

It is the Mission of the Ann Arbor Area Transportation Authority to provide accessible, reliable, safe, environmentally responsible, and cost-effective public transportation options for the benefit of the Ann Arbor Area Community.

Ann Arbor Area Transportation Authority
Board Report
January 2015

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To: AAATA Board of Directors
From: Robert E. Guenzel, Interim Chief Executive Officer
Date: January 26, 2015
Re: Monthly Report

The January 22, 2015 board meeting was canceled as there were no action items for the Board to consider. Included in this report are highlights from work completed in the past month, as well as documents from the January board committee meetings.

I appreciate the efforts of staff to keep things going while I was away earlier this month. I am especially thankful to Dawn Gabay for her management oversight.

February Board Meeting Date

The February Board meeting date has been changed to Thursday, February 26. The meeting will take place at the Ann Arbor District Library on Fifth Avenue at 6:30 p.m.

December Board Meeting Follow-Up

In December we heard from members of the public about the proposed new bus design, requests for additional service and the Ypsilanti Transit Center.

Paint Scheme: We were asked to look into whether there is research on what colors and designs make buses safer. We conducted some research and found that color is not a significant factor in safety.

Extend NightRide Service to Chidester Place: We have added this to the list of service requests and would caution that maintaining the quality of service with the expansion has already been

somewhat difficult. While this may be a possibility, extending NightRide is not budgeted in the 5YTIP.

Route #6 Service on Research Park in both directions: We could certainly consider adding the service when we can safely turn left out of Research Park. Unfortunately the situation has not changed which would allow us to do that.

A-Ride Performance: We received a concern that expanding fixed-route service (resulting in expanded A-Ride service) has made an impact on the service provider's ability to maintain A-Ride performance levels. This matter was discussed at the January Local Advisory Council (LAC) meeting. Limited A-Ride service has been available within the City of Ypsilanti and Ypsilanti Township for a number of years. Longer distances do increase the travel time needed to complete trips, however, the expansion of fixed-route service is not expected to negatively impact the performance of A-Ride service. Current A-Ride guidelines could be reconsidered so that riders in the southern areas of the county are informed that their travel can vary from 60 to 90 minutes based on the distance of their trip. Staff will review current and potential trip data to help with evaluation the situation, and present any potential challenges prior to the expansion of service. Any findings will be reported to the LAC.

Ypsilanti Transit Center: It was noted that there is no clock in the Ypsilanti Transit Center Lobby. A sign with real-time departure information and time is scheduled to be installed by the first week in February.

January Board Committee Meetings

The Planning and Development Committee and Performance Monitoring and External Relations Committee met on January 13 and 20 respectively. Detailed meeting summaries and packet materials are included in this board report.

CEO Search

The CEO Search Committee is making good progress. The executive search consultant has received dozens of resumes which have produced several solid applicants. The consultant met

with committee members last week via teleconference to conduct an initial review of candidates. The committee is planning regular meetings going forward to define public involvement options and the candidate interview schedule and venue. The search process remains on schedule and it is hoped that finalists can be interviewed by the full Board in late February. We will continue to provide updates as further progress is made.

January Service Change Descriptions

The following are details of the service adjustments that went into effect on Sunday, January 25, with the intention of service improvement and better serving evolving customer needs.

- **Route 4 – to Ann Arbor**
A new trip was added on Sunday morning that leaves Washtenaw and Golfside at 8:10am and arrives at the Blake Transit Center at 8:45am. The additional trip is expected to help reduce crowding on the trip that leaves the Ypsilanti Transit Center at 8:30am.
- **Route 7 – to Downtown**
Weekday trips currently leaving Washtenaw Community College at 3:50pm, 4:20pm, 4:50pm, 5:20pm, 5:50pm, and 6:20pm will depart 3 minutes later to more accurately reflect on-street conditions.
- **Route 14 – to Pioneer High School P&R**
The first weekday morning trip will be adjusted to coordinate more closely with the Pioneer High School morning start time. This trip will leave UM Hospital at 6:50am (no change from the current time) and will arrive at Pioneer at 7:20am (10 minutes later than the current time).
- **Route 14 – to University of Michigan Hospital**
The second weekday morning trip will be adjusted to coordinate more closely with the Pioneer High School morning start time. This trip will leave Pioneer at 7:20am (7 minutes later than the current time) and will arrive at UM Hospital at 7:40am (7 minutes later than the current time).
- **Route 22 – North Connector**
The trip that departs Meijer on Carpenter Road at 6:30pm will be extended to end at the Green Road Park and Ride lot at 7:10pm.
- **Route 36**
Timepoints on all trips will be adjusted to accommodate new service to a bus stop near the University of Michigan’s Shared Service Center. Trips leaving Wolverine Tower at

the following times will serve a new bus stop near Victors Way and Boardwalk Drive: 7:15am, 7:23am, 7:33am, 7:42am, 4:35pm, 4:49pm, 5:02pm, and 5:16pm.

- **Route 609 – to Miller Rd P&R**

The second weekday morning trip is through-routed with route 14, so it will be adjusted to leave UM Hospital at 7:40am (7 minutes later than the current time) and arrive at the Miller Road Park and Ride lot at 8:00am (7 minutes later than the current time).

Project Updates

Website

Project Plan

In an effort to improve TheRide’s website on a continual schedule and in an efficient and effective way, an [Agile Project Management process](#) has been established. Within this process, we will be able to push out incremental, iterative improvements that are driven by highly collaborative internal and external input. This process also expects needs to change and evolve over time, which in essence, is expected to provide the ability to “future proof” the website. We plan to show business value each quarter, with each update incrementally improving reliability, accessibility, and usability. Forthcoming updates will each be identified as **maintenance**, **feature addition**, and **bug fix**, and will be communicated in more detail before delivery. We have goals for each improvement (version), and some updates will be more visible than others. Please see a timeline of next steps below.

Timeline

Q1 2015

- Establish a more stable environment and test out the custom-built API (*). This must occur before we can proceed with further development, as they are essential building blocks.
- Migrate from legacy Dot Net Nuke (DNN) environment to latest version (*).
- Review code behind custom-built modules (*).
- Update the core, front-end CMS framework/interface, which is used by AAATA staff editors.
- Explore options for identified functionality improvements.

() Specific areas where we will be using a consultant. We estimate a maximum of 160 hours of consultant time to assist with these areas.*

Q2 2015

- Design re-imagined passenger toolkit (previously: “Rider Tools”) that takes direction from the original vision, including the initial internal/external user input and design requirements from the former web project.
- Develop fully modular functionality for each of: “Plan a Ride,” “Track My Bus,” “Route Schedules,” “My Alerts,” etc.; focusing on reliability, accessibility, and user experience.

Q3 2015

- Finish implementation of passenger toolkit.

Q4 2015

- Design, develop and release visual improvements (design and layout).

Ypsilanti Transit Center

Bill De Groot and Reggie Whitlow will serve as co-project managers for redevelopment of the Ypsilanti Transit Center. We have started to outline the scope of work and interviews have been held with internal staff and Board members Gillian Ream Gainsley (City of Ypsilanti), Larry Krieg (Ypsilanti Township) and Sue Gott (Ann Arbor) who are advising on the project. Meetings are scheduled with City of Ypsilanti staff and several Ypsilanti community groups to inform the assessment process.

The preliminary project schedule calls for completion of the scope of work by mid-February with overall rehabilitation of the YTC slated for completion in the summer of 2016. The mission is to better serve the community and riders by meeting increased demands due to higher ridership, improved service levels, as well as enhance the aesthetic and community character by extending the useful life of the facility commensurate with the monetary investment.

Point of Sale

Staff recently received a demonstration of a Point of Sale hardware and software system from Progressive Solutions who submitted a proposal in response to a Request for Proposals. The comprehensive fare management solution would automate and streamline the fare media sales and inventory processes and integrate with the current financial accounting system. Many of these processes are currently completed manually. One of the many strengths of this system is that it can read the fare media that is compatible with AAATA's existing fare collection system. Staff is looking into the system's expanded capabilities, which could replace the current customer identification card printing and tracking. Approval will be sought from the Board at an upcoming meeting, as the total cost of the system exceeds \$100,000.

Meetings and Events

AAATA/DDA Board Summit

The AAATA/DDA board summit was a forum for fruitful discussion last week. Sue Gott, Charles Griffith, Roger Kerson and Larry Krieg represented the AAATA board. A majority of DDA board members were present. Key members of AAATA and DDA staff participated in the event.

AAATA staff made presentations on the 5YTIP services affecting downtown Ann Arbor including highlights of the improvements implemented in August 2014 and additional improvements slated for August 2015, May 2016 and August 2017. DDA board members provided feedback and made requests for additional information on current ridership data. Nancy Shore reported on increases in go!pass usage.

Restoring the downtown circulator was considered. Work is needed from the DDA to determine the purpose of the service; who would utilize the service and possible funding sources. AAATA promised to supply the costs for the former "Link" services.

Attendees also discussed plans for improvements to the Fourth Avenue area including ideas for AAATA and the DDA to work together on further developing a more formal, multi-modal transportation "hub" with improved amenities. DDA staff was asked to convene a sub-group to develop a plan to address the concerns discussed. The plan should address both near term (operational) issues, as well as long term (land use and development) issues. The sub-group will include DDA, AAATA, and City representation.

There was general consensus on the boards meeting on a regular basis, perhaps annually. My thanks to Michael Benham for spearheading this effort.

Law Enforcement

Staff met with Ann Arbor Police Chief John Seto to discuss the Eastern Washtenaw Safety Alliance's new "See Something Say Something" program. The program encourages the public to report anything that may require assistance from law enforcement. Chief Seto expressed some interest and indicated that he would reach out to the University of Michigan to ask if they would like to be included.

Last week staff met with Washtenaw County Sheriff Jerry Clayton and City of Ypsilanti Police Chief Tony DeGiusti to discuss AAATA's safety and training procedures and potential improvement. A few policy questions were raised as a result of the discussion which will be reviewed. Coordination efforts will continue and include law enforcement participating in the 2015 Motor Coach Operator refresher training module.

Community Outreach

Our outreach efforts to engage and inform members of the community about AAATA services continue. Staff appears at regularly scheduled events at the University of Michigan providing information to new employees on the availability and use of fixed-route bus service, Park and Ride lots and VanRide. We recently had a presence at two Ypsilanti Township Neighborhood Watch meetings and at the Eastern Michigan University Weinterfest. Staff also attended a LlamaSoft open house to share information on the getDowntown program. Llama is one of the largest information technology employers in the downtown Ann Arbor area, and does not currently participate in the getDowntown program.

Several community events are scheduled through the winter and into spring including the A2Y Chamber Leadership Day, Ann Arbor Earth Day Festival and Passport to Pittsfield.

FYTIP

Work continues with City of Saline officials exploring the prospect of additional service. We are hoping to have an audience with Saline City Council in February to outline how increasing transit service benefit the community.

We have gotten a report that Partners for Transit (P4T) has been meeting with Scio Township residents and members of the Scio Township Transit Team to organize citizens and share with Scio elected officials information on the need for transit services in the township. P4T organized and held three stakeholder meetings at Lakestone Apartments, Sunward Co-housing and Great Oak Co-housing. P4T also organized citizens to attend a recent Scio Township board meeting and voice the need for transit service.

Mayor's Downtown Marketing Taskforce

Staff attended the January Mayor's Downtown Marketing Taskforce meeting which was focused on member updates. AAATA updates included the status of and process to hire a new CEO, AirRide record ridership, 5YTIP service improvements launched in August 2014 and service improvements scheduled for implementation in August 2015, Adopt-a-Stop program, go!pass ridership and the Conquer the Cold Promotion.

Mayor's Art Fair Committee

AAATA hosted the January Mayor's Art Fair Committee meeting at the Blake Transit Center. Each year, to help coordinate a successful Art Fair season, AAATA works alongside the City of Ann Arbor, University of Michigan, Ann Arbor Police Department, Huron Valley Ambulance, Red Cross, Main Street Area Association, and Ann Arbor Area Convention and Visitor's Bureau.

At this month's meeting attendees discussed construction of the University of Michigan North Ingalls Mall which will affect the Art Fair trolley and AAATA express routes. Committee members will continue working on solutions to minimize the impact of the construction to the extent possible.

Regional Transit Authority

AAATA staff continue to participate on Regional Transit Authority (RTA) committees. Sarah Pressprich Grynewicz was recently named Vice-Chair of the Providers Advisory Council (PAC). The PAC is currently working on a Seamless Fare Integration Study and expect to review high level recommendations in February.

The RTA Board is expected to select a consultant for the Comprehensive Plan (required by state legislation) at the board's January 29 meeting. I recently met with RTA CEO, Michael Ford, to begin discussions on an appropriate role for AAATA's involvement in the Comprehensive Plan.

AirRide

As mentioned at the December board meeting, there has been some tension between Detroit Metropolitan Airport (DTW) officials and Michigan Flyer representatives. Several meetings have been held in the past month to address the situation.

AAATA and Michigan Flyer, as well as legal counsel representing the parties, met recently to discuss the AirRide agreement, the Memorandum of Understanding between AAATA and the Airport Authority and to reestablish the lines of communications. AAATA legal counsel requested that Michigan Flyer create a list of current concerns including items that are still needed to better serve public transit customers at Detroit Metropolitan Airport (DTW). Both AAATA and Michigan Flyer agree that the common goal is to provide the most effective service possible to customers.

Two AirRide ridership records were set in the last month. Ridership for the week of December 14-20, 2014 totaled 2,631 passengers. This is an impressive 27.9% increase compared to the same period last year. A new *daily* ridership record was set on January 6, 2015 with 759 passengers utilizing AirRide service between Ann Arbor and DTW. The high ridership is attributed to the University of Michigan's winter break and holiday travel.

AAATA/DDA Summit – 1.20.15

AAATA and DDA staff and board members were in attendance

Public attendee: LuAnne Bullington

Introduction –

- Susan Pollay - an affordable housing report by czb LLC found that there is affordable housing on the west side of 23, but not enough to supply the demand. On the east side of 23, there is not enough demand. Today's meeting will begin discussions regarding AAATA and DDA goals and alignments.

