

**KALAMAZOO TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
Minutes of November 17, 2006**

Members Present: Chairperson Carol Fricke, Vice Chairperson Donna Treloar, Secretary/Treasurer Rueben Richardson, Michael Gregor, Andy Havice

Members Absent: Elizabeth Forest, Garrylee McCormick

City Commission Liaison: Bobby Hopewell, Vice Mayor (Absent)

Technical Support Member Present: William Schomisch, Transportation Director

City Administration Member Present: Beth A. Sowles, Administrative Office Specialist

Guests: Terry Kuseske, KCTA
Matthew McCubbin, WMU Student, Board Member of the National Federation of the Blind
Jason Meddaugh, WMU Student, President of National Federation of the Blind

CALL TO ORDER

Chairperson Fricke called the regular meeting of the Transit Authority Board of Directors to order at 8:15 a.m.

ROLL CALL

Chairperson Fricke requested a motion to excuse the absence of Ms. Elizabeth Forest and Mr. Garrylee McCormick.

Mr. Richardson made a motion to excuse the absence of Ms. Forest and Mr. McCormick and was supported by Ms. Treloar. Motion carried unanimously.

INTRODUCTIONS

Chairperson Fricke invited the guests to introduce themselves. They are Matthew McCubbin a WMU Student and Board Member of the National Federation of the Blind, and Jason Meddaugh a WMU Student and the President of the National Federation of the Blind.

CHANGES/ADDITIONS TO AGENDA

Added an information item – the snow removal at shelters.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Mr. Jason Meddaugh, President of the National Federation of the Blind spoke concerning a resolution for having bus routing information published on the website that is accessible for the disabled. Mr. Meddaugh stated that speech software cannot read the current site. Another suggestion is to put tactile markings on bus stop signs to ensure that people are actually standing at a bus stop sign. Mr. Meddaugh asked if the order of list of bus bays at KTC to find the proper bus could be posted online. He also inquired if agendas and minutes could be published on the website in a more timely manner. Mr. Schomisch explained that it is difficult to post agendas and minutes in a timely fashion due to City procedures.

Chairperson Fricke thanked both Mr. Meddaugh and Mr. McCubbin for attending the meeting and for their input. Mr. Schomisch further explained that permanent signage will be posted that designates the number of the bay and inquiries would be made whether the signs could be Brailled. The City is moving to a new format for the website to enable the information to be accessible.

CITY COMMISSION/CITY MANAGER ITEMS

There were several issues presented to the City Commission and the City Manager.

Care-A-Van Bus Purchase: Metro Transit has placed an order for seven new vehicles.

Kalamazoo Metro Transit Bus Purchase: Metro Transit has placed an order for four (4) vehicles to be delivered in 2008 and seven (7) additional vehicles to be delivered in 2009.

Job Access Reverse Commute (JARC) Contract for 2007. Replaces Project Zero funding.

Specialized Services Contract for 2007 for the Community Service program.

FTA Release of MI-90-X495: Notification of 2006 formula grant release.

Keyless Entry Contract: Phase II of Security Upgrade.

ACTION ITEMS

Meeting Minutes of September 22, 2006

There was one correction to be made on page one of the draft Minutes. Mr. Andy Havice should have been in attendance of the meeting.

Chairperson Fricke requested a motion to approve the meeting minutes, with the correction, of September 22, 2006.

Mr. Havice made a motion to approve the Meeting Minutes of October 27, 2006, and was supported by Mr. Richardson. Motion carried unanimously.

Income and Expense Statement for October 2006

This report was not yet available. No action taken.

Ridership Analysis Report, October 2006

Mr. Schomisch stated that the system experienced a 4.55% decline in overall ridership. Year to date ridership is 2,398,953 with a slight decline of 1.82%. Metro Van productivity increased slightly. Care-A-Van ridership had a slight decrease and Specialized Services had an increase in riders.

Mr. Havice inquired about Westnedge being the largest route being jammed into a small package and asked if adding the buses during evening hours has been considered. Mr. Schomisch indicated that no complaints have been received and that additional service can be considered, but budget would need to be taken into consideration.

Mr. Richardson made a motion to approve the October 2006 Ridership Analysis Report and was supported by Ms. Treloar. Motion carried unanimously.

