

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

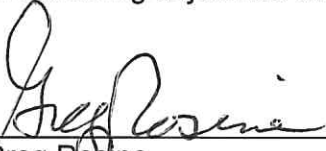
A motion was made by KCTA and CCTA to adjourn the KCTA/CCTA meeting.

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