Discussion Topics

1. Overview of AAATA 5YTIP Services affecting downtown Ann Arbor
 - Chris White – The 5YTIP was developed over several years of public input and started with the Transit Master Plan (TMP).
 - i. Public housing was considered during creation of the Plan.
 - ii. Ypsilanti used to be more focused on automotive jobs and working east. With changes to the auto industry, more of those individuals have/ are seeking jobs in Ann Arbor. This was also considered during Plan creation.
 - iii. Expansion of AATA to AAATA added Ypsilanti and Ypsilanti Township. Decisions regarding the establishment of a millage are made on an area-wide basis. There is service planned for all three entities (Ann Arbor, Ypsilanti and Ypsilanti Township) but because AAATA contracts with the remaining communities for service, final decisions rest with those communities.
 - iv. The transit millage was passed last May. Much of the success of the millage campaign is attributed to clear communication and transparency of the Plan and its services.
 - Some highlights of the August 2014 improvements (First Phase):
 - i. Weekday service extended 1 hour later on 15 routes
 - ii. Extended Saturday service
 - iii. Added weekday evening service on 4 routes
 - iv. Added a new route: route 46, in Ypsilanti Township
 - v. ARide service extended by 1 hour
 - Some highlights of the August 2015 improvements (Second Phase):
 - i. Extended weekday and weekend service
 - ii. More frequent service on routes 2C and 46
 - Some highlights of the May 2016 improvements (Third Phase):
 - i. Providing service in Ypsilanti every 30 minutes on weekdays and routes will connect at the Ypsilanti Transit Center (YTC) for easier connections to YTC-BTC.
 - ii. Service will be modified on the west side of Ann Arbor, including plans for extending routes into Scio Township.
 - Some highlights of the August 2017 improvements (Fourth Phase):
 - i. More frequent service on the #6 (every 15 minutes)

- ii. Express service between Ypsilanti Township and Ann Arbor
 - Feedback:
 - i. **John Mouat – would like numbers for riders going from the City of Ypsilanti directly to downtown Ann Arbor versus folks using Park and Ride lots.**
 - 1. Chris – only 22 parking spaces at the Ypsilanti Transit Center Park and Ride – there are some casual lots, but not many.
 - ii. How frequently will the express bus service run? Thoughts of extending to Bellville? What about extending to the North (Whitmore Lake/Brighton)?
 - 1. Chris – every 30 minutes during peak period. Would need the riders to justify service to Bellville.
 - 2. Michael Benham – extending the service to the North is in the long range plan. There is an Advanced Traffic Management project with MDOT in current discussions regarding US-23. It is not in AAATA’s plan or budget. AAATA’s policy is that when services are outside of the City, those communities will need to find means to pay for the services. There is some mild interest to extend service to the North, but still questions to be answered.
 - iii. Susan Pollay – how is ridership with the expanded services last August?
 - 1. Chris – ridership has been relatively flat for the last 15 months. Standing loads on the Washtenaw route have increased and continue to do so – AAATA is keeping tabs on this. Gas prices are a strong influence on ridership.
 - iv. Nancy Shore – go!pass ridership has continued to increase. There were about 670,000 rides last year, about 30,000 more than the previous year. (Nancy provided a handout with go!pass updates and statistics)
 - v. Josh (DDA) – what percentage of riders are choice riders?
 - 1. Chris – from survey information, at least 1/3 of the riders were choice riders. These riders are heavily concentrated on trips to downtown Ann Arbor and to campus.
2. BTC/Fourth Avenue Area
- Susan Pollay – the “midtown” area contains the BTC, AirRide, Greyhound, and others. What are thoughts on the area as a transportation hub? **How could AAATA/DDA work together?**
 - Keith Orr – None of the reports named the BTC as the rail center. **How would the area connect to the rail center?**
 - Susan Pollay – is there an Amtrak connection?
 - i. Larry Krieg – Route 17 was developed to meet the Amtrak trains; difficult to coordinate connections.
 - Susan Pollay – Any update on AirRide?
 - i. Dawn Gabay – last week, AirRide saw the highest single day ridership. Now looking to stabilize the service and possibilities into expanding east.
 - ii. Susan Pollay – **Curb space? How can the DDA help?**

- iii. Dawn Gabay – AAATA is encouraging AirRide passengers to utilize the BTC while waiting. There is a customer service representative at the BTC and at the Airport, that will announce arriving trips. There is a shelter scheduled for the AirRide loading corner (next to the BTC) for the AirRide stop. We are currently working with the airport to improve the stop at ground transportation.
- Dawn Gabay – Greyhound is across the street and have been trying to work with them. Regarding a multimodal facility, we need to study the footprint of the area. Does the real estate support what we want to do?
 - i. There is interest from AAATA to sponsor a real estate study and DDA to partner. Would like to include the city.
- Charles Griffith – would love to see improvements of shelters on 4thAve. – gets very cold.
- Roger Kerson – Any amenities we can put in the BTC to make it more welcoming (coffee, etc.)?
- Larry Krieg – arrangement of BTC is not meeting the needs of the customers, it's too small. Do we want to be world class? – the current building doesn't seem to fit that description. Is the redesign of 4th and William an option?
- Joan Lowenstein – need more outdoor information such as the display at the CCTC.
- John Mouat – worked on a multi-transit facility in Pontiac with rail, bus and greyhound. Greyhound's long term plan was to move away from staffing. Are there opportunities to create satellite facilities with limited/no staffing?
- Susan Pollay – the DDA provided a short term lease with Greyhound. She had the same experience as Megabus, with Greyhound. There are no amenities and very little staffing. Speaks to the cultural difference with private transportation versus public transportation. People see the BTC as a transportation hub and Greyhound patrons don't know the difference- have been coming to the BTC.
- Roger Kerson – Could we partner with private agencies? We need to be sensitive to folks and answer question but can't provide service that is not funded.
- Dawn Gabay – The BTC is now opening for extended winter hours: 3:45AM-11:45PM. We have tried to share costs with Greyhound but they are not interested in sharing costs or providing schedules for AAATA call-takers to provide to their customers.
 - i. Susan Pollay -DDA has also been trying to get schedules for Greyhound since July. They see themselves as a freight company transporting people.
- Mary Stasiak – we are working to get 4 real time signs installed.
- Sue Gott – **To make decisions about boarding locations (curb versus other property), what is the best interest of the public? What is most suitable for 4th and 5th Avenues?** AAATA's role is to support the DDA in leading this as they are looking at the larger issue/area. She is supportive of this. Ypsilanti has a transit center and it will need to be renovated. Any capital investments spent in Ann Arbor are competing with those needs at the YTC.
- John Mouat – what will become of the surrounding parking lots? The Y-lot is a big challenge and unknown.
- Steve Powers – City council would welcome some focused discussion from the DDA/AAATA, however reception is unknown. The connecting William Street project

created some foundation for council. We should continue to add to this while looking at it in a strategic way, not a reactive way.

- Keith Orr – regarding 4thAve. – is the solution to make it a bus mall? With the steakhouse going in, how will the buses react to this? Connecting to the library parking lot-what would this look like? Sometimes infrastructure improvements may guide other decisions.
- Final comments:
 - i. Steve Powers – **would like a Work Group to better frame the discussions and to report back to the respective boards. Group would look at immediate decisions as well as a 3-5 year plan for the area; include city involvement in the work group.**
 - ii. Have work group focus on a tactical approach.
 1. **Could be a sub-committee of the AAATA/DDA boards.**
 2. **Helpful to have a joint committee to address the economic growth that is happening. Committee to look at the big questions – how do you manage growth?**
 - iii. Susan Pollay – **have Work Group utilize the work done by the DDA with the Williams St. project.**
 - iv. Sue Gott – **need to discuss boarding on the street and if it is of mutual benefit. Is there support on the use of the street?**
 - v. Larry Krieg – understands hesitation with the project (considering the result of the Williams St. study) but encourages all to move forward.
 - vi. **Suggestion to use the DDA Street Framework Plan.**

3. Downtown Circulator

- Discussion of restoration of the downtown circulator (Link). If brought back, what would this accomplish? Who would it serve?
- Chris – circulator is in the 5YTIP but is not funded. It would require a different source of funding from the millage. The circulator is replacing walking trips and may reduce trips on other routes.
- Chris - The link was featured in a transportation research journal because of how it was created and the success of the service. The Link looked at the market, got funding for up to 2 years of operation and obtained buses to be used for the service. The service connected all 4 areas of downtown and had frequent service. Frequency is key to encourage riders to utilize the service. Near the end, there were 23 people per hour using the service and it has the same productivity as the other routes in the system. But funding ran out. TheRide attempted to keep the service operational but the limited funding diminished the service provided.
- Keith Orr – would like to see return of the Link.
- Could solve: travel distance to South University (getting groceries, etc.) and crossing Huron (Kerrytown).
- Chris – need to consider what percentage of trips made by students versus employees.
- John Mouat – what about using a private transportation provider for the service?
 - i. Chris – Possible, but would require a subsidy.

- Nancy Shore – consider the bike share program which serves a similar purpose.
 - Chris – there are more people living downtown.
 - Roger Hewitt – **would like data from WATS on trips between areas in the downtown area, to get an estimate of how many trips to expect.**
 - Keith Orr – **what would the cost be? What are the funding options?**
 - Susan Pollay – **would like to know the costs for the former circulator and what the current circulator would look like assuming: 5, 7, 10 min. headways.**
 - John Mouat – need to clarify **what we are trying to accomplish.**
 - Joan Lowenstein – Any idea if the student bus will be expanding (campus stops)? There is potential there.
 - i. Chris – no plans to expand at this time.
4. Park and Ride/Intercept Parking
 - **A yet-to-be named sub group will focus on this topic.**
 5. Future meetings between AAATA & DDA board members
 - **General consensus to meet on a regular basis (possibly annually?).**

Meeting ended at 11:00am

- I. Staff Updates
 1. BTC Walkway
 2. DDA Street Framework Plan
 3. US-23 Bus Service
 4. Overview of relevant DDA projects/Ongoing Programs

Ann Arbor Area Transportation Authority Board of Directors
Planning and Development Committee
Proposed Meeting Summary
January 13, 2015 – 3:00 p.m.

Present: Committee – Eli Cooper (via phone), Sue Gott (Chair), Larry Krieg, Eric Mahler (via phone), Gillian Ream Gainsley (via phone)

Staff – Michael Benham, Jan Black, Terry Black, Ron Copeland, Bill De Groot, Dawn Gabay, Sarah Pressprich Gryniwicz, Ed Robertson, Mary Stasiak, Elizabeth Tibai, Phil Webb, Karen Wheeler, Chris White, Michelle Whitlow, Reggie Whitlow

Public – Clark Charnetski, Jim Mogensen

Committee Chair Sue Gott called the meeting to order at 3:02 p.m.

1.0 *Communications and Announcements*

There were no announcements or communications.

2.0 *Public Time – Comment on Agenda Items*

Jim Mogensen noted that with item 4.1: *Potential 5YTIP Revisions for August 2015*, there may be a need for even more changes or adjustments, depending upon the outcome of the tax referendum in May. He suggested that the Authority start developing a possible alternate plan soon.

Clark Charnetski noted that with the new proposed bus design color scheme, the location of the front door of the vehicle may not be obvious to the visually impaired.

With no one further appearing, Ms. Gott declared public time closed.

3.0 *New Business*

3.1 *Follow-up on Board Resolution 4/2015: Sarah Gryniwicz*

Sarah Gryniwicz provided follow-up and next steps regarding Board Resolution 4/2015 which authorized the purchase of new buses in 2015. She noted that Staff has a verbal confirmation from Gillig for a 5 year warranty on the three hybrids scheduled for delivery in 2015 or 2016. Twenty three low-emission conventional buses are also included in that order. Staff is researching the feasibility and availability of alternative bus technologies such as Articulated, Electric, CNG, and Next Generation Hybrid buses for possible consideration in future bus orders.

There are a total of 12 buses scheduled for delivery in 2017 (5 replacement and 7 new). Funds are programmed into the Capital and Categorical Grant Program to cover the cost

of these buses. Should the Authority wish to purchase articulated buses (or other technology), the procurement process would need to begin in April 2015. Sarah noted that 4 conventional buses are scheduled for replacement in 2018 and 15 hybrid buses are scheduled for replacement in 2019.

It was reported that 80% of the cost of the 52 hybrids in AAATA's fleet were funded using federal grants. Matching grants from MDOT provided the remaining 20% non-federal share. The federal portion of these grants came from discretionary funding, which, unfortunately, is no longer available. However, the Authority continues to look for other possible grant funds to be used for alternative bus technologies.

Larry Krieg noted that any articulated buses should not be lumped together with other propulsion systems in their analysis. Articulated buses use a well-established technology and should be viewed as a business or operational decision. Articulated buses have little to do with a sustainability policy, and any decision to procure them should be based upon high ridership and increased frequency of routes.

Mr. Krieg noted that AAATA should not give the impression that articulated buses would greatly help the environment. Ms. Gryniewicz reported that articulated buses have already been demonstrated on a regular AAATA bus route, and more information will be provided at the February PDC meeting. It was noted that newer buses are assigned to heavier volume routes while older buses are assigned to lighter duty to maximize the returns of the vehicle.

Sarah reported that AAATA staff is developing a *Sustainability Policy Project Charter*. The deadline for completing the Policy is November 2015. Staff is developing a pilot for driver training to help minimize the fleet's operational environmental impacts. This will be a consideration when developing the Sustainability Policy.

3.2 *Expansion Needs: Michael Benham*

Michael Benham gave a presentation on and space needs and space assessment for the 2700 South Industrial facility. He noted that current space utilization (such as parking) and future space needs (including offices, garage, storage, etc.) must be addressed and resolved as the Authority continues to grow. Currently 13 employees share their office space with someone else, and 7 employees are now utilizing space that was never originally intended for offices. Michael noted that because of space constraints, the monthly board meetings were moved to the Ann Arbor District Library

Michael reported that \$50,000 has been set aside in FY2015 to study AAATA's future expansion needs. The Authority must determine future budgetary needs and develop a comprehensive scope for the project. Staff suggested that the space needs efforts should coincide with the new CEO's vision and objectives. Sue Gott stated that she is starting to see competing capital requirements at AAATA's facilities (2700, BTC and YTC).

She would like more details on the employee parking situation, such as the number of spaces available, peak demand, existing net increment, the number of employees that are expected to be hired in the future and the percentage of employees using alternative transportation. Ms. Gott would like more detail on the expansion needs and a creation of priorities for all expenditures identified.

Eli Cooper noted that years ago, the City Hall used a program through getDowntown called *Lead by Example*. He would like TheRide corporate offices to “Lead by Example” by finding alternative means to solve the parking issue and to diminish the demand for physical space. Gillian Ream Gainsley would like to have an understanding of the current options and the future operational needs of the Authority. She agreed with Mr. Cooper that innovative strategies for parking are available and encourages innovative ideas to solve the issue. Mr. Krieg would like to know if there is a plan for the office space created at the BTC.

Larry Krieg mentioned a speech on WEMU by Mary Jo Callan with Washtenaw County in which she discussed the need for more affordable housing in the county. She specifically discussed the need for more investment in infrastructure, such as transit, in the eastern part of the county.

Ms. Gott requested staff to consider how all facilities (2700, BTC and YTC) will be used collectively to address space needs.

3.3 *Performance Based Budgeting Software Tool: Phil Webb & Bill De Groot*

The committee received a presentation on Performance Based Budgeting Software through a web-based demonstration by Chris Fabian of the Center for Performance Based Budgeting (based in Denver, Colorado). Mr. Fabian identified several items that his company will review with interested agencies:

1. Define results
2. Clarify result definitions – what do the results mean to us?
3. Identify programs and services – what exactly do we do and what does it cost?
4. Value programs based on results – what is of the highest importance?
5. Allocate resources based on priorities – what can we “see” differently?

The program can categorize different AAATA programs based on the Authority’s mission statement and the Board’s goals. The Center for Performance Based Budgeting would visit AAATA (for a price) and do an analysis of the organization. Phil Webb stated that AAATA has struggled with prioritizing its initiatives over the years and this program would be of great help in placing those priorities in proper order. A copy of the presentation will be sent to committee members.

4.0 *Continuing Business*

4.1 *Potential 5YTIP Revisions for August 2015: Chris White*

Chris White reported on 5YTIP programmed service changes proposed for August 2015, and reviewed potential revisions to the 5YTIP for coming year. Programmed service changes for August 2015 will affect routes 2C, 33, 3, 41, 46, 1 and 6. Sixteen routes will see an extension to Saturday service and 12 routes will see an extension of Sunday service. A-Ride hours will be extended and NightRide hours will be adjusted to accommodate longer hours being operated on fixed routes.

Chris reviewed nine potential revisions to the 5YTIP. He noted that the potential revisions to Route 33, 3, and 41 are connected since they all require an agreement from EMU to proceed. He noted that if AAATA is making any changes to Route 3, an effort will be made to improve its on-time performance. Larry Krieg stated that if Route 3 does not require funding from EMU, he would like the Authority to proceed with the revision.

4.2 *Intelligent Transport Systems (ITS): Jan Black*

Jan Black reported on the Intelligent Transport Systems procurement noting that four proposals were received on January 13. A team is working to evaluate the proposals and will be visiting Kalamazoo, SMART and TheRapid for site visits. Vendor presentations will be held on January 27. Jan noted that the purchase request will go to PDC on February 10 and to the Board for approval on February 26. The new technology will be installed in the Paratransit vehicles starting May 1 and in the 27 new buses by the end of this year.

