

Meeting Minutes
CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY
Joint Regular Meeting
June 14, 2021

Place: Metro Administration Building, 530 N. Rose Street
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Kathy Schultz, David Miller, Keisha Woodson-Sow, Barbara Blissett
Others Present: Earl Cox, Sr., Terry Darden, Devin Hillsman

*"A regular meeting of the Central County Transportation Authority and the Kalamazoo County Transportation Authority was held on Monday, June 14, 2021 at 11:30 a.m. This meeting was held as an electronic meeting under the authority of Senate Bill 1246 adopted December 15, 2020, Amending the Open Meetings Act for Participation in Public Meetings." *Please note in attendance that location in parenthesis is location where member was participating during meeting in compliance with Michigan requirements for remote attendance for a public meeting.*

1.) KCTA ROLL CALL

KCTA Members Present: Curtis Aardema (City of Kalamazoo), Jeff Breneman (City of Kalamazoo), Tafari Brown (Comstock Township), Aditya Rama (City of Kalamazoo), Tim Sloan (Oshtemo Township), Sam Urban (City of Portage), Greg Rosine (City of Kalamazoo)

KCTA Members Absent: Dusty Farmer, Martin Janssen

A motion was made to excuse the absence of Martin Janssen.

Motion: Sloan Support: Breneman

Ayes: Aardema, Breneman, Brown, Rama, Sloan, Urban, Rosine

Nays: None

Absent: Farmer, Janssen

1). CCTA ROLL CALL

CCTA Members Present: Curtis Aardema (City of Kalamazoo), Rob Britigan (Comstock Township), Chris Burns (City of Portage), Garrylee McCormick (City of Kalamazoo), Lisa Moaiery (Kalamazoo Township), Jim Pearson (City of Portage), Randy Thompson (Comstock Township), Greg Rosine (City of Kalamazoo)

CCTA Members Absent: Dusty Farmer, Martin Janssen

A motion was made to excuse the absence of Martin Janssen.

Motion: Aardema Support: Britigan

Ayes: Aardema, Britigan, Burns, McCormick, Moaiery, Pearson, Thompson, Rosine

Nays: None

Absent: Farmer, Janssen

2.) REQUEST FOR APPROVAL OF AGENDA

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting agenda for June 14, 2021 with the correction to remove Item 4 - Downtown Kalamazoo Partnership Ambassadors Program.

Motion: Sloan/McCormick Support: Urban/Aardema

Ayes: Aardema, Breneman, Britigan, Brown, Burns, McCormick, Moaiery, Pearson, Rama, Sloan, Urban, Thompson, Rosine

Nays: None

Absent: Farmer, Janssen

3.) REQUEST FOR APPROVAL OF MINUTES

A motion was made by KCTA and CCTA for approval of the joint CCTA/KCTA meeting minutes for May 10, 2021.

Motion: Sloan/Aardema Support: Urban/McCormick

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, McCormick, Moaiery, Pearson, Rama, Sloan, Urban, Thompson, Rosine

Nays: None

Absent: Farmer, Janssen

5.) REVIEW KCTA MILLAGE DISCUSSION

Exec. Dir. McBride provided background information for the upcoming KCTA millage to be placed on the November 2nd ballot. He stated the Boards had determined the best date to place the question on the ballot would be November 2, 2021. Exec. McBride said now the task would be to finalize the ballot language and millage amount before submitting it to the Kalamazoo County Clerk by August 9, 2021.

Exec. Dir. McBride informed the Boards that the Millage Subcommittee had met on June 3rd to review the projected trends for the upcoming years and factoring in the pandemic impact. He explained the subcommittee recommended that the millage request should be a pure renewal. Exec. Dir. McBride stated it would be at the current 0.3124 mills as determined by the Headley Amendment.

Exec. Dir. McBride shared that Metro operations would be stable in the next few years with funding available from the Federal government.

Chair Rosine suggested that the final ballot language be clear that this millage funds the demand-response service program as the Metro Connect Program.

The Boards discussed the millage proposal and thanked the Executive Director and staff for their efforts in compiling all the information for determining the best millage rate for the ballot question.

6.) CCTA/KCTA ETHICS AND VALUES POLICY

Exec. Dir. McBride commented that at the April 12th meeting the new CCTA/KCTA Ethics and Values Policy had been distributed for review and comment. This policy was developed at the direction of the Boards and would affect all boardmembers. He said this policy would need to be offered for first reading at this meeting then adopted at the July 12th meeting.

Prior to the motion Britigan commented that in the Purpose section the wording of “disinterested conduct” should be “impartial conduct.”

A motion was made to offer for first reading Policy No. 1.04 Ethics and Values Policy with the change of wording from “disinterested” to “impartial.”

