



Connecting People Throughout
Kalamazoo County

**NOTICE AND AGENDA
CENTRAL COUNTY TRANSPORTATION AUTHORITY (CCTA)
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY (KCTA)
August 14, 2023
Regular Meeting**

*Note: The next joint CCTA/KCTA regular meeting will be held on
Monday, September 11, 2023 at 11:30 a.m.*

PLEASE BE ADVISED that the Central County Transportation Authority and Kalamazoo County Transportation Authority will meet for its meeting on Monday, August 14, 2023 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 14, 2023		
	b. Minutes for June 12, 2023		
3.	Public Comment		
4.	Planning & Development Committee		
	a. Action Items		
	1. Present CCTA FY 2024 and 2025 Budgets*		
	i. Request to Adopt Resolution 23-003 to Schedule a Public Hearing to Receive Comments Regarding CCTA FY 2024 and FY 2025 Budgets*	Roll Call	Roll Call
	b. Informational Items		
	1. Receive CCTA Pension and OPEB Actuarial Valuation Report Update*		
	2. Microtransit Overview and Budget Impact*		
	3. Board Planning & Development Committee Meeting Notes of July 24, 2023*		
5.	Performance Monitoring Committee*		
	a. Action Items		
	b. Informational Items		
	1. Board Performance Monitoring Committee Meeting Notes of August 1, 2023*		
6.	External Relations Committee		
	a. Action Items		
	b. Informational Items		
	1. External Relations Committee Board Outreach Survey*		



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7.	Board Operations Committee		
	a. Action Items		
	1. Offer for First Reading the CCTA/KCTA Operating Agreement*	Roll Call	Roll Call
	b. Informational Items		
	1. Operations Committee Meeting Notes of June 15, 2023 and August 3, 2023*		
8.	Report from Executive Director*		
	a. Monthly Financial Report*		
	b. Metro Connect Report*		
9.	Other Reports		
	a. Pension Board		
	b. KATS		
	c. Local Advisory Committee (LAC)		
10.	Chairperson's Report		
11.	Public Comment		
12.	Members' Time		
13.	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 12, 2023**

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Kathy Schultz, Justin Boy, Annette Arkush, Barbara Blissett
Others Present: Kristen Rewa, Dennis Randolph, Jerry Pearson, Steve Stepek

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Dusty Farmer, Aditya Rama, Gary Sigman, Tim Sloan, Greg Rosine*

KCTA Members Absent: Tafari Brown

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

Motion: Sloan

Second: Rama

Motion carried by voice vote.

** Curtis Aardema arrived at 11:33 am.*

1.) CCTA ROLL CALL

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

CCTA Members Absent: Lisa Moaiery

A motion was made by CCTA to excuse the absence of Lisa Moaiery.

Motion: Pearson

Second: Aardema

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 June 12, 2023 and for approval of the joint CCTA/KCTA meeting minutes for May 8, 2023.

Motion: McCormick

Second: Sloan

Motion carried by voice vote.

3.) PUBLIC COMMENT – None

4.) PLANNING AND DEVELOPMENT COMMITTEE

Burns reported at the Planning and Development meeting that with the current Metro staffing levels, the anticipated route changes would remain the same for the time being. He shared the committee would be reviewing the proposed 2024-2025 Metro Budget at the next meeting.

Burns stated the committee had invited City of Kalamazoo Street Engineer Dennis Randolph to this meeting to provide an overview of future street changes taking place around the city.

Dennis Randolph outlined the future impact of scheduled street projects in Kalamazoo and what areas they would affect. He stated the goal of the transition of Kalamazoo Avenue and Michigan Avenue to two-way streets was to slow and calm down traffic. Randolph shared that just since the beginning of 2023 the elimination of one traffic lane had resulted in a reduction of accidents by 11%. He said the plans were to make sure to maintain access to businesses during construction with an anticipated completion in 2029.

Randolph commented that City staff would be working very closely with Metro to ensure the least amount of disruption to bus routes. He said they were also going to be able to include extra safety equipment around bus stops with grant money provided.

Randolph entertained questions from the Boards about future street changes.

Burns stated the Committee talked about future road construction, the Comprehensive Operations Analysis (COA), Microtransit and possible transit hubs.

Chair Rosine thanked Dennis Randolph for providing a very informative view of future changes to Kalamazoo streets.

5.) PERFORMANCE MONITORING COMMITTEE

Chair Aardema shared the Committee’s discussions that included the RFP for security services at the KTC and janitorial services which were scheduled for approval at the June 12 meeting.

Woodson-Sow explained the bidding process and from 21 bids, the Charlesbrook Protection Services, LLC was recommended for the security contract award. She said they had experience in transit security with current services at CATA in Lansing, MI and other locations in the Kalamazoo area. Woodson-Sow informed the Boards that the yearly cost would be \$412,567 and the upcoming budget process would adjust the proposed 2023-2024 budgeted amount of \$320,000 to reflect the increase in cost.

A motion was made by KCTA to approve a contract with Charlesbrook Protection Services, LLC for security services at Metro. This contract is in the amount of \$412,567 for a one-year term with the possibility of four one-year extensions and authorizes the Executive Director to sign all documents related to this contract.

Motion: Farmer Support: Sigman

Motion carried by roll call vote.

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

Nays: None

Absent: Brown

A motion was made by CCTA to approve a contract with Charlesbrook Protection Services, LLC for security services at Metro. This contract is in the amount of \$412,567 for a one-year term with the possibility of four one-year extensions and authorizes the Executive Director to sign all documents related to this contract.

Motion: Farmer

Support: Burns

Motion carried by roll call vote.

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

Aardema gave details concerning Metro’s janitorial contract that is expiring the end of July. He said a bidding process had taken place and out of three vendors, the responsible bidder was Clean Complete Janitorial. Aardema indicated references had been checked and they were aware of the standards of performance required for the contract. He said the Performance Monitoring Committee was recommending Clean Complete Janitorial as the new janitorial services provider for Metro.

Aardema stated the yearly cost would be \$217,560 and the upcoming budget process would adjust the proposed 2023-2024 budgeted amount of \$142,000 to reflect the increase in cost.

A motion was made by KCTA to approve a contract with Clean Complete Janitorial for janitorial services at Metro. This contract is in the amount of \$217,560 for a one-year term with the possibility of four one-year extensions and authorizes the Executive Director to sign all documents related to this contract.

Motion: Aardema

Support: Farmer

Motion carried by roll call vote.

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

A motion was made by CCTA to approve a contract with Clean Complete Janitorial for janitorial services at Metro. This contract is in the amount of \$217,560 for a one-year term with the possibility of four one-year extensions and authorizes the Executive Director to sign all documents related to this contract.

Motion: Halcomb

Support: Britigan

Motion carried by roll call vote.

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

Prior to the motion Farmer inquired about the necessity of checking a government website for the company’s business standing. Exec. Dir. McBride responded that it was a requirement due to federal dollars being used to purchase the services.

6.) EXTERNAL RELATIONS COMMITTEE

Farmer reported the Committee had again reviewed the revised draft of the Bus Advertising Policy after the August 8 meeting and making several adjustments concerning language allowed on the buses. She stated the External Relations Committee was recommending final adoption of the updated Policy 3.03 Advertising on Metro Buses and Facilities.

A motion was made by KCTA to approve final adoption of the updated Policy 3.03 Advertising on Metro Buses and Facilities.

Motion: Aardema

Support: Sigman

Motion carried by roll call vote.

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

A motion was made by CCTA to approve final adoption of the updated Policy 3.03 Advertising on Metro Buses and Facilities.

Motion: McCormick Support: Aardema

Motion carried by roll call vote.