Jan noted that the team is very happy with the detail and technical capabilities of the four proposals. Sue Gott thanked the team for their efforts.

4.3 *Application to MDOT: Chris White*

Chris White reported that the annual application for state funding is due by March 1, 2015, and contains two elements:

1. Capital Funding
2. Operating Budget

The capital portion of the application contains information from AAATA's Capital and Categorical Grant Program that was adopted by the Board in December 2014. The Operating portion of the budget is based on the Authority's best guess as its expenses for the coming year. The program must be submitted to both MDOT and the RTA.

4.4 *Bus Redesign: Mary Stasiak*

Mary Stasiak described a new bus paint scheme for the Authority's bus fleet. The current schematics are partially covered on buses that contain exterior advertisements. The proposed design would place important schematics at the top of the bus and will be fully visible on buses carrying advertisements. This will help both with brand visibility and recognition. Mary noted that most accidents damage the lower portion of buses. The proposed bus design will result in a quick turnaround will translate into cost savings when damaged buses are repaired. Staff recommended applying the new design to all new expansion and replacement buses, and to update existing vehicles with the new design using a phased-in approach. She emphasized that the new bus design is a way to visually show the community that things are happening with the 5YTIP since the passage of the millage.

The design uses the same shade of blue that is now used on bus shelters and Park and Ride lots. The shade of blue chosen promotes trust, strength and dependability and will complement the color scheme of the vehicles' interior. Larry Krieg stated that the proposed shade of blue has little continuity with the current branding colors. He noted that the RTA may be in the process of planning a way to express unity among its service providers through the use of a color scheme and these efforts may conflict with the current proposal.

Eli Cooper expressed interest in hosting a public input process for the proposed paint color and design. He suggested issuing a survey and noted that the City issues surveys to the community with much success. Ms. Stasiak noted that the Authority relies heavily on public input, however, it is challenging to arrive at consensus on creative items such as this. Dawn Gabay suggested an expedited feedback period at the downtown library. Eric Mahler and Gillian Ream Gainsley agreed that a consensus is not likely to be found during a public input session. Gillian noted that the proposal is a continuation of the current branding. Sue Gott requested background information on the progression of the current proposal and why other proposals were rejected. She would like staff to consider ways to make the bus doors more visible and to consider the interest from committee members in the darker blue color.

5.0 *Action Items*

There were no action items for the committee to consider.

6.0 *Updates*

6.1 *State Funding: Sarah Gryniewicz*

6.2 *YTC Update: Bill De Groot*

6.3 *RTA Developments: B. De Groot and S. Gryniewicz*

6.4 *US 23 Park & Ride: M. Benham*

Updates were provided in writing.

7.0 *Public Time*

Jim Mogensen noted that transportation planning, and the 5YTIP in particular, are opportunities for the public to get involved and engaged. He stated that there are ways individuals can encourage public employees on current topics, such as the \$125,000 needed for the Ypsilanti local routes featured on the potential revisions document for the 5YTIP in FY2015. He asked the Authority to think through how the MRide agreement is structured, where the fare are coming from, and the impacts of long term agreements/contracts.

Clark Charnetski stated that the Authority will need to make sure the community can distinguish an AAATA bus from other buses in the area such as UM buses. He noted that many individuals think of the Authority as AAATA, not only TheRide, and suggested placing "AAATA" on buses so anyone from out of town will know with confidence that it is an Authority bus. He also would like the Authority to consider putting AAATA at the Blake Transit Center and at the Ypsilanti Transit Center.

8.0 *Future Meetings*

Tuesday, February 10, 2015 at 3:00 p.m.

9.0 *Adjourn*

There being no further business, Ms. Gott adjourned the meeting at 5:12 p.m.

Respectfully Submitted,

Elizabeth Tibai



Comprehensive Facility and Space Assessment

Report to the Planning and Development Committee
January 13, 2015

Today's Topics

- Future needs for new support space
- Review of current and near-term efforts
- Types of space needs that require investigation
- The need to look ahead
- Involving management and the Board in the strategy
- Timeline and budget

Potential Future Space and Facility Needs

- Current 5-Year Transit Improvement Program
- Next 5YTIP likely means even more service
- New employees: drivers, mechanics, front-office staff
- Office space is occupied beyond design capacity
- Parking will be at capacity soon
- Garage space will be near capacity within five years
- Technology and space needs

Issues for Investigation

- Personal Work Space
- Office Common Space
- Operations Support
- Garage
- Facility Conditions

Personal Work Space

- Actions Already Taken
 - Doubling up in offices
 - Use of previously common space
 - Former library
 - Atrium
 - Finance common area
 - Executive waiting area
 - Training Room conversion
- Near-Term Solutions
 - Move of storage to archives / Transportation supervisor office
 - Re-shuffling of staff
 - Weather protection for former Atrium space

Office Space Considerations

- What is the current state-of-the-art?
 - Work station concepts
 - Space allocation standards
 - Personal technology
- Workplace Practices and Culture
 - High collaboration
 - High privacy
 - Hotelling / Sharing

Office Common Space

- Conference and meeting space
- Public meeting space
- Guest space
- Kitchens
- Shared Technology
 - IT Facilities
 - Records Mgmt
 - Printing / Scanning / Plotting / Production
 - Mailroom

Operations Support Space

- Driver break room / lockers
- Mechanics break room / lockers
- Component repair shops
- Paint booth
- Parts and supplies

Garage / Yard / Circulation Space

- Storage Requirements / Fleet size
- New Vehicle Types / Maintenance
- New / Special Support Requirements
 - Electric vehicles?
 - Compressed Natural Gas?
 - Other?
- Satellite Storage?

Parking Space

- Options on-site are limited
- Neighboring buildings have no excess capacity
- Parking Demand Management
 - Remote Lots with Shuttle Service?
 - More employee use of bus service?

Objectives of Assessment

- Align space and facilities with business needs
- Ensure operations are fully supported
- Determine future budget needs
- Engage staff and Board

Budget / Timeline

- \$50 K in Current AAATA budget
- Decide Scope Issues
 - Include BTC / YTC?
 - Land acquisition studies?
 - Facility Condition Assessment?
- Write Request for Proposals
 - Architectural Firms
 - Transit Experience on Team
- Start of Effort Coincides with New CEO

Thanks!



2700 S. Industrial Highway
Ann Arbor, MI 48104

734.973.6500 **Phone**
734.973.6338 **Fax**
TheRide.org **Online**

MEMO

To: Planning and Development Committee
From: Sarah Pressprich Gryniewicz
Date: January 9, 2015
Re: Follow-up on Resolution 4/2015: Propulsion Technology

Message: Staff are systematically working through the 4/2015 Propulsion Technology for TheRide's 2015 Order of Buses. Here is an update and proposed next steps. Staff anticipate further updates will be brought to the committee listed in parentheses.

2015/6 Bus Delivery

- Staff have confirmed the number of Low Emission Conventional (24) and Hybrid-Electric (3) buses to manufacture with Gillig.
- Staff have a verbal commitment from Gillig for a 5-year warranty on the three hybrids
- Pre-Production meeting at Manufacturer-- Feb 3 to finalize details including new paint scheme.

Future Bus Deliveries (PDC)

- Staff are actively researching the feasibility and availability of Articulated, Electric, CNG, and Next Generation Hybrid buses.
- Staff have previously tested articulated buses and have scheduled a test of Next Generation Hybrid buses. Because of operational considerations, staff will do more research on how to effectively test Electric or CNG buses.
- Staff have developed a detailed timeline for research and decision-making. Highlights of which are included here:
- **2017 Delivery: 12 buses (5 replacement, 7 new)**
 - The projected 2017 capital program has funds programmed to cover the cost of 12 buses, including ~\$600,000 to cover the incremental costs for 3 hybrid buses (or alternative technology).
 - Per Resolution 4/2015 a minimum of 3 hybrid or alternative technology buses must be purchased.
 - Low Emission Conventional, Hybrid (and possibly Next Generation Hybrids) can be ordered using our existing contract with Gillig.
 - A decision to purchase Articulated, Electric, or CNG buses for a 2017 delivery would need to be made by ~**April 2015**. This decision timing could be extended if staff finds other transit agencies that have appropriate options in

their existing procurements. Of these three options, articulated buses are the most feasible for 2017. Electric and CNG buses have significant operational, infrastructure support, space and financial implications that may be difficult to determine in this timeframe.

- **2018 Delivery: 4 replacement buses (all conventional)**
 - The projected 2018 capital program has funds programmed to cover the cost of 4 conventional buses (or similarly priced alternatives).
 - Low Emission Conventional, Hybrid (and possibly Next Generation Hybrids) can be ordered using our existing contract with Gillig.
 - A decision to purchase Articulated, Electric, CNG, or other technology for a 2018 delivery would need to be made by ~**April 2016**. This decision timing could be extended if staff finds other transit agencies that have appropriate options in their existing procurements.
- **2019 Delivery: 15 replacement buses (all hybrid)**
 - The federal formula funds are not projected to be sufficient to cover the cost of the entire FY19 capital program, even if the 15 replacement buses are less-expensive conventional buses. The incremental cost of TheRide's 2007-2013 hybrids had been provided by discretionary grants. Staff will continue to monitor capital funds, search for grants, monitor the Fuel and Technology Savings fund, investigate if replacement could be delayed, etc.
 - Note: there will be 41 buses (all hybrids) that will need to be replaced in the period of the next millage, 2019-2023. To replace all these buses as hybrids at an estimated \$200K additional cost, an additional \$8.2M (equivalent to ~0.25 mill local funds) would be needed over replacement with conventional buses.
 - Low Emission Conventional, Hybrid (and possibly Next Generation Hybrids) can be ordered using our existing contract with Gillig.
 - A decision to purchase Articulated, Electric, CNG buses, or other technology for a 2019 delivery would need to be made by ~**January 2018**. This decision timing could be extended if staff finds other transit agencies that have appropriate options in their existing procurements. Millage and replacement timing will need to be taken into consideration

Grant Funding for Buses (PDC)

- Over the past seven years, AAATA has purchased a total of 52 hybrid-electric buses. Federal grants paid 80% of the cost with matching grants from the Michigan Department of Transportation (MDOT) providing the 20% non-federal share. The 80% federal share of the incremental cost of the hybrid propulsion system for these buses came from discretionary grants (i.e. not formula funds). The discretionary grants came from the Livability Program, Clean Fuels Program and the Congestion Mitigation/Air Quality (CMAQ) Program.
- With the passage of federal transportation authorizing legislation, MAP-21 in July 2012, Congress eliminated all discretionary funding for buses and bus-related facilities. The CMAQ program survived because it is the highway section of the law,

and the purchase of replacement buses is still an eligible CMAQ project. However, hybrid buses are very unlikely to get approved for funding any more. This is because the process is based on the cost effectiveness of emissions reduction. The cost of the incremental benefit of hybrid buses scores very poorly compared to other types of projects eligible for CMAQ funding, particularly as the buses we are now replacing are already much cleaner than their predecessors. There is about \$50 million in CMAQ funding annually available in southeast Michigan with a grant application process administered by SEMCOG. Of this, half is designated for public transportation. Funds have already been awarded through 2017. With the advent of the RTA, it is likely that they will determine the public transit applications for 2018 and beyond. So, it is likely that CMAQ funds will be available as a funding source, but the process is not yet clear. At this time, we have not identified other grant programs that look promising.

- Optimizing CMAQ grants will be considered as part of the drafting of the Sustainability Policy.

Fuel and Technology Savings Fund and Hybrid Costs Analysis (PMER)

- Staff have developed a proposal for the fund and will work with the Treasurer and PMER to finalize the details and monitoring by the **end of FY2015 Q2**. This will include analysis of costs associated with the Hybrid fleet.

Sustainability Policy (PDC)

- In December, staff reviewed several source documents such as Felix Carreon's preliminary outline, UM Sustainability Plan, Ann Arbor's Climate Action Plan, Ypsilanti's Climate Action Plan, and resources from other transit agencies.
- Currently, staff are developing a *Sustainability Policy Project Charter* to outline scope, roles, responsibilities, other resource needs, deliverables of the project, timeline, and public involvement, with a deadline of completing a policy by November 2015.
- Staff will present updates to PDC regularly, with a deadline of completing a policy by November 2015

Dedicated Routing and Bus Assignment

- AAATA has two interurban express routes which use two buses. Conventional diesel buses are assigned to these routes because there is little advantage for these routes which are largely operated on the expressway.
- The other routes are all local routes in the urban area. The operating speed of these routes is relatively consistent. In order to maximize the impact of the hybrid buses, AAATA assigns them by duty cycle rather than route. That is, of the 92 weekday vehicle blocks, 19 are more than 14 hours long, 31 are 9-13 hours long, and 29 are 2-4 hours long. We assign the available hybrid buses to the long duty cycles. This will change somewhat as these buses become older, and we will further explore how to best use these buses.

- Minimizing the fleet's operational environmental impacts will be considered as part of the drafting of the Sustainability Policy.

Enhanced Driver Training (PMER)

- Staff are developing an enhanced driver training pilot which will provide preliminary data on fuel economy, a training curriculum, and the effects of enhanced driver training. We will use this pilot to inform estimates for the Fuel and Technology Savings Fund and develop a more comprehensive program.
- In addition, the Sustainability Policy will incorporate driver training to increase fuel efficiency and reduce negative environmental impacts.



2700 S. Industrial Highway
 Ann Arbor. MI 48104
 734.973.6500 Phone
 734.973.6338 Fax
 TheRide.org Online

MEMO

To: Board of Directors
From: Phil Webb
Date: January 9, 2015
Re: Accounting for Fuel and Technology Fund

Message: In Resolution 4/2015, the Board of Directors directed the Authority staff to “establish a Fuel and Technology Savings Fund for the accounting of resources equal to the amounts conserved in fuel savings attributed to the operations of the current fleet of hybrid buses, as well as properly recorded efficiencies resulting from additional fuel conserving operations such as driver training, to be used for the following purposes:

- to creatively and proactively encourage environmentally sustainable vehicle and equipment purchasing and operating policies and procedures, including product research and testing, dedicated route analysis and optimization, as well as driver education and training programs
- assistance with payment for unanticipated or off-warranty costs of maintaining or repairing new propulsion technologies or other equipment, that might otherwise discourage their use
- development of transit-related projects or investment in transit-related programs in the local community that reduce CO2 and other emissions, helping to meet the goals of the City of Ann Arbor and the City of Ypsilanti’s Climate Action Plans, as well as offsetting the additional emissions from TheRide’s Conventional buses.”

The following is an estimated outline of the annual financial activity of the fund.

Additions:	Fuel Savings from Hybrid drive systems & driver training	\$X00,000
Less Payments for:		
	Environmentally sustainable vehicle and/or equipment	(X0,000)
	Product research and testing	(X0,000)
	Dedicated route analysis and optimization	(X0,000)
	Driver education and training on environmental habits	(X0,000)
	Unanticipated hybrid drive system repairs	(X0,000)
	Off-warranty costs	(X0,000)
	Transit-related projects & investments to reduce CO2 or emissions	<u>(X0,000)</u>
	Net increase/ (decrease) for the period	<u>\$X00,000</u>



2700 S. Industrial Highway

Ann Arbor, MI 48104

734.973.6500 **Phone**

734.973.6338 **Fax**

TheRide.org **Online**

MEMO

To: Planning and Development Committee

From: Chris White, Manager of Service Development

Date: January 8, 2015

Re: Potential Revisions to the 5YTIP Service Changes for August, 2015

Message:

Last month the process for revising the planned service in the Five-Year Transit Improvement Program (5YTIP) was adopted. Consistent with the timetable, a preview of any potential revisions to the next scheduled service changes in August, 2015 are to be brought to PDC at the January meeting.

