

**KALAMAZOO TRANSIT AUTHORITY  
BOARD OF DIRECTORS MEETING  
Minutes of June 25, 2007**

**Members Present:** Chairperson Carol Fricke, Garrylee McCormick, Elizabeth Forest, Michael Gregor, and Andy Havice

**Members Absent:** Vice Chair Donna Treloar and Reuben Richardson

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

**Technical Support Members Present:** William Schomisch, Transportation Director

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

**Guests:** Richard Atwell, KCTA Chair, Paul Ecklund, Jack McKempson, Linda Teeter, Diane Kempen, Terry Kuseske, Greg Rosine, Kurshid Hoda and Char Sumney, KCTA Board  
John Geisler, Taxpayer Association  
David Artley, KCTA Support  
Dale Hein, KCTA Project Manager

**CALL TO ORDER**

Chairperson Fricke called the regular meeting of the Transit Authority Board of Directors to order at 5:30 pm.

**ROLL CALL**

Chairperson Fricke requested a motion to excuse the absences of Vice Chair Donna Treloar and Mr. Reuben Richardson.

*Ms. Forest made a motion to excuse the absences of Vice Chair Donna Treloar and Mr. Richardson and was supported by Mr. Havice. Motion carried unanimously.*

**INTRODUCTIONS**

The Board members introduced themselves to the guests in attendance.

**CHANGES/ADDITIONS TO AGENDA**

Add to Discussion: "Transit System Flexibility Act of 2007"

**PUBLIC COMMENTS ON NON-AGNEDA ITEMS**

None

**ISSUES/ITEMS FOR CITY MANAGER/CITY COMMISSION**

The Transit Director identified the items that had been to the City Commission, as identified on the Agenda.

**ACTION ITEMS**

**Meeting Minutes of April 23, 2007**

The minutes were accepted with no changes.

*Mr. McCormick made a motion to approve the Meeting Minutes of April 23, 2007, as presented and was supported by Ms. Forest. Motion carried unanimously.*

### **Income and Expense Statement – April and May 2007**

Mr. Schomisch presented the Income and Expense Statements for April and May 2007. Highlighted in the May 2007 Income and Expense Report was an 8.8% increase in the operating expenses. Mr. Schomisch explained that this was an expected expense due to the planned activation of the air-conditioning systems in all buses at this time of the year. Revenues increased 26% due to ITC operating revenue based on commissions from Indian Trails and Greyhound and KTC lease revenues from Amtrak and Depot Concessions.

*Mr. Gregor made a motion to approve the April and May 2007 Income and Expense Statements and was supported by Mr. McCormick. Motion carried unanimously.*

### **Ridership Analysis Report – April and May 2007**

Mr. Schomisch presented the April and May Ridership Analysis Reports. Mr. Schomisch reported that May experienced a substantial 5.8% increase in ridership or 11,236 more trips. A total of 203,998 fixed route trips were provided. Metro Transit has also received an increase in the number of information calls and people indicating they are first time transit riders.

Chair Fricke asked how the ridership was on the three new Portage routes. The three routes have carried 6,120 passengers since April 16, 2007, when the service started. The City of Portage has been provided with information for their newsletter on this service.

Ms. Forest asked what types of information has been provided to City of Portage in terms of their programs and having people ride the bus. *Business News* highlighted the new Portage routes. Ms. Forest asked if Metro Transit could sponsor a "Take your Kids on the Bus Day" for the Portage routes to encourage people to ride the bus. Mr. Schomisch reminded the Board of the current policy against free ride days.

*Mr. Havice made a motion to approve the April and May 2007 Ridership Analysis Reports and was supported by Ms. Forest. Motion carried unanimously.*

### **Bio-Diesel Program – Staff Recommendation**

Mr. Schomisch presented the staff recommendation to convert the Metro Transit bus fleet to a B5 bio-diesel immediately and not wait for WMU's Bronco Diesel to start production. Bronco Diesel anticipates beginning to produce a B5 blend in the fall. Mr. Schomisch explained that B5 blend could be purchased competitively now on the open market. An additional cost to replace filters will occur as the bio-diesel blend acts as a cleanser and cleans out the engine and, in turn, clogs the filters. The cost for replacement filters is approximately \$1,600, as projected.

Mr. Havice inquired if the product would be readily available. Mr. Schomisch explained that the availability should not be a problem as the current suppliers are indicating that they can supply the B5 blend and it is available competitively. Mr. Havice also asked about mileage as compared from diesel to bio-diesel. Mr. Schomisch stated there is a slight difference, as bio-diesel, at first, will not obtain the same mileage per gallon as diesel fuel.

Mr. Gregor asked if a supplier had been selected. Mr. Schomisch indicated that competitive quotes would be obtained for the purchases.

Chair Fricke asked if the understanding was that Bronco Diesel would be supplying the fuel at a slightly lower cost. Mr. Schomisch stated that he would find out this information, but he anticipated a market rate or less as Bronco Diesel was non-profit.

*Ms. Forest made a motion to approve the Bio-Diesel Program and was supported by Mr. Gregor. Motion carried unanimously.*

### **DISCUSSION ITEMS**

#### **Kalamazoo County Transportation Authority**

It was decided to remove this Agenda item for all future Agendas, as the KCTA is regularly scheduled to meet directly after the TAB meeting.

