

**CENTRAL COUNTY TRANSPORTATION AUTHORITY  
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY  
Joint Regular Meeting  
**August 8, 2022****

Place: Metro Administration Building, 530 N. Rose Street  
Time: 11:30 A.M.  
Staff Present: Sean McBride, Greg Vlietstra, Cheryl Pesti, Rob Branch, Keshia Woodson-Sow, Kathy Schultz, Barbara Blissett  
Others Present: John Gisler, Marcy Ohs, Karen Schmitt, Kate Goddeyne, Dean Hauk.

**1.) KCTA ROLL CALL**

*KCTA Members Present:* Curtis Aardema, Tafari Brown, Martin Janssen, Aditya Rama, Sam Urban, Greg Rosine  
*KCTA Members Absent:* Jeff Breneman, Dusty Farmer, Tim Sloan

*A motion was made by KCTA to excuse the absence of Breneman, Farmer, Sloan.  
Motion: Janssen Second: Urban*

*Motion carried by voice vote.*

**1). CCTA ROLL CALL**

*CCTA Members Present:* Curtis Aardema, Rob Britigan, Martin Janssen, Garrylee McCormick, Lisa Moaiery, Randy Thompson, Greg Rosine  
*CCTA Members Absent:* Chris Burns, Dusty Farmer, Jim Pearson

*A motion was made by CCTA to excuse the absence of Burns, Farmer, Pearson.  
Motion: Janssen 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 August 8, 2022, and for approval of the joint CCTA/KCTA regular meeting minutes for June 13, 2022 with the date change on the secondary header pages.*

*Motion: McCormick Second: Aardema  
Motion carried by voice vote.*

**3.) PUBLIC COMMENT** - None

John Gisler spoke regarding the new the new Avelo Airline that is servicing Kalamazoo, the new Justice Facility Center is being slowed down by State requirements and the Kalamazoo County Fair would be returning but without a midway.

**4.) PRESENTATION OF PROPOSED CCTA FY 2023 AND FY 2024 BUDGETS**

Exec. Dir. McBride explained the budget process and timeline for the 2023-2024 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 13<sup>th</sup> and discussed the preliminary budget.

Exec. Dir. McBride said a public hearing is required to be set, by resolution, for September 12, 2022 to hear any public comments and adoption of the budgets could occur after the public hearing or at the next meeting on September 26<sup>th</sup>.

Exec. Dir. McBride went over some of the highlights to be presented in this budget:

- Five-Year Financial Projection
- Covid-19 Relief Funds Summary
- KCTA/CCTA Estimated Allocation Comparison
- Consolidated actual revenue/expenses for multiple past years to be available upon request

Director of Operations Keshia Woodson-Sow and Deputy Director of Fleet & Facilities Rob Branch presented an overview of the Operations' and Fleet & Facilities' portion of the new proposed budget.

Exec. Dir. McBride spoke concerning 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 two to three 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 would be implemented and sometime 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 2023 and FY 2024 Budgets in detail while responding to questions from the Boards.

*A motion was made by the CCTA and KCTA to adopt Resolution 22-003 scheduling a public hearing on Monday, September 12, 2022 to consider the CCTA FY 2023 and FY 2024 Budgets.*

*Motion: Janssen                          Support: McCormick*  
*Motion carried by roll call vote.*

*Ayes:                  Aardema, Britigan, Brown, Burns, Janssen, McCormick, Moaiery, Rama,  
 Thompson, Urban, Rosine*

*Nays:                  None*

*Absent:                Breneman, Farmer, Pearson, Sloan*

**5.) YOUTH MOBILITY PROGRAM**

Planning Development Manager Kathy Schultz provided an overview of the Youth Mobility Fund Program which provides 400 bus passes for Kalamazoo Central High School, Loy Norrix High School, and Phoenix and is funded through the Foundation for Excellence. This program would be a continuation involving a partnership with Metro, the City of Kalamazoo, KYD Network and Kalamazoo Public Schools.

Schultz stated that since 2019 the program has proven to be successful after addressing student behavior and Covid-19. She explained the schools would manage and adjust the distribution of the 400-card limit to the students based on need.

Schultz explained Metro would be reimbursed by the Foundation for Excellence (FFE) at a rate of \$1.09 per ride. KYD Network would again work with volunteers to assist students with bus etiquette and rules and FFE would be reimbursing Metro for 50% of the service contract.

Schultz responded to questions from the Board regarding previous usage, working as a partnership with other organizations and terms of contract.

*A motion was made by KCTA and CCTA to approve a one-year contract for the Youth Mobility Fund Project with the City of Kalamazoo, Kalamazoo Public Schools and KYD Network and authorize the Executive Director to execute all documents related to this contract.*

*Motion: Thompson                      Support: Janssen*

*Motion carried by roll call vote.*

*Ayes:                      Aardema, Britigan, Brown, Burns, Janssen, McCormick, Moaiery, Rama, Thompson, Urban, Rosine*

*Nays:                      None*

*Absent:                      Breneman, Farmer, Pearson, Sloan*

## **6.) POLICY ON ADVERTISING ON METRO BUSES AND FACILITIES**

Planning Development Manager Kathy Schultz provided an overview of the current policy on advertising on Metro buses and facilities. She said recent discussions by the Board had raised questions regarding what is allowed on the buses and facilities that was not addressed in the current policy including: marijuana, tobacco products, weapons/firearms related, gambling and political.

