

**CENTRAL COUNTY TRANSPORTATION AUTHORITY  
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY  
Joint Regular Meeting  
January 10, 2022**

Place: Metro Administration Building, 530 N. Rose Street  
Time: 11:30 A.M.  
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, David Miller, Keshia Woodson-Sow  
Others Present: John Gisler, Tami Rey

**1.) KCTA ROLL CALL**

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

*KCTA Members Absent: Jeff Breneman, Dusty Farmer*

*A motion was made by the KCTA to excuse the absence of Jeff Breneman, Dusty Farmer  
Motion: Janssen Second: Aardema*

*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 the CCTA to excuse the absence of Chris Burns, Dusty Farmer,  
Jim 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 to approve the January 10<sup>th</sup> meeting agenda and  
the CCTA/KCTA meeting minutes of December 13, 2021.*

*Motion: Sloan Support: Aardema*

*Motion carried by voice vote.*

Chair Rosine shared a statement of the previous year's happenings affecting Metro and its operations. He said he was optimistic for 2022 and looking forward to being able to be more proactive in providing transportation for the community that is dependent on it.

**3.) PUBLIC COMMENTS** – John Gisler provided an update on activity with the Kalamazoo County Board of Commissioners

**4.) UPDATE TO 2022 PUBLIC TRANSIT HUMAN SERVICES (PTHS) PLAN**

Richard Congdon, Project Manager, stated KCTA had taken responsibility for developing and approving the Public Transit Human Services (PTHS) Plan since 2009. This plan is used to coordinate and identify services for seniors, individuals with a disability, veterans, and low-income individuals and requires an update every two years. Congdon said surveys were mailed to advocacy groups and area agencies. He said after receiving surveys, the PTHS Committee convened to review and update the Coordinated Plan in order to receive 5310 funding from the Federal Transit Administration (FTA). According to the PTHS Plan, future 5310 funds will go to the purchase of vans for mobility management.

*A motion was made by KCTA and CCTA to adopt the 2022 Updated Public Transit Human Services Plan.*

*Motion: Janssen                      Second: Aardema*

*Motion carried by a roll call vote.*

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

*Nays:                      None*

*Absent:                      Breneman, Burns, Farmer, Pearson*

**5.) COMPREHENSIVE OPERATIONAL ANALYSIS (COA) UPDATE**

Planning and Development Manager Kathy Schultz presented an update to the Comprehensive Operational Analysis (COA) taking place under a contract with Foursquare Integrated Transportation Planning. She said the review and recommendation is slated to be complete by June 2022. Schultz said the last COA was completed in 2010. Schultz stated that the final report will address the potential for projects such as new transfer points within the system, express routes, hub and spoke routes versus grid system routes along with the viability of microtransit and other public transportation options.

Schultz commented that at the February 14 meeting the Boards will be given a presentation by Foursquare and allow for discussion on what the Boards' priorities are for moving the transit system forward.

Chair Rosine asked the Boardmembers to review the current COA on the website and be prepared to provide input during discussions on future visions for the area's public transportation.

Exec. Dir. McBride shared that the recent approval of the Federal Infrastructure Package was positive to public transit systems. He said even though the final figures were not available at the current time, boardmembers should take that into account when reviewing and considering future improvements to Metro's capital improvements and services.

**6.) ELECTION COSTS FOR KCTA NOVEMBER 2, 2021 MILLAGE QUESTION**

Exec. Dir. McBride stated that the KCTA November 2, 2021 millage renewal question on the ballot required reimbursing the jurisdictions within Kalamazoo County that conduct the election. He said the cost of this election for the KCTA was \$210,563.43 for all of the jurisdictions that had the KCTA vote and the collection of these costs incurred, and billing is managed by the Kalamazoo County Clerk.

*A motion was made by the KCTA and CCTA to approve payment of \$210,563.43 to the Kalamazoo County Clerk for reimbursement of the 2021 KCTA Millage Election costs.*

*Motion: Aardema*

*Support: Janssen*

*Motion carried by roll call vote.*

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

*Nays: None*

*Absent: Breneman, Burns, Farmer, Pearson*

**7.) UPGRADE VEHICLE CAMARAS**

Dep. Dir. Vlietstra explained Metro has been using security cameras on the fixed-route buses since 2015. He said at this time it would benefit the system by having a bus camera system upgrade. The upgrade would provide for less downtime, better viewing technology and larger hard drive storage for longer archiving purposes. Vlietstra stated this would be a sole-source purchase allowing for the upgrade to Metro's already existing system.