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

Farmer reported the Committee discussed future projects of public transportation which include:

- Update to the Metro website
- A Ride Transit Campaign to target residents in routes 2-Portage, 6-Parchment and 7-Alamo including free Token Transit passes
- Various Upcoming Outreach Events including WMU Bronco Bash on August 29
- Reviewing the role of Boardmembers with the external stakeholders
- Use of social media to reach the community

7.) OPERATIONS COMMITTEE

Chair Rosine reported the Committee reviewed all committee updates, Executive Director McBride's performance objectives and Boardmember appreciation for retiring members.

8.) EXECUTIVE DIRECTORS REPORT

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

- Human Resources
- Metro Staff training in De-Escalation tactics, Drug and Alcohol awareness, Collision Investigation and various seminars
- Safety and Security

Exec. Dir. McBride commented the recent Legislative Breakfast was a success and thanked staff for their efforts.

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

9.) SUBCOMMITTEE REPORTS

Pension Board – McCormick reported the Pension Board The market value of portfolio assets increased from \$809.4 million to \$832.1 million during the first quarter of 2023, an increase of \$22.7 million or 2.80%.

KATS Policy Committee – Aardema reported Boardmember Rama attended his first KATS meeting. Aardema stated Robert TenBrink from Representative Huizenga's office was in attendance to provide updates on Federal funding for projects.

Local Advisory Committee (LAC) – Did meet with no action taken

10.) CHAIRPERSON REPORT – Chair Rosine thanked everyone for their participation at the Legislative Breakfast on May 19th.

11.) PUBLIC COMMENT – None

12.) MEMBERS TIME – Boardmembers welcomed Boardmember Sigman to the KCTA.

Aardema commended the External Relations Committee on their time and diligence to update the Metro advertising policy. He said it was well done and would benefit Metro.

13.) CLOSED SESSION

A motion was made by the KCTA and CCTA to move into closed session to discuss pending litigation.

Motion: Burns/ Farmer

Support: Aardema/Sloan

Motion carried by a roll call vote.

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, McCormick, Pearson, Rama, Sigman, Sloan, Thompson, Rosine

Nays: None

Absent: Brown, Moaiery

At 1:26 p.m. the CCTA and KCTA Boards went into closed session.

At 1:55 p.m. the CCTA and KCTA Boards returned to open session.

14.) ADJOURNMENT

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 12:35 PM.

Greg Rosine
CCTA Chairperson

Barbara Blissett
CCTA Clerk

Greg Rosine
KCTA Chairperson

Barbara Blissett
KCTA Clerk



Agenda Item # 4a1i
Meeting Date 08/14/23

Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Greg Vlietstra, Director of Support Services
DATE: August 3, 2023
SUBJECT: CCTA Budget Calendar for Fiscal Year 2024 (October 1, 2023 - September 30, 2024) and
Fiscal Year 2025 (October 1, 2024 - September 30, 2025)

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 has been reviewing budget related items since April of this year. Topics covered include capital grants, facilities, insurance, organization structure & personnel, and microtransit.

The Planning & Development Committee had a first comprehensive review of the budget at its meeting on July 24.

RECOMMENDATION

Adopt the Resolution to set a Public Hearing to Receive Comment on Fiscal Year 2023 and 2024 Budgets for the CCTA/KCTA meeting of September 12, 2022.

Attachments:

1. Proposed Fiscal Year 024 and 2025 Budgets (Separate item on agenda website)
2. Resolution Setting a Public Hearing Regarding Fiscal Year 2024 and 2025 Budgets

CENTRAL COUNTY TRANSPORTATION AUTHORITY

RESOLUTION: 23-003

**A RESOLUTION SETTING A PUBLIC HEARING TO CONSIDER THE PROPOSED
FISCAL YEAR 2024 and FISCAL YEAR 2025 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 a 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 2024 and 2025 Budgets for the Central County Transportation Authority at or after 11:30 a.m., local time, on September 11, 2023 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 2024 and 2025 Budgets on September 11, 2023 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 14, 2023 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



Agenda Item # b1
Meeting Date 08/14/23

Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Greg Vlietstra, Director of Support Services
DATE: August 3, 2023
SUBJECT: Pension and OPEB Annual Actuarial Valuation

DISCUSSION

Attached is a PowerPoint presentation that will be summarized by Planning & Development Committee Chair Chris Burns. As a reminder, the CCTA is a subcomponent unit of the City of Kalamazoo Postretirement Welfare Benefits Plan (often referred to as an OPEB plan).

Mike Kosciuk from GRS, the actuarial consulting firm for both the City of Kalamazoo and Metro, summarized findings and answered questions at the July 24 Planning & Development Committee Meeting.

Copies of the CCTA Pension Plan Annual Actuarial Valuation report as of December 31, 2022 and the City of Kalamazoo Postretirement Welfare Benefits Plan as of January 1, 2023 were provided to the Planning & Development Committee and are available to the full board upon request.

Attachments

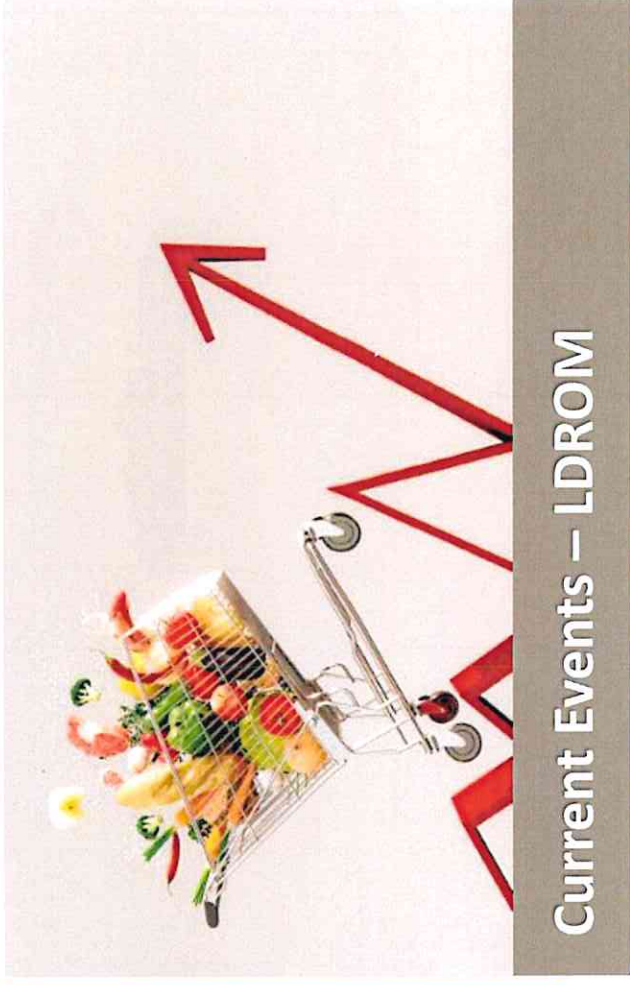
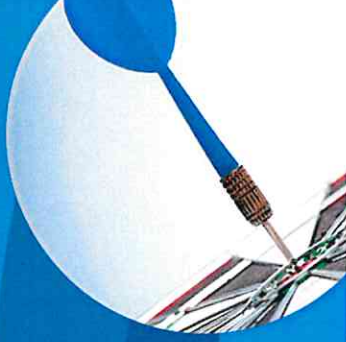
1. CCTA Pension & OPEB Plan December 31, 2022 Actuarial Valuations Presentation

