

Minutes

Kalamazoo County Transportation Authority

July 26, 2010

Place: Room 204, County Administration Building
Time: 5:30 p.m. – 6:21 p.m.
Others Present: Lisa Bradshaw, 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, Char Sumney, Linda Teeter, Jan VanStratt and David Worthams.

Members Absent: Vice-Chair Rosine

A quorum was present.

A motion to excuse Mr. Rosine was made by Mr. Ecklund, supported by Mr. Worthams 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 June 28th Minutes as presented was made, supported and approved.

4. 20th Anniversary of American's with Disabilities Act Video

A video about the 20th Anniversary of the American's with Disabilities Act was shown. Afterward Mr. Ecklund talked about his own history with the ADA, discrimination he saw other people with disabilities experiencing before the Act was adopted, and the advances the Act had brought about.

5. 20th Anniversary of American's with Disabilities Act Proclamation

Chairperson Teeter read the Proclamationⁱ into the record.

A motion to support the Proclamation was made by Mr. Mekemson and supported by Ms. Kempen. The roll call vote was as follows:

Ayes: All Present Nays: None Absent: Vice-Chairperson Rosine.

The motion carried.

Mr. Hein drew the Members' attention to the Gazette articleⁱ (at their places) on this anniversary.

6. Resolution Establishing Board Development Committee

After a brief summary by Chairperson Teeter, where she stated the "Roadmap" called for a Board Development Committee to be established, Mr. Hein read the resolutionⁱ into the record.

i) A copy of this document will be on file with the minutes.

A motion to adopt the resolution establishing the KCTA Board Development Committee was made by Ms. Sumney and supported by Ms. VanStratt.

In response to a question from Mr. Mekemson, it was clarified that the committee would remain in place until the applicable “Roadmap” action steps and timeline were accomplished as outlined in the resolution.

The roll call vote was as follows:

Ayes: All Present Nays: None Absent: Vice-Chairperson Rosine.

The motion carried.

7. Appoint Members to the Board Development Committee

On behalf of the Executive Committee, Chairperson Teeter brought the slate of members as follows:

- Jack Mekemson, Chairperson of the Board Development Committee
- Diane Kempen
- Jan VanStratt

A motion to adopt the resolution establishing the KCTA Board Development Committee was made by Mr. Worthams and supported by Mr. Ecklund. The roll call vote was as follows:

Ayes: All Present Nays: None Absent: Vice-Chairperson Rosine.

The motion carried.

8. COMMUNICATIONS

Mr. Hein reported that a County Commissioner had been communicated with regarding what he thought were bus and van violations around Rail Road crossings. After talking with Metro Transit, Mr. Hein wrote a letter explaining the intricacies of stopping at crossings.

The Director of Residential Opportunities Incorporated contacted Mr. Hein about the Community Service Van Program. Metro’s Missy Caulson responded to them almost immediately, and it appeared that the program would be of great benefit to ROI.

9. REPORT FROM TRANSPORTATION DIRECTOR

Mr. Schomisch highlighted the following from his reportⁱ:

- ridership figures for fixed route & Metro County Connect
- income and expense update
- dialysis riders through DHS – the amount in arrears of \$64,000 – A voicemail was left at Metro by the local DHS office acknowledging the unpaid balance, stating a request for payment to Metro had been made of Lansing office (no word had yet been received regarding this request). He summarized the impact on ridership, adding that July’s Saturday trip total was showing a rebound. He expected additional increases.

In response to a question from Mr. Worthams, Mr. Schomisch understood that the limitation existed with how much Medicare was able to pay. Given the new ridership

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data, the fact that it was a small portion of overall ridership and the fact that he had heard of no service complaints concerning the new provider, he felt the situation was working itself out.

10. REPORT FROM PROJECT MANAGER

Mr. Hein reported that much of his time was spent scheduling the many committee meetings and presentations, as several Members could attest. Mr. Hein asked the Board Members to consider helping at the presentation to the Comstock Learning Center. A COA presentation would be made at the August 23rd, 7:30 p.m. meeting of Kalamazoo Township.