At our meeting on January 13, we will first briefly review the service changes that are scheduled for implementation in August, 2015. Then I will present potential revisions for August which are based on changing circumstances as well as suggestions from the Board, our partners, and the public. The potential revisions include potentially delaying implementation of some service, earlier implementation of other service, and some minor revisions.

The next step is for PDC to review the proposed changes at their February meeting and make any adjustments prior to proceeding with public input.

The 5YTIP Update process calls for Board adoption of any major revisions to the plan at the May meeting.

5YTIP Programmed Service Changes FY 2015 - AUGUST Bid

Day of Week	Route Name and Number	Description of Service in 5YTIP	Date	Level of Change	Notes
Weekdays	2C Plymouth	More frequent midday service (every 30 min.) and service extended into early evening (8:40 p.m.)	FYTIP August, 2015	Minor for each route, but major in combination	Full public input process and Title VI analysis completed as part of FYTIP adoption.
Weekdays	33 EMU Shuttle	Eliminate route - replaced by combination of new route #41 and revised route #3	FYTIP August, 2015	Major	Full public input process and Title VI analysis completed as part of FYTIP adoption. FYTIP specified that this change depended on EMU agreement to eliminate route #33, and replace with combination of new route #41 and expanded route #3.
Weekdays	3 Huron River	Add bus to increase frequency and improve on-time performance. Revise route to serve west side of EMU campus (Oakwood St.) rather than west side of campus. This eliminates service to LeForge Rd. area to be replaced by new route #41. Add service to remote parking across from Rynearson Stadium on Hewitt Rd.	FYTIP August, 2015	Major	Full public input process and Title VI analysis completed as part of FYTIP adoption. FYTIP specified that this change depended on EMU agreement to eliminate route #33, and replace with combination of new route #41 and expanded route #3.

5YTIP Programmed Service Changes FY 2015 -AUGUST Bid

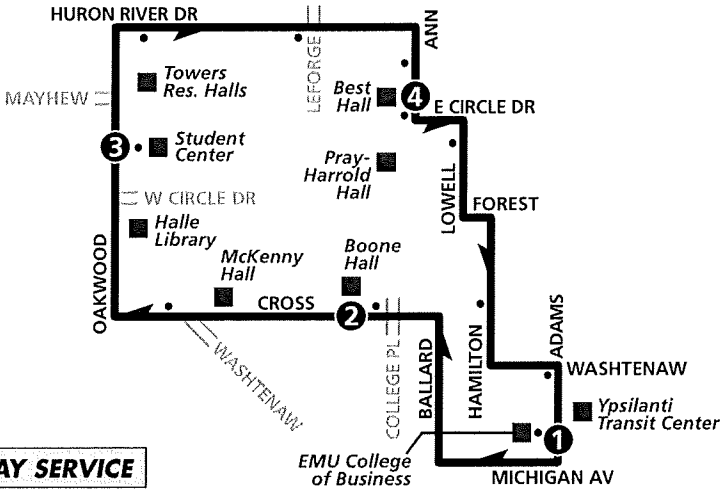
Day of Week	Route Name and Number	Description of Service in 5YTIP	Date	Level of Change	Notes
Weekdays	41 EMU Leforge Depot Town	New route connecting YTC, east side of EMU campus, Leforge Rd. housing, and Depot Town.	FYTIP August, 2015	Major	Full public input process and Title VI analysis completed as part of FYTIP adoption. FYTIP specified that this change depended on EMU agreement to eliminate route #33, and replace with combination of new route #41 and expanded route #3.
Weekdays	46 Huron-Textile	More frequent weekday service (every 30 min.)	FYTIP August, 2015	Minor for each route, but major in combination	Full public input process and Title VI analysis completed as part of FYTIP adoption.
Saturday	1,2,4,5,6,7,8, 9, 10,11 12,15 16,17, 20 22	Extend Saturday service to end between 10 and 11 p.m.	FYTIP August, 2015	Minor for each route, but major in combination	Full public input process and Title VI analysis completed as part of FYTIP adoption.
Sunday	1,2,4,5,6,7,8, 9, 12,15 16,17	Extend Sunday service to end between 7 p.m. and 8 p.m.	FYTIP August, 2015	Minor for each route, but major in combination	Full public input process and Title VI analysis completed as part of FYTIP adoption.

Potential Revisions to the 5YTIP for FY 2015

Day of Week	Route Name and Number	Description of Potential Revision	Date	Level of Change	Notes	Status	Annual Svc. Hr. Change
Weekday	33 EMU Shuttle	Delay elimination of route until 2016		Major	These 3 potential revisions go together		-1,985
Weekday	3 Huron River	Delay implementation of expanded service and revised route until May or August, 2016		Major	FYTIP specified that this change depended on EMU agreement to eliminate route #33, and replace with combination of new route #41 and expanded route #3. We do not have an agreement with EMU yet to begin a pass program in August, 2015	This delay is a contingency plan. We need to proceed with 5YTIP update process including public information in case EMU is not ready to proceed for August 2015 implementation.	3,060
Weekday	41 EMU Leforge (H) Depot Town	Delay implementation of new route until May or August, 2016		Major			4,429
Weekday	46 Huron-Textile (M)	Provide deviation on some trips to Arbor Prep on Hitchinham south of Textile	August, 2015	Minor route deviation	Arbor Prep H.S. (800 students) and East Arbor M.S. (800 students)	Evaluating ability to turn around at school. Adds 1.5 miles to trip (~7 min.) Eliminates layover at YTC and increases travel time for existing riders.	0
Weekday	14 Geddes - E. Stadium	Add 2:52 p.m. trip from PHS. Also requires additional 609 trip outbound from UM Hospital at 3:12 and inbound from Miller Rd. P&R at 3:35 p.m.	August, 2015	Minor improvement		a.m. schedule adjustment made in January, 2015. P.M. addition will add 260 service hours per year - ~\$26,000/year gross cost	260
Weekday	67 Platt - Michigan Avenue (P)	New route. Hourly service weekdays only on route between Meijer (Carpenter) and Walmart (Michigan Ave.) via Pittsfield offices	August, 2015	Major - Included in 5YTIP for August 2014	Included in 5YTIP for August, 2014. Implementation delayed until agreement signed with Pittfield Twp. Requires 1 additional bus in operation weekdays. No evening or weekend service scheduled initially.	Procurement underway for small buses to operate service. Small route revisions being evaluated to improve access to service on streets without curbs and sidewalks	2,933
Sunday	10, 11, 20 Ypsilanti Local Routes	Add Sunday service from about 8:00 a.m. to 6:00 p.m.	August, 2015	Major	Not included in 5YTIP. Route reorganization in May, 2016 adds Sunday service on local routes in Ypsilanti	Adds 1,250 service hours per year. ~\$125,000/year gross cost. Also requires adding A-Ride service on Sunday.	936
Sunday	9 Jackson-Dexter	Change Sunday departures from BTC from X:48 to X:18	August, 2015	Minor	This change is required in order to extend the #1 Pontiac and #6 Elsworth routes on Sunday	One additional trip will be operated to maintain service	26
Weekday peak hours	720 Ypsilanti Express	Implement express service between Ypsilanti Township and Ann Arbor via I-94 two years early	August, 2015	Major	Scheduled for implementation in 2017	Requires an additional bus that is not available until 2016. Requires securing a park and ride agreement.	2,168

ROUTE 33 COLLEGE OF BUSINESS SHUTTLE

ROUTE 33
 • BUS STOP
 (note: locations subject to change)
 DIRECTION ON STREET



FARE FOR ALL RIDERS PAID BY EMU

SERVICE OPERATES
 SEPTEMBER 3, 2014 - APRIL 27, 2015
 WHEN EMU CLASSES ARE IN SESSION

NO SATURDAY OR SUNDAY SERVICE

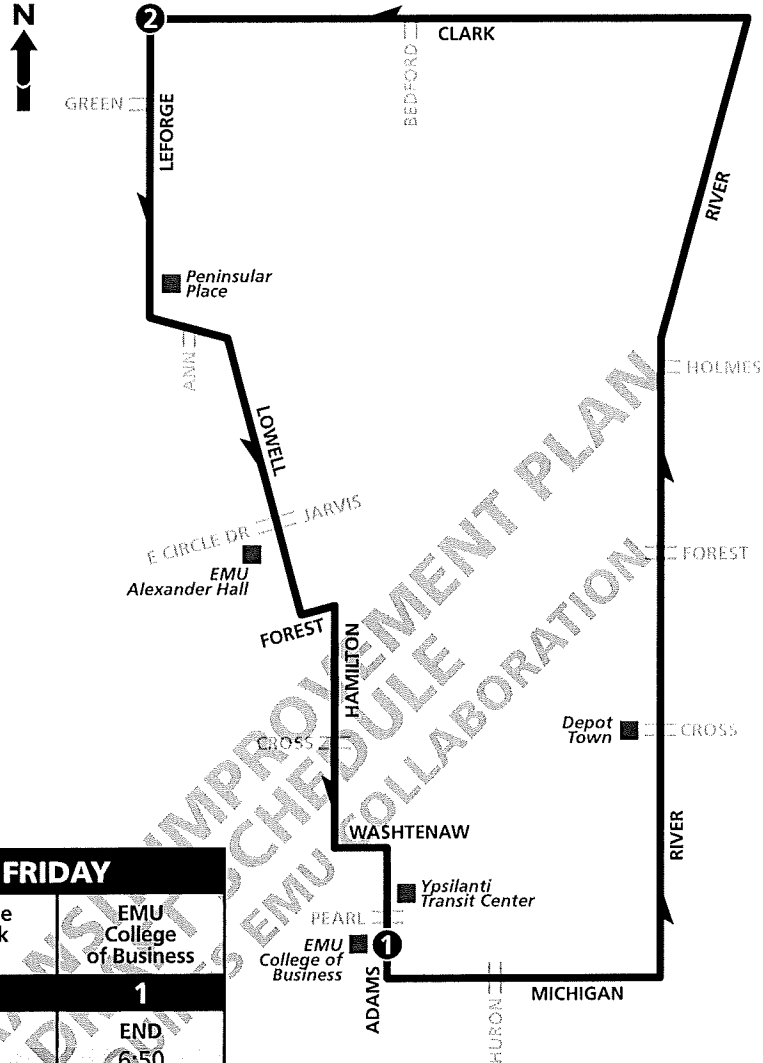
MONDAY - FRIDAY

	EMU College of Business 1	Boone Hall 2	Student Center 3	Best Hall 4	EMU College of Business 1
	START				END
A M	7:50	7:54	7:58	8:04	8:10
	8:10	8:14	8:18	8:24	8:30
	8:30	8:34	8:38	8:44	8:50
	8:50	8:54	8:58	9:04	9:10
	9:10	9:14	9:18	9:24	9:30
	9:30	9:34	9:38	9:44	9:50
	9:50	9:54	9:58	10:04	10:10
	10:10	10:14	10:18	10:24	10:30
	10:30	10:34	10:38	10:44	10:50
	10:50	10:54	10:58	11:04	11:10
	11:10	11:14	11:18	11:24	11:30
	11:30	11:34	11:38	11:44	11:50
	11:50	11:54	11:58	12:04	12:10
P M	12:10	12:14	12:18	12:24	12:30
	12:30	12:34	12:38	12:44	12:50
	12:50	12:54	12:58	1:04	1:10
	1:10	1:14	1:18	1:24	1:30
	1:30	1:34	1:38	1:44	1:50
	1:50	1:54	1:58	2:04	2:10
	2:10	2:14	2:18	2:24	2:30
	2:30	2:34	2:38	2:44	2:50
	2:50	2:54	2:58	3:04	3:10
	3:10	3:14	3:18	3:24	3:30
	3:30	3:34	3:38	3:44	3:50
	3:50	3:54	3:58	4:04	4:10
	4:10	4:14	4:18	4:24	4:30
	4:30	4:34	4:38	4:44	4:50
	4:50	4:54	4:58	5:04	5:10
	5:10	5:14	5:18	5:24	5:30
	5:30	5:34	5:38	5:44	5:50
	5:50	5:54	5:58	6:04	6:10
	6:10	6:14	6:18	6:24	6:30
	6:30*	6:34*	6:38*	6:44*	6:50*
	6:50*	6:54*	6:58*	7:04*	7:10*
	7:10*	7:14*	7:18*	7:24*	7:30*
	7:30*	7:34*	7:38*	7:44*	7:50*
	7:50*	7:54*	7:58*	8:04*	8:10*
	8:10*	8:14*	8:18*	8:24*	8:30*
	8:30*	8:34*	8:38*	8:44*	8:50*
	8:50*	8:54*	8:58*	9:04*	9:10*
	9:10*	9:14*	9:18*	9:24*	9:30*
	9:30*	9:34*	9:38*	9:44*	9:50*
	9:50*	9:54*	9:58*	—	—

*Trips operate Monday - Thursday ONLY. No Friday service.

ROUTE H

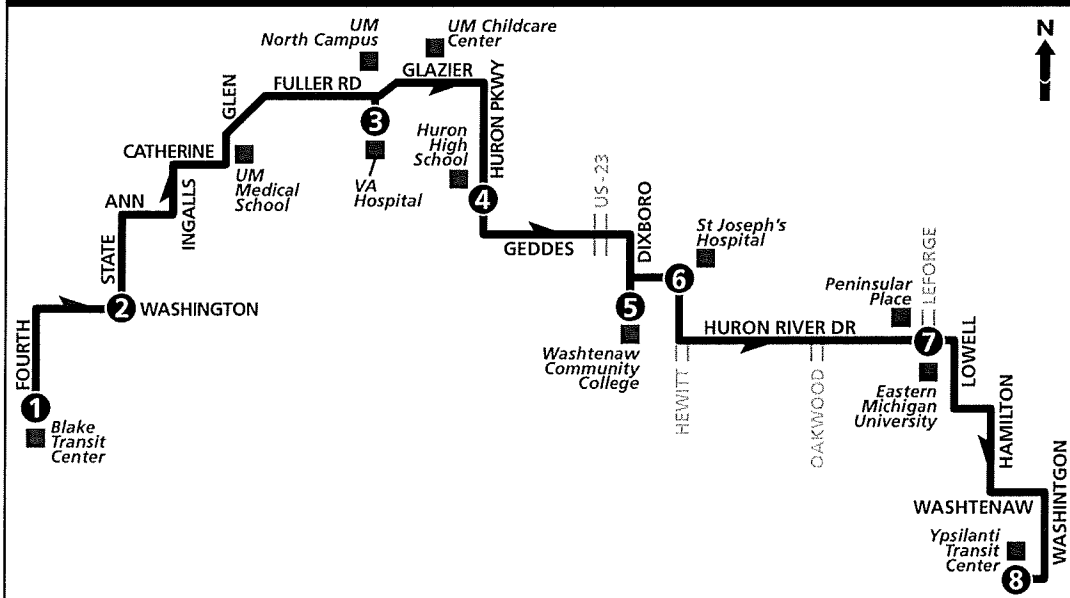
RIVER - LEFORGE



MONDAY - FRIDAY		
EMU College of Business	LeForge & Clark	EMU College of Business
1	2	1
START		END
6:50	6:40	6:50
7:10	7:00	7:10
7:30	7:20	7:30
7:50	7:40	7:50
8:10	8:00	8:10
8:30	8:20	8:30
8:50	8:40	8:50
9:10	9:00	9:10
9:30	9:20	9:30
9:50	9:40	9:50
10:10	10:00	10:10
10:30	10:20	10:30
10:50	10:40	10:50
11:10	11:00	11:10
11:30	11:20	11:30
11:50	11:40	11:50
12:10	12:00	12:10
12:30	12:20	12:30
12:50	12:40	12:50
1:10	1:00	1:10
1:30	1:20	1:30
1:50	1:40	1:50
2:10	2:00	2:10
2:30	2:20	2:30
2:50	2:40	2:50
3:10	3:00	3:10
3:30	3:20	3:30
3:50	3:40	3:50

