

KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of October 24, 2014

Members Present:	Chair Garrylee McCormick JJ Meddaugh Lynn North E Allen Hayes
Excused Members:	Jeremy Orr, Zach Lassiter
Unexcused Members:	Andy Havice
City Commission Liaison Present:	None
Staff Members Present:	Sean McBride, Transportation Director Joan Melekian, Admin Office Specialist Richard Congdon, MCC Coordinator
Others Present:	Chief Jeff Hadley, KPS Leona Carter & Michelle McGowen Disability Network Paul Ecklund, KCTA John Start, KATS Megan Arndt, KATS Michelle Moxley, TAG

Chair Garrylee McCormick called the meeting of the Transit Authority Board of Directors to order at 8:17 a.m.

Introductions

Introductions of the board and guests made by Joan Melekian, Metro Transit staff.

Changes and Additions to the Agenda

None

Public Comments on Non-Agenda Items

None

Public Safety Discussion – Presented by Chief Hadley, KPS

Chief Hadley stated that since June 2008 when he began with Kalamazoo Public Safety that the relationship with Metro Transit has been professional and positive with the funding 2 public safety officers assigned to the KTC. With the structure and relationship of Metro Transit changing within the county, Chief Hadley asked the board what was expected of the KDPS in terms of statistics and data in regards to monthly reporting and how often their presence would be requested at TAB meetings. Chief Hadley also noted that other police officers assigned to the downtown area frequently stop in and patrol the KTC and surrounding areas in addition to the 2 officers assigned to the depot.

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Board member E. Allen Hayes requested Chief Hadley to return for the January 2015 TAB meeting with another update on Public Safety at the KTC. Hayes went on to inquire about the statistics on crime rates in the area of the KTC and surrounding areas. Chief Hadley stated that although he did not have those numbers readily available at this time, he did go on to further comment that since the implementation of the officers at the KTC, the crime rate around the area has dropped approximately 50% based on most current findings. Over a six year period, crime has decreased by approximately 35% city wide which results in nearly 1,500 less victims per year. Board member JJ Meddaugh asked Chief Hadley how we might benefit from a more localized focus in situations where the assigned officers are pulled from duty at the KTC to serve other off-site calls in the local downtown areas. JJ also went on to comment on the current contract in place with Bronson Hospital and the verbiage used in that contract keeping the officers localized to hospital grounds and would Metro Transit be able to use a similar contract. Chief Hadley agreed that putting some of that language in a contract going forward with Metro Transit and the KTC would be beneficial to both parties but noting that if there was an immediate/emergency need to pull those officers from the hospital that, of course would take priority in resolving that crisis.

Update on MCC / RFP Process / ADA Bus Stop Study – Presented by Richard Congdon Sean McBride noted that at previous TAB meetings there some questions about the MCC Reports and explanations or calculations of “no-shows” and other items. Richard Congdon addressed the board with updates on the MCC Contract stating there had been 3 bids currently, including one from Apple Bus Company, our current contract holder and another from MV Transportation in TX and the other from National Express out of OH. Bids for this contract will be reviewed over the next few weeks and is optimistic that there will be a recommendation for the Board in the coming months. Richard went on to say that he had just received the final report on the ADA Bus Stop Study which analyzed all our bus stops and shelters on our fixed route service and using them as a guide going forward to make any changes or implementations to assure that we are in compliance with ADA regulations. A final report will be distributed at an upcoming TAB meeting.

Issues / Items for City Manager / City Commission

Sean McBride stated there have been no items brought before the City Commission since our last TAB meeting. In December the Commission will begin their discussion on budgets and reviews with approvals in January 2015 at which time Metro Transit will have their budget ready for review and consideration by this board prior to going to the City Commission.

Action Items:

a. Meeting minutes of September 26, 2014 – Motion for approval made by JJ Meddaugh to accept the minutes as presented, supported by Lynn North. Motion carried.

b. Budget Amendment – Sean McBride commented that each year, the transit system budgets for insurance/liabilities for our buses with a base arrangement with the Michigan Transit Pool. This Transit Pool is comprised of approximately 30 other transit organizations within the state of Michigan to pool our assets and liabilities to pay off any accidents, lawsuits, etc. Metro Transit budgets approximately \$215 thousand dollars yearly for this coverage.

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Once they (Michigan Transit Pool) has reviewed the overall claims for the system, both state wide and by individual transit organization, it is determined how much additional coverage is needed by each participant in the Transit Pool to settle any outstanding liabilities in the previous year. Metro Transit has amended the budget to help even out our claims liabilities. Even though this amount is above and beyond what was originally budgeted, Sean wanted to bring it to this board's attention, also noting that we are anticipating a budgetary savings and fund balance available to cover this expense. Motion for approval made E. Allen Hayes, supported by JJ Meddaugh. Motion carried.