CCTA Pension & OPEB Plan December 31, 2022 Actuarial Valuations

CCTA Board of Directors Meeting

July 24, 2023

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Current Events – LDRM

Agenda

- Current Events
- Overview – Pension Plan, Retiree Health Plan
 - Actuarial Assumptions
 - Actuarial Valuation Process
 - Highlights of Most Recent CCTA Actuarial Valuations
- Questions

ASOP 4 – LDRM

ASOP = Actuarial Standard of Practices

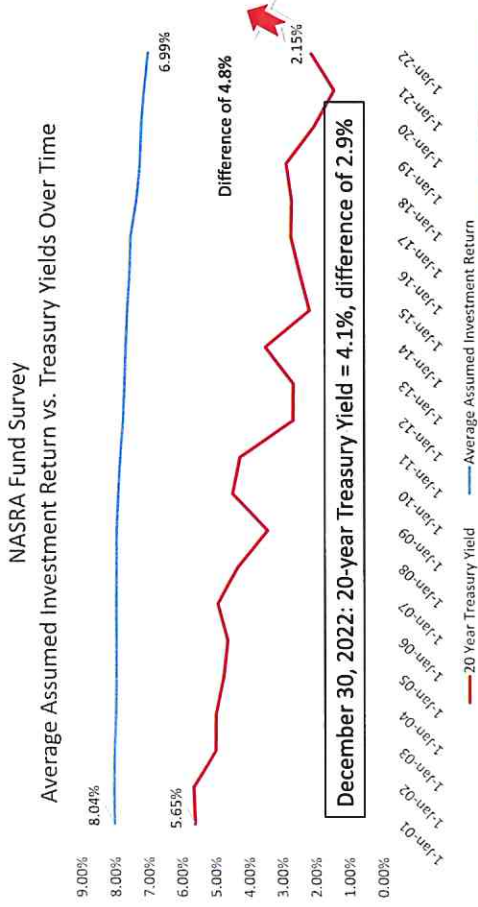
Most Controversial of Additions for ASOP 4 (Pensions)

LDRM = Low-Default-Risk Obligation Measure

- Actuaries must calculate and disclose a liability using a discount rate tied to a low-default-risk index
 - Treasury yields, municipal bonds yields, or investment grade corporate bonds
- Intends to show the liabilities for a plan without being exposed to investment risk



Assumed Investment Returns vs. Risk-Free Yields



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Arguments for LDROM



Provides a More Complete Picture of the Financial Position of the Plan

- Difference between LDROM and the valuation AAL can be seen as the potential savings generated by taking a reasonable amount of investment risk
- Help reinforce the decision to be in higher return seeking assets
- Help revise the investment return assumption if the difference appears too large



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Arguments Against LDROM



Does not provide universally useful information regarding the funded status of the pension plan or the security of member benefits

- Serves a limited purpose; not used for decision making
- No evidence that similar, historically disclosed information was used for decision making
- Potential to be a distraction

Could be misleading

Does not add material information – already required to disclose discount rate sensitivity



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LDROM Quantified December 31, 2022 – CCTA Pension Plan

Actuarial Accrued Liability (AAL)

- \$32 million at 7.00%

LDROM on December 31, 2022

- ~\$46 million at 4.1%
- Low default discount rate

Difference of ~\$14 million can be viewed as:

- Projected savings generated from a reasonable investment strategy, or
- The amount of risk being put on taxpayers

Discount Rate	AAL (millions)
4.10%	\$46
7.00%	\$32
	\$14



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LDROM Summary – Will be Included in 2023 CCTA Pension Valuation



- There is a new disclosure requirement in valuation reports for retirement systems
 - Will NOT impact contributions, UAAL, funded ratio, or funding period
 - Will only be an additional item added to the Risk Assessment section
 - This should not be a meaningful event



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Overview – Actuarial Assumptions

Primary Risk Areas

Demographic

Retirement
Withdrawal
Mortality
Disability

Economic

Price Inflation
Wage Inflation
Investment Return
OPEB Trend Inflation
Merit and Longevity



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Overview

- CCTA pension and retiree health care plans are defined benefit plans
 - Benefits are defined and paid at some future point in time when certain age and service requirements are met
- Actuary calculates the value of these benefits as of the valuation date
- Actuary must make assumptions about future events impacting people and money



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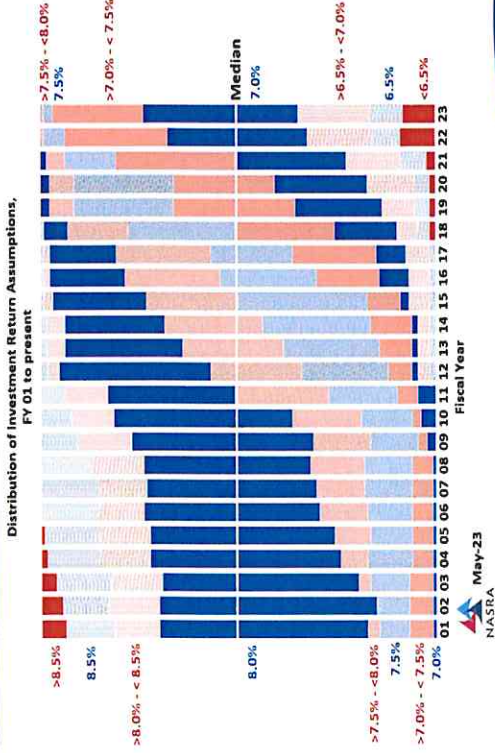
Overview – Actuarial Assumptions

- The assumptions must be reasonable individually and in the aggregate
- The assumptions should be reviewed periodically in light of recent plan experience and economic environment
 - Last review after 12.31.2018 valuation
- Understated liabilities/costs can lead to:
 - Inability to pay benefits when due, or
 - Sharp increases in future required contributions



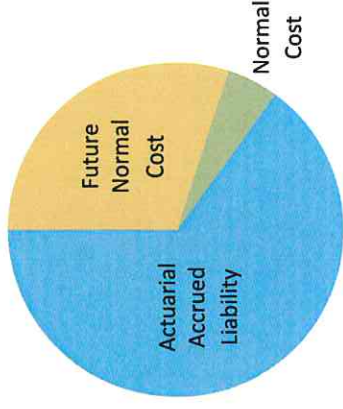
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Public Pension Investment Return Assumptions: 2001-2023

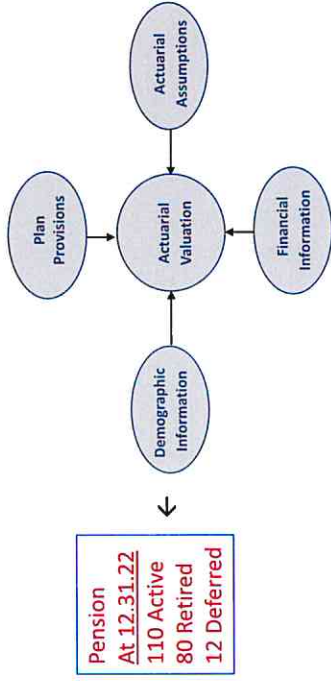


Actuarial Cost Method

- Present Value of Future Benefits (PVFB)
 - Present Value of all Future Benefits payable to current members (active, retired, terminated vested)
- Actuarial Accrued Liability (AAL)
 - Portion of PVFB allocated to prior years
- Normal Cost
 - Portion of PVFB allocated to current year
- Present Value of Future Normal Costs
 - Portion of PVFB allocated to future years



Actuarial Valuation Process



- Demographic Information, Financial Information, and Plan Provisions are provided by the plan sponsor.
- Actuarial Assumptions are recommended by the actuary and approved by the Board.
- The Actuarial Valuation is a mathematical process used to project future payments on account of specified benefit provisions. These projected payouts are converted to equivalent present value amounts and a corresponding level percent-of-payroll contribution is determined.