MONDAY - FRIDAY (con't)		
EMU College of Business	LeForge & Clark	EMU College of Business
1	2	1
START		END
3:50	4:00	4:10
4:10	4:20	4:30
4:30	4:40	4:50
4:50	5:00	5:10
5:10	5:20	5:30
5:30	5:40	5:50
5:50	6:00	6:10
6:10	6:20	6:30
6:30	6:40	6:50
6:50	7:00	7:10
7:10	7:20	7:30
7:30	7:40	7:50
7:50	8:00	8:10
8:10	8:20	8:30
8:30	8:40	8:50
8:50	9:00	9:10
9:10	9:20	9:30
9:30	9:40	9:50
9:50	10:00	10:10

ROUTE 3 HURON RIVER To Ypsilanti



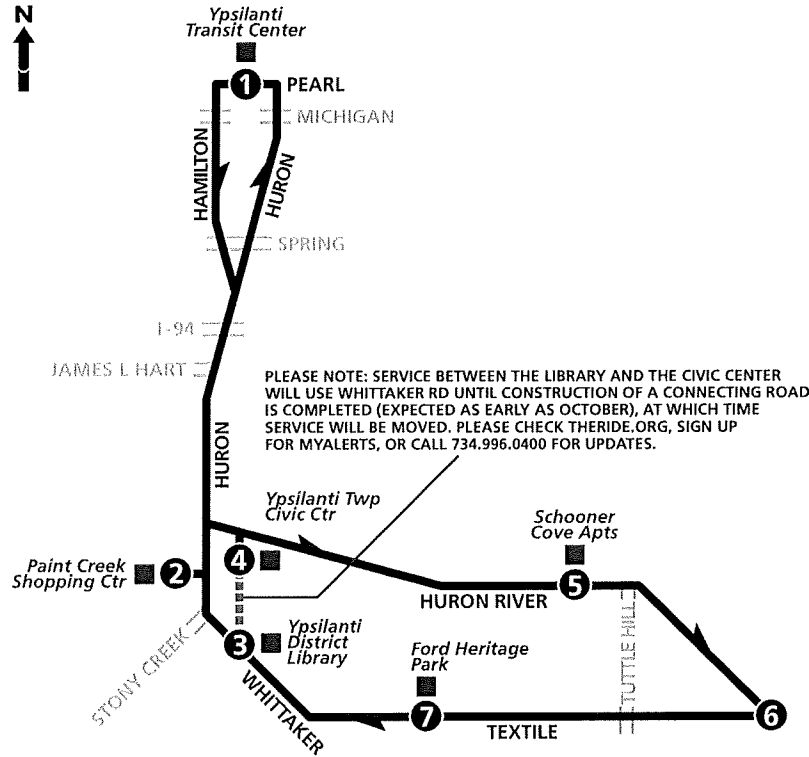
MONDAY - FRIDAY

	Blake Transit Center	State & Washington	VA Hospital	Huron High School	Washtenaw Community College	St Joseph's Hospital	Huron River Dr & LeForge	Ypsilanti Transit Center
	1	2	3	4	5	6	7	8
START								END
AM	6:48	6:51	6:58	7:02	7:11	7:14	7:22	7:30
	7:18	7:21	7:28	7:32	7:41	7:44	7:52	8:00
	7:48	7:51	7:58	8:02	8:11	8:14	8:22	8:30
	8:18	8:21	8:28	8:32	8:41	8:44	8:52	9:00
	8:48	8:51	8:58	9:02	9:11	9:14	9:22	9:30
	9:18	9:21	9:28	9:32	9:41	9:44	9:52	10:00
	9:48	9:51	9:58	10:02	10:11	10:14	10:22	10:30
	10:18	10:21	10:28	10:32	10:41	10:44	10:52	11:00
	10:48	10:51	10:58	11:02	11:11	11:14	11:22	11:30
	11:18	11:21	11:28	11:32	11:41	11:44	11:52	12:00
	11:48	11:51	11:58	12:02	12:11	12:14	12:22	12:30
PM	12:18	12:21	12:28	12:32	12:41	12:44	12:52	1:00
	12:48	12:51	12:58	1:02	1:11	1:14	1:22	1:30
	1:18	1:21	1:28	1:32	1:41	1:44	1:52	2:00
	1:48	1:51	1:58	2:02	2:11	2:14	2:22	2:30
	2:18	2:21	2:28	2:32	2:41	2:44	2:52	3:00
	2:48	2:51	2:58	3:02	3:11	3:14	3:22	3:30
	3:18	3:21	3:28	3:32	3:41	3:44	3:52	4:00
	3:48	3:51	3:58	4:02	4:11	4:14	4:22	4:30
	4:18	4:21	4:28	4:32	4:41	4:44	4:52	5:00
	4:48	4:51	4:58	5:02	5:11	5:14	5:22	5:30
	5:18	5:21	5:28	5:32	5:41	5:44	5:52	6:00
	5:48	5:51	5:58	6:02	6:11	6:14	6:22	6:30
	6:18	6:21	6:28	6:32	6:41	6:44	6:52	7:00
	6:48	6:51	6:58	7:02	7:11	7:14	7:22	7:30
	7:48	7:51	7:58	8:02	8:11	8:14	8:22	8:30
	8:48	8:51	8:58	9:02	9:11	9:14	9:22	9:30
	9:48	9:51	9:58	10:02	10:11	10:14	10:22	10:30

NO SATURDAY OR SUNDAY SERVICE

ROUTE 46

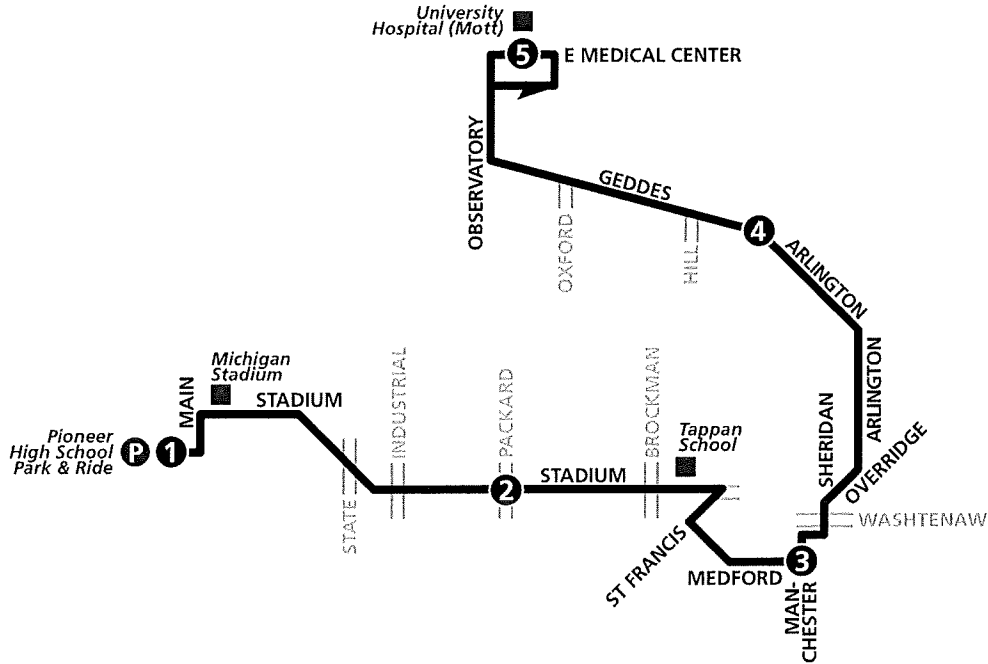
HURON - TEXTILE



MONDAY - FRIDAY										
	Ypsilanti Transit Center	Paint Creek Shopping Ctr	Ypsilanti District Library	Ypsilanti Township Civic Ctr	Schooner Cove Apts	Huron River Dr & Textile	Ford Heritage Park	Ypsilanti District Library	Paint Creek Shopping Ctr	Ypsilanti Transit Center
	1	2	3	4	5	6	7	3	2	1
START										END
A M	6:15	6:26	6:30	6:35	6:39	6:42	6:45	6:51	6:56	7:09
	7:15	7:26	7:30	7:35	7:39	7:42	7:45	7:51	7:56	8:09
	8:15	8:26	8:30	8:35	8:39	8:42	8:45	8:51	8:56	9:09
	9:15	9:26	9:30	9:35	9:39	9:42	9:45	9:51	9:56	10:09
	10:15	10:26	10:30	10:35	10:39	10:42	10:45	10:51	10:56	11:09
P M	11:15	11:26	11:30	11:35	11:39	11:42	11:45	11:51	11:56	12:09
	12:15	12:26	12:30	12:35	12:39	12:42	12:45	12:51	12:56	1:09
	1:15	1:26	1:30	1:35	1:39	1:42	1:45	1:51	1:56	2:09
	2:15	2:26	2:30	2:35	2:39	2:42	2:45	2:51	2:56	3:09
	3:15	3:26	3:30	3:35	3:39	3:42	3:45	3:51	3:56	4:09
	4:15	4:26	4:30	4:35	4:39	4:42	4:45	4:51	4:56	5:09
	5:15	5:26	5:30	5:35	5:39	5:42	5:45	5:51	5:56	6:09
	6:15	6:26	6:30	6:35	6:39	6:42	6:45	6:51	6:56	7:09
	7:15	7:26	7:30	7:35	7:39	7:42	7:45	7:51	7:56	8:09
	8:15	8:26	8:30	8:35	8:39	8:42	8:45	8:51	8:56	9:09
9:15	9:26	9:30	9:35	9:39	9:42	9:45	9:51	9:56	10:09	
10:15	10:26	10:30	10:35	10:39	10:42	10:45	10:51	10:56	11:09	
SATURDAY & SUNDAY										
A M	8:15*	8:26*	8:30*	8:35*	8:39*	8:42*	8:45*	8:51*	8:56*	9:09*
	9:15	9:26	9:30	9:35	9:39	9:42	9:45	9:51	9:56	10:09
	10:15	10:26	10:30	10:35	10:39	10:42	10:45	10:51	10:56	11:09
	11:15	11:26	11:30	11:35	11:39	11:42	11:45	11:51	11:56	12:09
	12:15	12:26	12:30	12:35	12:39	12:42	12:45	12:51	12:56	1:09
P M	1:15	1:26	1:30	1:35	1:39	1:42	1:45	1:51	1:56	2:09
	2:15	2:26	2:30	2:35	2:39	2:42	2:45	2:51	2:56	3:09
	3:15	3:26	3:30	3:35	3:39	3:42	3:45	3:51	3:56	4:09
	4:15	4:26	4:30	4:35	4:39	4:42	4:45	4:51	4:56	5:09
	5:15	5:26	5:30	5:35	5:39	5:42	5:45	5:51	5:56	6:09
	6:15	6:26	6:30	6:35	6:39	6:42	6:45	6:51	6:56	7:09

* Trip does NOT operate on Sundays.

ROUTE 14 GEDDES - E. STADIUM



TO UM HOSPITAL MONDAY - FRIDAY				
Pioneer HS Park & Ride lot (P)	Stadium & Packard	Medford & Manchester	Geddes & Arlington	UM Hospital (Mott)
1	2	3	4	5
START				END
6:36	6:40	6:45	6:49	6:53*
7:13	7:17	7:23	7:27	7:33*
7:43	7:47	8:23	7:57	8:03*
8:13	8:17	8:23	8:27	8:33*
8:43	8:47	8:53	8:57	9:03*
3:52				3:12
3:22	3:26	3:32	3:36	3:42*
3:52	3:56	4:02	4:06	4:12*
4:22	4:26	4:32	4:36	4:42*
4:52	4:56	5:02	5:06	5:12*
5:22	5:26	5:32	5:36	5:42*
5:52	5:56	6:02	6:06	6:12
6:40	6:44	6:50	6:54	7:00
7:20	7:24	7:30	7:34	7:40
SATURDAY				
9:00	9:04	9:10	9:14	9:20
9:40	9:44	9:50	9:54	10:00
10:20	10:24	10:30	10:34	10:40
11:00	11:04	11:10	11:14	11:20
11:40	11:44	11:50	11:54	12:00
12:20	12:24	12:30	12:34	12:40
1:00	1:04	1:10	1:14	1:20
1:40	1:44	1:50	1:54	2:00
2:20	2:24	2:30	2:34	2:40
3:00	3:04	3:10	3:14	3:20
3:40	3:44	3:50	3:54	4:00
4:20	4:24	4:30	4:34	4:40
5:00	5:04	5:10	5:14	5:20

* Bus continues in service as route 609.

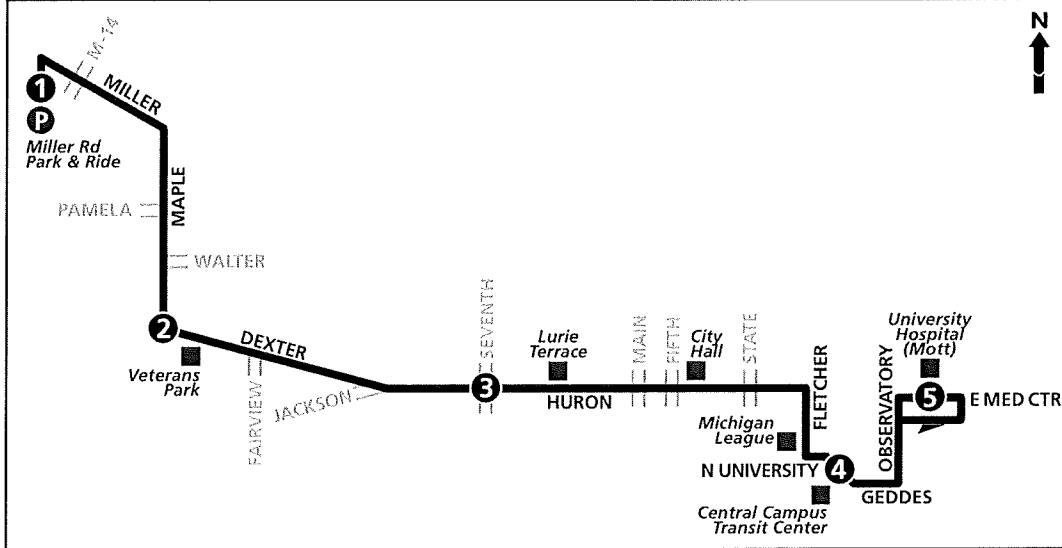
TO PIONEER HS P&R MONDAY - FRIDAY				
UM Hospital (Mott)	Geddes & Arlington	Medford & Manchester	Stadium & Packard	Pioneer HS Park & Ride lot (P)
5	4	3	2	1
START				END
6:50 [□]	6:54	7:00	7:04	7:10
7:20 [□]	7:24	7:30	7:34	7:40
7:50 [□]	7:54	8:00	8:04	8:10
8:20 [□]	8:24	8:30	8:34	8:40
8:50 [□]	8:54	9:00	9:04	9:10
4:25 [□]	4:29	4:35	4:39	4:45
4:55 [□]	4:59	5:05	5:09	5:15
5:25 [□]	5:29	5:35	5:39	5:45
5:55 [□]	5:59	6:05	6:09	6:15
6:12	6:16	6:22	6:26	6:32
7:00	7:04	7:10	7:14	7:20
SATURDAY				
9:20	9:24	9:30	9:34	9:40
10:00	10:04	10:10	10:14	10:20
10:40	10:44	10:50	10:54	11:00
11:20	11:24	11:30	11:34	11:40
12:00	12:04	12:10	12:14	12:20
12:40	12:44	12:50	12:54	1:00
1:20	1:24	1:30	1:34	1:40
2:00	2:04	2:10	2:14	2:20
2:40	2:44	2:50	2:54	3:00
3:20	3:24	3:30	3:34	3:40
4:00	4:04	4:10	4:14	4:20
4:40	4:44	4:50	4:54	5:00

□ Bus arrives at UM Hospital as route 609 and continues in service as route 14.

