

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
August 9, 2021

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, Rob Branch, Keshia Woodson-Sow, Barbara Blissett
Others Present: Jeffrey Ammon, Earl Cox, Sr., Julie Henley

*"A regular meeting of the Central County Transportation Authority and the Kalamazoo County Transportation Authority was held on Monday, August 9, 2021 at 11:30 a.m. This meeting was held as an electronic meeting under the authority of Senate Bill 1246 adopted December 15, 2020, Amending the Open Meetings Act for Participation in Public Meetings." *Please note in attendance that location in parenthesis is location where member was participating during meeting in compliance with Michigan requirements for remote attendance for a public meeting.*

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema (City of Portage), Jeff Breneman (City of Kalamazoo), Tafari Brown (Comstock Township), Dusty Farmer (Oshtemo Township), Martin Janssen (Grand Rapids), Aditya Rama (City of Kalamazoo), Tim Sloan (Oshtemo Township), Sam Urban (City of Galesburg), Greg Rosine (City of Kalamazoo)

KCTA Members Absent: None

1.) CCTA ROLL CALL

CCTA Members Present: Curtis Aardema (City of Portage), Rob Britigan (Comstock Township), Chris Burns (City of Portage), Dusty Farmer (Oshtemo Township), Martin Janssen (Grand Rapids), Garrylee McCormick (City of Kalamazoo), Lisa Moaiery (Kalamazoo Township), Greg Rosine (City of Kalamazoo)

CCTA Members Absent: Jim Pearson, Randy Thompson

2.) REQUEST FOR APPROVAL OF AGENDA/MINUTES

A motion was made by KCTA and CCTA to approve the August 9th meeting agenda and the CCTA/KCTA meeting minutes of July 12, 2021.

Motion: Janssen/Farmer Support: Farmer/Janssen
Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen, McCormick, Moaiery, Rama, Sloan, Urban, Rosine
Nays: None
Absent: Pearson, Thompson

3.) PUBLIC COMMENTS - None

4.) PRESENTATION REGARDING MILLAGE EDUCATION AND ADVOCACY

Exec. Dir. McBride introduced CCTA/KCTA Attorney Jeffrey Ammon who provided a list of do's and don'ts for making presentations to various organization regarding the upcoming KCTA millage renewal. (A copy of the list is included with the meeting minutes.)

5.) PRESENTATION OF PROPOSED CCTA FY 2022 AND FY 2023 BUDGETS

Exec. Dir. McBride explained the budget process and timeline for the 2022-2023 CCTA Budget. He presented a PowerPoint of budget highlights and said small group meetings would be scheduled to go over the budget in detail and answer any questions from the boardmembers. (A copy of the PowerPoint is on file with the meeting minutes.)

Exec. Dir. McBride stated the Finance Subcommittee had met on July 13th and discussed the preliminary budget.

Exec. Dir. McBride said a public hearing is required to be set, by resolution, for September 13, 2021 to hear any public comments and adoption of the budgets could occur after the public hearing or at the next meeting on September 27th.

Exec. Dir. McBride went over some of the highlights of the past year including the impact of Covid on the levels of operating and service. He said adjustments were made to ensure the safety of our employees and customers. Exec. Dir. McBride stated on the funding side, the Federal government has passed three pandemic relief packages. All those packages have provided funding directly to public transit and been used to stabilize Metro's budget. He said it's likely for the next few years that this would be a key source in stabilizing the budget.

Exec. Dir. McBride shared that in long-term strategic planning, the Comprehensive Operational Analysis Study will begin shortly and somewhere in the next year Metro would conduct a fare structure and fare collection analysis that will target how we collect fares and what our fare strategy should be moving forward.

Exec. Dir. McBride proceeded to explain the FY 2022 and FY 2023 Budgets in detail while responding to questions from the Boards.

A motion was made by the CCTA and KCTA to adopt Resolution 21-003 scheduling a public hearing on Monday, September 13, 2021 to consider the CCTA FY 2022 and FY 2023 Budgets.

