an extension of the fixed-route system.

Joshi stated that keeping the fare structure the same as the fixed route system would show the community that it is a part of the overall transit network and not just a premium service. Riders would be given transfers to continue on the fixed route to their destination.

Discussion ensued about the cost, transfer process, garnering new riders, length of the pilot program and efficiency. The Boards agreed it was a good way to start the service with a pilot program.

A motion was made by KCTA and CCTA to approve the Board Operations Committee and staff recommendation to adopt a microtransit pilot project fare structure mirroring that of the fixed-route service.

Motion: Aardema/McCormick

Second: Ayers/Sloan

Motion carried by a roll call vote.

Ayes:

Aardema, Ayers, Farmer, Rama, Sigman, Sloan, Williams, Rosine

Nays:

None

Absent:

Brown

Ayes:

Aardema, Britigan, Farmer, Halcomb, Mackie, McCormick, Pearson,

Thompson, Rosine

Nays:

None

Absent:

Burns

Exec. Dir. McBride presented the CCTA/KCTA Policy No. 1.16 update and Bylaws update for final adoption. He said the policy and bylaws were offered for first reading at the February meeting. He said the Board Operations Committee has reviewed its policies and bylaws and is recommending approval.

A motion was made by KCTA and CCTA to adopt CCTA/KCTA Policy No. 1.16 Board Officer Appointment Process.

Motion: Aardema/Ayers

Second: McCormick/Williams

Motion carried by a roll call vote.

Ayes:

Aardema, Ayers, Farmer, Rama, Sigman, Sloan, Williams, Rosine

Nays:

None Brown

Absent:

Aardema, Britigan, Farmer, Halcomb, Mackie, McCormick, Pearson,

Thompson, Rosine

Nays:

Ayes:

None

Absent:

Burns

A motion was made by KCTA to adopt the KCTA Bylaws to amend the Annual Meeting sections.

Motion: Ayers

Second: Williams

Motion carried by a roll call vote.

Ayes:

Aardema, Avers, Farmer, Rama, Sigman, Sloan, Williams, Rosine

Nays:

None

Absent:

Brown

A motion was made by CCTA to adopt the CCTA Bylaws to amend the Annual Meeting sections.

Motion: McCormick

Second: Aardema

Motion carried by a roll call vote.

Ayes:

Aardema, Britigan, Farmer, Halcomb, Mackie, McCormick, Pearson.

Thompson, Rosine

Nays:

None

Absent:

Burns

Chair Rosine commented that the Board Operations Committee will be holding a Board Operations Committee to discuss preparation for the upcoming CCTA millage election in 2025 and KCTA millage election in 2026.

#### 6.) EXTERNAL RELATIONS COMMITTEE

Chair Farmer reported that the External Relations Committee had heard a PowerPoint presentation from Exec. Dir. McBride concerning Legislative Outreach and an overview of the work done at different levels of government. She said the information was worthwhile to share at a regular Board meeting and asked Exec. Dir. McBride to include it at the next meeting.

Exec. Dir. McBride provided the PowerPoint on Legislative Outreach and responded to questions from the Boards including reimbursement percentages from the state government, how it might change in the future and how it effects the operations of Metro.

## 7.) PERFORMANCE MONITORING COMMITTEE

Chair Aardema reported that the Performance Monitoring Committee was presenting to the Boards a contract change order with Hoekstra Transportation for five medium-duty buses through the MIDEAL Extended Purchasing Program. He said they had not anticipated such a large increase but because of the specific nature of the purchase it was a necessary. Aardema shared that the State of Michigan had analyzed the price increases, availability or raw materials and an additional 24 months for delivery indicated would not warrant rebidding the contract.

Aardema stated that a lack of vendors for this type of purchase has limited Metro's ability to seek vehicles at a lower cost.

Dir. of Operations Woodson-Sow gave some background on the initial contract and change order and informed the Boards of how and where the new buses would be used.

The Boards discussed the price increase and how monopolies have reduced the number of vendors.

A motion was made by KCTA and CCTA to approve the Performance Monitoring Committee and staff recommendation to approve a contract change order with Hoekstra Transportation for five medium-duty buses at an additional cost of \$404,775 and authorize the Executive Director to execute all documents related to the change order on behalf of the CCTA.

Motion: Farmer/Farmer

Second: McCormick/Sigman

Motion carried by a roll call vote.

Ayes:

Aardema, Ayers, Farmer, Rama, Sigman, Sloan, Williams, Rosine

Nays:

None

Absent:

Brown

Ayes:

Aardema, Britigan, Farmer, Halcomb, Mackie, McCormick, Pearson,

Thompson, Rosine

Nays:

None

Absent:

Burns

#### 8.) EXECUTIVE DIRECTORS REPORT

Exec. Dir. McBride provided an update on the Crossroads lawsuit dismissal.

Exec. Dir. McBride asked Program Coordinator Vivian Dobbins to provide an update to the Boards on the Metro Share Program. Dobbins explained the program's history and current status after Covid.

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

## 9.) SUBCOMMITTEE REPORTS

Pension Board - Did not meet.

<u>KATS Policy Committee</u> – Aardema discussion continued concerning all the road construction that would be taking place throughout the summer and its effect on road traffic.

Local Advisory Committee (LAC) - Did not meet.

## **10.) CHAIRPERSON REPORT** – No report.

# 11.) PUBLIC COMMENT - None

# 12.) MEMBERS TIME -

Farmer reminded everyone to schedule their jurisdictional presentations.

Sigman asked for maps of the new microtransit areas to be included in the materials to be used during the jurisdictional presentations.

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

Motion: McCormick Support: Aardema

Motion carried by voice vote.

The meeting adjourned at 1:13 PM.

Greg Rosine

CCTA Chairperson

Greg Rosine

KCTA Chairperson

Barbara Blissett CCTA Clerk

Barbara Blissett

KCTA Clerk