NO SUNDAY SERVICE

ROUTE 609

DEXTER - UNIVERSITY



TO UM HOSPITAL: MONDAY - FRIDAY

	Miller Rd Park & Ride lot 1	Maple & Dexter 2	Huron & Seventh 3	Central Campus Transit Center 4	UM Hospital (Mott) 5
	START				END
A	6:30	6:35	6:39	6:46	6:50*
M	7:00	7:05	7:09	7:16	7:20*
▼	7:30	7:35	7:39	7:46	7:50*
	8:00	8:05	8:09	8:16	8:20*
	8:30	8:35	8:39	8:46	8:50*
P	4:05	4:10	4:14	4:21	4:25*
M	4:35	4:40	4:44	4:51	4:55*
▼	5:05	5:10	5:14	5:21	5:25*
	5:35	5:40	5:44	5:51	5:55*

TO MILLER RD P&R: MONDAY - FRIDAY

	UM Hospital (Mott) 5	Central Campus Transit Center 4	Huron & Seventh 3	Maple & Dexter 2	Miller Rd Park & Ride lot 1
	START				END
A	6:53 [□]	6:57	7:04	7:08	7:13
M	7:33 [□]	7:37	7:44	7:48	7:53
▼	8:03 [□]	8:07	8:14	8:18	8:23
	8:33 [□]	8:37	—	—	—
	9:03 [□]	9:07	—	—	—
P	3:42 [□]	3:46	3:53	3:57	4:02
M	4:12 [□]	4:16	4:23	4:27	4:32
▼	4:42 [□]	4:46	4:53	4:57	5:02
	5:12 [□]	5:16	5:23	5:27	5:32
	5:42 [□]	5:46	5:53	5:57	6:02

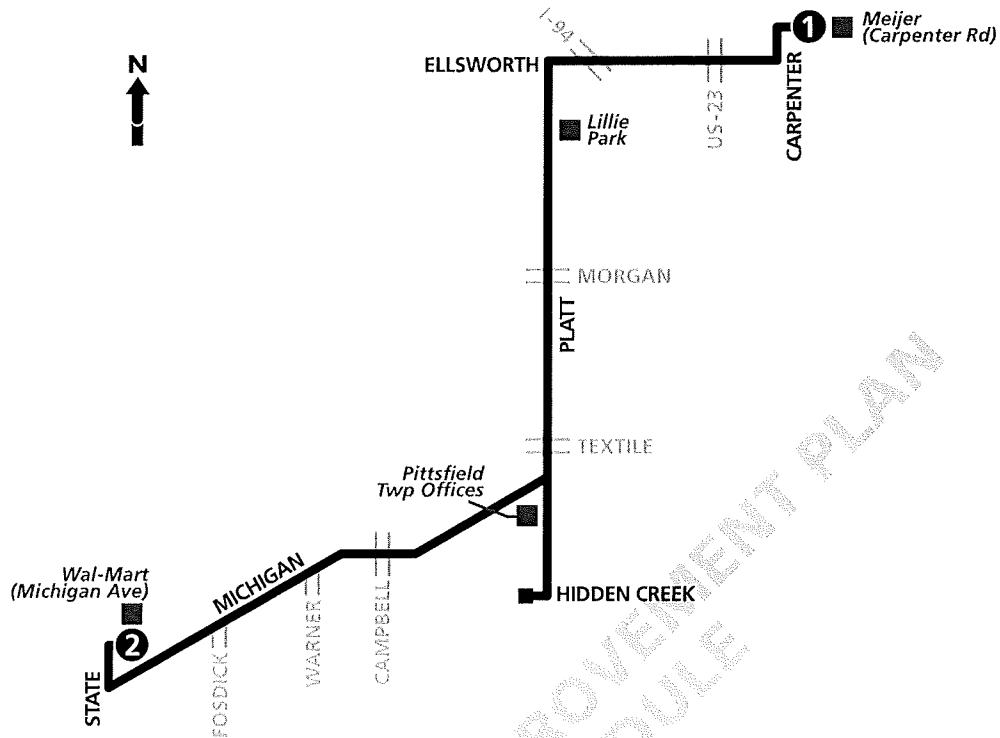
*Bus continues in service as route 14.

□ Bus arrives at UM Hospital as route 14 and continues in service as route 609.

NO SATURDAY OR SUNDAY SERVICE

ROUTE P

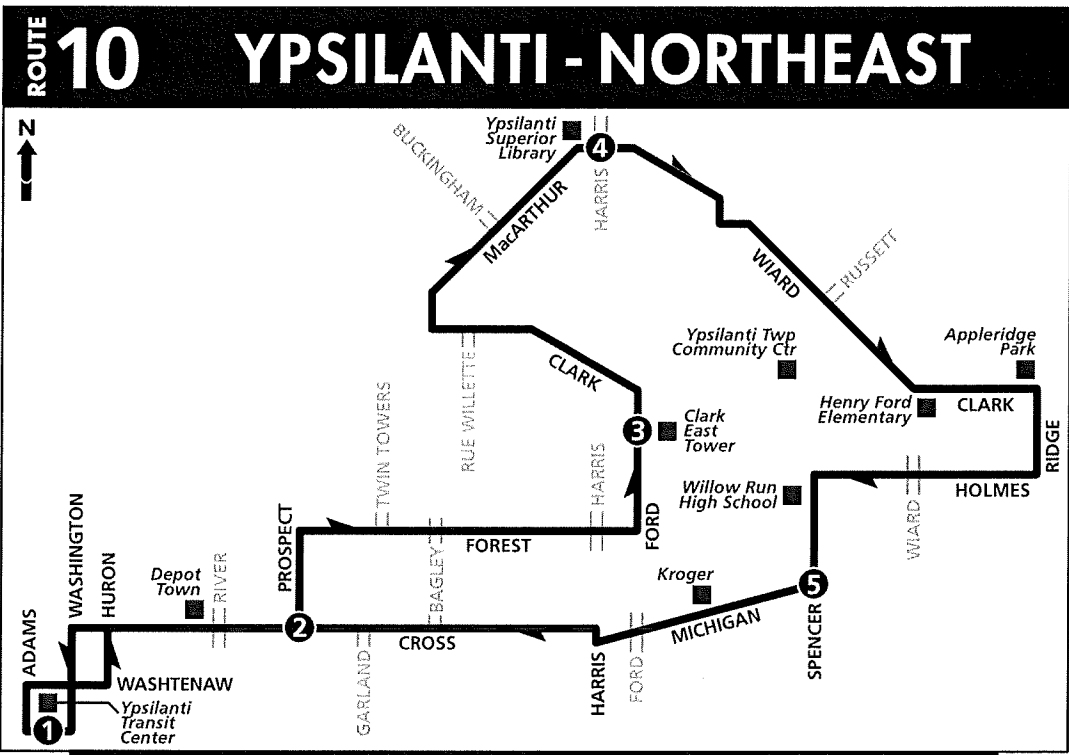
PLATT - MICHIGAN AVE



MONDAY - FRIDAY		
Meijer (Carpenter Rd)	Wal-Mart (Michigan Ave)	Meijer (Carpenter Rd)
1	2	1
START		END
8:30	8:00	8:30
9:30	9:00	9:30
10:30	10:00	10:30
11:30	11:00	11:30
12:30	12:00	12:30
1:30	1:00	1:30
2:30	2:00	2:30
3:30	3:00	3:30
4:30	4:00	4:30
5:30	5:00	5:30
6:30	6:00	6:30
7:30	7:00	7:30

SATURDAY		
Meijer (Carpenter Rd)	Wal-Mart (Michigan Ave)	Meijer (Carpenter Rd)
1	2	1
START		END
8:30	8:00	8:30
9:30	9:00	9:30
10:30	10:00	10:30
11:30	11:00	11:30
12:30	12:00	12:30
1:30	1:00	1:30
2:30	2:00	2:30
3:30	3:00	3:30
4:30	4:00	4:30
5:30	5:00	5:30
6:30	6:00	6:30
7:30	7:00	7:30

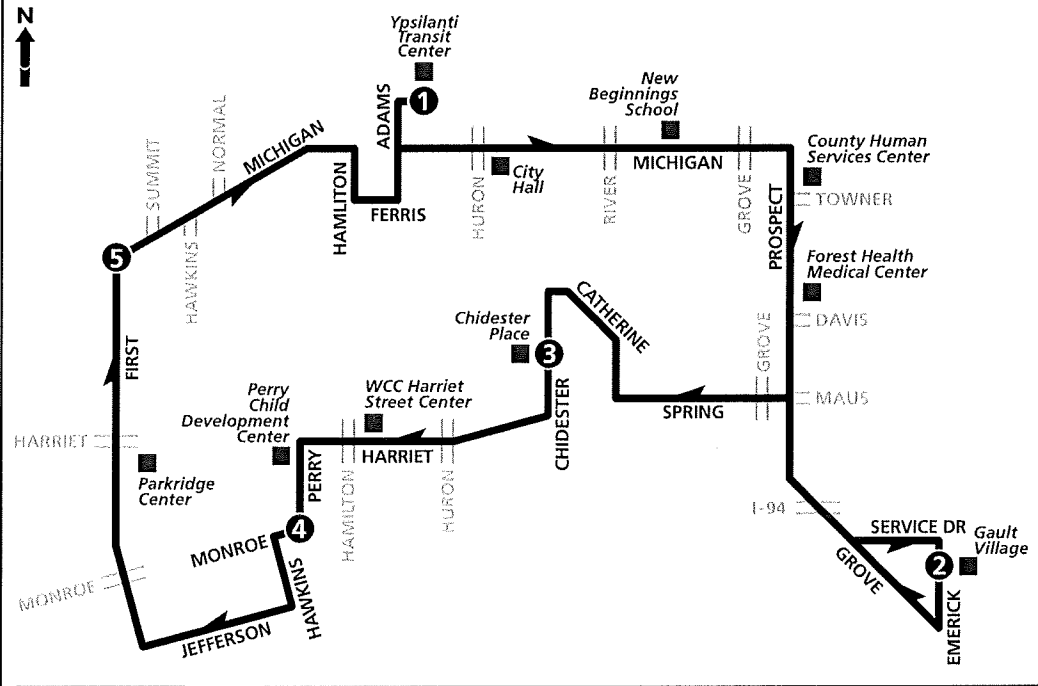
NO SUNDAY SERVICE



MONDAY - FRIDAY						
Ypsilanti Transit Center	Cross & Prospect	Clark East Tower	MacArthur & Harris	Michigan & Spencer	Cross & Prospect	Ypsilanti Transit Center
1	2	3	4	5	2	1
START						END
6:15	6:02	6:06	6:11	6:19	6:24	6:30
7:15	7:22	7:28	7:34	7:44	7:51	8:00
8:15	8:22	8:28	8:34	8:44	8:51	9:00
9:15	9:22	9:28	9:34	9:44	9:51	10:00
10:15	10:22	10:28	10:34	10:44	10:51	11:00
11:15	11:22	11:28	11:34	11:44	11:51	12:00
12:15	12:22	12:28	12:34	12:44	12:51	1:00
1:15	1:22	1:28	1:34	1:44	1:51	2:00
2:15	2:22	2:28	2:34	2:44	2:51	3:00
3:15	3:22	3:28	3:34	3:44	3:51	4:00
4:15	4:22	4:28	4:34	4:44	4:51	5:00
5:15	5:22	5:28	5:34	5:44	5:51	6:00
6:15	6:22	6:28	6:34	6:44	6:51	7:00
7:15	7:22	7:28	7:34	7:44	7:51	8:00
8:15	8:22	8:28	8:34	8:44	8:51	9:00
9:15	9:22	9:28	9:34	9:44	9:51	10:00
10:15	10:22	10:28	10:34	10:44	10:51	11:00
SATURDAY						
7:15	7:22	7:28	7:34	7:44	7:51	8:00
8:15	8:22	8:28	8:34	8:44	8:51	9:00
9:15	9:22	9:28	9:34	9:44	9:51	10:00
10:15	10:22	10:28	10:34	10:44	10:51	11:00
11:15	11:22	11:28	11:34	11:44	11:51	12:00
12:15	12:22	12:28	12:34	12:44	12:51	1:00
1:15	1:22	1:28	1:34	1:44	1:51	2:00
2:15	2:22	2:28	2:34	2:44	2:51	3:00
3:15	3:22	3:28	3:34	3:44	3:51	4:00
4:15	4:22	4:28	4:34	4:44	4:51	5:00
5:15	5:22	5:28	5:34	5:44	5:51	6:00
6:15	6:22	6:28	6:34	6:44	6:51	7:00
7:15	7:22	7:28	7:34	7:44	7:51	8:00

NO SUNDAY SERVICE

ROUTE 11 YPSILANTI - SOUTH

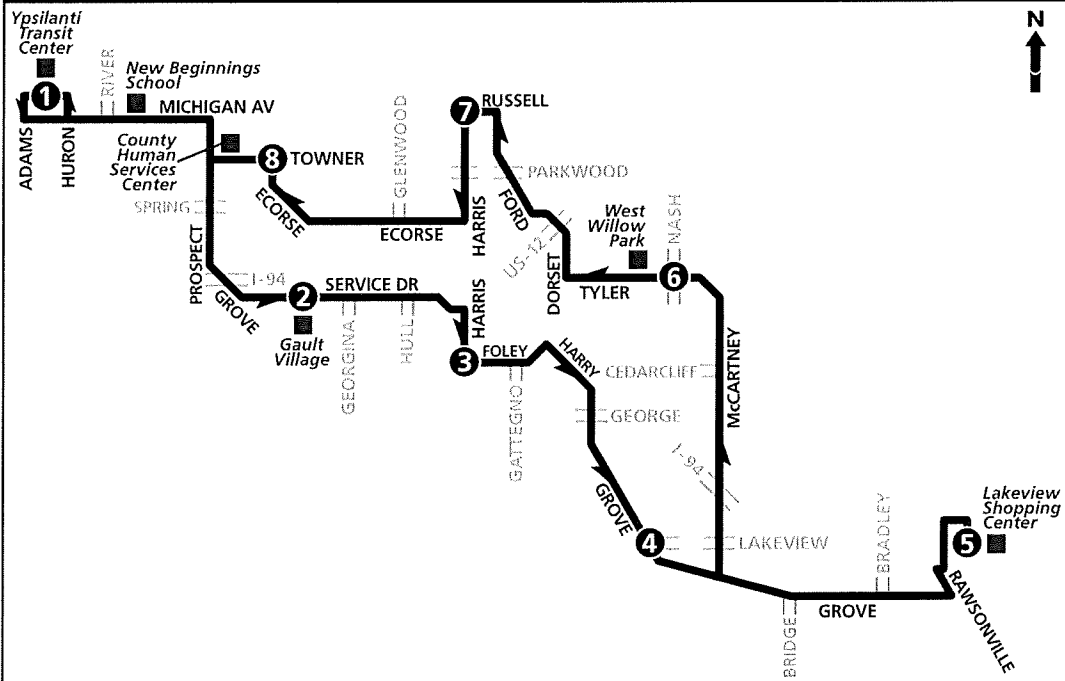


MONDAY - FRIDAY

	Ypsilanti Transit Center	Gault Village	Chidester Place	Perry & Monroe	First & Michigan	Ypsilanti Transit Center
	1	2	3	4	5	1
	START					END
A M ▼	6:00	6:08	6:15	6:18	6:23	6:30
	7:00	7:08	7:15	7:18	7:23	7:30
	8:00	8:08	8:15	8:18	8:23	8:30
	9:00	9:08	9:15	9:18	9:23	9:30
	10:00	10:08	10:15	10:18	10:23	10:30
	11:00	11:08	11:15	11:18	11:23	11:30
P M ▼	12:00	12:08	12:15	12:18	12:23	12:30
	1:00	1:08	1:15	1:18	1:23	1:30
	2:00	2:08	2:15	2:18	2:23	2:30
	3:00	3:08	3:15	3:18	3:23	3:30
	4:00	4:08	4:15	4:18	4:23	4:30
	5:00	5:08	5:15	5:18	5:23	5:30
	6:00	6:08	6:15	6:18	6:23	6:30
	7:00	7:08	7:15	7:18	7:23	7:30
	8:00	8:08	8:15	8:18	8:23	8:30
	9:00	9:08	9:15	9:18	9:23	9:30
	10:00	10:08	10:15	10:18	10:23	10:30
	11:00	11:08	11:15	11:18	11:23	11:30
SATURDAY						
A M ▼	8:00	8:08	8:15	8:18	8:23	8:30
	9:00	9:08	9:15	9:18	9:23	9:30
	10:00	10:08	10:15	10:18	10:23	10:30
	11:00	11:08	11:15	11:18	11:23	11:30
P M ▼	12:00	12:08	12:15	12:18	12:23	12:30
	1:00	1:08	1:15	1:18	1:23	1:30
	2:00	2:08	2:15	2:18	2:23	2:30
	3:00	3:08	3:15	3:18	3:23	3:30
	4:00	4:08	4:15	4:18	4:23	4:30
	5:00	5:08	5:15	5:18	5:23	5:30
	6:00	6:08	6:15	6:18	6:23	6:30
	7:00	7:08	7:15	7:18	7:23	7:30