Mr. Hein and Mr. Mekemson had met with Ms. Bobbe Luce of OnePlace who had agreed to be an advisor to the Board Development Committee. He also pointed out the sample of the new letterhead; the website address would be added to it.

11. COMMITTEE REPORTS

A. Executive – Chairperson Teeter stated the Executive Committee discussed Board Development Committee issues and the budget.

B. Budget Review – In Vice-Chair Rosine’s stead, Mr. Hein explained the following documents¹:

-**2010 Third Quarter Financials:** The summer tax bill collections would boost the revenue line; collections would be a little lower than expected because of declining property values. Any under budgeted amounts would be addressed by budget adjustments.

i. **DRAFT 2011 BUDGET WORKPAPER:** The committee had drafted this budget with Ms. Bradshaw’s assistance. Mr. Hein explained the following line items:

- the Executive Director hire would increase the Salary Expenses
- the Kalamazoo County Transportation (transit service) expense was expected to increase by 5%. Mr. Schomisch stated the number was based on projections sent to MDOT; it may be refined as Metro’s budget was developed. The year end reconciliation would cover any overages or shortages.
- the Contractual line item included agreements with an accountant and a search firm help with the Executive Director search
- Vehicle expenses (lease, insurance, gas and oil) for the new Executive Director were built into the budget
- Carryover dollars of \$135,600 would be used to balance the 2011 budget.

In response to a question from Ms. Teeter, Ms. Bradshaw stated the actual investment income for 2010 had been decreasing over time as reflected on the 2010 Third Quarter Financial Report; this actual decline in return was why the 2011 Draft Budget’s investment income seemed low. Chairperson Teeter suggested that the Budget Review Committee or Mr. Hein talk to the County

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Treasurer about maximizing investment income. Mr. Hein stated that the Treasurer could be invited to a meeting of the KCTA to discuss this issue.

**ii. RESOLUTION SETTING PUBLIC HEARING DATE FOR
SEPTEMBER 13, 2010 ON 2011 BUDGET**

Mr. Hein read the resolution into the record.

A Motion to adopt the Resolution was made by Mr. Worthams, and was supported by Mr. Mekemson.

The roll call vote was as follows:

Ayes: All Present Nays: None Absent: Mr. Rosine

The motion carried.

C. Public Transit/Human Services – Mr. Mekemson stated the Committee met¹ July 22nd, where they discussed the following:

- the progress of the plan (most projects in the plan were progressing nicely)
- applying for grants to accomplish the other projects in the plan, and
- the next meeting would be in January, unless a project would need attention before that.

D. Legislative – The Committee had not met, but Mr. Worthams directed members to page 2 of Mr. Schomisch’s Report which gave an update on what Lansing was doing at that time.

Chairperson Teeter added the Kalamazoo legislative delegation would be met with on August 9th, to talk about needed changes to P.A. 196 and the Incompatible Offices statute. Mr. Hein was working with the attorneys to ensure preparatory documents were sent to the legislators before the meeting.

12. OLD BUSINESS

There was nothing to report.

13. NEW BUSINESS

There was nothing to report.

14. CHAIRPERSON’S REPORT

Chairperson Teeter had asked Mr. Battani, County Administrator to move forward on the applications for the Board vacancy.

15. CITIZENS’ TIME

There were no comments made.

16. MEMBERS’ TIME

- Mr. Ecklund greatly appreciated the unanimous support of the ADA Proclamation.
- In response to a question from Ms. VanStratt, Mr. Schomisch said that connecting GoogleMaps with the bus routes was an application that was a part of the Intelligent

Transportation System program of which he would be bringing an update to the KCTA Board soon.

17. ADJOURNMENT

The meeting was adjourned at 6:21 p.m.

KCTA Chairperson

KCTA Secretary