

**CENTRAL COUNTY TRANSPORTATION AUTHORITY
KALAMAZOO COUNTY TRANSPORTATION AUTHORITY**
Joint Regular Meeting
November 11, 2024

Place: Charles Zhang Portage Senior Center, 203 E. Centre Ave., Portage, MI
Time: 11:30 A.M.
Staff Present: Sean McBride, Greg Vlietstra, Keshia Woodson-Sow, Sarah Joshi,
Barbara Blissett
Others Present: Kim Phillips

1.) KCTA ROLL CALL

*KCTA Members Present: Curtis Aardema, Dusty Farmer, Aditya Rama, Greg Rosine,
Gary Sigman, Tim Sloan*
KCTA Members Absent: James Ayers, Tafari Brown, Paul Ecklund

A motion was made to excuse Ayers, Brown, Ecklund
Motion: Rosine Second: Farmer
Motion carried by voice vote.

**Rama arrived at 11:50 am.*

1). CCTA ROLL CALL

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

A motion was made to excuse Britigan, Mackie
Motion: Rosine Second: Thompson
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 November 11, 2024 and for approval of the joint CCTA/KCTA meeting minutes
for October 14, 2024 and special meeting of October 28, 2024.*

Motion: Sloan Second: Farmer
Motion carried by voice vote.

3.) WELCOME - Zhang Portage Senior Center Director Kimberly Phillips welcomed the CCTA and KCTA to the facility and gave a brief overview of the many services offered by the Portage Senior Center.

4.) PUBLIC COMMENTS – None

5.) PLANNING AND DEVELOPMENT COMMITTEE

Chair Burns reported that the Committee had met and discussed the Employee Handbook Update and noted that the CCTA and KCTA had offered it for first reading at the October 14th meeting. Chair Burns presented the Employee Handbook Updates for a final approval.

*A motion was made by KCTA and CCTA to approve the Updated Employee Handbook.
Motion: Rosine/Thompson Second: Farmer/McCormick
Motion carried by a roll call.*

*Ayes: Aardema, Farmer, Rama, Sloan, Sigman, Rosine
Nays: None
Absent: Ayers, Brown, Ecklund*

*Ayes: Aardema, Burns, Farmer, McCormick, Pearson, Rosine, Thompson
Nays: None
Absent: Britigan, Mackie*

Burns reported that the Planning and Development Committee was briefed on the upcoming Fare Study. He asked Dep. Dir. On Demand Services & Planning Sarah Joshi to explain the study.

Also, Joshi presented a PowerPoint for the Metro Link boundaries with zone adjustments. She said how the initial service was set up and how it has grown. She said with the recently awarded \$2.1 million grant the goals of the boundary adjustments were to provide accessibility to those within CCTA Boundaries, especially the northern neighborhoods, and provide access to areas where service contracts are available. (A copy of the PowerPoint is included with the meeting minutes.)

Boardmembers talked about the various zone changes and how the service would compliment the other transportation services Metro provides.

6.) PERFORMANCE MONITORING COMMITTEE

Performance Monitoring Chair Rama stated there were no action items for this month and commented the Committee reviewed adding Metro Link data to be included in the Metrics Report each month.

7.) EXTERNAL RELATIONS COMMITTEE

External Relations Chair Farmer commented that the Committee would be meeting the following week.

8.) BOARD OPERATIONS COMMITTEE

Chair Aardema reported the Committee met and reviewed the current agenda.

Chair Aardema shared the Committee had discussed the Executive Director's 2024 Evaluation noting they had received input from all of the other committees.

He said the Committees had responded with many positive comments and concluded that the Executive Director had met all goals as well as his performance over the past year. Aardema stated, in agreement with the other Committees, the Board Operations Committee was recommending a salary compensation in the amount of a 4% increase retroactive to October 1, 2024.

*A motion was made by KCTA and CCTA to approve the Executive Director's salary increase of 4% retroactive to October 1, 2024.
Motion: Thompson/Farmer Second: Farmer/Rosine
Motion carried by a roll call vote.
Ayes: Aardema, Farmer, Rama, Sloan, Sigman, Rosine*

Nays: None
Absent: Ayers, Brown, Ecklund

Ayes: Aardema, Burns, Farmer, McCormick, Pearson, Rosine, Thompson
Nays: None
Absent: Britigan, Mackie

9.) EXECUTIVE DIRECTORS REPORT

Exec. Dir. McBride provided an update on the following topics:

- CCTA Articles of Incorporation – District Boundaries
- Holiday Parade
- Route Updates
- Metro Link Update
- Triennial Review Final Report

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

In response to an extended discussion and questions regarding Metro Link boundaries and operations, it was suggested that on-going and additional dialogue with Boardmembers.

Exec. Dir. McBride thanked the Board for their comments and confidence in his performance over the last year.

10) SUBCOMMITTEE REPORTS

Pension Board – Did not meet.

KATS Policy Committee – Rama reported KATS discussed the Transportation Improvement Projects (TIP) amendments. He said progress is being made with the Business Route 131 and continuing into 2025. Aardema shared that Winchell Avenue southside sidewalk project was pushed further out because they found further study needed to be performed prior to beginning.

Aardema shared information regarding the City of Kalamazoo, the public and Metro collaboration on the project design for the Michigan Avenue conversion to one-way streets.

Local Advisory Committee (LAC) – Did not meet.

11.) CHAIRPERSON REPORT – Aardema explained Phil Doorlag of Wightman and Associates was not able to attend today's meeting to provide information on Kalamazoo Avenue Road design but would be attending the December meeting.

12.) PUBLIC COMMENT – None

13.) MEMBERS TIME – The Boards congratulated the Executive Director and staff for a successful Triennial Review Report.

Thompson announced to the Boards that since he was not re-elected to the Comstock Township Supervisor position, he would be leaving the CCTA. He thanked everyone for their support and for the opportunity to serve on the CCTA.

14.) ADJOURNMENT

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

Motion: McCormick

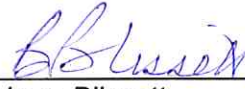
Support: Sigman

Motion carried by voice vote.


The meeting adjourned at 1:10 PM.



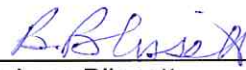
Curtis Aardema
CCTA Chairperson



Barbara Blissett
CCTA Clerk



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