



City Commission Agenda Report

City of Kalamazoo

TO: Mayor McKinney, Vice Mayor Hopewell, and City Commissioners

FROM: Scott Borling, City Clerk
Reviewed By: William J. Schomisch, Transportation Director
Prepared By: Heather L. Stiver, Administrative Support Specialist

DATE: January 20, 2006

SUBJECT: 2005 Annual Report of the Transit Authority Board of Directors

PURPOSE

The Transit Authority Board of Directors provides oversight to the management of the City of Kalamazoo's Metro Transit System. In addition, they have authority to annually approve the levy of a special transit millage, which was approved by the voters of Kalamazoo. A three-year Working Agreement between the Transit Authority Board of Directors and the Kalamazoo City Commission outlines those actions that need concurrence and approval of both bodies, specifically noted as follows:

1. Annual Operating Budget
2. Fare Structure Increases
3. Major Routing Changes
4. Capital Expenditures over \$10,000

The Transit Authority Board of Directors has adopted the following Mission Statement:

It shall be the mission of the Kalamazoo Transit Authority Board of Directors to ensure the continuation of adequate public transportation, and to support and promote continued growth of such services, for all residents of the community.

MEETING SCHEDULE

The Transit Authority Board of Directors meets on the fourth Friday of every month. In some cases, a meeting may be moved to the third Friday of a month due to a holiday, and special meetings may be called as necessary throughout the year.

MEMBERSHIP

Currently, six of the seven positions on the Transit Authority Board of Directors are filled. The terms of office are as follows for the current members:

1. Elizabeth Forest expired on December 31, 2005 (eligible for reappointment)
2. Carol Fricke expired on December 31, 2005 (eligible for reappointment)
3. Andy Havice expires on December 31, 2006 (eligible for reappointment)
4. Reuben Richardson expired on December 31, 2005 (eligible for reappointment)
5. Donna Treloar expires on December 31, 2006 (eligible for reappointment)

Mr. Atwell's term expired on December 31, 2005, and he was ineligible to be reappointed due to term limits. To date, Ms. Forest has not conveyed her position to staff or the Board regarding her desire to be reappointed or not.

The Board unanimously approved the reappointment of Ms. Fricke and Mr. Richardson to the Board at its meeting on December 16, 2005. The City Commission will be requested to reappoint Ms. Fricke and Mr. Richardson to the Board at their meeting on January 30.

A Finance Committee was established to review the proposed FY2006 Metro Transit Operating and Capital Budget, which included a proposed system-wide fare increase, and provided a recommendation to the full Board for approval. The full Board unanimously approved the proposed fare increase and budget at their meeting on December 16. The City Manager was provided a correspondence indicating the Board's action and request for the City Commission to concur as outlined in the Working Agreement between the City of Kalamazoo and the Transit Authority Board of Directors.

ROUTINE ACTION ITEMS

- Elected Board Officers for the calendar year
- Appointed Board members to the Finance/Administration, Marketing, and Nominating Committees for the calendar year
- Appointed a Board liaison and alternate to the ADA Local Advisory Committee (LAC) for the calendar year
- Appointed a Board member to serve on the KATS Policy Committee and an alternate for the calendar year
- Approved meeting minutes, meeting schedule, annual report, monthly financial reports/statements, budget submissions, grant applications, budget amendments, and route modifications
- Received updates on State/federal funding issues, fleet replacement, ridership and operating statistics, ADA Metro Van services, merger of Care-A-Van and Metro Transit, and other special programs and/or services
- Advocated for special State and federal transportation legislation regarding transit funding
- Chairperson attended the State mid-year Legislative Meeting in Lansing and APTA Legislative Meeting in Washington with the Transportation Director

SPECIAL ACTION ITEMS

- Approved the 15-cent fare increase proposal that was implemented on January 1, 2005
- Approved a Child Car Seat Policy that was recommended by the ADA Local Advisory Committee for the Metro Van Program
- Accepted the resignation of Mr. Meek
- Approved a Service Recognition Resolution for former Board member Mr. Meek
- Approved the appointment of Ms. Messana to the Board
- Accepted the resignation of Ms. Messana
- Approved a Service Recognition Resolution for former Board member Ms. Messana
- Approved the modified ADA Accessibility Plan that included the CAV Program
- Approved the appointment of Ms. Phyllis Brown as a representative of the Senior Community and Ms. Mary Howard as a representative of the Kalamazoo Rural Service Area to the ADA LAC
- Approved route modifications that were implemented in August 2005
- Approved the request from South County Community Services to waive the agency rate of \$5.25 (per person, per trip) to \$3.50 (per person, per trip) for the remainder of 2005 since it was established by the County prior to the merger on March 1, 2005
- Approved the request from Education Realty Trust, Incorporated – current owners of the Jefferson Commons apartment complex – to waive a proposed increase in their agreement with the City of Kalamazoo for bus service to the complex for the remainder of 2005
- Denied the request from Flint MTA to voluntarily cap Act 51 operating assistance for FY2006 at the level of funding received in FY2004
- Approved Communities in Motion Day Resolution for October 7
- Approved a Resolution supporting the APTA Coalition Grant Application of Friends of Transit of Kalamazoo County for the purpose of educating the community on public transit and supporting the creation of a countywide transit authority and passage of a countywide transit millage
- Approved the reappointments of Ms. Fricke and Mr. Richardson to the Board
- Approved the deferment of the approved increase of Metro Van fares until a system-wide fare increase was implemented in 2006
- Approved the 2006 Meeting Schedule
- Approved the 30-cent fare increase proposal (system-wide increase of cash fares, bus passes, and tokens for fixed-route, Metro Van, and Care-A-Van services for implementation on March 1, 2006)
- Approved the proposed 2006 Operating and Capital Budget