Basic Actuarial Funding Equation

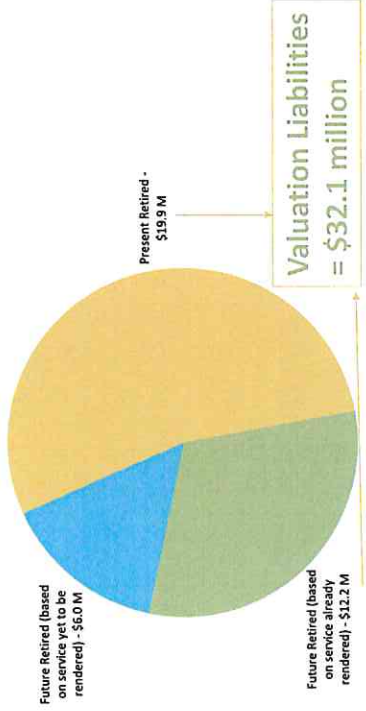
$$C + I = B + E$$

Where

- ▶ C is Contribution Income
- ▶ I is Investment Return
- ▶ B is Benefits Paid
- ▶ E is Expenses

“Money In = Money Out”

CCTA Pension Has \$38.1 Million of Benefit Promises to Present Members at 12.31.22

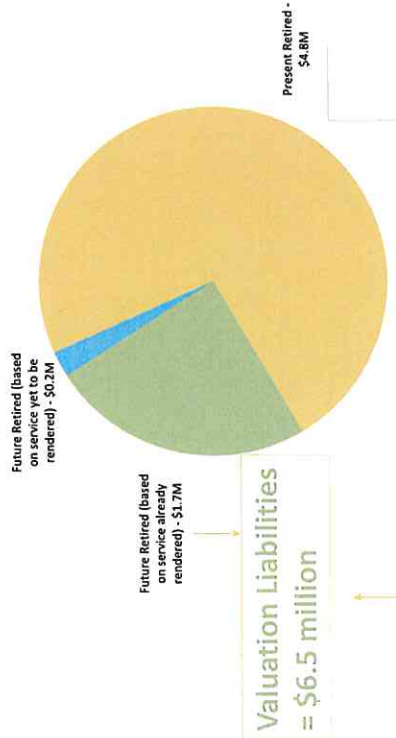


Valuation Assets = \$35.5 million. Funded status = 110.5%.



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CCTA OPEB Has \$6.7 Million of Benefit Promises to Present Members at 12.31.22



Valuation Assets* = \$6.4 million. Funded status = 98.8%.

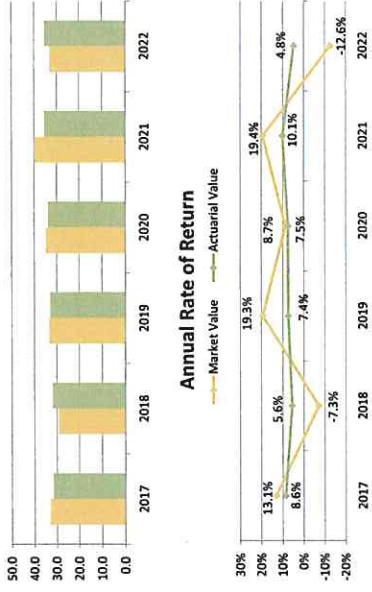
* Excluding side fund containing additional market value assets of \$1,112,275.



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Historical Pension Asset Performance

Asset Values (\$Millions): December 31,



Despite heavy volatility, smoothing method has held asset value steady.



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Actuarial Valuation Process (\$Millions)

	Pension	OPEB
Actuarial Accrued Liability	\$32.1	\$6.5
- Actuarial Value of Assets	35.5	6.4
Unfunded Actuarial Liability	(3.4)	0.1

Annual Contribution = Normal Cost + Amortization of the Unfunded Liability (UAL)



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CCTA Contribution Rate Results

	Pension	OPEB*
Total Normal Cost	\$857,418	\$42,472
Administrative Expense	49,773	5,827
Member Contribution	(96,891)	0
Employer Normal Cost	810,300	48,299
UAL Payment	(370,309)	7,401
ER Contribution	439,991	55,700

* From Valuation Results by Fund. ER contribution is developed on a Plan-wide basis.

Note: Eventually the employer contributions are expected to migrate to the normal cost.



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Disclaimers

- This presentation is one of many documents comprising the December 31, 2022 actuarial valuation of the CCTA Pension Plan. This presentation should not be relied on for any purpose other than the purpose described in the valuation report.
- Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following: plan experience differing from that anticipated by the economic or demographic assumptions; changes in economic or demographic assumptions; increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period or additional cost or contribution requirements based on the plan's funded status); and changes in plan provisions or applicable law.
- This presentation shall not be construed to provide tax advice, legal advice or investment advice.
- Michael D. Kosciuk and James D. Anderson are independent of the plan sponsor, are Members of the American Academy of Actuaries (MAAA), and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained herein.

Looking Ahead

- Asset smoothing helps reduce the volatility of the employer contributions
 - Pension funding value of assets is **107.3%** of market value
 - o Remaining phase-in of 2022 market loss/gain from previous valuations
 - OPEB funding value of assets is **107.8%** of market value
 - o Remaining phase-in of 2022 market loss/gain from previous valuations
- The Plans will mature over time
 - Shift in demographic make-up
 - Normal for a prefunded retirement system



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Disclaimers

- This presentation shall not be construed to provide tax advice, legal advice or investment advice
- Readers are cautioned to examine original source materials and to consult with subject matter experts before making decisions related to the subject matter of this presentation



METRO

Microtransit Pilot Overview


May 2023

www.kmetro.com

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Microtransit - Overview

- Is an app-based on-demand service that operates like Uber and Lyft but utilizes transit-specific vehicles and offers affordable and predictable fares.
- Is an effective tool for serving lower-density and/or auto-oriented environments.
- Provides local circulation within a designated zone and first/last mile connections to the fixed-route network.
- Adds to the service mix provided by Metro to best meet community needs, serve senior citizens, individuals with disabilities and get people to jobs, school, shopping, medical services and other essential community services.



www.kmetro.com

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Projected Timeline

RFP Release Date	September 14, 2023
Proposals Due	October 26, 2023
Short List Determined	November 10, 2023
Interviews	November 17, 2023
CCTA/KCTA Board Consideration	December 11, 2023
Desired Service Start Date	April 1, 2024



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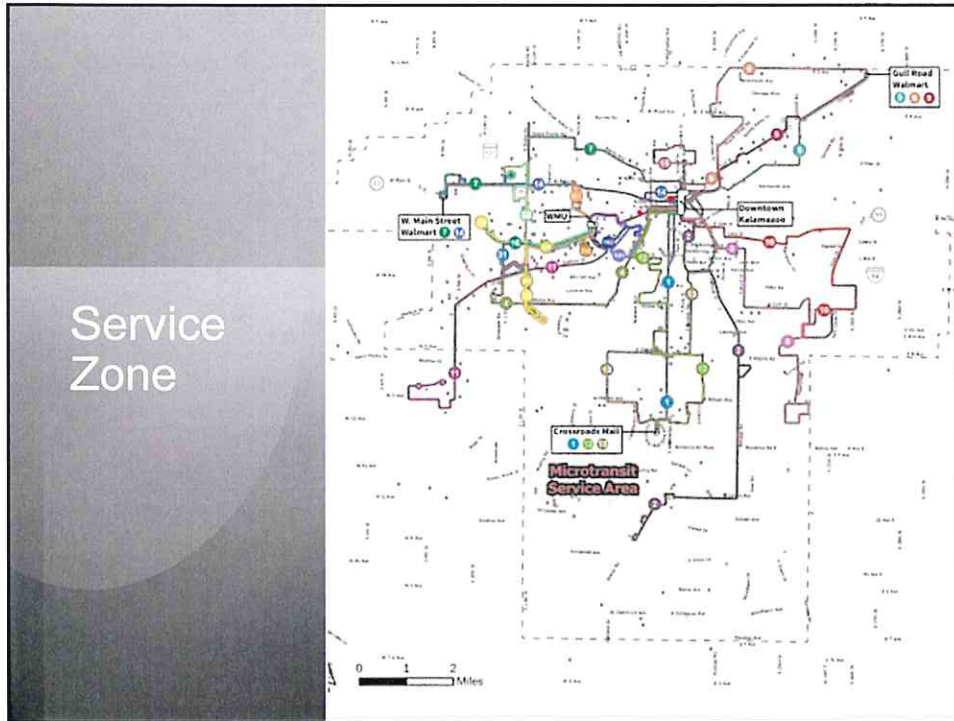
Structure