Motion: Aardema/Britigan Support Sloan/Thompson

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, McCormick, Moaiery, Pearson, Rama, Sloan, Urban, Thompson, Rosine

Nays: None

Absent: Farmer, Janssen

7). RENEWAL OF THE ITS SYSTEM WITH AVAIL

Dep. Dir. Vlietstra provided information for the renewal of the Avail Technologies contract for ITS services. He said this is a sole source purchase and was being renewed one year early and as a five-year contract resulting in a savings of approximately 15%.

Kathy Schultz stated the Avail system provides up-to-date passenger information and technology for accurate reporting. She said Avail was the leader in this ITS technology for mid-sized transit agencies.

A motion was made by KCTA and CCTA to approve a five-year renewal contract with Avail Technologies in the amount of not to exceed \$698,789 paid on an annual basis and authorize the Executive Director to execute all related documents on behalf of Metro.

Motion: Sloan/McCormick Support Aardema/Burns

Motion carried by roll call vote.

Ayes: Aardema, Breneman, Britigan, Brown, Burns, McCormick, Moaiery, Pearson, Rama, Sloan, Urban, Thompson, Rosine

Nays: None

Absent: Farmer, Janssen

8) EXECUTIVE DIRECTOR REPORT

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

- Service Update
- Human Resources
- Youth Mobility Pass Program
- Mobility Device Securement on New Buses
- Monthly Ridership Reports

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

Exec. Dir. McBride commented that as of July 6th all seating on the fixed-route buses will be available, the front barrier will be removed, and Metro will begin collecting fares again on August 2nd. He said Metro Connect will be allowing up to three passengers on each van.

Exec. Dir. McBride announced Deputy Director of Operations Yvonne Thrash would be retiring as of June 25th after 23 years of service to enjoy time with her family. He said her leadership and experience would be greatly missed.

9.) SUBCOMMITTEE REPORTS

Executive Committee – Chair Rosine reported the committee met to discuss the current agenda and the proposal for future Board meetings with the following options:

1. Continue with remote meetings
2. Resume in-person meetings
3. Implement a hybrid option of in-person or remote meetings.

The Boards discussed their thoughts about returning to regular in-person meetings as opposed to continuing with virtual meetings.

Britigan commented that when we do go back to in-person meetings that it should be in-person for all boardmembers and not a hybrid option.

Pearson commented that it may be prudent to see how some other government bodies operate when going back to in-person meetings and not be one of the first organizations to go in-person.

Boards agreed options will continue to be considered.

Finance Subcommittee (joint with KCTA) – No meeting.

Outreach Subcommittee (joint with KCTA) – Aardema commented on the proposed Outreach Jurisdictional List provided in the packet. He said boardmembers could review their given jurisdictions and let him know if there was any conflicts or adjustments that needed to be made.

Exec. Dir. McBride noted that a draft script was being prepared for boardmembers to use during their presentations.

Pension Board – McCormick shared that the Pension Board had met and reviewed the current GSR Pension Evaluation. He said the pension was 120% funded at this time. McCormick stated that the CCTA has not yet had to contribute any funds to the pension but would need to in the future. Burns provided additional explanation on the need to begin to make pension contributions.

Policy Update Subcommittee (Joint with KCTA) – Brown reported that the subcommittee was doing a major cleanup of all policies and hoped to bring the new policies to the boards for first reading at the July or August meeting.

KATS Policy Committee – Aardema shared that Congressman Upton had provided updates on Kalamazoo's road projects including US-131 and US-131 Business Route Interchange Improvement.

Millage Subcommittee – No meeting.

Local Advisory Committee (LAC) – No Meeting

10.) CHAIRPERSON REPORT – Chair Rosine commented that he would look into what other boards are doing with regard to returning to in-person meetings.

11.) PUBLIC COMMENT – Earl Cox, Sr. commented that the drivers are working hard to provide much needed service to the community and working a lot of overtime. He said they had concerns over removal of the barriers on the buses.

12.) MEMBERS TIME

Boardmembers thanked Deputy Director Yvonne Thrash for her years of service and wished her well in her retirement.

13.) ADJOURNMENT

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

Motion: Sloan/McCormick Support: Brown/Britigan

Motion carried by roll call vote.

*Ayes: Aardema, Breneman, Britigan, Brown, Burns, McCormick, Moaiery,
 Pearson, Rama, Sloan, Urban, Thompson, Rosine*

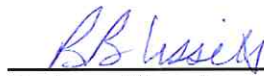
Nays: None

Absent: Farmer, Janssen

The meeting adjourned at 1:03 P.M.



Greg Rosine
CCTA Chairperson



Barbara Blissett
CCTA Clerk



Greg Rosine
KCTA Chairperson



Barbara Blissett
KCTA Clerk