

Minutes

Kalamazoo County Transportation Authority

February 8, 2010

Place: Room 204, County Administration Building
Time: 5:30 p.m. – 6:04 p.m.
Others Present: Carol Byrd, Doug Havara, Dale Hein, Bill Schomisch, Marty Stone, Kristy VanderMolen and Lori Pyatt

Chairperson Teeter called the meeting to order.

1. ROLL CALL

Members Present: Paul Ecklund, 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 MINUTES

A motion to approve the January 25th Minutes as presented was made, supported and approved.

4. COMMUNICATIONS

There were no communications to report.

5. AUDIT REPORT BY BDO SEIDMAN, LLP

Mr. Doug Havara and Ms. Kristy VanderMolen, of BDO Seidman, presented the 2009 Audit Report. Mr. Havara summarized the Audit Wrap-Up document as follows:

- An Unqualified/Clean Opinion had been issued.
- There were no deficiencies of internal control found.
- No proposed adjustments or material corrected adjustments had been made.
- The management representation letter could be found at the back of the booklet.
- The new governmental accounting standard would not be significant to KCTA.

Ms. VanderMolen summarized the Financial Statements as follows:

- Prepaid Expense represented the payment for Transit Services.
- Operating Expenses had come in \$35,000 under budget (due to legal and marketing line items).
- The Non-Operating Revenue was under budget due to an increase in delinquent tax payments as was expected in the current economy.
- There had been a sale of investments to cover expenses while a millage was not in place.

In response to a question from Ms. Sumney, Ms. VanderMolen stated the Purchase of Investments represented the change in investments. Chairperson Teeter indicated that Treasurer Balkema handled their investing.

Mr. Rosine asked about GASB Statement No. 54, which dealt with Fund Balance. Ms. VanderMolen stated it would affect the County, but not the KCTA because its net assets were classified as unrestricted. After combining with Metro, there may be more restricted assets that could be affected by this new rule. At that point the KCTA should account for these as governmental funds, but currently the KCTA was treated as an enterprise fund.

A motion to approve the Audit Report was made by Mr. Worthams, and supported by Ms. Sumney.

The roll call vote was as follows:

Ayes: All Present

Nays: None

Absent: Kempen

The motion carried.

Mr. Hein commented that Ms. Bradshaw had done an excellent job handling the KCTA finances.

6. UPDATE ON TSI CONSULTING

Both the County Administrator and the City Manager had met in separate meetings with Mr. Fallon the previous week. Mr. Hein would be contacting the Board Members in order to arrange the smaller group meetings with Mr. Fallon. His final report would be moved from March 22 to April 12.

7. DISCUSSION OF MEETING LOCATIONS

Mr. Hein stated that one of Mr. Fallon's suggestions was to begin holding board meetings at different locations. Chairperson Teeter stated that since they were a County Authority, it could be beneficial to occasionally move the meetings to other locations in the County.

Mr. Rosine thought meeting in other locations would help the KCTA become better known, and would create more visibility for transit. Mr. Ecklund stated it could be advantageous for others to maintain the predictability of staying in one location. Mr. Worthams concurred with Mr. Rosine that there would be benefit to going to the people served, although public access channels would have to be notified in order to insure they could tape at those locations. Ms. Teeter stated that Mr. Hein was working with Public News Media to see if the meetings could be covered on a more regular basis. Mr. Hein also would communicate where the meetings would be held in the future.

8. REPORT FROM TRANSPORTATION DIRECTOR

Mr. Schomisch stated he was in the process of reviewing the Para-transit Analysis Final Draft and would forward it to Mr. Hein. He asked if March 8th was when the Board wanted it to be presented; Chairperson Teeter said that was correct. He would confirm this date with the consultants the following day.

Partee was contracted to do a final presentation covering Line Haul and Para transit (including cost estimates for the Long Term Recommendations). That report would be given at the 9a.m., February 26th meeting of the TAB. The KCTA was invited to attend. Any revisions resulting from that meeting would be made then the final report would be distributed.

In response to a question from the Board, Mr. Schomisch stated that there were no ear-mark requests being submitted because Metro's capital program funding was covered through 2015. He was more interested in what would happen with the federal operating funds via: the 2011 budget presented under the Obama Administration and the Reauthorization Act.

9. REPORT FROM PROJECT MANAGER

Mr. Hein commented on two new developments in the Adopt-A-Bus Shelter program; Apple Bus Company had agreed to adopt at least two shelters in the community, and Senior Services had agreed to adopt a shelter near their facility. Signed agreements were beginning to come in.

The Project Connect transportation initiative was seeing contributions for bus tokens to enable participants to attend. ATU 1093 and Metro Transit Administration were both contributors. There was a request going before the local Rotary for support.

10. COMMITTEE REPORTS

- A. Executive – There would be a meeting February 16.
- B. Budget Review – The next meeting would be February 12
- C. Public Transit/Human Services – As previously reported, the next meeting would be in July.

11. OLD BUSINESS

There was nothing to report.

12. NEW BUSINESS

There was nothing to report.

13. CHAIRPERSON'S REPORT

Chairperson Teeter thanked Ms. VanStratt, for making it to the meeting and told her that the Audit report had been presented and approved. Ms. VanStratt apologized for being late.

Ms. Teeter explained the documents outlining the meetings of CATA, The Ride and The Rapid Authorities. To take the next step in the transition, she hoped the members would pair up and attend one or two meetings in order to observe how

other meetings were run and the issues being considered. They were asked to contact Mr. Hein then staff would distribute agendas.

- On February 22nd Mr. Blaine Lam would present his final deliverables to the KCTA.
- On March 8th the COA report for the Demand/Response system would be presented; this meeting would most likely be held at South County Services.
- On April 12th Mr. Fallon would give his final report to the Board.

Ms. Teeter presented the small 'quick facts' card that staff would work with Mr. Schomisch on. In response to a comment from Ms. Sumney, Ms. Teeter asked Mr. Hein to have two sizes printed up.

14. CITIZENS' TIME

Mr. Marty Stone stated that evening there would be a documentary called "Blue Print America (or Detroit)" that would focus on the rise and fall of Detroit and was centered on transportation.

15. MEMBERS' TIME

-Mr. Worthams said it was his honor to be able to attend Gov. Granholm's final State of the State address. Her second policy statement indicated that the TF2 recommendations would be enacted. The bills had been introduced, and if they weren't moved on in March, it could be postponed until after November elections. The ball was in the court of the House of Representatives. Ms. Teeter asked him to keep them updated on how and when they could lend their support.

-Ms. Sumney was sorry to hear that the March meeting would happen at South County Services since she would be out of town at that time, but there was a nice new facility and she was sure they would be well received. She asked to be excused for the next two or three meetings.

-Chairperson Teeter asked for an excused for February 22nd, and March 22nd.

16. ADJOURNMENT

The meeting was adjourned at 6:04 p.m.

KCTA Chairperson

KCTA Secretary