

**CENTRAL COUNTY TRANSPORTATION AUTHORITY  
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY**  
**Joint Regular Meeting**  
**June 13, 2022**

Place: Metro Administration Building, 530 N. Rose Street  
Time: 11:32 A.M.  
Staff Present: Sean McBride, Greg Vlietstra, Rob Branch, Keshia Woodson-Sow, Kathy Schultz, Barbara Blissett  
Others Present: John Gisler, Earl Cox, Sr.

**1.) KCTA ROLL CALL**

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

*KCTA Members Absent: Curtis Aardema, Jeff Breneman, Tafari Brown, Dusty Farmer*

*A motion was made by KCTA to excuse the absence of Aardema, Breneman, Brown, Farmer.*

*Motion: Janssen                      Second: Urban*

*Motion carried by voice vote.*

**1). CCTA ROLL CALL**

*CCTA Members Present: Rob Britigan, Chris Burns\*, Martin Janssen, Garrylee McCormick, Lisa Moaiery, Jim Pearson, Randy Thompson, Greg Rosine*

*CCTA Members Absent: Curtis Aardema, Dusty Farmer*

*A motion was made by CCTA to excuse the absence of Aardema, Farmer.*

*Motion: Burns                      Second: Pearson*

*\*Boardmember Burns arrived at 11:35 A.M.*

*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 13, 2022, and for approval of the joint CCTA/KCTA regular meeting minutes for May 9, 2022.*

*Motion: Janssen/Sloan                      Second: McCormick/Janssen*

*Motion carried by voice vote.*

**3.) PUBLIC COMMENT - None**

June 13

#### **4.) AGREEMENTS WITH WESTERN MICHIGAN UNIVERSITY FOR BUS SERVICE**

Exec. Dir. McBride shared that Metro had been providing service to the Western Michigan University (WMU) campus since 1998 for unlimited access to the fixed-route bus system. He said in 2020 Metro began providing service to the Parkview Campus off Drake Road and as well as Ring Road on the main campus.

Exec. Dir. McBride stated that this spring WMU requested proposals for on-campus service resulting in the following two agreements:

1. Agreement Between WMU and CCTA for Community Public Transportation Services
  - a. Duration: Five years from August 1, 2022 through July 31, 2027.
  - b. Cost: \$667,000. Price to be adjusted annually with mutual agreement of both parties.
  - c. Service: Access to Metro fixed-route services by all WMU students, faculty and staff. This agreement replicates agreements for service prior to 2020.
2. Agreement Between WMU and CCTA for On-Campus Public Transportation Services
  - a. Duration: Five years from August 1, 2022 through July 31, 2027.
  - b. Cost: \$518,000. Price to be adjusted annually with mutual agreement of both parties.
  - c. Service: Access to Metro fixed-route services by all WMU students, faculty, and staff to on-campus routes (Route 19-Ring Road, 25-Parkview).

Exec. Dir. McBride commented that CCTA/KCTA Attorney Richard Cherry had reviewed both contracts and currently Metro is awaiting the final approvals from WMU legal and their Board of Trustees.

*A motion was made by the KCTA and CCTA to approve the two agreements with WMU for bus service for Community Public Transportation and On-Campus Public Transportation contingent upon approval from WMU Board of Trustees.*

*Motion: Janssen/Thompson Second: Urban/Moaiery*

*Motion carried by a roll call vote.*

*Ayes: Britigan, Burns, Janssen, McCormick, Moaiery, Pearson, Rama, Sloan, Thompson, Urban, Rosine*

*Nays: None*

*Absent: Aardema, Breneman, Brown, Farmer*

#### **5.) CONTRACT FOR JANITORIAL SERVICES**

Support Services Dir. Greg Vlietstra provided an overview of the bidding process for professional cleaning services at Metro and the Kalamazoo Transportation Center (KTC). He stated the original vendor selected in March backed out and new sealed bids were solicited again through the City of Kalamazoo and the lowest responsible bidder was Mean Green Clean Team of Kalamazoo. Vlietstra said the contract would be for one year with four optional one-year extensions. Vlietstra responded to questions from the Board regarding contract length, opt-out clause, price differences and contingency plan if this vendor does not perform as expected,

