

## KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of April 22, 2016

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

Excused Members: None

Unexcused Members: None

City Commission Liaison Present: Jack Urban

Staff Members Present: Sean McBride, Executive Director  
Joan Melekian, Admin Office Specialist

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

Chair Garrylee McCormick called the meeting of the Transit Authority Board of Directors to Order at 8:20 a.m.

### **Introductions**

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

**Changes and Additions to the Agenda** – Addition of Action Item C to the agenda. Joint Resolution for CCTA, KCTA and TAB and Van Buren County Board of Commissioners and KATS supporting designated recipient status of Federal Transit Administration section 5307, 5310, 5337 and 5339 funds.

**Public Comments on Non-Agenda Items** – none

### **Issues / Items for City Manager / City Commission –**

Business Meeting March 21, 2016 – Three items went before the City Commission, they are as follows:

- The adoption of the Grant Application to MDOT for annual transit financial assistance for FY2017 which starts October 1, 2016.
- Service Agreement between KCTA, CCTA, TAB and the City of Kalamazoo for payment of service from January 1 through September 30, 2016.
- Extension of a bulk parts agreement with various providers for the purchase of engine parts in the amount of \$207,250.49.

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**Action Items:**

a. Meeting minutes of March 4, 2016 – Motion for approval of the minutes as presented made by Ken Jones, supported by Lynn North. Motion carried unanimously.

b. Income & Expense Statement for March 2016 – Motion for approval of the I & E Statement made by Ken Jones, supported by Lynn North. Motion carried unanimously.

c. Joint Resolution - CCTA, KCTA and TAB and Van Buren County Board of Commissioners and KATS supporting designated recipient status of Federal Transit Administration section 5307, 5310, 5337 and 5339 funds. Motion for approval of the Joint Resolution made by Ken Jones, supported by Lynn North. Motion carried unanimously.

- Sean McBride stated that although Van Buren County is in the “urban” area of KATS (Kalamazoo Areas Transportation Study) they are entitled to some of the monies outlined in the joint resolution. Specifically the 5307 funds which are operating capital funds, a portion of which will be allocated to Van Buren County for capital purchases (vans) with Metro Transit likely handling the procurement side of the transaction.
- Jon Start of KATS added that since the 2010 census exceeded the 200,000 mark, making us a transportation management area and a direct recipient of Federal Transit Administration urban funding. This resolution is based on the original 2013 resolution and is designed to clarify to MDOT and FTA that all eligible urban funding recipient transit agencies have been included in the process of agreeing to this recommendation.

Discussion continued in regards to Van Buren County being included in our general “metro area” and questioning if incoming transportation movement into Kalamazoo County had been documented. Sean noted that our service area is within Kalamazoo County as well as trips to the VA Hospital in Battle Creek (which also services Van Buren County). Currently we have inter-governmental agreements stating that we can provide services into other areas – however infrequent that may be – as well as other adjoining counties. Jon Start also commented that including portions of Van Buren County in our urbanized area is based on the designation of urbanized population in Mattawan which is connected along Red Arrow Highway to Kalamazoo County.

Board member JJ Meddaugh questioned if the assistance from the state had already been approved or would it be paperwork that would just be held up. Sean explained to the board that this Resolution would be forwarded to MDOT and then onto the Governor Snyder’s office and that the anticipated turnaround time should be relatively swift. JJ offered that he would welcome the opportunity to work with other surrounding areas on a partnership agreement for long term planning purposes.

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**Discussion Summary Report:** the following items were provided to the Board

- a. Diesel Fuel Report
- b. Public Safety Report – Sean stated the process for finalizing an agreement with KPS is still pending and hoping there would be a contract ready for review and discussion by the next board meeting. Currently it is at the City Attorney’s office for review.
- c. Public Transit Millage Election – May 3, 2016
- d. State Funding Update
- e. Citizen Letter – No response from Mr. Naumann since Sean’s letter dated March 31, 2016
- f. Promotional Campaigns
  - Dump the Pump June 16, 2016
  - Earth Day Event at Kalamazoo Nature Center
  - Portage Green-athon at Celery Flats in Portage
  - Touch A Truck
  - Kalamazoo Wraps
  - Art HopJJ Meddaugh suggested as additional promotional events in the area, something at the Farmer’s Market, PFC (People’s Food Co-op) and perhaps in their newsletter. Also noted S.W. Michigan First as an additional resource for outreach opportunities.
- g. Service Agreement with Texas Township and KVCC – Agreement approved with the CCTA to continue services on Stadium Drive route for the next five (5) years at a cost equal to the amount collected through millage taxes.

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

**Ridership Report – March 2016**

**Wheelchair Lift/Ramp Incident Report – March 2016**

**WMU Student Ridership – March 2016**

**Demand/Response Monthly Summary Report & Explanation of Definitions – March 2016**

**Letter of engagement for auditing financial statements – Abraham & Gaffney, P.C.**

**Miscellaneous Comments made by the Board:** JJ Meddaugh commented that with changes to Amtrak’s train schedules and times that this could possibly effect the hours of operation at the KTC. Sean clarified that Amtrak has access at the station and can open / close as needed that best accommodates their schedule. A second statement from JJ included some happenings in the Detroit area with public transportation and the RTA. Some major changes coming into consideration are being presented on their ballot for this November and if implemented could potentially have a boomerang effect on the surrounding transit systems in a positive manner.

Board member Ken Jones added that 24 hour fixed route service areas are being implemented in Detroit and other areas and that more systems are steering towards commuter systems (Ann Arbor to Detroit) rather than the most recent trend of cutting back services. Ken also added that plans are being made to expand Amtrak services from four to as many as eight rails for use as commuter trains between the Detroit / Chicago corridor and that some of these added trains could begin service earlier in the morning and start from the Kalamazoo station. Adding United Airlines to the existing services at the Kalamazoo Airport is beneficial to the transit system in that it forces the other airlines to increase flight frequencies which in turn build up transit needs to that area.

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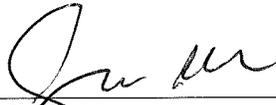
Board member Connie Micklin stated she had received negative comments in regards to the ADA application for disability fares on MCC. Currently the form is approximately 14 pages long and quite tedious in its completion. Michelle McGowan from Disability Network concurred that the process was a bit outdated in that it doesn't focus on a wide range of disabilities but more towards physical limitations. She suggested that a panel needs to overlook the updating and streamlining of this process to make it more user-friendly.

**Public Comments:** Jon Start, KATS commented that MDOT representatives recently stated that a rail section that is actively looking to close railroad crossings because they are a hazard and looking to consolidate rails to the south. A design plan was set in place for this consolidation in the 80's and it is hopeful that they are still around to be utilized in this new endeavor.

**Adjournment** - TAB meeting was adjourned by Chair Garrylee McCormick at 9:12 a.m.

Minutes transcribed and presented by Joan M. Melekian

Reviewed and approved by:

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

\_\_\_\_\_  
Date 7/12/16