

KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of December 18, 2015

Members Present: Chairperson Garrylee McCormick
Lynn North
JJ Meddaugh
Ken Jones
Connie Micklin

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
Barb Blissett – KCTA / CCTA

Others Present: Michelle McGowen, Disability Network
Megan Arndt, KATS

Chair Garrylee McCormick called the meeting of the Transit Authority Board of Directors to order at 8:38 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

Issues / Items for City Manager / City Commission –

- Approval of a one year contract for the purchase of bus parts from Gillig in the amount of \$145,000
- Approval of a contract with Hoekstra Transportation, Inc. for the purchase of two (2) medium duty buses for MCC in the amount of \$201,816

(cont.)

Action Items:

- a. Meeting minutes of October 23, 2015 – Motion for approval of the minutes as presented made by Ken Jones, supported by Lynn North. Motion carried unanimously.
- b. Income & Expense Statement for November 2015 – Motion for approval of the I & E Statement made by JJ Meddaugh, supported by Ken Jones. Motion carried unanimously.
- c. 2016 Proposed Operating and Capital Budget – Sean noted that although the typical budget is planned as a Jan. 1 – Dec. 31 yearly budget, compensation allowing for the transfer of the bus system to the CCTA has been taken into consideration. The budget also accommodates for the impending late night and Sunday service going into effect in September 2016 as well as staffing and training expenditures being implemented in June of 2016. At this point, Sean McBride referred to the Power Point presentation previously e-mailed to the TAB Board for their review.

Motion to recommend the approval of the 2016 Proposed Operating and Capital Budget made by Ken Jones, supported by JJ Meddaugh. Motion carried unanimously.

- d. Changes to LAC Bylaws – Comments made that updating and adhering to these by laws and successfully maintaining a quorum is crucial to the success of the LAC. Motion to approve made by JJ Meddaugh, supported by Lynn North. Motion carried unanimously.
- e. Proposed TAB Meeting Schedule for 2016 – Garrylee McCormick suggested that a final TAB potluck meeting should be held on September 23, 2016. Motion to approve the new meeting schedule made by Lynn North, supported by Ken Jones. Motion carried unanimously.

Discussion Summary Report: the following reports were provided to the Board

- a. Diesel Fuel Report
- b. Public Safety – Board recommended the Public Safety contract should be more localized with primary focus on KTC and MLK Park. Sean commented that perhaps a third party safety assessment would be beneficial to identifying safety enhancements and help guide the contract process moving forward.
- c. 31-Day Monthly Pass – beginning Jan. 1, 2016
- d. Metro County Connect – Sunday service county-wide beginning Feb. 7, 2016 8 a.m. - 5 p.m. with JJ Meddaugh making a suggestion to perhaps expand service to 7 p.m. which would include the hour after most stores 6 p.m. closing on Sundays.
- e. State Funding Update – increase in fuel taxes and registrations.
- f. Federal Funding Update
- g. Public Transit Services in the Downtown Core – as the downtown area continues to develop and expand street and garage parking is meeting/exceeding its critical capacity. With that in mind, area leaders are looking to promote public transit, healthy living options, walking or ridesharing and the overall encouragement of employee wellness.

(cont.)

Information Items: the following reports were provided for the Board

Ridership Report – November 2015

Wheelchair Lift/Ramp Incident Report – November 2015

WMU Student Ridership – November 2015

Demand/Response Monthly Summary Report & Explanation of Definitions – November 2015

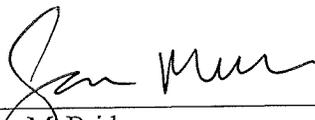
Miscellaneous Comments made by the Board: The Board in general thanked everyone for the potluck and wished them a happy and safe holiday season. Ken Jones also thanked Sean for his work on the budget. Garrylee McCormick mirrored Ken's sentiments and thanked the entire staff for their hard work as well.

Public Comments: none

Adjournment - TAB meeting was adjourned by Chair Garrylee McCormick at 9:32 a.m.

Minutes transcribed and presented by Joan M. Melekian

Reviewed and approved by:



Sean McBride
Executive Director
Metro Transit

3/4/16
Date