CENTRAL COUNTY TRANSPORTATION AUTHORITY KALAMAZOO COUNTY TRANSPORTATION AUTHORITY

Joint Regular Meeting October 10, 2022

Place: Metro Administration Building, 530 N. Rose Street

Time: 11:30 A.M.

Staff Present: Sean McBride, Greg Vlietstra, Rob Branch, Keshia Woodson-Sow,

Barbara Blissett

Others Present: John Gisler

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema, Jeff Breneman, Dusty Farmer, Martin

Janssen, Tim Sloan, Greg Rosine

KCTA Members Absent: Tafari Brown, Aditya Rama, Sam Urban

A motion was made by KCTA to excuse the absence of Brown, Rama, Urban

Motion: Janssen Second: Aardema

Motion carried by voice vote.

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema, Rob Britigan, Chris Burns, Dusty Farmer,

Rod Halcomb, Martin Janssen, Garrylee McCormick, Lisa Moaiery, Jim Pearson, Randy Thompson, Greg Rosine

CCTA Members Absent: None

Chair Rosine introduced and welcomed Rod Halcomb as the newest rural representative to the Central County Transportation Authority. He said Halcomb would be filling the unexpired term of Rob Bricker.

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 October 10, 2022, and for approval of the joint CCTA/KCTA meeting minutes for September 12, 2022.

Motion: Britigan Second: Janssen

Motion carried by voice vote.

3.) PUBLIC COMMENT – John Gisler commented that a \$262 million Kalamazoo County 2023 Budget had been adopted and had hired Angelina Barnes as the new County Attorney.

4.) SUPPORT SERVICES AGREEMENT WITH THE CITY OF KALAMAZOO

Exec. Dir. McBride reviewed the new three-year Support Services Agreement with the City of Kalamazoo. He provided background on the last six-years of the City providing financial, human resources and IT services. McBride stated the contract amount showed an increase of 8.5% but is in line with inflationary costs. He said it has been a good relationship with the City and if Metro had to outsource these services it would be a major increase in cost.

A motion was made by KCTA and CCTA to approve a three-year Support Services Agreement with the City of Kalamazoo in the amount of \$544,644 and authorize the Executive Director to sign all necessary documents.

Motion: Sloan Second: McCormick

Motion carried by a roll call vote.

Ayes: Aardema, Breneman, Farmer, Janssen, Sloan, Rosine

Nays: None

Absent: Brown, Rama, Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Pearson, Thompson, Rosine

Nays: None Absent: None

5.) PURCHASE OF BUS ENGINE PARTS

Dep. Dir. of Fleet and Facilities Rob Branch provided information on the purchase of Cummins bus parts from JX Enterprise, Inc. He said Metro uses a variety of bus engine replacement parts. Branch noted that the contract was not exclusive and bus parts could be purchased from other vendors when advantageous to Metro. The contract with JX deals with a variety of the approximately 3,000 bus parts necessary to keep the buses running. Branch indicated this was a one-year contract with 4 one-year extension options.

Prior to the vote, discussion ensued regarding contract necessity when using other vendors.

A motion was made by KCTA and CCTA to approve a one-year contract with JX Enterprises, Inc. with 4 one-year extension options for the purchase of bus parts. The contract amount is not to exceed \$290,000 for the first year and authorize the Executive Director to sign the necessary documents.

Motion: Aardema Second: Janssen

Motion carried by a roll call vote.

Ayes: Aardema, Breneman, Farmer, Janssen, Sloan, Rosine

Nays: None

Absent: Brown, Rama, Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Pearson, Thompson, Rosine

Nays: None Absent: None

6.) OPEB UNDERFUNDED STATUS WAIVER

Dir. of Support Services Greg Vlietstra provided an overview of the Other Post-Employment Benefits (OPEB) program. He said because of the transition for employees hired before September 7, 2011, the CCTA is responsible for funding their retiree healthcare benefits. Vlietstra shared that because CCTA's funding ratio was under the State's required percentage of 40%, CCTA must sign an Underfunded Status Waiver.

Vlietstra indicated Jim Anderson from GRS will be attending an upcoming meeting to provide further information of both Metro OPEB and Pension valuations.

Prior to the vote, Boardmembers discussed the status of the OPEB.

Motion was made by KCTA and CCTA to authorize the Executive Director to sign the necessary documents for submittal.

Motion: Janssen Support: Aardema

Motion carried by a roll call vote.

Ayes: Aardema, Breneman, Farmer, Janssen, Sloan, Rosine

Nays: None

Absent: Brown, Rama, Urban

Ayes: Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Pearson, Thompson, Rosine

Nays: None Absent: None

7.) EXECUTIVE DIRECTORS REPORT

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

- August Income and Expenditures
- August Ridership Reports
- CCTA Board Appointment
- Human Resources
- Training
- Comprehensive Operational Analysis (COA)
- Inflation Impact
- Board Governance Retreat
- Youth Mobility
- KTC Security Reports

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. McBride said at the end of the meeting the Boards would be going into Closed Session to discuss Sean's compensation package then resume in open session to vote.

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

Outreach Subcommittee - Did not meet.

Pension Board - Did not meet.

<u>KATS Policy Committee</u> – Aardema reported on current road projects. Aardema noted the two-way street project discussion continued for downtown Kalamazoo and the whole project would encompass about 10 years.

<u>Local Advisory Committee (LAC)</u> –met and recommended the appointment of Frank Cody as a Senior Representative to the Local Advisory Committee for a three-year term.

Motion was made by KCTA and CCTA to appoint Frank Cody to the Local Advisory Committee for a three-year term.

Motion: McCormick

Support: Breneman

Motion carried by a roll call vote.

Ayes:

Aardema, Breneman, Farmer, Janssen, Sloan, Rosine

Nays:

None

Absent:

Brown, Rama, Urban

Ayes:

Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Pearson, Thompson, Rosine

Nays:

None

Absent:

None

<u>9.) CHAIRPERSON REPORT</u> – Chair Rosine stated the Board Governance Steering Committee would be meeting to finalize its report for the November 14th Board meeting.

<u>10.) PUBLIC COMMENT</u> – John Gisler commented that the Rota-Kiwan Reservation Facility would be a great location for future Board or employee retreats.

11.) MEMBERS TIME

Burns provided further information for the OPEB waiver requirement.

12). CLOSED SESSION

A motion was made by the KCTA and CCTA to move into closed session to discuss the Executive Director's evaluation and employment agreement.

Motion: McCormick

Support: Janssen

Motion carried by a voice vote.

At 12:30 pm the CCTA and KCTA Boards went into closed session. At 12:57 pm the CCTA and KCTA Boards returned to open session.

Motion was made by KCTA and CCTA to approve the Executive Director Employment Agreement effective as of October 1, 2022 through September 30, 2023 and one-time lump sum bonus as discussed in the October 10th Closed Session.

Motion: McCormick

Support: Breneman

Motion carried by a roll call vote.

Aves:

Aardema, Breneman, Farmer, Janssen, Sloan, Rosine

Nays:

None

Absent:

Brown, Rama, Urban

Ayes:

Aardema, Britigan, Burns, Farmer, Halcomb, Janssen, McCormick,

Moaiery, Pearson, Thompson, Rosine

Nays:

None

Absent:

None

13.) ADJOURNMENT

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

Motion: McCormick Support: Janssen

Motion carried by voice vote.

The meeting adjourned at 1:10 P.M.

Greg Rosine

CCTA Chairperson

Barbara Blissett CCTA Clerk

Greg Rosine

KCTA Chairperson

Barbara Blissett KCTA Clerk