- Turn-Key Service
 - Staffing (Drivers, Maintenance, Customer Service, Oversight)
 - Vehicles (estimated accessible 8 vans)
 - Facility
 - Software
- Option not selected – SaaS
 - Software as a Service



www.kmetro.com


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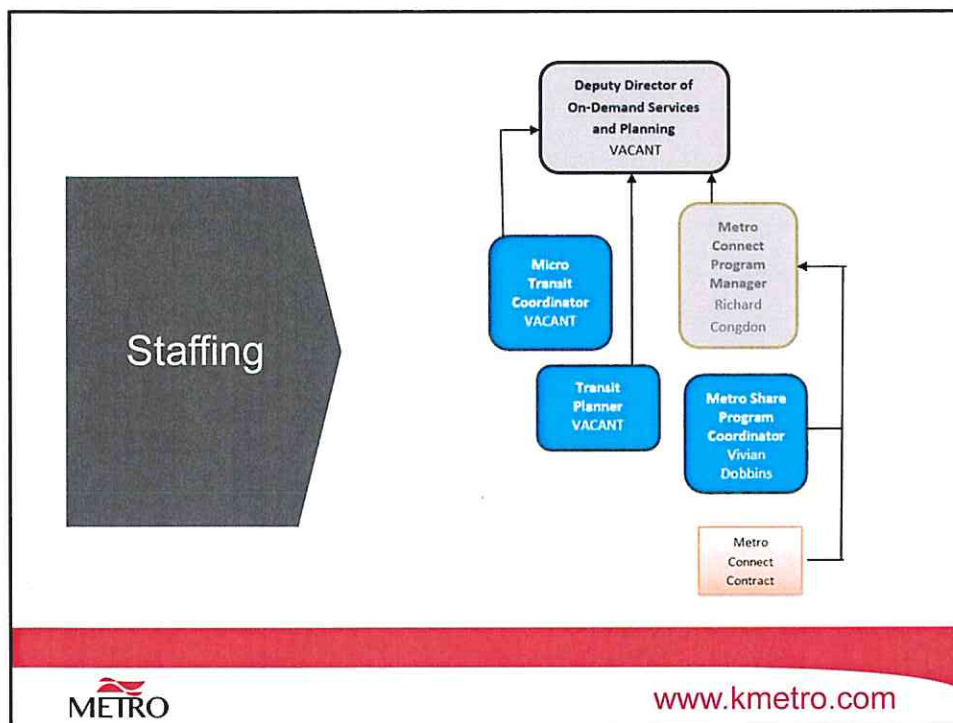
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Estimated Cost

Item	Year One Budget Cost
Service Contract	\$1,500,000
Metro Staffing Cost (Program Coordinator)	\$67,000
Start-Up Costs (Marketing, Education, Outreach)	\$200,000
	\$1,767,000

 www.kmetro.com

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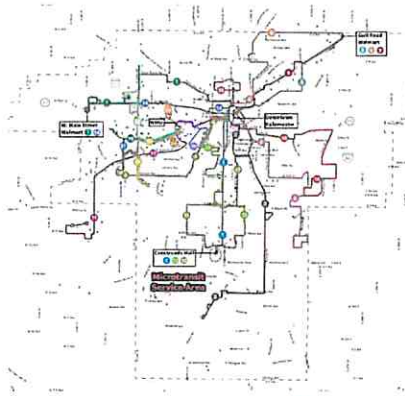
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Contract

- 2-Year Pilot with negotiated renewals for up to 3 additional years
- Fee Structure
 - Per hour fee for Service
- Potential Providers
 - First Student, Tripmaster/CTS, Via, Spare, Moovit, Rideco

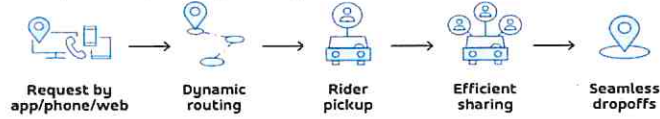
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Microtransit



- Requested same day service within zones
- Vans and/or Smaller vehicles
- App-based

Video link - <https://www.youtube.com/watch?v=cheIKQO5hAk>



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AGENDA and MEETING NOTES

Planning & Development Committee

July 24, 2023 at 2th P.M.
Microsoft Teams Virtual Meeting

Members: Chris Burns (Chair), Rob Britigan, Tafari Brown, Lisa Moaiery, Jim Pearson

Staff: Sean McBride, Barbara Blissett, Greg Vlietstra

Others: Mike Kosciuk, GRS Consulting

Items for Discussion

1. Pension & OPEB Annual Valuations Reports

Notes:

- Presentation was provided by Mike Kosciuk of GRS Consulting on the current Pension and OPEB Annual Valuation Reports

2. Microtransit Overview

Notes:

- PowerPoint regarding Microtransit Pilot Project Overview was presented by Exec. Dir. McBride
- Committee discussed and asked questions about affects to 2024-2025 budget, cost reduction/increase to budget with pilot, possible vendors for vehicles, pilot project management and proposed startup date

3. FY 2024 & 2025 Budgets

Notes:

- Exec. Dir. McBride gave a brief summary of the FY 2024 and FY 2025 Budgets and responded questions from committee members
- Committee members determined to include the 2024 millages for the CCTA and KCTA to be included in the final adoption of the budget

4. Purchasing Manual Update – First Reading

Notes:

- Committee members rescheduled the Purchasing Manual to be presented for a second reading at a later date

5. Committee Work Plan*

6. Future Meeting Dates: August 28th



Agenda Item: # 5b1
Meeting Date: 08/14/23

AGENDA NOTES

Performance Monitoring Committee

Date: Tuesday, August 1, 2023

Time: 8:00 AM – 9:15 AM

Members Present: Curtis Aardema, Chair; Keshia Woodson-Sow, Staff Liaison, Garylee McCormick, Rod Halcomb, Adi Rama, Sean McBride, Annette Arkush, Committee Support

1.

a. Discussion Item for Board consideration

- a. Performance Metrics/Ridership Report: Discussion tabled until September
- b. Metro Transit Overview – Exec, Dir, McBride stated that most Microtransit providers are software driven and use software to build metrics for gathering service statistics. They target lower density areas like UBER and LYFT. The service time is 20 minutes (waiting), and the average rides per hour is 3.5.

The RFP is expected to be completed by September 15 and expected service start date is April 1, 2024. To be structured as a “turnkey” service like Metro Connect. We currently have the staffing, facilities, and software, for efficiency.

Eight vehicles available to start this service. Eight vehicles that have been deemed “Out of Service” are in reserve and will be ready to implement.

