

KALAMAZOO TRANSIT AUTHORITY BOARD MEETING

Minutes of September 27, 2016

Members Present:	Chairperson Garrylee McCormick Jason Meddaugh Lynn North Ken Jones Connie Micklin
Excused Members:	None
Unexcused Members:	None
City Commission Liaison Present:	None
Staff Members Present:	Sean McBride, Executive Director Joan Melekian, Administrative Support Coordinator Laura Smith, Administrative Division Manager Kathy Schultz, Special Projects Coordinator
Others Present:	Leona Carter, Disability Network Jackie Wellington, Disability Network-Travel Trainer Jon Start, KATS John Gisler, Kalamazoo County Commissioner Zach Lassiter

Chair Garrylee McCormick called the meeting of the Transit Authority Board of Directors to Order at 8:57 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: John Gisler asked if any progress had been made looking into the possibility of using bio-diesel fuel for the Metro Transit buses. Mr. Gisler noted that some conversation had taken place in previous years as to the validity of switching to this option. Sean McBride stated that they had tried the bio-diesel fuel plan here for a while prior to his arrival. One of the downfalls to this program was the supply chain logistics in its transportation to Metro Transit and the lack of consistency in the delivery schedule. Sean also noted that the bio-diesel fuel was “not kind to our engines” and a contributing factor to wear and tear on our bus fleet and therefore not a clean viable operating option at this time.

(cont.)

Issues / Items for City Manager / City Commission: Sean commented that several items had gone before the City Commission in recent months for approval.

- ✓ Public Safety Service Agreement – effective October 1, 2016
- ✓ Lease Agreement – approved by the CCTA with the Comprehensive Transition Agreement
- ✓ Closing of the Transfer of the System to the CCTA – approved at a special City Commission meeting held on Mon. 9/26/16. Items approved included:
 - Pension and Healthcare
 - Closing Documents
 - Recommended the reappointment of Board Chair McCormick to the CCTA Board for another three years

Action Items:

a. Meeting minutes of July 22, 2016: Motion for approval of the minutes as presented made by Ken Jones, supported by JJ Meddaugh. Motion carried unanimously.

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

c. Review Fiscal Year 2015 Financial Statements: Motion for approval of the FY 2015 Financial Statements made by Ken Jones, supported by Lynn North. Motion carried unanimously.

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

a. Diesel Fuel Report – August 2016

b. Public Safety Report – August 2016

c. Transition Update Overview: Sean stated that the signing of the transition documents will occur on Friday, September 30, 2016 at City Hall.

d. Service Enhancements: Handouts created by Kathy Schultz, Special Projects Coordinator, were provided to the Board with overviews on the Later Night and Sunday Service enhancements. Sean stated that the numbers and public input were both positive and numbers for ridership were higher than initially projected. Current Sunday ridership numbers are showing 15 rides per hour which closely reflects ridership numbers on Saturdays. Late night ridership numbers have been on track with expectations going into this enhanced service but numbers had increased from week one going into week two. Sean noted there were a few obstacles with some of the routes – primarily with adjustments to the computer systems and glitches with *iPhone* apps but in working with Avail systems we are finding that progress is being made with these corrections.

e. Service Impact to West Main Route: Sean noted that this has been an ongoing discussion topic as it pertains to service on the West Main Route and the loss of service at 131 and 9th Street. Within the first two weeks of this service change, discussions increased with Oshtemo Township primarily at the urging of Meijer store managers and the need for public transit service for their employees and customers. Initially, an agreement with Oshtemo Township was discussed wherein they would agree to a \$50 thousand dollar contract to continue service to the area but rejected as the amount was less than what the cost of the previous millage would have provided for the same service (\$62,000). Meijer Corporation may have contributed the necessary additional funding to return service to this area which resulted in a workable public transit resolution for the CCTA, Oshtemo Township and Meijer.

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An ongoing issue with this enhanced route service is that although W Main services precinct #3 in Oshtemo Township, it no longer makes stops at Walmart on 9th Street as it has done in previous years. This also causes some hardships on the employees and shoppers of Walmart as accessibility and safety have been compromised with this enhancement. Discussions are still underway on how these matters can be resolved in the future.

Information Items: the following reports were provided for the Board

Ridership Report – August 2016

Wheelchair Lift/Ramp Incident Report – August 2016

WMU Student Ridership – August 2016

Demand/Response Monthly Summary Report – August 2016

Recognition of Board Members:

Sean presented Certificates of Recognition to each Board Member in appreciation for their time and commitment to enhancing public transit in Kalamazoo County. The certificates read as follows:

“In appreciation of your leadership, dedication and advocacy for public transit while serving on the City of Kalamazoo Transit Authority Board of Directors.”

Miscellaneous Comments made by the Board: The Transit Authority Board of Directors thanked Sean McBride for the opportunity to serve on the board and his guidance and leadership of the staff of Metro Transit siting their dedication, hard work and commitment to making the transition to the CCTA as professional and seamless as possible. All board members look forward to the continuation of excellent public transit service to Kalamazoo City and Kalamazoo County in the years to come.

Board Chair Garrylee McCormick closed by stating how fortunate the City of Kalamazoo was for having such dedicated employees during this transition to the CCTA. As a board member of both the TAB and the CCTA, Garrylee continued to voice the appreciation for the hard work that the staff has provided over the years and expressed gratitude for their efforts on behalf of the City of Kalamazoo and the community.

Public Comments: John Gisler, Kalamazoo County Commissioner, also thanked Sean McBride for his dedication and hard work and encouraged Ken Jones, Connie Micklin and Lynn North to take their experience on this board and apply it to potential openings on the CCTA Board in the future. He also thanked them all for their service to the TAB.

Jon Start, KATS, thanked Sean, the Board, the staff and their predecessors for proving quality public transit for citizens of this community. He also stated he valued the importance of all members for their contributions to KATS and their input in helping them to provide balanced transportation throughout the community.

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Leona Carter, Disability Network, mirrored the gratitude expressed by all board members and guests and spoke to her appreciation of Metro Transit and the TAB as she transitions into a new position within her organization.

Adjournment - TAB meeting was adjourned by Chair Garrylee McCormick at 9:44 a.m.

Minutes transcribed and presented by Joan M. Melekian.

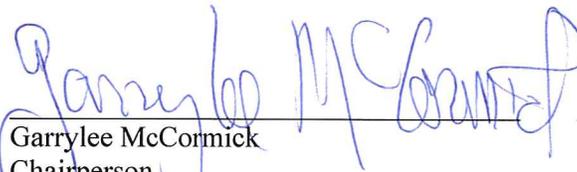
Reviewed and approved by:



Sean McBride
Executive Director
Metro Transit

12/29/16

Date



Garrylee McCormick
Chairperson
Transit Authority Board

1-4-17

Date