Schultz indicated the CCTA/KCTA attorney was consulted and reviewed the current policy with suggested changes and was being offered for first reading. She said it would be brought back to the Board for final adoption at a future meeting.

Prior to the vote, discussion ensued regarding topics that would now either be allowed or not allowed as advertising on the buses. Discussion also was had on the feasibility of limiting competition of the Kalamazoo Airport, which is also a County Authority.

*A motion was made by KCTA and CCTA to offer for first reading a Revised Policy on Advertising on Metro buses and Facilities.*

*Motion: Brown                              Support: Aardema*

*Motion carried by voice vote.*

## **7.) UPDATE REGARDING COMPREHENSIVE OPERATIONAL ANALYSIS (COA)**

Planning/Development Manager Kathy Schultz updated the timeline to the Boards on the progress of the Comprehensive Operational Plan (COA) being performed by Foursquare. Schultz said staff is working on responses from the community to clarify specific areas including:

- Microtransit Zones
- Timeline for route changes
- Provide information and education to specific neighborhoods
- Changes to Metro Connect's ADA services area

Schultz commented that Foursquare would have a draft recommendation for review prior to the September 26<sup>th</sup> meeting.

## **8.) EXECUTIVE DIRECTORS REPORT**

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

- Human Resources
- Outreach
- Board Governance Retreat
- Michigan Public Transportation Association (MPTA) Conference
- KTC Security Reports
- City of Kalamazoo Road Construction
- City of Kalamazoo Ordinance Changes

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

## **8.) SUBCOMMITTEE REPORTS**

### Executive Subcommittee

Chair Rosine reported the committee met to discuss the current agenda. He shared that the subcommittee discussed the past several years and the challenges faced and navigated by Metro with the excellent leadership of the Executive Director. Chair Rosine said they would like to come back to the Board with a recommendation for a one-time supplement compensation to his income for the quality work he has exhibited during these challenging times.

Chair Rosine commented that the last meeting had been the Governance Board Retreat with Mr. Doug Eadie. He said Mr. Eadie was preparing a Draft Action Policy to submit to the Steering Committee then it would be brought to the full Board for approval and implementation.

Finance Subcommittee (joint with KCTA) – Met to discuss CCTA 2023 and 2024 Budgets.

Outreach Subcommittee – Did not meet.

Pension Board – Did not meet.

KATS Policy Committee – Janssen reported on current road projects. He added that KATS was physically riding the area bike trails to add the information to the mapping system. Aardema noted that KATS was updating the mapping system to include bus stops.

Local Advisory Committee (LAC) – Did not meet.

## **9.) CHAIRPERSON REPORT** – No Report.

**10.) PUBLIC COMMENT** – Marcy Ohs, Parkview Hills Neighborhood thanked staff at Metro for the transparency and updates on the Comprehensive Operational Analysis (COA). She spoke to the potential elimination of the bus route traveling through the interior of Parkview Hills in the COA. Ohs said a variety of individuals rely on the bus and have mobility issues so traveling the added distance to Parkview Avenue to catch the bus is prohibitive.

Karen Schmitt, Parkview Hills Neighborhood, reiterated Ohs' concerns about senior citizens and the mobility issues of its residents.

Dean Hauck spoke about the necessity of bus transportation for the residents of Parkview Hills. She said it would affect their quality of life greatly. She also spoke concerning the proposed transformation of the one-way downtown streets to two-way streets.

Kate Goddeyne spoke on behalf of her client who uses the Parkview bus regularly and relies on it to maintain a connection to the community and his mental health.

John Gisler asked whether it was possible that delays in receiving new buses could be due to the war in Ukraine. He understood that they manufactured catalytic converters.

**11.) MEMBERS TIME**

Aardema shared that, as a member of the Airport Board of Directors, he was excited about the new airline beginning service for Kalamazoo in October. He, along with other Boardmembers, thanked the Kalamazoo residents for their involvement in the COA process.

Britigan thanked Exec. Dir. McBride and staff for the excellent Board Governance Retreat held the previous month. He said it was good for setting the Board up for self-improvement.

McCormick thanked Exec. Dir. McBride and staff for all their hard work and the residents of Parkview Hills for their comments.

**12.) ADJOURNMENT**

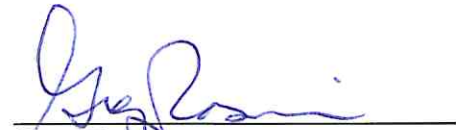
*A motion was made by KCTA and CCTA to adjourn the KCTA/CCTA meeting.*

*Motion: Janssen*

*Support: Aardema*

*Motion carried by voice vote.*

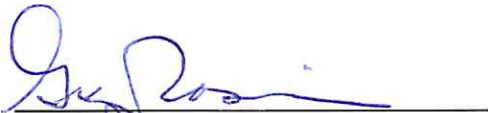
The meeting adjourned at 1:21 P.M.



Greg Rosine  
CCTA Chairperson



Barbara Blissett  
CCTA Clerk



Greg Rosine  
KCTA Chairperson



Barbara Blissett  
KCTA Clerk