

**BOARD MEETING AND
PUBLIC HEARING
Minutes**

Kalamazoo County Transportation Authority

April 12, 2010

Place: Room 204, County Administration Building
Time: 5:30 p.m. – 6:20 p.m.
Others Present: Dale Hein, Bill Schomisch and Lori Pyatt

Chairperson Teeter called the meeting to order.

1. ROLL CALL

Members Present: Paul Ecklund, Diane Kempen, Jack Mekemson, Greg Rosine, Char Sumney, Linda Teeter, Jan VanStratt and David Worthams.

Members Absent: None

A quorum was present. Chairperson Teeter noted that no requests to be excused had been received. (Ms. VanStratt and Mr. Worthams had not yet arrived.)

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 March 8th Minutes as presented was made, supported and approved. (After this approval, Ms. VanStratt arrived at 5:32pm; later Ms. VanStratt would point out that the location of the minutes should be South County Community Services.)

4. PUBLIC HEARING ON PROPOSED 2010 TRANSPORTATION LEVY

Mr. Hein outlined the levy process and reminded the board that the levy would be on the summer tax bill for Cities and on the winter tax bill for Townships.

A motion to open the public hearing for the proposed 2010 Transportation Levy was made by Mr. Mekemson, supported by Mr. Ecklund and approved at 5:35 pm. Chairperson Teeter invited those who wished to make comments to the podium. There were no public comments made. A motion to close the public hearing was made by Mr. Ecklund, supported by Ms. Kempen and approved at 5:36 pm.

Chairperson Teeter stated that the resolution to levy would come before the Board on April 26th.

5. TIMELINE/IMPLEMENTATION OF COA RECOMMENDATIONS

Mr. Schomisch gave an overview of the Comprehensive Operational Analysis status, stating the final draft would be completed that week and he would provide a copy to KCTA. The implementation date of January, 2011, was necessary to prepare for the changes. The short-term recommendations made over a three year period would make use of existing resources. The TAB, Kalamazoo City, and KCTA must all approve the changes; prior to any changes a public hearing may be requested and would occur at a Kalamazoo City Commission meeting (possibly in October).

Mr. Schomisch then went over the Timeline (a copy of his document will be on file with the minutes.) Regarding changing the Portage Routes, he would like to meet with Portage officials and KCTA to discuss the recommendations, including the impact on the ADA service area. He explained that the schedule was tentative and subject to change.

In response to questions from the Board, Mr. Schomisch explained the following:

- Because WMU probably wouldn't make any changes to their routes, he didn't expect that Metro would make any of its regular September changes.
- After a meeting of Metro's internal Route Committee, the cost/savings would be more determinable. Mr. Schomisch said he could speak on COA changes on a regular basis on future KCTA agendas, if they would like.
- A few organizations had been notified, and the feedback was positive. Other agencies and organizations would be contacted about the changes in the future.
- Mr. Schomisch summarized some of the short term, long term, and demand/response recommendations. Overall, the changes aimed at making faster, more direct service by creating several hubs, instead of the current 'spoke and wheel' system centered downtown. After the changes, riders on several routes would be able to go directly to their destination instead of having to travel downtown first. (Mr. Worthams arrived at 5:53 pm.)
- Another focus was to have a 'positive transfer' system, when the buses would arrive at the central hub at the same time so riders wouldn't have to wait for their connecting bus.
- The consultants had recommended adopting a 'bus stop-only' policy to discontinue flag-stops. Before Metro made that change, however, a firm would be hired to review the bus stop and shelter locations; this project could be completed using leftover COA funds. The bus stop analysis would take into consideration the COA recommendations to be implemented. He also expected that in two years more bus shelters would be installed.
- Consultants further suggested a night-stop policy to ensure that the riders were dropped off at a safer corner closer to their destination.
- The ITS system will improve service delivery to the demand/response customer, and the new software package for scheduling was showing proof of efficiencies, an improvement in the passenger-per-service-hour figure.
- Because of fuel costs coming in under budget and a savings on other line items, the short-term COA changes could most likely be handled within the existing budget.
- The consultants expected a 5% increase in demand-response ridership each year.
- The new software enhanced the ability to compare Apple's service with previous providers and would enable Mr. Schomisch to share performance measurements with KCTA on a regular basis.

Chairperson Teeter said she appreciated that KCTA was given an opportunity to have input in the recommended changes, and noted that the consultant had suggested that certain standards be implemented regarding demand/response customer service. Mr. Schomisch commented that, while the current contractor was meeting industry standards, certain new standards would be adopted over time to better serve riders. Chairperson Teeter hoped special attention would be given to the customer service issues and training (such as for phone scheduling). She supported his idea to meet with Portage City Officials to go over the recommendations.

In response to a question from Ms. Teeter, Mr. Schomisch explained why he thought the COA recommended changes were important. The consultants found that the system was running pretty well currently, but there was always room for improvement. Creating more direct routes and providing connectivity had been a goal of his for some time. He felt that the consultants 'hit the mark' with the recommendations; the challenge would be to accomplish the long-term recommendations. To answer Mr. Rosine, Mr. Schomisch stated that he could bring a visual explanation to a future meeting to show how 'closing the loop' would be done.

6. COMMUNICATIONS

There were no communications to report.

7. REPORT FROM TRANSPORTATION DIRECTOR

Bids would be opened the following day on the bus shelter replacement project which was financed by Federal stimulus money. About ten shelters would be replaced each week over the next 90 days. The utilization of old shelters would be done on a case-by-case basis.

8. REPORT FROM PROJECT MANAGER

Mr. Hein summarized his Report (a copy of which will be on file with the minutes); the previous month he had focused on:

- Annual Report Presentations – he asked that the members contact staff if they were interested in presenting.
- Work with Tim Fallon of TSI Consulting.
- The process for levying the millage.
- Adopt-A-Bus Shelter—he and Michelle McGowen would be meeting with the Gazette regarding this program.
- Board meetings of area transit authorities.

He addressed the documents left at their places.

9. COMMITTEE REPORTS

- A. Executive – The notes document from this meeting was at their places (a copy will be on file with the minutes).
- B. Budget Review – The next meeting would be Friday, April 30th at noon in the County Building.
- C. Public Transit/Human Services – There was nothing to report.
- D. Legislative – The first meeting would be set up later that week.

10. OLD BUSINESS

There was nothing to report.

11. NEW BUSINESS

There was nothing to report.

12. CHAIRPERSON'S REPORT

Chairperson Teeter thanked the members who had made Annual Report Presentations, and staff for getting the information to the presenters. A meeting would be held with Tim Fallon, Ken Collard, Peter Battani, Greg Rosine and herself the following day. The April 26th Board Agenda would contain Mr. Fallon's final report and the resolution to levy.

13. CITIZENS' TIME

There were no comments made.

14. MEMBERS' TIME

-Mr. Worthams commended Ms. Teeter on her testimony regarding the Gas Tax Bills; her document was forwarded to all the members of the Authority Board and her comments were well received.

-Mr. Ecklund stated he would be unable to attend the next Board meeting on April 26th due to a conference he would be attending.

15. ADJOURNMENT

The meeting was adjourned at 6:20 pm.

KCTA Chairperson

KCTA Secretary