NO SUNDAY SERVICE

ROUTE 20 YPSILANTI: GROVE-ECORSE



MONDAY - FRIDAY

	Ypsilanti Transit Center	Gault Village	Foley & Harris	Lakeview & Grove	Lakewood Center	Tyler & Nash	Harris & Russell	Ecorse & Towner	Ypsilanti Transit Center
	1	2	3	4	5	6	7	8	1
START									END
A M									
6:30	6:39	6:42	6:46	6:51	6:58	7:03	7:07	7:15	7:15
7:30	7:39	7:42	7:46	7:51	7:58	8:03	8:07	8:15	8:15
8:30	8:39	8:42	8:46	8:51	8:58	9:03	9:07	9:15	9:15
9:30	9:39	9:42	9:46	9:51	9:58	10:03	10:07	10:15	10:15
10:30	10:39	10:42	10:46	10:51	10:58	11:03	11:07	11:15	11:15
11:30	11:39	11:42	11:46	11:51	11:58	12:03	12:07	12:15	12:15
P M									
12:30	12:39	12:42	12:46	12:51	12:58	1:03	1:07	1:15	1:15
1:30	1:39	1:42	1:46	1:51	1:58	2:03	2:07	2:15	2:15
2:30	2:39	2:42	2:46	2:51	2:58	3:03	3:07	3:15	3:15
3:30	3:39	3:42	3:46	3:51	3:58	4:03	4:07	4:15	4:15
4:30	4:39	4:42	4:46	4:51	4:58	5:03	5:07	5:15	5:15
5:30	5:39	5:42	5:46	5:51	5:58	6:03	6:07	6:15	6:15
6:30	6:39	6:42	6:46	6:51	6:58	7:03	7:07	7:15	7:15
7:30	7:39	7:42	7:46	7:51	7:58	8:03	8:07	8:15	8:15
8:30	8:39	8:42	8:46	8:51	8:58	9:03	9:07	9:15	9:15
9:30	9:39	9:42	9:46	9:51	9:58	10:03	10:07	10:15	10:15

SATURDAY

A M									
7:30	7:39	7:42	7:46	7:51	7:58	8:03	8:07	8:15	8:15
8:30	8:39	8:42	8:46	8:51	8:58	9:03	9:07	9:15	9:15
9:30	9:39	9:42	9:46	9:51	9:58	10:03	10:07	10:15	10:15
10:30	10:39	10:42	10:46	10:51	10:58	11:03	11:07	11:15	11:15
11:30	11:39	11:42	11:46	11:51	11:58	12:03	12:07	12:15	12:15
P M									
12:30	12:39	12:42	12:46	12:51	12:58	1:03	1:07	1:15	1:15
1:30	1:39	1:42	1:46	1:51	1:58	2:03	2:07	2:15	2:15
2:30	2:39	2:42	2:46	2:51	2:58	3:03	3:07	3:15	3:15
3:30	3:39	3:42	3:46	3:51	3:58	4:03	4:07	4:15	4:15
4:30	4:39	4:42	4:46	4:51	4:58	5:03	5:07	5:15	5:15
5:30	5:39	5:42	5:46	5:51	5:58	6:03	6:07	6:15	6:15
6:30	6:39	6:42	6:46	6:51	6:58	7:03	7:07	7:15	7:15

NO SUNDAY SERVICE

ROUTE 9
JACKSON - DEXTER

SATURDAY						
	Blake Transit Center	Huron & Seventh	Maple & Dexter	Jackson & Wagner	Huron & Seventh	Blake Transit Center
	1	2	3	4	2	1
	START					END
A M	—	—	7:55	8:01*	8:07	8:15
▼	8:48	8:52	8:55	9:01	9:07	9:15
	9:48	9:52	9:55	10:01*	10:07	10:15
	10:48	10:52	10:55	11:01	11:07	11:15
	11:48	11:52	11:55	12:01*	12:07	12:15
P M	12:48	12:52	12:55	1:01	1:07	1:15
▼	1:18	1:22	1:25	1:31	1:37	1:45
	1:48	1:52	1:55	2:01*	2:07	2:15
	2:18	2:22	2:25	2:31	2:37	2:45
	2:48	2:52	2:55	3:01	3:07	3:15
	3:18	3:22	3:25	3:31	3:37	3:45
	3:48	3:52	3:55	4:01*	4:07	4:15
	4:18	4:22	4:25	4:31	4:37	4:45
	4:48	4:52	4:55	5:01	5:07	5:15
	5:18	5:22	5:25	5:31	5:37	5:45
	5:48	5:52	5:55	6:01*	6:07	6:15
	6:18	6:22	6:25	6:31	6:37	6:45
SUNDAY						
A M	—	—	7:55	8:00*	8:05	8:15
▼	8:48	8:52	8:55	9:00	9:05	9:15
	9:48	9:52	9:55	10:00*	10:05	10:15
	10:48	10:52	10:55	11:00	11:05	11:15
	11:48	11:52	11:55	12:00*	12:05	12:15
P M	12:48	12:52	12:55	1:00	1:05	1:15
▼	1:48	1:52	1:55	2:00*	2:05	2:15
	2:48	2:52	2:55	3:00	3:05	3:15
	3:48	3:52	3:55	4:00*	4:05	4:15
	4:48	4:52	4:55	5:00	5:05	5:15
	5:48	5:52	5:55	6:00*	6:05	6:15

* Western Washtenaw Area Value Express (WAVE) connects with AAATA Route 9 buses on these trips for service to Dexter and Chelsea. For more information about WAVE fares and service see www.ridetheWAVEbus.org or call 734-475-9494.

The WAVE

TheRide's Route 9 - Jackson-Dexter connects with the Western Washtenaw Area Value Express (WAVE) at the bus stop on Jackson Road just east of Wagner Road. The WAVE provides service to Dexter and Chelsea. Monday-Friday connection times are at 7:01, 9:01 and 11:01am, and 1:01, 4:01 and 6:01pm. Weekend connections are 8:01 or 10:01am, and 12:01, 2:01, 4:01 or 6:01pm. For details on WAVE service and fares, call **734.475.9494** or visit RideTheWaveBus.org.

ITS-CAD/AVL Project Schedule

Nov 12 '14:	Pre-Bid Informational Meeting
Dec 12 '14:	Four Proposals received
Dec-Jan '14-'15:	Vendor Demonstrations and Evaluations
Jan 13, '15	Deadline for proposal evaluations
Jan 19-21	Site Visits
Jan 27, '15	Vendor Presentations
Feb 10 '15:	PDC Committee
Feb 26 '15:	Board Presentation/resolution
March 1 '15	Latest date to notify fixed route bus manufacturer of technology vendor
March-May '15	New technology installation/training
May 1 '15:	Paratransit Operational change – installation/training
Aug '15	3 new Fixed Route buses
Nov '15	24 new Fixed Route buses
After Nov '15	Two CAD/AVL systems functioning until fleet install complete

2700 S. Industrial Highway

Ann Arbor, MI 48104

734.973.6500 **Phone**

734.973.6338 **Fax**

TheRide.org **Online**

MEMO

To: Planning and Development Committee
From: Chris White, Manager of Service Development
Date: January 8, 2015
Re: FY2016 State Funding Application

Message:

The annual application for state funding is in preparation for submission by March 1, 2015. A Board resolution is required to authorize submission of the application and MDOT has a required format for the resolution. The application and draft resolution will be an action item for the February PDC meeting.

One element of the application is for capital funding. This portion of the application will consist of the FY 2016 element of AATA's Capital and Categorical Grant Program which was adopted by the AAATA Board at the December, 2014 meeting.

The second element is an operating budget for FY 2016. A proposed budget is required to be submitted with the application, but it is an estimate which is subject to change before the beginning of the fiscal year. Staff is in the process of developing a potential budget which includes the service expansion in FY 2016 which is included in the Five-Year Transit Improvement Program.

The state operating assistance AAATA will receive will be based on our actual expenses next year, not the expenses in the application.

New Bus Paint Schematics

for order of

Low Emission Conventional & Hybrid Electric Vehicles

WHY THE CHANGE?

60 new buses will be purchased over the next five years

- *27 buses to be purchased and delivered in Spring 2015*

Better accommodates concerns about how paid advertising impacts our brand

Visually show impact of the next Five-Year Transit Improvements

Cost-effective for maintenance, materials and manpower

WHY THIS COLOR?

Used at our bus shelters



safer
accessible
cleaner
bus stops

ADOPT-A-STOP TheRide

HELPING THE COMMUNITY. MAKING A DIFFERENCE.

Ties in with color scheme used at our Park & Ride lots



Complements the color scheme of the interior of our buses





TheRide

safer
accessible
cleaner
bus stops

ADOPT-A-STOP

HELPING THE COMMUNITY. MAKING A DIFFERENCE.



TheRide Plymouth Road Park and Ride Lot

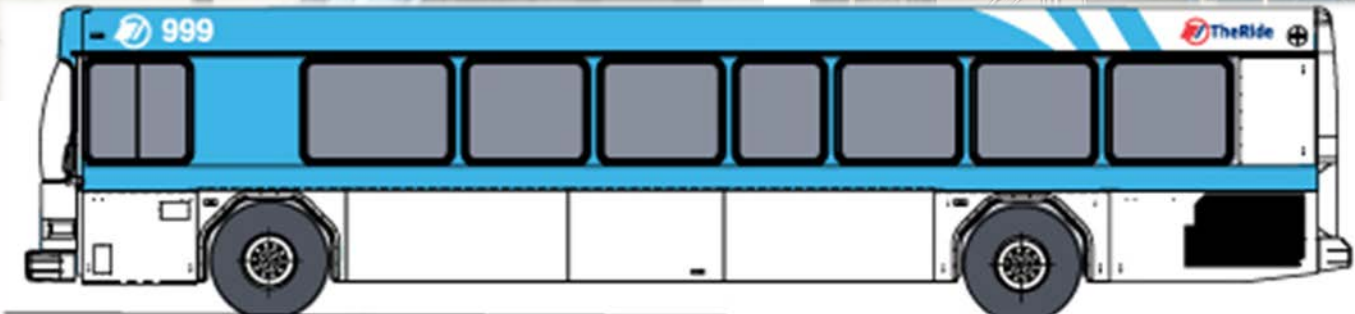
Parking for bus riders and carpools/vanpools only

Overnight parking with AATA authorization only

Unauthorized vehicles parked after 12:00 midnight may be towed at owner's expense

No solicitation or commercial activity

Ann Arbor Transportation Authority 734-973-6500



WHY THIS DESIGN?

Parallelogram shape with modified swoosh
respects the logo and includes forward
forward movement.

**The color of blue chosen promotes trust,
promotes trust, strength, dependability.
dependability.**

Better accommodates advertising space

Design is **cost-effective** and **more efficient** to
maintaining buses. Graphics and *decals are out
of the high impact zone.*

Respects the past but moves us into the future.

Engine technology will remain highlighted



2700 S. Industrial Highway
Ann Arbor, MI 48104

734.973.6500 **Phone**
734.973.6338 **Fax**
TheRide.org **Online**

MEMO

To: Planning and Development Committee
From: Staff
Date: January 13, 2015
Re: Updates to PDC

Message:

State Funding

The Michigan Public Transit Administration Legislative Committee held a telephone conference on Monday, January 12th in which Chris White participated to discuss the state transportation legislation which the Governor signed the same day. The following was included in the legislation.

- Most of the new money “goes through the formula.” This means that 10% will go to the Comprehensive Transportation Fund (CTF). Most of the funds in the CTF go to transit.
- It is not yet possible to estimate how much additional operating assistance will go to any individual agency (like AAATA).
- In the first year, much of the new money would go to debt service, to pay down the bonds issued to provide additional money for road construction in the Engler Administration. This debt service has been a significant drain on transportation funding since then.
- There is a technical error in the law. This means the legislature will have to pass a correction before the vote in May. This will provide an opportunity for legislators – including those newly elected who did not participate in the passage – to raise objections and propose amendments. The Legislature will try to pass the correction quickly and quietly.
- Regarding the election in May, transit interests and others are waiting for the Governor to set the tone for the campaign.
- For transit, it will be important to inform our riders and supporters that passage of the funding will benefit transit. Most of the campaign emphasis will be on road funding which will have broader support than transit funding enhancement
- It will be a close vote. There will be significant opposition and passage is by no means certain.



US-23 Park and Ride

After a meeting with corridor stakeholders, plans for park and ride and express bus service on US-23 are not likely to materialize soon, mainly due to lack of funding. Staff will continue to research the topic, including a review of the US-23 ATM project Environmental Assessment (EA). MDOT reports that they sent the preliminary EA documents to FHWA on 1/9/15 and expect to be given approval to print and distribute the draft EA within the next few weeks.

Regional Transit Authority

The Regional Transit Authority (RTA) Providers Advisory Council met recently and named new officers. Sarah Pressprich Gryniewicz will service as Vice-Chair. Background information on the Seamless Fare Integration Study is complete, and initial high-level recommendations will be presented and discussed in February.

Ypsilanti Transit Center Renovation

Update under separate cover.

PDC UPDATE - January 2015 - DRAFT

Brief Overview of Project

Program Goal:

TheRide will rehabilitate the Ypsilanti Transit Center in the summer of 2016 in order to:

- extend the useful life of the facility commensurate with monetary investment
- meet the increased capacity, service levels, operations, and ridership levels to benefit our customers' needs
- enhance the aesthetic and community character for a greater customer experience

Update:

TheRide's Ypsilanti Transit Center (YTC) is a unique and valuable community asset located on Pearl Street, one block north of Michigan Avenue. It was originally constructed in 1993, and is eligible for federal capital funds for rehabilitation. Approximately 3,000 users use the YTC on an average weekday.

The team has been developing a structural and programmatic assessment to establish the scope and priority list based on input from previous inspections, internal stakeholders, and Board members. The team has a very short window to accomplish a renovation based on the system improvements slated for implementation May of 2016.

The DRAFT program document is the first item behind this update sheet and includes the Program Goals, Background, Rehabilitation Objectives, Funding, and Draft Timing. The Team has targeted March to complete this document. We have also included our Outreach Outline and the Surveys to help identify the important items perceived by our riding public.

