

**KALAMAZOO TRANSIT AUTHORITY
BOARD OF DIRECTORS MEETING
Minutes of November 19, 2010**

Members Present:	Chair Carol Fricke, Vice Chair Treloar (arrived 8:55 am) Rueben Richardson, Andy Havice, Michael Gregor and Garrylee McCormick, Jason Meddaugh
Members Absent:	
City Commission Liaison:	(None)
Technical Support Members Present:	William J. Schomisch, Executive Director
City Administration Member Present:	Beth Sowles, Administrative Office Specialist
Others Present:	Kathy Martin, Patty Ward, Leo Baker, Lynne Beebe, Melissa Toney, Cynthia O'Bryant, Sharol Ross, Jane Castle, Bonnie Johnson all of Westland Meadows Michele McGown – Disability Network Tyler Pennfield – KVCC Student

Chair Fricke called the regular meeting of the Transit Authority Board of Directors to order at 8:30 am.

ROLL CALL

Roll call was held for the arrival of Vice Chair Treloar.

INTRODUCTIONS

Transit Authority Board introduced themselves to the people in attendance.

CHANGES/ADDITIONS TO AGENDA

Working Agreement – KCTA, TAB and City of Kalamazoo taken off Agenda. Removed due to an error in formula used to determine payments on Portage Routes.

Establish a Finance Committee and Meeting Date

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Individuals from Westland Meadows attended the meeting to comment on the service changes to Westland Meadows. Mr. Schomisch clarified that service is not being discontinued to Stonebrook and Sage. However, the bus will not be going directly into the complex. The West Michigan routing will be through Sage and Stonebrook, to Drake to Hardings, across to Maple Hill, and connect with Route #7, then come back West Main, down Sage to Stonebrook, and back to Hardings.

Westland Meadow residents had these comments for the Board to consider:

- The ramp for the bus is too steep for wheelchairs due to no curb. Mr. Schomisch stated he would look into this issue.
- Drake's Pond Apartment has a back road and in the mornings the road becomes extremely congested.
- Driver went around a curve and passenger fell from her seat. Feels drivers are driving too fast.
- People on the bus playing music too loud.
- Passengers standing up and talking to drivers.
- Cars parked along the circle at Westland Meadows.
- Bus shelter at Sage and Stonebrook. Mr. Schomisch stated there has been miscommunication. The bus will not go into Westland Meadows, but serve at Sage and Stonebrook. Mr. Schomisch will look at the area with Operations staff.
- Gentleman fell on ice and a driver would not lower the bus in order for a person with a walker to board. Chair Fricke stated that when these incidents happen, they need to be reported timely to the system.
- Information line has issues with being busy and not able to get through.
- Portage routes – rumor is that Portage does not want to pay for their service. Other service is being cut to give service to Portage. Mr. Schomisch stated that it is, in fact, only a rumor. City of Portage does not pay for service. Portage routes are being improved for service and cover more area.

ISSUES/ITEMS FOR CITY MANAGER/CITY COMMISSION

None

ACTION ITEMS

Meeting Minutes of August 27, 2010

The minutes were approved as presented.

Mr. McCormick made a motion to approve the minutes from August 27, 2010, and was supported by Mr. Havice. Motion carried unanimously.

Income and Expense Statement – August, September and October

Mr. Schomisch presented the Income and Expense Statements to the Board.

Mr. Richardson made a motion to accept the Income and Expense Statements, and was supported by Mr. Havice. Motion carried unanimously.

Ridership Report – August, September and October

Mr. Schomisch presented the Ridership Reports to the Board.

Mr. Havice asked how long the ridership decrease will be blamed on the fare increase. Mr. Schomisch stated that it's a combination of both the economy and the fare increase. The goal of the fare increase was to generate additional revenue and it has been successful in accomplishing the goal.

Mr. Meddaugh asked whether there is a comparison on pass sales between 2009 and 2010. Mr. Schomisch will have this for the December 19th meeting.