*A motion was made by KCTA and CCTA to approve a one-year contract with four optional one-year extensions with Mean Green Clean Team at an estimated annual amount of \$141,700 and authorize the Executive Director to execute all documents related to this contract.*

*Motion: Urban/McCormick Support: Britigan/Sloan*

*Motion carried by roll call vote.*

*June 13,*

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

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

Planning/Development Manager Kathy Schultz updated the Boards on the progress of the Comprehensive Operational Plan (COA). Schultz said consultants Foursquare Integrated Transportation Planning (Foursquare) along with staff collecting comments from agencies, drivers, and the community on the two scenarios presented at the May 9 meeting.

Schultz shared that Foursquare and Metro staff had met with various businesses and groups that provided insight into the future needs of transportation in the Kalamazoo area.

Schultz responded to questions from the Board and also provided information pursuant to the Board's interest regarding the future of microtransit services by giving a PowerPoint presentation on Muskegon's microtransit Go2by MATS. (A copy of the PowerPoint is included with the minutes.)

## **7.) EXECUTIVE DIRECTORS REPORT**

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

- Human Resources
- Diesel Fuel
- KTC Security Reports
- Shelter Branding
- Competitive Grant Submittals

## **8.) SUBCOMMITTEE REPORTS**

### Executive Subcommittee

Chair Rosine reported the committee met to discuss the current agenda and reminded everyone to return their performance evaluations for Exec. Dir. McBride.

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

Outreach Subcommittee – Did not meet.

Pension Board – Vice Chair McCormick and Exec. Dir. McBride reported on the recent MAPERS conference attended by the Pension Board.

KATS Policy Committee – Janssen reported on current road projects. He added that the manual on the KATS website is very helpful in understanding the road changes.

Local Advisory Committee (LAC) – Did not meet.

**9.) CHAIRPERSON REPORT** – Chair Rosine noted that the next joint Board Retreat meeting would take place at the Exchange Building with Mr. Doug Eadie being the facilitator. He indicated he was looking forward to guidance for the Boards to use in governing, defining the Board's roles and succession planning. Rosine said in the coming months that the Board would be tasked with providing direction on issues like implementing the recommendations of the COA, strategic planning, allocation of additional Federal funding, and engaging with community stakeholders.

Rosine commented that he foresees the result of the governing retreat making the position of boardmember be more meaningful.

**10.) PUBLIC COMMENT** – John Gisler reported the County Justice Center completion is still on schedule. He inquired about the possibility of having an outreach bus service, once a week, to communities such as Battle Creek and Three Rivers.

**11.) MEMBERS TIME** – Urban and Pearson stated they were excited about the possibility of microtransit becoming a reality in Kalamazoo.

Burns inquired about the fluctuation in ridership due to Covid-19.

**12.) ADJOURNMENT**

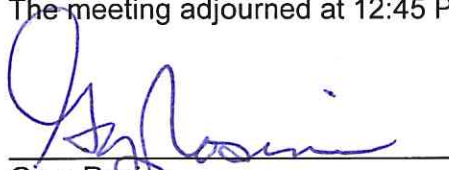
*A motion was made by KCTA and CCTA to adjourn the KCTA/CCTA meeting.*

*Motion: Rosine*

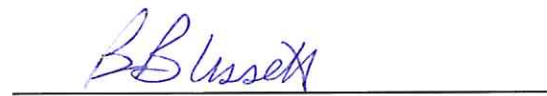
*Support: McCormick*

*Motion carried by voice vote.*

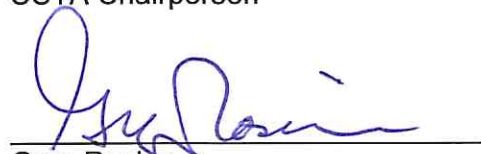
The meeting adjourned at 12:45 P.M.



Greg Rosine  
CCTA Chairperson



Barbara Blissett  
CCTA Clerk



Greg Rosine  
KCTA Chairperson



Barbara Blissett  
KCTA Clerk