Halcomb and Aardema discussed the efficiencies between Metro Connect and

Microtransit potential for conflict with fixed route system. Aardema asked how we plan to review and assess the service and where will the buses be housed. McBride indicated that metrics must be in place at the start. Data from other providers shows a Metro Connect system at \$25 - \$30 per hour, Fixed route bus at \$100 per hour and the Microtransit is in the middle at \$55 per hour.



Board Outreach Survey

Name:

1. From the list below, please identify the groups you might be comfortable presenting to.

- Groups of 25+ (Example: City/County Boards, School Boards, Councils)
- Group of 10 - 25 (Example: Township Boards, Neighborhood Associations)
- Groups of 10 or less (Example: Informal meetings, Book Clubs, Volunteer Agencies)
- Not comfortable leading or speaking at meetings or discussions

2. Would you be willing to help Metro Staff at Community Events?

3. Please describe the kind of information one might need to feel confident when communicating updates regarding Metro.

4. Identify organizations/agencies that you are affiliated with that could benefit from Metro information outreach.

5. Are there current events that you are involved with that Metro should attend? (i.e., Senior Expo, WMU Bronco Bash).

6. Provide additional comments/suggestions regarding Board associated outreach.



Connecting People Throughout
Kalamazoo County

Agenda Item # 8a1
Meeting Date 08/14/23

TO: KCTA and CCTA Boards
FROM: Sean McBride, Executive Director
DATE: August 2, 2023
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 fourth agreement. The first covered the period of October 1, 2016 to September 30, 2017, the second covers October 1, 2017 through September 30, 2020., the third covered the period of October 1, 2020 to September 30, 2023. This agreement is recommended for three years through September 30, 2026.

DISCUSSION

The Service Agreement between the CCTA and KCTA expires on September 30, 2023. Attached is an updated Agreement with the following recommended changes:

- The term of the Agreement is from October 1, 2023 through September 30, 2026. The ability to amend the agreement is addressed in Section 7.
- In Section 1, the Acknowledged Facts have been updated to reflect current the current status.
- In Section 4, the process for joint approval has updated to reflect the ongoing utilization of joint meetings.

RECOMMENDATION

This item is for discussion only. The item will be presented at the September 11, 2023 meeting for consideration.

Attachment

1. Draft Redlined CCTA and KCTA Operating Agreement for the period of October 1, 2023 through September 30, 2026

CCTA and KCTA Operating Agreement
for the period of October 1, 2020 2023 through September 30, 2023 2026

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 0.315 mills that begins in ~~2017~~ 2022 and expires in 2026 ; and

d. The KCTA boundary includes all of Kalamazoo County; and

e. The KCTA millage funds the countywide ~~Metro County Connect (MCC)~~ Metro Connect (MC) demand/response service and other specialized services like the ~~Community Service Van (CSV)~~ 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 residents voted to approve a millage on March 10, 2020 of up to 0.90 that is to be levied in 2021 and expires in 2025; and

g. Jurisdictions within the boundaries of the CCTA, for the period of 2021 through 2025, includes the City of Kalamazoo, City of Parchment, City of Portage, Charter Township of Comstock voting precincts 2, 3, 4, 5, 6, 7, and 8, Charter Township of Kalamazoo, and also Charter Township of Oshtemo that includes the area of voting precincts 3, 4, 5, 6, 7, 8 and 9.

h. The CCTA has service agreements with Texas Township and Kalamazoo Valley Community College, Oshtemo Township and Western Michigan University.

i. The millage the CCTA levies funds the urban fixed-route bus service.

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

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 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 ~~MCC~~ MC and ~~CSV~~ MS programs.

c. Accounting of system expenses that are incurred to provide ~~MCC~~ MC and ~~CSV~~ MS services. This information will be provided to the KCTA in financial reports on a bi-monthly basis.

d. Staff that manage the ~~CSV~~ MC and ~~MCC~~ 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. 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 for the term of the agreement. The order of approval, when possible, will be the KCTA Board first and the CCTA final. If in the event that the KCTA does not have a Board quorum and is unable to provide approval to a time-sensitive action that will have a significant impact to direct service to the community the CCTA Board may take unilateral action.

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

b. Making any adjustments to the fare/fee structure for ~~Metro County Connect~~ MC and the ~~Community Service Van~~ MS programs.

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

ii. ~~CSV~~ and ~~MCC~~ MC fares outside the ADA service area could be adjusted independently of fixed-route fares.

c. Establishing and/or revising Joint Subcommittees of the CCTA and KCTA. The CCTA and KCTA intend to have a joint committee structure for the term of the 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 ~~MCC~~ MC and/or ~~CSV~~ 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 ~~Metro County Connect~~ MC and ~~Community Service Van~~ MS services.

c. Evaluating the Executive Director.

d. Review the CCTA Annual Audit.

6. **Transit System Budget.**

a. ~~The KCTA Finance Committee shall meet jointly with CCTA Finance Committee~~ The Metro Planning and Development Committee, made up of members of both the KCTA and CCTA to review the CCTA's annual public transit system operating and capital budgets for areas involving the ~~MCC~~ MC and ~~CSV~~ 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 that is included as part of the budget adoption will be presented, reviewed and concurred by the KCTA prior to CCTA budget adoption.

c. The KCTA shall levy the millage amount approved in the CCTA budget unless a change is mutually 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 on October 1, ~~2020-2023~~ through September 30, ~~2023~~2026. The agreement may only be amended or extended with the approval of both the KCTA and CCTA Boards.

Central County Transportation Authority

Dated: _____, 2020 By _____
Greg Rosine
Its _____ Chairperson

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

Kalamazoo County Transportation Authority

Dated: _____, 2020 By _____
Greg Rosine
Its _____ Chairperson

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



AGENDA and MEETING NOTES

Board Operations Committee
June 15, 2023
9:00 am

Members: Curtis Aardema, Chris Burns, Dusty Farmer, Garrylee McCormick, Greg Rosine

Staff: Sean McBride, Barbara Blissett

Items for Discussion:

1. Review Agenda Planning Matrix
 - a. Planning and Development Committee
 - b. Performance Monitoring Committee
 - c. External Relations Committee
 - d. Operations Committee
 - e. August 14th CCTA/KCTA Board Agenda

Notes:

- The Committees reviewed their individual recent committee meeting discussions and items for the CCTA/KCTA August 14th Board Agenda
 - Planning & Development Committee rescheduled June 19th meeting to July 24th
 - Determined CCTA/KCTA Board would require meeting twice in September for budget approval and other fiscal year-end items.
 - Items for August Board Meeting would include: Schedule Public Hearing for 2024-2025 Metro Budget, Receive CCTA Pension Valuation Report, Offer for First Reading of Purchasing Manual Update, Microtransit Overview, purchases of Avail hardware, renewal of Liability insurance and Workers Compensation Insurance
 - External Relations Committee is researching outreach efforts for Boardmembers
2. Board Operation Committee Items
 - a. Collective Bargaining Update
 - b. Change Board Operations July Meeting Date
 - c. Other Items

Notes:

- Exec. McBride provided brief update on Collective Bargaining Unit contract expiring in February 2024
- Discussed WMU ridership increase with school returning in the fall
- Discussed issues with loitering/trespassing in bus shelters
- Requested rules for future discussion with CCTA attorney during closed sessions
- Rescheduled July 20th meeting to August 3rd

The meeting adjourned at 10:25 am



AGENDA and Meeting Notes

Board Operations Committee
August 3, 2023
9:00 am Video Teams Meeting

Members: Curtis Aardema, Chris Burns, Dusty Farmer, Garrylee McCormick
Absent: Greg Rosine
Staff: Sean McBride, Barbara Blissett

