



City Commission Agenda Report

City of Kalamazoo

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

FROM: Scott Borling, City Clerk
Reviewed By: William J. Schomisch, Transportation Director
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DATE: March 25, 2008

SUBJECT: 2007 Annual Report of the Kalamazoo Transit Authority Board of Directors

PURPOSE

The Kalamazoo 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. During 2007, the Board of Directors held dual meetings with the Kalamazoo County Transportation Authority (KCTA) to help with the transition of the governance of Metro Transit as a City Department to that under the governance of the KCTA.

MEMBERSHIP

Currently, all 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 expires on December 31, 2008 (ineligible for reappointment)
2. Carol Fricke expires on December 31, 2008 (eligible for reappointment)
3. Andy Havice expires on December 31, 2010 (eligible for reappointment)
4. Reuben Richardson expired on December 31, 2008 (eligible for reappointment)
5. Donna Treloar expires on December 31, 2010 (ineligible for reappointment)
6. Garrylee McCormick expires on December 31, 2010 (eligible for reappointment)
7. Michael Gregor expires on December 31, 2008 (eligible for reappointment)

A Finance Committee was established to review the proposed FY2008 Metro Transit Operating and Capital Budget and provide a recommendation to the full Board for approval. The full Board approved the budget at their meeting on December 21, 2007. The City Manager was provided a correspondence indicating the Board's action and a 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 and Marketing 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, monthly ridership and productivity reports, 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
- Transportation Director attended the MPTA mid-year Legislative Meeting in Lansing and APTA Legislative Meeting in Washington with board members from KCTA

SPECIAL ACTION ITEMS

- Approved the modified ADA Accessibility Plan that included the CAV Program
- Approved the routing for the new routes in Portage effective April 16, 2007
- Approved the Service Agreement between KCTA, TAB and the City of Kalamazoo
- Approved the 2008 Meeting Schedule
- Approved the proposed 2008 Operating and Capital Budget
- Approved the reformation of Citizens for Metro Transit
- Approved a new child fare for the Care-A-Van service

FUTURE IMPACT

- With the anticipated change in Metro Transit governance from the City of Kalamazoo to the Kalamazoo County Transportation Authority as of January 1, 2009, the Transit Authority Board plans to dissolve itself as of the end of this program year.