



Approved Minutes

March 16, 2017

Ann Arbor Area Transportation Authority Board of Directors

Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, Michigan, 6:30 p.m.

Board: Mike Allemang, Jack Bernard, Eli Cooper, Gillian Ream Gainsley, Sue Gott, Prashanth Gururaja, Roger Hewitt, Larry Krieg, Eric Mahler (Chair), Stephen Wade

Special Guest: Dawn Gabay

Staff: Terry Black, Matt Carpenter, Bryan Smith, Mary Stasiak, Phil Webb, Chris White

LAC Representative: Cheryl Weber

Recording Secretary: Karen Wheeler

Chairman Eric Mahler declared that a quorum was present and called the meeting to order at 6:35 p.m.

1.0 Public Hearing

There was no Public Hearing.

2.0 Communications and Announcements

Mr. Carpenter introduced Bryan Smith, Deputy CEO, Operations.

3.0 Public Time – Comment on Agenda Items

Jim Mogensen appeared before the Board. Mr. Mogensen submitted [comments](#) on the Draft Policy Governance Policies & Tools. Mr. Mogensen commented on board management, the prospective change in board management and the relationship between the Board and CEO due to Policy Governance.

No one further appearing, Mr. Mahler declared Public Time closed.

4.0 Review and Approval of Minutes

4.1 Review and Approval of Minutes February 16, 2017

Larry Krieg moved approval of the minutes as written with support from Roger Hewitt. The motion passed unanimously.

Mr. Mahler amended the agenda to address New Business item 8.1.

8.1 Building Naming

Mr. Mahler introduced a resolution to formally name the AAATA headquarters building and read the resolution into the record.

Resolution 11/2017

APPROVAL TO FORMALLY NAME THE AAATA HEADQUARTERS BUILDING

WHEREAS, Ms. Dawn Gabay joined the Ann Arbor Transportation Authority in 1975 and has remained with the Authority ever since, and

WHEREAS, she has served as Deputy CEO for the past 23 years, and as Interim CEO on two occasions, and

WHEREAS, Dawn's contributions to the agency in a professional and personal capacity have helped shape the agency for many years, and

WHEREAS, the Board wishes to express the highest level of gratitude to Dawn from the Authority,

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the AAATA hereby directs the CEO to add the name "Dawn Gabay Operations Center" to the formal name of the AAATA headquarters building at 2700 South Industrial Hwy in Ann Arbor, and to adjust signage and published material in reasonable and cost-effective ways in order to reflect this change.

Roger Hewitt moved the resolution with support from Gillian Ream Gainsley. The motion passed unanimously.

Ms. Gabay addressed the Board and expressed appreciation for the honor.

5.0 Board and Staff Reports

5.1 Chief Executive Officer

Mr. Carpenter complimented Operations for maintaining high standards in the days following an unprecedented weather event. Mr. Carpenter reported on his attendance at the Michigan Public Transit Association Legislative Conference where he met with elected representatives and discussed state legislation. Mr. Carpenter commented on the release of a federal budget proposal outline which includes implications for transportation. Mr. Carpenter suggested that there may be an opportunity for direct advocacy, and recommended discussing the matter with the Governance Committee.

Mr. Carpenter reported on a Leadership Challenge training program recently completed by some members of staff. Training for additional staff is scheduled for the spring and fall. Mr. Carpenter announced that the Blake Transit Center was officially certified as a LEED Gold project. Mr. Carpenter complimented Mr. Black and staff who helped usher that project to completion.

5.2 Planning and Development Committee

Dr. Krieg reported on the Planning and Development Committee (PDC) meeting. PDC received a presentation about the final phase of the 5YTIP. Dr. Krieg reviewed details of the service changes which will be considered by PDC followed by a public input period. The changes are scheduled to be implemented in August 2017. Dr. Krieg noted that no service expansion is planned. PDC received an update on the Ypsilanti Transit Center State of Good Repair improvements. Installation of a generator, scheduled for April, will complete the project.

5.3 Performance Monitoring and External Relations Committee

Mr. Allemang reported on the Performance Monitoring and External Relations (PMER) Committee meeting. PMER received the financial and operating reports. There is an operating surplus four months into the fiscal year, and fixed-route ridership increased 6.5% compared to the previous year. Mr. Carpenter reported on financial planning work to address future financial uncertainties. PMER endorsed a resolution for the purchase of two new conventional diesel buses. The committee revisited a draft Policy Governance Monitoring Report.

5.4 Local Advisory Council

Ms. Weber reported on the Local Advisory Council (LAC) meeting. LAC received an update on the GreyHawk Paratransit Mobile Data Terminal system which will replace printed driver manifests and allow drivers to communicate real-time with dispatchers. Launch of the system is pending while staff are trained and the system is determined to be functioning properly. LAC received reports on the LAC's Communications Subcommittee and a Transportation Riders United meeting.

5.5 Washtenaw Area Transportation Study

Dr. Krieg reported on the Washtenaw Area Transportation Study (WATS) Policy Committee meeting. The Committee took action on amendments to the FY 2017-2020 Transportation Improvement Program. The Committee received a report on FY2017-2020 CMAQ Prioritization and postponed action pending receipt of additional information. Dr. Krieg reported on formation of a Transportation Committee in Chelsea. Dr. Krieg reported on expected completion dates for several road projects.

Dr. Krieg reported that the WEMU Programming Director agreed to provide on-air updates on bus situations.