DISCUSSION ITEMS

3rd Quarter Care-A-Van Report

Mr. Schomisch presented the 3rd Quarter Care-A-Van Service report to the Board for the period. There is an unfunded balance was \$14,911.30. Mr. Havice asked about unfunded balance. Mr. Schomisch stated that the System absorbs that shortfall.

2007 Budget Preparation

Mr. Schomisch stated that two budgets were prepared. One with the millage passing and one with the millage failing. The only budget submitted, however, was with the millage passing. The budget is currently under technical review and will become part of the City's budget that is submitted to the City Commission

on December 1st.

Mr. Schomisch stated that the Transit Authority Board's Finance Committee needs to meet and review the budget to make a formal recommendation to the full Transit Authority Board at the December 15th meeting. The members of the Finance Committee are Chairperson Carol Fricke, Vice Chair Donna Treloar and Secretary/Treasurer Rueben Richardson.

KCTA Update

Mr. Terry Kuseske, Chair of the KCTA Finance Committee attended the meeting in Mr. Richard Atwell's absence. Mr. Kuseske stated that there are several steps to be taken now that the millage has passed. He stated that the various townships, villages and cities would need to be notified of steps to be taken as well.

The KCTA will need to enter into an Agreement with City of Kalamazoo to take care of short-term issues during the transition to the Authority. There are three entities that are a part of this transition effort: Transit Authority Board, Kalamazoo County Commissioners and the KCTA.

Chairperson Fricke said she believed that the transparency and issues being discussed in a very open forum helped to pass the millage. Chairperson Fricke inquired when the KCTA would no longer be under the jurisdiction of the County Board. Mr. Kuseske stated that technically they are on their own now. County Board appoints KCTA Board members however.

Mr. Havice asked if the County system was established under an Act 196, and how that affected not being able to have a two-tiered tax system. Mr. Schomisch clarified that the System is to be funded under two millages for a period of two years. When both the City of Kalamazoo millage ends (renewal) and the new countywide millage ends, a decision will be made then with regard to one millage countywide. Chairperson Fricke explained that the 1 mill is a renewal and will be only for ONE year instead of the traditional three years. Mr. Kuseske stated that the community educational process is critical to the transit system's stability. Mr. Havice noted that Kalamazoo County residents typically do not pass millages. Chairperson Fricke explained that a lot of education would take place; one area is that City of Kalamazoo voters will be realizing that their tax will actually decrease with the overall Authority.

KTC Project Update

Indian Trails/Greyhound Negotiations

An agreement with Greyhound has been reached and is currently under review with FTA. As soon as the City Commission has approved the contracts, a date will be established to bring them back downtown. Because of busy holidays both carriers have asked to wait until after the holidays.

KTC Facility Operations

The temporary services contract for KTC Gatekeepers has ended.

Snow Removal at Bus Shelters

Mr. Richardson stated that the LAC members had inquired about the snow removal at bus shelters. Mr. Schomisch stated some exploration could be done for Community service people to perform this work. "Adopt-A-Shelter" by volunteers could be looked at. Utility Workers also do this, as their time is available.

Bio-Diesel Update

No new information can be provided at this time. Diesel fuel supplies that currently supply diesel fuel to Kalamazoo Metro Transit should also be able to supply the 5% bio-diesel. After Thanksgiving how to store the bio-diesel fuel, and other implementation issues will be addressed.

Mr. Kuseske noted that shelf life is a concern. Mr. Schomisch stated that it is an issue to be addressed. Mr. Gregor asked if any bio-diesel would be purchased before it is available at Waste Management. Mr. Schomisch answered yes.

INFORMATION ITEMS

Wheelchair Lift/Ramp Incident Report, October 2006

Mr. Schomisch reported that there was only one wheelchair incident during October and that the passenger was not affected.

MISCELLANEOUS COMMENTS

Vice Chair Treloar inquired about the amount budgeted for diesel fuel. Mr. Schomisch stated the price of diesel fuel has not caused a problem at the current time.

Public Comments

Mr. Kuseske stated to the Transit Authority Board that between both Boards that his philosophy is : 'Together We're Better'.

ADJOURNMENT

There being no further business presented before the Transit Authority Board of Directors at their formal meeting dated November 17, 2006, Chairperson Fricke requested a motion to adjourn the meeting.

*Mr. Richardson made a motion to adjourn the meeting, and was supported by Mr. Gregor.
Motion carried unanimously.*

The meeting adjourned at 9:45 a.m.

Beth A. Sowles, Recording Secretary

Date: November 17, 2006