Items for Discussion:

1. Review Committee Activities (See Board Governing Agenda Planning Matrix)
 - a. Planning and Development Committee
 - i. 2024-2025 CCTA Budget
 - ii. Pension/OPEB Update
 - iii. Draft Purchasing Manual
 - iv. Microtransit Update

Notes:

- Burns updated the committee on the Board Planning and Development Committee meeting and what's coming up on the August CCTA/KCTA Board Meeting Agenda
- Aardema stated the CCTA FY 2024 and FY 2025 Budgets were in a good position to present at the August 14th meeting
- Burns commented on the good status of the Pension and OPEB status reports
- The microtransit pilot project was discussed and how it affected the budget with a request to schedule a work session meeting for the Planning and Development Committee and Performance Monitoring Committee to discuss how the two committees work together for the project's operation

- b. Performance Monitoring Committee
 - i. Liability and Workers Compensation Insurance Renewals (Probably September)

Notes:

- At the September meeting, the Board will consider insurance renewals and an update to the Purchasing Manual
- The committee discussed Microtransit

c. External Relations Committee

Notes:

- Farmer reported the committee would be working with the boardmembers on how to present information about Metro to the community
- The committee would be working on upcoming events in the community with Metro participating

d. Board Operations Committee

1. Action Items

- i. August 14th CCTA/KCTA Board Agenda*
- ii. CCTA/KCTA Operating Agreement

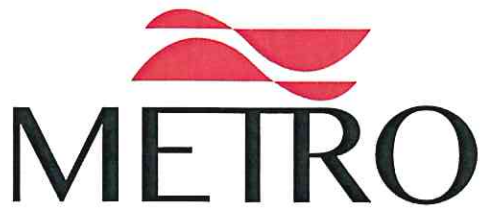
2. Informational Items

- i. Collective Bargaining Update
- ii. Other Items

Notes:

- Exec. Dir. McBride shared the CCTA/KCTA Draft Operating Agreement noting it was similar to past agreements but would include a few changes with the new Board Governance Structure and Committee structure
- The Committee requested to have a red-lined version provided for review prior to approval at one of the September Board meetings
- Discussion took place regarding the addition or deletions of precincts in the CCTA boundaries, timing and how the addition of microtransit could affect the boundaries
- Exec. Dir. McBride updated the Committee concerning the Collective Bargaining Agreement (CBA) negotiations
- Exec. Dir. McBride shared that the consultant had come to Michigan to identify options for mobility hubs. KATS and the City of Portage participated in the process

The meeting adjourned at 10:07 am



Agenda Item: 8
Meeting Date: 08/14/23

Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
DATE: August 10, 2023
SUBJECT: Executive Director Update

Service Adjustments

The Operations Department has created a service reduction to go into effect on August 28, 2023. The reduction will include:

- Removal of the :45 Alamo, Portage, and Stadium Drive routes.
- Reduction in service to the :45 Westnedge, Gull Rd, and Lovell. :45s will only run from 12:45pm to 5:41pm, during peak times.

Since May 1, 2023, Metro has lost 12 drivers either permanently or to extended leave, while only adding five new drivers. Metro will continue to work on service levels and observe when we can begin looking to increase service again when we are back at stable staffing levels.

Human Resources

The highest priority is hiring quality Coach Operators in what continues to be a challenging environment for attracting qualified Commercial Driver's License eligible applicants. An internal task force has been created to focus our organizational efforts that include:

- Conducting a Driver Hiring Fair on August 22.
- Reviewing our advertising on Indeed to make sure the presentation is compelling for potential candidates.
- Establishing a visual advertising campaign with signs at bus shelters, on buses and at Metro facilities.
- Reeducating employees about the referral bonus program.
- In cooperation with the ATU, establishing a pilot program to rehire retired Coach Operators on a part-time basis.
- Review and update of marketing materials and hiring process.

Janitorial Services

Starting August 1st Clean Complete Janitorial began providing janitorial services at Metro.

Safety and Security

Starting August 1st, Charlesbrook Protection Services, LLC began providing security services at Metro.

Mobility Hub

A verbal update will be presented at the meeting.

Facility Project

The KTC insulation project was completed in July. The total installed price was \$198,142. Attached are some photos of the job including the sprayed insulation and the split HVAC system to regulate attic pressure and temperatures.





Agenda Item: #8b
Meeting Date: 08/14/23

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 22, 2023
SUBJECT: May 2023 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 \$3,672,246 (43%) of the FY23 millage.
- We have collected \$1,800,179 (59% 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 \$8,000,000 in CARES funds (2020-\$1,500,000; 2021-\$4,500,000, 2022-\$2,000,000).
- The average price for a gallon of diesel fuel in May 2022 was \$3.87 and in May 2023, it was \$2.65. This is a 32% decrease.
- Total operating expenditures for Metro year-to-date are 56% of the total budgeted amount.

Attachment:

1. May 2023 Income & Expense Statement



	FY2023 CCTA Board Recommended Budget	May 2023	Year to Date FY 2023	Year to Date % 67%	Monthly Funding %
STATEMENT OF INCOME AND EXPENSE					
Operating Revenue					
Fare Revenue					
Regular Route Cash	754,088	74,531	461,052	61%	7%
Metro County Connect Fares	452,656	53,417	325,385	72%	3%
WMU Fares	1,185,000	0	592,500	50%	
Tokens	323,310	32,536	198,939	62%	2%
Pass Sales	245,851	22,282	175,881	72%	2%
Texas Twp/KVCC Prepaid Fares	91,076	0	46,422	51%	0%
	<u>3,051,981</u>	<u>182,766</u>	<u>1,800,179</u>	59%	15%
Other Revenue					
Advertising	75,000	0	36,644	49%	0%
Intermodal Operations	182,157	3,325	88,380	49%	0%
Miscellaneous Revenue	19,850	612	21,111	106%	0%
Commission Revenue - (GH, IT, FlixBus)	19,200	760	11,788	61%	0%
Interest Income	9,550	30,839	161,344	1689%	1%
	<u>305,757</u>	<u>35,536</u>	<u>319,267</u>	104%	2%
Urban Millage (CCTA)	5,299,618	175	1,899,379	36%	5%
County-wide Millage (KCTA)	3,201,898	144	1,772,867	55%	2%
MDOT - Operating	7,226,670	506,752	4,044,632	56%	50%
FTA - Operating	2,703,977	21,594	54,067	2%	0%
Provision for Depreciation	3,255,200	236,374	2,067,354	64%	27%
TOTAL OPERATING REVENUE	<u>25,045,101</u>	<u>983,340</u>	<u>9,838,299</u>	39%	100%
Operating Expenses by Division					
Administration/Overhead	7,245,608	549,359	4,185,129	58%	
Kalamazoo Transportation Center Operations	862,324	58,815	408,267	47%	
Maintenance	3,257,708	239,691	1,929,554	59%	
Operations	8,599,769	586,996	4,705,788	55%	
Metro Connect	5,377,481	452,002	3,065,641	57%	
Metro Share	68,837	937	26,849	39%	
TOTAL OPERATING EXPENSE	<u>25,411,727</u>	<u>1,887,801</u>	<u>14,321,228</u>	56%	
NET (UNFUNDED) BALANCE for period	<u>(366,626)</u>	<u>(904,462)</u>	<u>(4,482,929)</u>		



Agenda Item: #8b
Meeting Date: 08/14/23

Connecting People Throughout
Kalamazoo County

TO: CCTA and KCTA Boards
FROM: Sean McBride, Executive Director
Prepared By: Cheryl Pesti, Budget and Accounting Manager
DATE: July 27, 2023
SUBJECT: June 2023 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 \$4,186,239 (49%) of the FY23 millage.
- We have collected \$1,919,710 (63% 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 \$10,524,494 in COVID-19 relief funds (2020-\$1,500,000; 2021-\$4,500,000, 2022-\$2,000,000, 2023-\$2,524,494).
- The average price for a gallon of diesel fuel in June 2022 was \$4.22 and in June 2023, it was \$2.57. This is a 39% decrease.
- Total operating expenditures for Metro year-to-date are 64% of the total budgeted amount.