*Motion: Britigan/Sloan Support: McCormick/Aardema
Motion carried by roll call vote.*

*Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen,
 McCormick, Moaiery, Rama, Sloan, Urban, Rosine
Nays: None
Absent: Pearson, Thompson*

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen,
McCormick, Moaiery, Rama, Sloan, Urban, Rosine
Nays: None
Absent: Pearson, Thompson

9.a/b) RESCIND PREVIOUSLY ADOPTED CCTA AND KCTA POLICIES

Exec. Dir. McBride explained the rationale behind rescinding previously adopted CCTA and KCTA policies and then adopting newly created joint policies. He thanked Boardmembers Rama, Aardema and Urban for their diligence and hard work to make the Boards' policies joint. (A list of all rescinded CCTA and KCTA policies is included with the meeting minutes.)

A motion was made to rescind adopted CCTA policies as listed in Attachment #1.

Motion: Farmer Support: Aardema
Motion carried by roll call vote.

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

A motion was made to rescind adopted KCTA policies as listed in Attachment #2.

Motion: Urban Support: Rama
Motion carried by roll call vote.

Ayes: Aardema, Breneman, Brown, Farmer, Janssen, Rama, Sloan, Urban,
Rosine
Nays: None
Absent: None

9.c) CONSIDERATION TO ADOPT NEWLY CREATED CCTA AND KCTA POLICIES

Exec. Dir. McBride stated this move to create joint policies would benefit both Boards and the efficiency of conducting business.

A motion was made by the KCTA and CCTA to adopt all joint policies created as of August 9, 2021.

Motion: Aardema/Janssen Support: Janssen/Aardema
Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen,
McCormick, Moaiery, Rama, Sloan, Urban, Rosine
Nays: None
Absent: Pearson, Thompson

10.) EXECUTIVE DIRECTOR REPORT

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

- Human Resources
- Service Updates
- Triennial Review
- Metro Route Changes
- KTC Security Reports
- Monthly Ridership Reports

Attached to the minutes is the summary memo provided to the Boards.

10.) SUBCOMMITTEE REPORTS

Executive Committee – Chair Rosine reported the committee met to discuss the current agenda and the option of returning to in-person meeting. He said the decision was to continue with the virtual meetings while watching Covid infection numbers and mandates.

Finance Subcommittee (joint with KCTA) – Met to discuss future budget.

Outreach Subcommittee (joint with KCTA) – Aardema commented that boardmembers could review the documents provided for their presentations and begin contacting their assigned jurisdictions to reserve a spot on the meeting agenda.

Pension Board – Did not meet.

Policy Subcommittee – Chair Rosine thanked the subcommittee for their contribution in the updating of the Boards' policies.

KATS Policy Committee – Did not meet.

Millage Subcommittee – Did not meet.

Local Advisory Committee (LAC) – Did not meet.

11.) CHAIRPERSON REPORT – Chair Rosine encouraged Boardmembers to take advantage of the budget small group meetings to familiarize themselves with the budget and expenditures. He said Boardmembers would be receiving the annual Executive Director Evaluation Form and asked that everyone complete it and return it to him by September for discussion at the next meeting.

12.) PUBLIC COMMENT - Earl Cox, Sr. thanked administration for the purchase of the fresh air kits. He said it was something that has been needed for a long time. Cox commented that with the return of fare collections that it requires extra tasking and time for the coach operators.

Julie Henley requested the reinstatement of a bus stop on Drake Road at the Seville Apartments. She said it had been moved farther away at the Nottingham Apartments. Henley said her daughter has been using this bus stop for 18 years to get to work. She said due to a disability her daughter is not able to walk the extra distance to the new stop location. Henley also it was cost prohibitive for her daughter to use Metro Connect.

13.) MEMBERS TIME – Aardema stated he was looking forward to seeing how the West Main route changes will be received.

Farmer echoed Aardema's comments about the expansion of the West Main bus route and what the new ridership numbers would be.

14.) ADJOURNMENT

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

Motion: Urban/Burns Support: Aardema/Janssen


Motion carried by roll call vote.

*Ayes: Aardema, Breneman, Britigan, Brown, Burns, Farmer, Janssen,
McCormick, Moaiery, Rama, Sloan, Urban, Rosine*

Nays: None

Absent: Pearson, Thompson

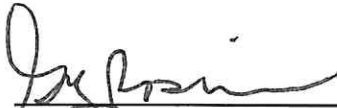
The meeting adjourned at 1:12 P.M.



Greg Rosine
CCTA Chairperson



Barbara Blissett
CCTA Clerk



Greg Rosine
KCTA Chairperson



Barbara Blissett
KCTA Clerk