*A motion was made by the KCTA and CCTA to approve AngelTrax to upgrade the current security camera system for the fixed-route buses in the amount of \$57,480 and authorize the Executive Director to execute all related documents.*

*Motion: Aardema*

*Support: Janssen*

*Motion carried by roll call vote.*

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

*Nays: None*

*Absent: Breneman, Burns, Farmer, Pearson*

**8.) LEASE AGREEMENT FOR BUS BAY USAGE**

Dep. Dir. Vlietstra shared that a request from FlixBus to lease one of the bus bays at the Kalamazoo Transportation Center (KTC) was received by Metro. He said FlixBus was a private bus operator and would be using the bay similar to Greyhound, Indian Trails and Miller Transportation. Vlietstra said they would be using it twice a day during their Chicago-Detroit routes.

*A motion was made by the KCTA and CCTA to approve a lease agreement with FlixBus for the use of a KTC bus bay and authorize the Executive Director to execute all related documents.*

*Motion: Aardema*

*Support: Janssen*

*Motion carried by roll call vote.*

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

*Nays: None*

*Absent: Breneman, Burns, Farmer, Pearson*

## **9.) EXECUTIVE DIRECTOR REPORT**

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

- Pandemic
- KTC Security Reports
- Human Resources
- Safety and Security
- Bronson Bus2Work Program
- Value-added Services
- Bus Stop/Shelter Maintenance

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

## **10.) SUBCOMMITTEE REPORTS**

Executive Committee – Chair Rosine stated each year the Boards must select leadership positions. He said since the Boards meet jointly that the Nominating Committees should work together to recommend the Chair and Vice-Chair for each Board and present the recommendation at the March 14<sup>th</sup> Annual Meeting.

The Executive Committee recommends the CCTA Nominating Committee shall consist of Curtis Aardema, Chris Burns, Dusty Farmer, Martin Janssen.

The Executive Committee recommends the KCTA Nominating Committee shall consist of: Curtis Aardema, Tafari Brown, Dusty Farmer, Martin Janssen.

*A motion was made by KCTA and CCTA to approve Nominating Committees for the purpose of recommending Board Chairs and Vice-Chairs.*

*Motion: Aardema*

*Support: Sloan*

*Motion carried by voice vote.*

Finance Subcommittee (joint with KCTA) – Did not meet.

Pension Board – Did not meet.

KATS Policy Committee – Janssen reported on current road projects including those that were affecting Metro routes. Aardema indicated that he was now a member of the KATS Non-Motorized Subcommittee.

Exec. Dir. McBride shared that KATS would be meeting to discuss the distribution of Federal funds allotted for roads and public transit through the Transportation Improvement Program (TIP). He said this is something that is updated every four years and scheduled to take place this spring.

Local Advisory Committee (LAC) – Did not meet.

**11.) CHAIRPERSON REPORT** – Chair Rosine congratulated Keshia Woodson-Sow on her recent appointment to the position of Director of Operations

**12.) PUBLIC COMMENT** – John Gisler commented that his family has been recently using the KTC during trips back and forth between families and has had positive experiences.

**13.) MEMBERS TIME** – Boardmembers welcomed Keshia Woodson-Sow to her new position and John Gisler as returning Kalamazoo County liaison to the CCTA and KCTA.

Janssen noted that one good thing that surfaced after the November 27<sup>th</sup> shooting incident was the awareness of all the resources available to us as a community, even on a federal level. He said it could have been so much worse if all of the assistance had not been accessible so quickly.

Britigan remarked that at the meeting he had been appointed Treasurer and Randy Thompson was appointed Chairperson.

*as KATS Policy Committee*

**14.) ADJOURNMENT**

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


*Motion: Janssen*

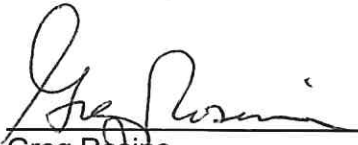
*Support: Urban*


*Motion carried by voice vote.*

The meeting adjourned at 12:42 P.M.

  
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Greg Rosine  
CCTA Chairperson

  
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Barbara Blissett  
CCTA Clerk

  
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Greg Rosine  
KCTA Chairperson

  
\_\_\_\_\_  
Barbara Blissett  
KCTA Clerk