Discussion Items:

a. *Public Safety Update* – Presentation by Chief Hadley earlier in meeting. Daily Activity Report attached.

b. *Diesel Fuel Update* – report attached. Sean anticipated that we should be receiving 3 new hybrid buses in March 2015.

c. *Regionalization* – Sean pointed out that things are moving ahead with the creation of the Central County Transportation Authority and that the City Commission went ahead with the approval of the Articles of Incorporation in August and appointed the 11 member board in September. Six of those members met in September and issued a letter to the eight jurisdictions within the Transit Authority giving them the right to opt out of participation in this new authority. The 30 day opt-out period has concluded as of 10/23/14 and the boundaries of the new authority are in place. This includes all of the City of Kalamazoo, all of the City of Parchment, all of Comstock Township, all of the City of Portage, Pavilion Township opted out (with one precinct involved which served Pavilion Estates), Texas Township opted out (one precinct which serviced KVCC), Oshtemo opted out 5 of their 10 precincts (3 of those opted out precincts had no bus service – extremely rural areas. The other 2 opted out precincts are not rural and right on the W. Main corridor – precincts #3 and #9). The service areas impacted would be from 131 out to 9th St and Main – Meijer and Wal-Mart areas. Moving forward the Central County Transportation Authority Board will be determining a millage rate and duration for May 2015 that will replace this boards .06 mils for the City of Kalamazoo and will expand it to include this new area. Once the millage is approved by the voters the next step will be for the new CCTA Board, as well as all boards involved, is to determine what to do with transit service to areas that are not included within the boundaries of the authority. The next meeting of the CCTA is Monday, November 3, 2014 at 12:00 pm here at Metro Transit. Options to consider for the boards will be what level of service to provide going forward? Whether it is enhancing services (i.e. Sunday service) or expanding hours in the evening or even express routing for major areas.

d. *Amalgamated Transit Union (ATU)* – report attached.

e. *KATS Complete Streets Policy* – report attached.

f. *Outreach* – report attached.

g. *MCC / ADA Bus Stop Study* – Presentation by Richard Congdon earlier in meeting.

(cont.)

Information Items:

Ridership Report September 2014 – Report attached for review. Sean made note that there was an 8% increase over last year on Metro Transit and a 17% increase on our Demand/Response system and 112% increase for our Community Service Van Program for a 9% increase overall – our highest monthly increase so far this year.

Wheelchair Lift/Ramp Incident Report – Report attached for review.

WMU Student Ridership – Report attached for review. Ridership up 1.5% over last year.

Demand/Response Monthly Summary Report – Report attached for review.

Miscellaneous Comments made by the Board: JJ Meddaugh asked about the policy regarding transfers and the use of these transfers on the same route and the timeframe in which they are to be used. Sean verified that transfers could be used up to 60 minutes after they are issued and would check on the restrictions on the use on the same route.

E. Allen Hayes asked for an update on the KTC Retail Space and where we were in the rental phase. Sean stated that we have all FTA approvals for renting the space at the fair market value. Currently, we have a realtor contract in place with approval from the City Manager's Office to enter into a time specific deadline for marketing and leasing the space.

Lynn North questioned the impact the road work on Lake Street and the new KVCC facility will have on the current routing or number of buses for future service. Sean stated there were discussions addressing the possibilities of this impact depending on the business community downtown would like to see as far as service. Although nothing is finite at this point, as that area develops and redevelops we'll have to take a closer look at the Burdick and Portage routes and see if there are more efficient ways to serve that area.

Public Comments:

Leona Carter, Disability Network commented to JJ's previous question regarding transfers and their use on the same route. She noted that she had also used transfers on the same route for return trips and in fact used it in travel training a few days ago. Leona also went on to state that the new ID cards provided at the KTC for senior / disabled passengers was a great success. She and her passengers appreciated the words SENIOR (yellow) or DISABLED (blue) being removed from the cards and replaced with colors representing each designation. Leona also asked that if anyone was planning on attending the Public Focus Group on Thurs. Nov. 6 at 1:00 p.m. to please RSVP to Leona or Joan.

Adjournment - TAB meeting was adjourned by Chair Garrylee McCormick at 9:10 a.m.

Minutes transcribed and presented by Joan M. Melekian

Reviewed and approved by:


Sean McBride
Transportation Director
Metro Transit

Date

1/16/15