5.6 Ann Arbor Transportation Commission

Mr. Gururaja reported on the Ann Arbor Transportation Commission meeting. The Commission elected a chair and approved bylaws. The Commission supported the City's application from the Michigan DNR for the Allen Creek Berm Project. The Commission discussed current City transportation related plans and policies, "Transportation 101" training and future transportation training interests. Mr. Gururaja reported that the Commission is working on setting its agenda for the next several months.

5.7 Governance

5.7.1 Policy Governance

Mr. Mahler reported that a Drafting Committee met to discuss board input on Ends and Means Policies. The Committee focused on separating the Ends and Means, and updated the draft Ends statements to make them more focused on outcomes. Several prior Ends statements were moved to Means. Mr. Mahler reported that Mr. Carpenter and Ms. Gryniewicz provided input and Ms. Gryniewicz is drafting a revised full template for Means and Ends to circulate to the full Board.

Mr. Mahler reported that input on the committee structure proposal was welcome. Mr. Mahler announced that the target for voting on the Board's policy structure and committees is April, for implementation in May.

Board members engaged in discussion about the Drafting Committee's Revision to the Ends statements:

Drafting Committee's Revision

AAATA exists to provide access to destinations via public transportation options for residents, workers, and visitors of the Ann Arbor-Ypsilanti Area at a cost that demonstrates value and efficient stewardship of resources.

1.1 Transit services are an attractive alternative to the automobile.

1.1.2 Air pollution and other impacts of auto use are reduced.

1.1.3 Safety is increased

1.1.4 Transit tardiness is reduced

1.1.5 Duration of transit time is reduced

1.1.6 Convenience of bus stops is increased

1.2 People with mobility and accessibility challenges will be able to reach the same destinations as people without such challenges

1.2.1 Including people WHO HAVE (with) disabilities, seniors, children, non-native speakers, people with low income, and those without other means of transit.

1.3 Customers are highly satisfied with AAATA SERVICES (service delivery).

1.4 People throughout the Area will have equitable access to opportunity through public transportation services.

Board members also discussed items that migrated out of Ends which may be appropriate to include in the Means or Executive Limitations. No action was taken.

Mr. Mahler reported that the committee structure proposal had not changed since the initial circulation and would be recirculated with the full revised draft Policy Template.

6.0 Question Time

Mr. Wade spoke in favor of Mr. Carpenter's suggestion to consider making a statement around the federal budget situation.

Mr. Cooper suggested communicating with key legislators on the federal budget situation, but holding off on a statement pending some definition.

Ms. Gott suggested that AAATA staff advise the Board about the appropriateness of a presentation from WATS on the modeling used in planning efforts. Ms. Gott complimented an Operator who moved an obstruction from the road during the recent storms.

Dr. Krieg shared his intentions to discuss the financial report with Mr. Carpenter. Dr. Krieg suggested that the Board discuss when they will or will not "get into the weeds" to have common agreement on what that means.

Mr. Mahler suggested that it will be important for the Board to have the discipline to let staff do their job.

Mr. Bernard commented on the LAC report on the GreyHawk system. Mr. Bernard noted the importance of providing safe and efficient ARide service that allows for customers to have confidence in the system.

Mr. Carpenter inquired about information received by the Transportation Commission on transportation issues and governance.

Mr. Gururaja reported that the Transportation Commission discussed what roles are appropriate for which board members given individual technical expertise. Mr. Gururaja added that regarding governance, the Commission will follow Rosenberg's Rules.

7.0 Old Business

There was no Old Business for the Board to consider.

8.0 New Business

8.2 FY2018 Bus Purchase

Mr. Black introduced a resolution to purchase two replacement buses using federal and state funding. Mr. Black and Mr. White responded to questions and provided information on the timing of utilizing capital grant funds and emissions levels.

Larry Krieg moved the following resolution support from Jack Bernard.

Resolution 12/2017

APPROVAL OF ORDER OF 2 LOW EMISSION CONVENTIONAL
PUBLIC TRANSIT BUSES

WHEREAS, the Ann Arbor Area Transportation Authority requires two (2) replacement buses by August, 2018, and

WHEREAS, delivery of the buses is desired for August, 2018, and the manufacturing process for buses takes approximately 18-24 months from the issuance of a purchase order, and

WHEREAS, there are sufficient Federal and State Grants budgeted for the purchase of replacement buses for service, and

WHEREAS, the cost of buses will exceed \$100,000, and Board policy requires advance authorization to incur products or services over \$100,000,

NOW, THEREFORE BE IT RESOLVED that the Ann Arbor Area Transportation Authority Board of Directors authorizes the Chief Executive Officer to execute an order for the purchase of 2 Low Emission Conventional Public Transit Buses to Gillig, LLC to be delivered by August, 2018 at an estimated amount of \$485,000 per bus.

The motion passed unanimously.

9.0 Public Time

Jim Mogensen appeared before the Board. Mr. Mogensen commented on his input on the Policy Governance model and how the new model would impact decisions about service delivery and bus purchases. Mr. Mogensen provided details of a situation where service for residents was negatively impacted to improve service for commuters. Mr. Mogensen encouraged the Board to consider people who live in the core service area and vote for the millage. Mr. Mogensen commented on his work on a bus token project.

No further appearing, Mr. Mahler declared Public Time closed.

10.0 Adjourn

Gillian Ream Gainsley moved to adjourn the meeting with support from Roger Hewitt.
The motion passed unanimously and the meeting adjourned at 8:27 p.m.

Respectfully Submitted,

Stephen Wade, Secretary