

KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of January 23, 2015

Members Present:	Chairperson Garrylee McCormick Lynn North Zach Lassiter Ken Jones
Excused Members:	JJ Meddaugh
Unexcused Members:	Andy Havice
City Commission Liaison Present:	None
Staff Members Present:	Sean McBride, Executive Director Joan Melekian, Admin Office Specialist Laura Smith, Admin. Division Manager
Others Present:	Michelle McGowen, Disability Network Megan Arndt, KATS Eric Large, Citizen

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 made by Joan Melekian, Metro Transit staff and guests present.

Changes and Additions to the Agenda

None

Public Comments on Non-Agenda Items

None

Issues / Items for City Manager / City Commission

Sean discussed one recent action item which was the appointment of Mr. Ken Jones to the TAB by the City Commission. An upcoming action item would be the Working Agreement between the City of Kalamazoo and Transit Authority Board as well as the Service Agreement between the City of Kalamazoo, TAB and KCTA.

Action Items:

- a. Meeting minutes of December 19, 2014 – Motion for approval made by Lynn North to accept the minutes as presented, supported by Ken Jones. Motion carried.

- b. Income and Expense Statement for December 2014 – Report not available.

(cont.)

c. Working Agreement between the City of Kalamazoo and TAB 2015 – Motion made by Zach Lassiter to accept the Working Agreement as presented, supported by Ken Jones. Motion carried.

d. Subrecipient & Third Party Contractor Oversight Procedures – Laura Smith, Administrative Division Manger presented information regarding FTA obligations including the oversight of our major contract with Apple Bus Company for Metro County Connect service and some lease agreements with the Kalamazoo Transportation Center. Specifically, the triennial review sited us for not having written procedures in place and we have since met that requirement. Motion to approve the procedures manual as presented made by Ken Jones, supported by Lynn North. Motion carried.

e. 0.6 Mil Special Transit Tax Levy for 2015 – Motion to approve the resolution for the tax levy proposal as presented made by Zach Lassiter, supported by Ken Jones. Motion carried.

Discussion Items:

a. *Diesel Fuel Update* – report attached.

b. *Regionalization* – The Central County Transportation Authority (CCTA) will be meeting later today with their first order of business being the millage election and it's placement on the August ballot rather than May and a more in depth discussion on the millage rate and service levels. Discussion primarily focusing on the .6 mils covering the existing service level or consideration for a .7 - .8 mil levy to increase service levels – which could include Sunday service, late night service and service frequency.

c. *Amalgamated Transit Union* – With an expired contract of over a year, negotiations went to mediation late in 2014. As of January 15, 2015 a tentative agreement has been reached, which will go before the union shortly for ratification. If affirmed by the union, the contract will then proceed to the City Commission in early February 2015.

d. *State Funding Update* – Sean commented that the reason for moving the millage from May 2015 to August 2015 is due to a question being placed on the May ballot increasing sales tax from 6% to 7% with a majority of those funds going to road repairs and secondly to education and also public transit.

e. *Public Safety* – report attached.

f. *Outreach* – report attached.

g. *KTC* - Sean commented that there was some interest in the rental space available at the Kalamazoo Transportation Center and would be reporting more information at upcoming meetings.

(cont.)

Information Items:

Ridership Report – report attached.

Wheelchair Lift/Ramp Incident Report – report attached.

WMU Student Ridership – report attached.

Demand/Response Monthly Summary Report – report attached.

Minutes of the joint meeting between CCTA / KCTA / TAB – minutes of 12/19/14 meeting attached.

Miscellaneous Comments made by the Board:

Sean commented that in the future the TAB packets and minutes would be uploaded to our website for the board to review and download prior to monthly meetings.

Also, there is one vacancy left to fill on the Transit Authority Board and asked the members to please refer any suitable candidates to Sean directly or to City Hall for a board application.

On Weds. January 7th there was a bus fire at Westnedge and Whites Road. The fire started at the rear of the bus, filling up with smoke and eventually becoming engulfed in flames. The driver of the bus, Guy Stevens, quickly and calmly evacuated his coach and attempted to subdue the fire with the on board extinguisher. No injuries reported and the bus has been listed as a total loss.

Public Comments:

Michelle McGowen, Disability Network congratulated Sean and Metro Transit for the impressive numbers for ridership for 2014. Michelle also commented that she was pleased to hear that there would be customer feedback forms and noted the mystery rider program as a positive step going forward.

Adjournment - TAB meeting was adjourned by Chair Garrylee McCormick at 8:49 a.m.

Minutes transcribed and presented by Joan M. Melekian

Reviewed and approved by:



Sean McBride
Executive Director
Metro Transit

2/27/15
Date