### **Federal/State Funding Update**

Mr. Schomisch reported that the U.S. House Transportation Appropriations Committee has taken action on a 2008 Appropriations Bill increasing transit funding \$209 million over Administration proposals. On the State side, the Comprehensive Transportation Fund (CTF) was cut by \$5 million (not affecting transit) instead of the anticipated \$14 million. There should not be any additional CTF cuts for 2007.

### **WMU Campus Bus Agreement**

Mr. Schomisch reported that an agreement was reached with Western Michigan University (WMU) for a one-year contract. WMU's budgetary issues made it difficult to come to an agreement for campus bus service to WMU. The final agreement is that Metro Transit will continue to operate Route #18 – Brown, Route 21 – Solon/Kendall and Route #22 – Lafayette, as well as football and basketball shuttles. WMU has elected to privatize Route #17 – Gold and Route #25 – Parkview. The pre-paid fare program will continue for all students, staff and faculty.

An issue has arisen regarding the accessibility of Indian Trails' buses. Mr. Paul Ecklund of the KCTA investigated this issue and Indian Trails indicated that the buses they are using for WMU service are not accessible. The privatized service that WMU is offering does have to comply with ADA requirements. There has not been any discussion between WMU officials and Metro Transit regarding accessibility issues.

Ms. Forest asked if Indian Trails has wheelchair accessible buses. Mr. Schomisch stated that he is not aware of the capability of their buses. Ms. Forest inquired how this would affect Metro Transit. Mr. Schomisch stated that Metro Transit has vehicle resources available should WMU contact Metro Transit. The new contract has a clause that would cover this situation should WMU approach Metro Transit for this service.

Mr. Schomisch stated that as part of the public input process a Public Notice was published on June 16 notifying the public of the two routes being discontinued and asking for any public comments or a request for a Public Hearing on this matter. If a request for a Public Hearing is received, the Hearing will be scheduled before the City Commission. To date, no public comments have been received.

Mr. Havice inquired what would happen if Metro Transit continued to provide Route #17 and competed with Indian Trails. Mr. Schomisch stated that the funding isn't available.

Mr. Gregor asked if there are administrative changes with the contract and whether the TAB approves the changes. Mr. Schomisch stated that WMU officials indicated that they would have staff available to give the appropriate information. Metro Transit will continue providing the same service and information as before. There are some Metro Transit bus stops and shelters that will be removed along those two routes.

Ms. Forest asked if it was legal for WMU to contract with Indian Trails when Indian Trails cannot provide ADA compliant service. Mr. Schomisch stated that given his understanding of fixed route service, even though they don't receive transit funds, they fall under the ADA requirements. If non-accessible vehicles were run, they would be in violation of ADA accessibility rules.

### **Federal Audit of Required Drug and Alcohol Testing Program Update**

Mr. Schomisch stated that a random audit was performed and deficiencies were found. The 30-day target improvements were met and Metro Transit is now in compliance. The 60-day target day is approaching and an update will be provided at the July meeting.

### **2007 Millage Renewal – Campaign Strategy**

Chair Fricke stated that the TAB needs to consider the ballot language for the November election. Mr. Schomisch stated that the 3-year levy is up this year and that by August 28<sup>th</sup>, for the millage to be placed on the November 6<sup>th</sup> ballot, the TAB needs to approve the language and amount. Mr. Schomisch stated that the previous KCTA campaign statements had indicated the City's millage would be renewed for one year and the countywide millage would take over after that year.

Staff recommends that the Budget and Finance Committee meet to discuss these issues. The Budget and Finance Committee consists of Chair Fricke, Vice Chair Donna Treloar and Michael Gregor. That Committee will meet and bring a recommendation back to the full Board by the next TAB meeting on July 23, 2007.

#### **Public Transit/Human Services Transportation Plan**

Mr. Schomisch stated that a coordination plan between service providers and human service agencies is being spearheaded by the KCTA. KCTA has taken the lead and appointed a Steering Committee drafted of members of the KCTA. This Steering Committee has met and is gathering the requirements for these programs.

#### **Transit System Flexibility Act of 2007**

Mr. Schomisch stated that Metro Transit belongs to 100 Bus Coalition, which are systems that have fewer than 100 buses and under 200,000 in population. If the service area population exceeds the population threshold of 200,000 in the 2010 census, the 5307 monies switches from current eligibility of capital and operating to only capital monies. This system stands to lose federal funding from our operating budget due to possibly going over 200,000 population. Legislation has been drafted to protect the systems with less than 100 buses in their system. Congressman Upton, Senator Levin and Senator Stabenow have all agreed to support this legislation. A media release will be sent out on June 27<sup>th</sup> identifying this issue.

#### **MISCELLANEOUS COMMENTS**

Mr. Gregor would like to have a Marketing Meeting. Mr. Schomisch agreed to set up a meeting.

#### **PUBLIC COMMENTS**

None

#### **ADJOURNMENT**

There being no further business presented before the Transit Authority Board of Directors at their formal meeting dated Monday, June 25, 2007, Chairperson Fricke adjourned the meeting.

The meeting adjourned at 6:31 p.m.

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Beth A. Sowles, Recording Secretary

Date: June 25, 2007