

## Minutes

### Kalamazoo County Transportation Authority

July 27, 2009

Place: Room 204, County Administration Building  
Time: 5:30 p.m. – 6:16 p.m.  
Others Present: Dale Hein, Lisa Bradshaw, Bill Schomisch, Jack Urban, Kelly VanderKley, Lori Pyatt

Chairperson Teeter called the meeting to order.

1. ROLL CALL

Members Present: Paul Ecklund, Terry Kuseske, Jack Mekemson, Greg Rosine, Char Sumney, Linda Teeter, Jan VanStratt, David Worthams.

Members Absent: Diane Kempen

A quorum was present. A motion to excuse Ms. Kempen was made, supported and approved.

2. REQUEST FOR APPROVAL OF AGENDA

A motion to approve the agenda as presented was made, supported and approved.

3. REQUEST FOR APPROVAL OF JULY 13<sup>TH</sup> MEETING MINUTES

A motion to approve the minutes as presented was made, supported and approved.

4. 2010 BUDGET PRESENTATION

Mr. Hein explained the “KCTA Goals for 2009-2010 Linked to the 2010 Budget” document (a copy of which will be on file with the minutes). He explained how each Board goal was supported by the various budget line items.

Mr. Hein then went over the “2010 Draft Budget” document (a copy of which will be on file with the minutes):

- Carryover - decreased due to the failure of the November '08 Millage Proposal.
- The Staff Salaries – included 2% raises (the same amount the County was proposing), but the Board would decide on the increase.
- Public Awareness - funded this Board goal.
- Legal Services - reduced by a large amount, since the major legal needs were placed on hold.
- Contractual Services - would fund visioning and website expenses.
- Kalamazoo Co. Transportation - estimated the future payments to the City to cover the transit services.
- Auditing Services - increased due to the audit firm switching to an hourly billing method.
- Reserve for Future - would be the carryover to the future fiscal year.
- Contingency - would cover unexpected expenses.
- Indirect Costs - funded County Support costs (maintenance, utilities, etc.)

Addressing the “Breakdown of KCT Estimated by Component” page, Mr. Hein explained that the MetroVan expense would begin January 1, 2010. Ms. Bradshaw noted that the amounts on this document were just an estimate based on actual amounts from prior years.

Mr. Schomisch added that, in order to arrive at the estimated cost for transportation services, an equation was used that subtracted the previous year’s farebox revenue (as well as State and Federal funding) from the estimate. KCTA’s payment would fund the deficit in the local share. The projected 7% increase with the current provider could change this estimate after the bid opening. The decrease in State funding was also considered; 2009’s numbers were at 30%, 2010’s would be 29%. He indicated that he could put together a document showing the actual breakdown of Federal dollars, etc., and actual costs.

Mr. Mekemson thanked Mr. Hein for writing out the Board’s goals. Ms. Teeter agreed and thanked Mr. Hein, Ms. Bradshaw and Mr. Schomisch for assembling the budget information.

Mr. Hein briefly addressed the “KCTA 2009 Financial Report Ending 6/30/09”. He added that in September there would be budget adjustments made for the amounts over and/or under spent.

Chairperson Teeter noted that the new Budget would be adopted after the Public Hearing the following month. She asked that the new Budget Review Committee meet and consider adjustments after the budget's approval (if the committee's policy was approved that evening).

5. SET PUBLIC HEARING DATE FOR THE 2010 BUDGET

Mr. Hein read the resolution into record (it will be on file with the minutes). KCTA's legal counsel had reviewed the document. A motion to adopt the resolution was made by Mr. Kuseske and supported by Mr. Worthams.

Lisa Bradshaw agreed that the proposed budget assumed that the full millage rate would be levied. It was confirmed that a draft copy of the proposed budget was made available on the KCTA website, but newspaper notice was standard legal language, including the 'property tax millage rate proposed' wording. The meeting for the public hearing would be held in the Chambers, even though it would occur during a Committee of the Whole.

The roll call vote was as follows:

Ayes: All Present    Nays: None    Absent: Ms. Kempen

The motion carried.

6. SECOND READING OF BUDGET REVIEW COMMITTEE POLICY/APPROVAL

A motion to adopt the Budget Review Committee Policy was made by Mr. Rosine, and supported by Mr. Mekemson.

