

## KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of July 24, 2015

Members Present:	Chairperson Garrylee McCormick Lynn North Zach Lassiter JJ Meddaugh Ken Jones
Excused Members:	None
Unexcused Members:	None
City Commission Liaison Present:	None
Staff Members Present:	Sean McBride, Executive Director Joan Melekian, Admin Office Specialist Kathy Schultz, Special Projects Coordinator
Others Present:	Michelle McGowen, Disability Network Monica Zehner, KATS

Chair Garrylee McCormick called the meeting of the Transit Authority Board of Directors to order at 8:19 a.m.

### **Introductions**

Introduction of the board was made by Joan Melekian, Metro Transit staff and guests present.

### **Changes and Additions to the Agenda**

None

### **Public Comments on Non-Agenda Items**

None

### **Rideshare Presentation** – handout provided to the Board

Kathy Schultz, Special Projects Coordinator, discussed the efforts to roll out the new ride matching software for Kalamazoo Metro Ridesharing. The software program, available at [www.KMetroRide.com](http://www.KMetroRide.com), allows users to register to find carpool, vanpool, bus and bicycle partners, as well as earn points towards gift certificates for logging their commute using one of the four modes.

### **Comprehensive Transfer Agreement Overview** – agenda report provided to the Board

**Issues / Items for City Manager / City Commission** – 5-year prepaid WMU Service Contract from Aug. 2015 through July 2020 approved on June 15, 2015 at the City Commission Meeting

(cont.)

**Action Items:**

- a. Meeting minutes of May 22, 2015 – Motion for approval of the minutes as presented made by Zach Lassiter, supported by Ken Jones. Motion carried unanimously.
  
- b. Income and Expense Statement for June 2015 – Motion for approval of the I & E Statement as presented made by JJ Meddaugh, supported by Zach Lassiter. Motion carried unanimously.
  
- c. Recommendation to appoint Connie Micklin to the TAB – Motion to accept the appointment made by JJ Meddaugh, supported by Ken Jones. Motion carried unanimously.

**Discussion Summary Report:** the following reports were provided for the Board

- a. State Funding
- b. Diesel Fuel Report
- c. Public Safety – Daily Activity Report (DAR)
  - ✓ Public Safety Contract still under review
- d. KTC Retail Space – a lease agreement has been signed and approved with anticipated occupancy occurring within the next 1-2 weeks
- e. Public Transit Millage Vote – upcoming 8/4/15
- f. Service Outside CCTA Boundaries – Sean recapped that Pavilion Estates was concerned that they are out of CCTA Boundary, yet the residents are increasingly dependent on the bus service. KVCC/Texas Township has been working diligently to continue service in their area. Discussions to develop an operating agreement will provide continued service to KVCC and Texas Township if the millage passes.
- g. Public Outreach – Calendar of events provided for the Board. \*Joint Meeting 7/27/15
- h. Route #4 Oakland – Communications with Oakwood Neighborhood Association has been underway to utilize the Community Service Van Program for their area. The Route Committee has been collecting and reviewing data for this route.

**Information Items:** the following reports were provided for the Board

**Ridership Report** – June 2015

**Wheelchair Lift/Ramp Incident Report** – June 2015

**WMU Student Ridership** – June 2015

**Demand/Response Monthly Summary Report** – June 2015

**Miscellaneous Comments made by the Board:** Board member Zach Lassiter made mention of the bird deterrent system in place at the KTC and asked if it could be put on a timer to alleviate the late night noise disturbance. Sean replied that he would look into it and discuss options with Sr. Maintenance Supervisor, Rob Branch.

Board member Ken Jones revisited his concerns pertaining to #4 Oakland Route and the potential servicing of that area. He has noticed the increased traffic speeds (consistency in time points) as well as pedestrian traffic in that area. Sean added that the Route Committee would keep these concerns in mind when discussing this route in the future.

(cont.)

Board member Lynn North commented that she was in support of and happy to hear of the implementation of the KMETRO Rideshare Program as a means for primary transportation for those opting for a more "health conscious" downtown community.

Sean McBride also offered to the Board that he had recently had a conversation with Michigan Works and St. Joseph Transit Authority in which they were trying to facilitate multi-county transportation options. With Kalamazoo having the largest population of skilled unemployed workers and major job centers located outside the current service area, an endeavor to connect the two needs and to align public transit to these outside areas is being discussed.

Sean commented that he is a member of the Downtown Parking and Mobility Committee in alliance with DKI (Downtown Kalamazoo Incorporated) which is focusing on the overall mobility of individuals. Sean stressed the convenience of public transit and the prime location of the downtown KTC to the committee and further working with them to promote the service at future meetings.

**Public Comments:**

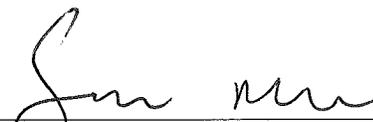
Michelle McGowen from Disability Network commented that she was excited about the discussions of possibly changing the 30 day smart pass from a calendar month to 30 days from day of first activity on the card and that it would be more rider friendly and better for the overall system. Also noted that later today would be the ADA Luncheon held at Disability Network from 11 a.m. – 1 p.m.

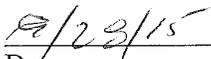
Monica Zehner from KATS stated that their planners were working on the regional transit mobility issue and have received a small grant to fund activities and is in the process of setting up small meetings here at Metro Transit.

**Adjournment** - TAB meeting was adjourned by Chair Garrylee McCormick at 9:37 a.m.

Minutes transcribed and presented by Joan M. Melekian

Reviewed and approved by:

  
\_\_\_\_\_  
Sean McBride  
Executive Director  
Metro Transit

  
\_\_\_\_\_  
Date