Attachment:

1. June 2023 Income & Expense Statement



	FY2023 CCTA Board Recommended Budget	June 2023	Year to Date FY 2023	Year to Date %	Monthly Funding %
STATEMENT OF INCOME AND EXPENSE					
Operating Revenue					
Fare Revenue					
Regular Route Cash	754,088	52,658	513,710	68%	7%
Metro County Connect Fares	452,656	22,564	347,949	77%	3%
WMU Fares	1,185,000	0	592,500	50%	
Tokens	323,310	23,376	222,315	69%	2%
Pass Sales	245,851	20,934	196,815	80%	2%
Texas Twp/KVCC Prepaid Fares	91,076	0	46,422	51%	0%
	<u>3,051,981</u>	<u>119,531</u>	<u>1,919,710</u>	63%	15%
Other Revenue					
Advertising	75,000	12,500	49,144	66%	0%
Intermodal Operations	182,157	7,549	95,929	53%	0%
Miscellaneous Revenue	19,850	1,191	22,302	112%	0%
Commission Revenue - (GH, IT, FlixBus)	19,200	772	12,560	65%	0%
Interest Income	9,550	30,794	192,137	2012%	1%
	<u>305,757</u>	<u>52,806</u>	<u>372,073</u>	122%	2%
Urban Millage (CCTA)	5,299,618	509,835	2,409,214	45%	5%
County-wide Millage (KCTA)	3,201,898	4,158	1,777,025	55%	2%
MDOT - Operating	7,226,670	3,252	4,047,884	56%	50%
FTA - Operating	2,703,977	2,556,431	2,610,498	97%	0%
Provision for Depreciation	3,255,200	236,195	2,303,549	71%	27%
TOTAL OPERATING REVENUE	<u>25,045,101</u>	<u>3,482,208</u>	<u>15,439,953</u>	62%	100%
Operating Expenses by Division					
Administration/Overhead	7,245,608	496,795	4,681,924	65%	
Kalamazoo Transportation Center Operations	862,324	60,834	469,101	54%	
Maintenance	3,257,708	296,744	2,226,299	68%	
Operations	8,599,769	605,433	5,311,221	62%	
Metro Connect	5,377,481	452,047	3,517,688	65%	
Metro Share	68,837	2,624	29,473	43%	
TOTAL OPERATING EXPENSE	<u>25,411,727</u>	<u>1,914,478</u>	<u>16,235,706</u>	64%	
NET (UNFUNDED) BALANCE for period	<u>(366,626)</u>	<u>1,567,730</u>	<u>(795,753)</u>		

METRO CONNECT

May 2023

Individuals Certified:

		May 2022	% Change
ADA Certified:	7	7	0.00%
MCC Certified with a Disability:	60	33	81.82%
MCC Certified Senior:	13	19	-31.58%
Total Certified:	80	59	35.59%

Service Statistics:

Total Trips:	10,999	9,823	11.97%
Total Passenger Trips:	11,176	10,049	11.22%
Saturday Trips-included in total:	389	371	4.85%
Sunday Trips-included in total:	281	335	-16.12%
ADA Passengers:	4,559	4,085	11.60%
D/R w/ a Disability Passengers:	4,893	4,275	14.46%
D/R Senior Passengers:	1,547	1,463	5.74%
Ambulatory:	9,645	8,435	14.34%
Non-Ambulatory:	1,354	1,388	-2.45%
PCA:	177	226	-21.68%
Companion Trips:	32	1	100.00%
Ten Minute Stops:	12	4	200.00%
Requests:	14,202	12,531	13.33%
No Shows:	559	474	17.93%
ADA Denials:	0	0	0.00%
D/R Nothing to Offer:	0	0	0.00%
Non-Accommodated:	0	0	0.00%
Cancellations:	2,644	2,234	18.35%
Late Trips:	343	350	-2.00%
On-Time Performance:	97%	96%	0.46%
Service Days:	30	30	0.00%

Performance Measurements:

Total Miles:	95,983	85,374	12.43%
Total Hours:	6,809	5,931	14.80%
Total Revenue Miles:	85,484	75,144	13.76%
Total Revenue Hours:	5,681	5,003	13.55%
Passenger Miles:	106,557	94,145	13.18%
Total Contract Cost:	\$441,071.75	\$393,772.08	12.01%
Cost per Trip:	\$40.10	\$40.09	0.04%
Cost per Passenger:	\$39.47	\$39.19	0.72%
Cost per Mile:	\$5.16	\$5.24	-1.54%
Cost per Hour:	\$77.64	\$78.71	-1.36%
Passengers per Hour:	1.97	2.01	-2.06%
Average Miles per Passenger:	9.53	9.37	1.77%
Gallons of Fuel Used:	8,715	8,690	0.29%
Cost of Fuel:	\$32,757.68	\$41,401.77	-20.88%
Total Fares Collected:	\$40,779.50	\$38,029.00	7.23%

METRO CONNECT

June 2023

Individuals Certified:

		June 2022	% Change
ADA Certified:	13	14	-7.14%
MCC Certified with a Disability:	42	39	7.69%
MCC Certified Senior:	21	23	-8.70%
Total Certified:	76	76	0.00%

Service Statistics:

Total Trips:	10,302	9,845	4.64%
Total Passenger Trips:	10,441	10,073	3.65%
Saturday Trips-included in total:	409	364	12.36%
Sunday Trips-included in total:	270	257	5.06%
ADA Passengers:	4,366	4,252	2.68%
D/R w/ a Disability Passengers:	4,374	4,156	5.25%
D/R Senior Passengers:	1,562	1,437	8.70%
Ambulatory:	8,980	8,377	7.20%
Non-Ambulatory:	1,322	1,468	-9.95%
PCA:	139	228	-39.04%
Companion Trips:	31	22	100.00%
Ten Minute Stops:	6	8	-25.00%
Requests:	13,337	12,579	6.03%
No Shows:	587	476	23.32%
ADA Denials:	0	0	0.00%
D/R Nothing to Offer:	0	0	0.00%
Non-Accommodated:	0	0	0.00%
Cancellations:	2,448	2,258	8.41%
Late Trips:	345	356	-3.09%
On-Time Performance:	97%	96%	0.28%
Service Days:	30	30	0.00%

Performance Measurements:

Total Miles:	99,150	84,272	17.65%
Total Hours:	6,490	5,993	8.29%
Total Revenue Miles:	86,713	73,161	18.52%
Total Revenue Hours:	5,378	4,984	7.91%
Passenger Miles:	107,636	94,113	14.37%
Total Contract Cost:	\$441,071.75	\$393,772.08	12.01%
Cost per Trip:	\$42.81	\$40.00	7.04%
Cost per Passenger:	\$42.24	\$39.09	8.06%
Cost per Mile:	\$5.09	\$5.38	-5.49%
Cost per Hour:	\$82.01	\$79.01	3.81%
Passengers per Hour:	1.94	2.02	-3.94%
Average Miles per Passenger:	10.31	9.34	10.34%
Gallons of Fuel Used:	8,911	8,859	0.59%
Cost of Fuel:	\$31,725.90	\$47,160.98	-32.73%
Total Fares Collected:	\$40,128.00	\$38,666.00	3.78%