Mr. Richardson asked about the decline on Specialized Service. Mr. Schomisch explained it was due to one agency no longer using the vans because of a lack of volunteer drivers.

Mr. Richardson made a motion to accept the Ridership Reports, and was supported by Mr. Havice. Motion carried unanimously.

Working Agreement – TAB and City of Kalamazoo

Mr. Schomisch presented the Working Agreement and requested Board approval of this Agreement. This Agreement is for 2011-2012. This will be presented to the City Commission for their approval.

Mr. Meddaugh noted the implementation date was incorrect.

Mr. McCormick made a motion to approve the Two Year Working Agreement between TAB and City of Kalamazoo, and was supported by Mr. Meddaugh.

Recommendation of Joseph Szuszwalak, Jr. to TAB

Chair Fricke supported the recommendation of Mr. Szuszwalak to the TAB. His appointment would be for January 2011.

Vice Chair Treloar made a motion to approve the appointment of Joseph Szuszwalak, Jr., to the TAB, and was seconded by Mr. McCormick.

Finance Committee

Chair Fricke stated a Finance Committee needs to be established. The Finance Committee will be comprised of Chair Fricke, Vice Chair Treloar and Jason Meddaugh.

DISCUSSION ITEMS

State/Federal Funding Update

Mr. Schomisch stated that with the mid-term elections, there are bound to be changes. A Continuing Resolution (CR) has been approved by Congress at the same dollar amount of last year. Action will need to be taken to continue this funding.

State funding – movement to try and do something with the gas tax in Michigan for funding of all transit projects. Newly elected officials have stated they will not push for a gas tax.

Comprehensive Operational Analysis (COA)

Mr. Schomisch stated first step in approval process was at the KCTA level. They approved the recommendations as presented. The budget will be presented to the TAB at the December 17th meeting and the City Commission will take action on January 3, 2011.

Mr. Meddaugh asked whether any changes have been made since September. Mr. Schomisch said no.

INFORMATION ITEMS

The December Board meeting has a lengthy agenda.

December board meeting will be at 8:15 am.

Holly Jolly Trolley

Metro Transit will again enter into a contract with DKI for the Holly Jolly Trolley. Service begins Friday after Thanksgiving. There will be no service on Monday and Tuesday.

MISCELLANEOUS COMMENTS

Mr. Meddaugh asked for an update on GPS project. Mr. Schomisch stated that it is a multi-year project and some portions are going out for bid. The bid will include talking buses. Mr. Meddaugh asked about accessibility on the website. Mr. Schomisch stated that because Metro is a City Department, we must abide by the City IT site rules.

PUBLIC COMMENTS

The citizens of Westland Meadows stated they appreciated the clarification of the many rumors.

Mr. Schomisch stated that changes will not go into effect until April 1, 2011. Mr. Schomisch has communicated with the office at Westland Meadows so they are aware of the change – and what is fact and what is rumor.

- Regarding the freshman classes at WMU and the international students. Requested that training be provided for those students. Mr. Schomisch stated training is provided to the Leadership students who train the orientation students.
- Lovell bus is full during WMU classes.
- Empty bus in Westland Meadows. Why two buses so close together? Mr. Schomisch stated that it is due to the manner transfer points are set.

Mr. Schomisch stated that he would have a map created for Westland Meadow residents and talk with the Management so that all residents are aware of the changes..

Ms. McGowan stated that she appreciates that Mr. Schomisch will look into Westland Meadows. Ms. McGowan also stated about accessibility of the website.

Chair Fricke thanked everyone for attending and caring about the system and riding Metro Transit.

ADJOURNMENT

There being no further business presented before the Transit Authority Board of Directors at their meeting dated Friday, November 19, 2010, Chair Fricke adjourned the meeting. The meeting adjourned at 9:50 a.m.

Beth A. Sowles, Recording Secretary

Date: November 19, 2010