The roll call vote was as follows:

Ayes: All Present    Nays: None    Absent: Ms. Kempen

The motion carried.

7. RESCIND BUDGET/FINANCE COMMITTEE POLICY

Chairperson Teeter informed the members that Miller Johnson stated the policy could be rescinded without a first and second reading. A motion to rescind the Budget/Finance Committee Policy (#2.02.01) was made by Mr. Worthams, and supported by Mr. Kuseske.

The roll call vote was as follows:

Ayes: All Present    Nays: None    Absent: Ms. Kempen

The motion carried.

The Budget Review Committee members would be: Mr. Kuseske – Chairperson, Mr. Ecklund, Mr. Rosine, and Ms. Sumney. Chairperson Teeter asked Mr. Kuseske to have their first quarter end meeting and to bring back a report.

8. COMMUNICATIONS

There were no communications to report.

9. REPORT FROM TRANSPORTATION DIRECTION

Mr. Schomisch referred to the possible names for the combined C-A-V/MetroVan system, saying he was open to suggestions from the Board. He summarized the "Portage Fixed Route Ridership" document; more information including performance indicators would be brought to a future meeting. At the end of 2008, the Average Rides Per Hour for the three Portage routes was about 6 compared to 26.5 for the other routes. The TAB met the previous Friday and approved the November '09 Ballot language, which would go before the City Commission the following month. Ms. Teeter invited the Members to consider attending the City Commission meeting in her place.

10. REPORT FROM PROJECT MANAGER

Mr. Hein noted that his report was self-explanatory. He appreciated the meeting he had earlier that evening with a Board Member and invited all Members to contact him if they had questions or comments to discuss.

11. COMMITTEE REPORTS

A. Executive – The Executive Committee had met the previous week, where the Budget presentation had been discussed.

B. Public Transit/Human Services – Mr. Mekemson said that the committee had met and was finalizing the prioritized list of needs to be addressed in the County. The plan would go before the wider group of service agencies for their input; it would then go before the KCTA Board.

12. NEW BUSINESS

There was nothing to report.

13. OLD BUSINESS

A. DISCUSSION OF ELECTION COSTS: For the well documented report, Mr. Hein commended Mr. Snow, who had attended the Executive Committee meeting. Mr. Hein indicated that the difference between the estimated and actual amount was due to the following:

- The initial amount was an estimate based on the K-RESA ballot initiative.
- It was the first time a proposal went countywide in May (K-RESA only covered 85% of the precincts.
- Normally, Portage consolidated precincts. For the May election, Portage did not consolidate some areas, which increased the number of polling places by 8 at a cost of about \$1,700 each.

Future ballot initiatives would now have a real-life example to estimate from. Chairperson Teeter said Mr. Snow had been thanked for explaining the issue to the Executive Committee.

B. STATUS REPORT ON P.A. 196: Ms. Teeter reported that there had been a July 20<sup>th</sup> meeting with the local representatives. Mr. Ammon stated he could draft language that could be forwarded to the Legislative Service Bureau. The Uniformity of Taxation issue was the main hindrance to having two millage rates under one authority. Mr. Ammon had put his concerns on this issue in a memo, which would be taken by a representative to meet with the State Attorney General. The KCTA was hoping to receive the Attorney General's opinion on any constitutional issues moving forward.

Mr. Worthams stated he desired to attend the next meeting and that when the Senate was to be addressed, he would be happy to contact his old boss who would have interest in the issue. Chairperson Teeter said Mr. Worthams' expertise would be valuable. Mr. Hein was asked to look into scheduling that meeting. Ms. Sumney suggested that Mr. Rosine's expertise be utilized as well.

14. CHAIRPERSON'S REPORT

There was nothing to report.

15. CITIZENS' TIME

There were no comments made.

16. MEMBERS' TIME

-Mr. Mekemson thanked Mr. Schomisch and his Staff for the opportunity to weigh in on the naming of the combined Care-A-Van and MetroVan systems.

17. ADJOURNMENT

The meeting was adjourned at 6:16 p.m.

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KCTA Chairperson

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KCTA Secretary