The team has included in the updates the following items:

1. Ypsilanti Transportation Center Building and Waiting Area Renovation Program – Draft 2015
2. YTC Renovations Public Outreach Outline – Draft 2015
3. Internal Stake Holders Survey
4. External Stake Holders Survey
5. YTC Meeting Notes

Once this document is completed it will be given to the PDC requesting that an architect generate conceptual designs and preliminary project costing analysis. The team will continue to update the PDC on a regular basis ensuring good communications and inclusion with this important project.

Thank you,

YTC Renovation Team

Ypsilanti Transportation Center Building and Waiting Area Renovation Program – Draft January 2015

Program Goal:

TheRide will rehabilitate the Ypsilanti Transit Center in the summer of 2016 in order to:

- extend the useful life of the facility commensurate with monetary investment
- meet the increased capacity, service levels, operations, and ridership levels to benefit our customers' needs
- enhance the aesthetic and community character for a greater customer experience

Background:

TheRide's Ypsilanti Transit Center (YTC) is a unique and valuable community asset located on Pearl Street, one block north of Michigan Avenue. It was originally constructed in 1993, and is eligible for federal capital funds for rehabilitation. Approximately 3,000 users use the YTC on an average weekday.

TheRide has had an assessment done by DLZ in 2012, that suggested at a minimum, the building's HVAC, Roof, and mechanical systems be replaced. In 2016, significantly more service will be added to the YTC through the Five-Year Transit Improvement program, approved by voters in 2014. The 5YTIP changes will bring more riders transferring at the YTC, but is anticipated to reduce the amount of time riders will wait at the YTC. This increase in riders and service availability is likely to merit the placement of a customer service/information specialist. Increased service volume will also bring more drivers through the YTC, and bathroom needs should be evaluated.

TheRide would also like to improve the public's perception and experience of safety at the YTC and will be paying particular attention to the waiting area. In addition, TheRide will be taking into account: accessibility, rider amenities/comfort, sign/technology improvements, and environmental improvements.

However, consideration should be made for the possibility of adding another hub in the Ypsilanti area or relocating the YTC.

Current and Future Operational Characteristics (Reggie's Section)

ISSUES AND OPERTUNITIES:

Primary Objectives:

1. Perception of safety
 - Fence?
 - Additional lighting
 - break up seating area
 - have information specialist/customer service options
 - Bring EMU stop back to YTC
 - Bushes blocking emergency exit, rear of building

2. Outdoor Waiting Area:
 - a. Remove wall
 - b. Put in ped. friendly, canopied waiting area; benches, shelters?. Need shade/protection from elements.
 - c. Add cameras all the way to Washington Street.

3. Building Rehab (Update DLZ evaluation)
 - a. HVAC (installed 1991)
 - b. Roof (leaks in lobby area)
 - c. Double doors in lobby need to be energy efficient, ADA compliant
 - d. Entrance mats need to be larger and not present a trip hazard
 - e. Redesign drinking fountain, currently used as a seat
 - f. Mechanical
 - g. Replace Counters (need to be ADA compliant, provide better line of sight for security guards)
 - h. Front Desk Area:
 - i. Create Info Specialist Area at Front Desk (ADA compliant, IT capable, secured. Will we sell passes/tokens?)
 - ii. Security Guard had to bring own equipment to send incident reports, send payroll info.
 - iii. Computer maintenance issues, needs new security monitor.
 - iv. Tile is uneven and breaks chair wheels
 - v. Need new chairs
 - i. Restrooms: higher frequency of drivers coming through YTC
 - i. Customer (need durable, easy to maintain, aesthetic materials. No graffiti-proof paint. Fix exhaust fans)
 - ii. Employee (Need X more bathroom stalls, replace exhaust fan that fails regularly)
 - j. Pay Phone: People do use it, but there is concern it is used for prank 9-1-1 calls or drug deals. Replace with informational kiosk?
 - k. Janitors closet is wasted space, (includes IT closet and roof access)
 - l. Breakroom
 - i. Need storage cubbies

4. Incorporate Technology
 - a. Cameras
 - i. Good: No blind spots in the building
 - ii. Add an Additional Camera at Pearl -- to see Park and Ride spaces, bike racks, AAATA vehicles
 - iii. Re-Aim west side camera or consider a Pan, tilt, zoom.
 - b. Real-Time Information/Arrivals screen
 - c. Route Information

Available funding: TheRide has begun to identify funding to support the project.

Risks to this project:

- Located in an Historic District
- Growth of ridership that YTC cannot accommodate? Should we change the location? Better location is near EMU.
 - Chris, Michael B, Al T will collaborate to get data for 2017 ridership and bus traffic.
- Design should align with previous design (won Architectural award)

Draft Timing

Needs to be done substantially before the 5YTIP May 2016 major route restructuring

Stage	Tasks
Jan 2015	<ul style="list-style-type: none"> • Internal scoping and planning • Meet with AAATA Board Members Gott, Kreig, Ream Gainsley <ul style="list-style-type: none"> ▪ Internal Stakeholder Outreach (Internal survey) <ul style="list-style-type: none"> ▪ Drivers ▪ Security Team ▪ Facilities ▪ Community Relations ▪ IT ▪ Transportation (Supervisors) ▪ Board Members ▪ Senior Staff • Meeting with Ypsilanti Government – Mayor, City Manager, and Planner • Develop “development program”
Feb 2015	<ul style="list-style-type: none"> • Pubic Outreach – Combination of Meetings and Surveys <ul style="list-style-type: none"> • EWSA Members: Ypsilanti civic groups, city leaders, potentially covered in EWSA Feb. meeting • Social Service Agencies – Roundtable (CIL, CSTS, S.O.S., WISD, LSS, Avalon, DHS, ect.) • Ypsilanti DDA • LAC-(2nd Tuesday of the month) Feb 10th • PDC-Feb 10th • Governance • Amend “development program”
March-April 2015	<ul style="list-style-type: none"> • Public Outreach <ul style="list-style-type: none"> • Public Meeting – input, needs, concerns, *NO CONCEPT DRAWINGS • Finalize “development program” • Deliver “development program” for concepts and estimates • Draft Architect RFP
Draft Outline: Timing to be established as the scoping	<ul style="list-style-type: none"> • Finalize funding • Release Architect RFP • Interview and Hire Architect Firm <hr/> <ul style="list-style-type: none"> • Final Schematic Design

process develops	<ul style="list-style-type: none"> • Public Outreach <ul style="list-style-type: none"> ▪ Public Meeting – Ypsilanti Planning Commission, Historical Commission, City Council • Final Design Revisions
	<ul style="list-style-type: none"> • Final Certified Drawings and specification drawings • Drawings submitted to all public agencies
	<ul style="list-style-type: none"> • Bid project – either Architect and general contractor or Architect
	<ul style="list-style-type: none"> • Award contracts • All new routes start in YTC <u>no construction possible</u>
	<ul style="list-style-type: none"> • Construction
	<ul style="list-style-type: none"> • Move-in

Project Members and TheRide Stakeholders

TBD.

Project Members

Internal Stakeholders:

- Transportation: Reggie, Ron, Al
- Maintenance: Terry
- Service Development: Chris
- Finance: Phil
- IT: Jan
- CR: Deb
- LAC
- Board members

Building rehab:

-Construction Manager (contracted)

Key External Stakeholders

- Deb Dingell
- CIL
- Eastern Washtenaw Safety Alliance
- Police Dept
- EMU-- get their stop back to the YTC
- YDDA
- Ypsi Planning
- TheRide's list of FYTIP participants

- YTC Renovations: Public Outreach Outline – Draft Jan 2015
 - Jan. 2015: Internal scoping and planning
 - Internal Stakeholder Outreach (Internal survey)
 - Drivers
 - Security Team
 - Facilities
 - Community Relations
 - IT
 - Transportation (Supervisors)
 - Board Members
 - Senior Staff
 - Meet with City of Ypsilanti Staff – Mayor, City Manager, Planner
 - Feb. 2015: Public Outreach
 - EWSA Members: Ypsilanti civic groups, city leaders, potentially covered in EWSA Feb. meeting (Survey)
 - Ypsilanti DDA
 - LAC-(2nd Tuesday of the month) Feb 10th
 - PDC-Feb 10th
 - Governance
 - Social Service Agencies – Roundtable (CIL, CSTS, S.O.S., WISD, LSS, Avalon, DHS, ect.)
 - March/April 2015: Public Outreach meeting: Input, needs, Concerns *NO CONCEPT DRAWINGS
 - Talking Points & FAQ (background, funding, known renovations needed, input opportunities)
 - Press Release
 - Web Site Posting
 - Social Media effort
 - Creation of materials (presentation, white board, handouts)?
 - Refreshments?
 - Meeting notices to be distributed via:
 - Ypsi. City email list
 - EWSA member,
 - Ypsilanti DDA
 - libraries
 - Ytown newsletter (L/M for next deadline and distribution info)
 - announcements during council/board meetings
 - Rte. 46 businesses
 - Location/Time
 - Possible location is First United Methodist Church (Tuesdays are best dates, April 14th is tentative date)
 - Aug/Nov 2015: Public Outreach: Ypsilanti Planning Commission, Historical Commission City Council (Final schematic design and design revisions)



YTC Meeting Notes:

When: _____

Where: _____

Attendees: _____

Subject Summary:

Accomplishments/ Measurables:

Impacts on Project:

Ann Arbor Area Transportation Authority Board of Directors
Performance Monitoring and External Relations Committee
Proposed Meeting Summary
January 20, 2015 3:35 p.m.

Present: Committee – Susan Baskett, Jack Bernard, Anya Dale, Charles Griffith, Roger Kerson (Chair)

Staff – Michael Benham, Jan Black, Terry Black, Ron Copeland, Bill De Groot, Dawn Gabay, Sarah Pressprich Gryniewicz, Ed Robertson, Mary Stasiak, Elizabeth Tibai, Phil Webb, Karen Wheeler, Chris White, Michelle Whitlow

Committee Chair Roger Kerson called the meeting to order at 3:41 p.m.

1.0 Action Items

There were no action items.

2.0 Reports

2.1 *Financial Report*

2.1.1 *Financial report on operations*

Phil Webb discussed the financial report on operations for the first quarter. He reported a \$431,000 surplus. AirRide is doing well and over budget due to extra runs added to fulfil the service demand. The increase in fare revenue covers the added cost. Wages are under-budget for employees due to vacant positions and over-budget for services/contract employees.

2.1.2 *Report to treasurer*

Phil Webb reported that the cost per service hour for fixed route is \$122 and under-budget. He noted that there is \$374,683 or 2.63 months of operating expenses in the reserve account. This adheres to the revised policy of 2.5 months in reserves.

2.1.3 *Quarterly cash and investment report*

Phil Webb provided a quarterly update to the committee on the cash and investment report. He noted that 3.8 million has been set aside for bus purchases.

2.1.4 *Fuel Futures*

Phil Webb provided a written report on the fuel futures account status. He noted that the auditors will present their findings at the February Board Meeting. The committee requested a presentation at the February PMER meeting.

2.2 *Performance Report*

2.2.1 *Average weekday ridership*

There was nothing new to report.

2.2.2 *Performance reports by mode*

There was nothing new to report.

2.2.3 *Quarterly Service Standards Report*

Chris White reported on the quarterly service standards report noting that some new standards have been adopted in conjunction with the development of the Title VI report. Mr. White highlighted several standards including: Reliability, Vehicle Load Factor, Driver Complaints and Productivity of the System. The goal for Reliability is 90% and AAATA is currently at 89% for the quarter. Mr. White cited road construction projects as a challenge in meeting the goal. Since the road construction projects have ended (beginning of December), around 93% of trips have been completed on-time.

Mr. White noted that the Vehicle Load Factor standard was added as a result of the Title VI report. The standard is driver reported and routes with more than 2% of trips with standing loads are evaluated for potential action. Routes 4, 8, 10, 20 and 36 were found to be above the 2% threshold. AAATA staff will review several factors on the routes, such as frequency of service and time spend standing, to see if further action is warranted.

Routes 10 and 20 have service every hour and are programmed for increased service in the 5YTIP. Service will be added to the #4 in January

on Sunday morning. Mr. White noted that staff will continue to monitor the service. Anya Dale would like to know if car traffic has decreased in the area and if there are any traffic patterns. Mr. White suggested speaking with WATS to see if this could be examined. It was noted that riders on the #36 are standing for a short period of time. This does not necessitate action at this time but the route will continue to be monitored.

Mr. White reported that the majority of driver complaints received are regarding subcontracted service. Dawn Gabay noted that with every internal driver complaint received, AAATA will speak with the driver involved and review videotapes of the incident. If the situation is deemed borderline, the driver receives council. A list with the drivers who receive the most complaints is routinely reviewed.

Mr. White reviewed the productivity of the system standard. The goal of the standard is to have 20 passengers or more per service hour on fixed route services. This quarter received 29.9 passengers per service hour, thus exceeding the goal. Mr. White noted that AAATA will be monitoring the addition of later hours on the routes and will have more information in the coming months.

2.3 *MDOT Contracts Executed by CEO*

There were no contracts executed by the CEO.

2.4 *FYTIP Service Changes for August, 2015*

Chris White reviewed the potential August 2015 revisions to the 5YTIP with the committee. He noted that route 2C- Plymouth, is scheduled for more frequent service. There are 3 changes scheduled which require action from EMU to move forward: route 3, 33 and 41. Route 46 is scheduled to go to service every 30 minutes. Mr. White also noted that 15 routes are scheduled for extended Saturday service and 12 routes are scheduled for extended Sunday service in August. Routes 1 and 6 will see extended Sunday service.

Mr. While reported that ARide service will be extended to mirror the fixed route system hours and NightRide will begin later to accommodate the later fixed route system hours. Potential revisions to the 5YTIP will go to the public for commenting. Mr. White asked the committee to review the potential revisions to the 5YTIP for FY2015. The Planning and Development Committee will decide whether or not the changes will be presented to the public for comment prior to a decision on implementation.

2.5 *Report on Promotional Activities for New Service*

Mary Stasiak noted that AAATA has used several methods to promote the 5YTIP and new services, including:

- Print ads
- Direct Mail
- Press Tour
- Citizens Report
- Bus Ads
- Websites (including theride.org and therideyourway.org)
- Social Media
- Videos
- E-newsletters

Ms. Stasiak noted that direct target mailing pieces were distributed in November/December for people served by routes 13, 14, 20 and 46. Postcards announcing the ARide expansion and improvements were distributed to all current ARide users. Ms. Stasiak noted that 'how to ride' videos and pamphlets were created to acclimate new riders to the bus system.

An annual Citizen's Report was published in the Observer and the Ypsilanti Courier. The report discussed current trends and topics, such as riding the bus in the winter. Ms. Stasiak displayed a comprehensive list of community outreach events for the year. She also asked the committee to submit any suggestions or ideas for events.

2.6 *Performance-Based Budgeting*

Chris Fabian with the Center for Performance Based Budgeting (PBB) gave a presentation to the committee on budgeting software and how it would benefit the Authority. Bill De Groot noted that the software can coordinate the workplan to AAATA's budget and budget processes. Mr. Fabian noted that the intent of the software is to grow upon the companies budgeting process currently in place, thus determining that some investments may be less aligned to the workplan and mission than other priorities.

Mr. Fabian reported that the methodology includes 5 basic steps:

1. Determine Results
2. Clarify Result Definitions

3. Identify Programs and Services
4. Value Programs Based on Results
5. Allocate Resources Based on Priorities

The programs are placed in quartiles and ranked, based upon the results. The majority of resources will ideally go into quartile 1 and 2 projects, the highest ranked programs. AAATA could then analyze the quartile 3 and 4 programs to see if they should continue. The model would rate AAATA's projects by utilizing the mission statement and its 5 objectives. Mr. Fabian reported that the program has a one-time cost of \$40,000 and \$3,000 per year for subscription to the model. The company has 80 organization subscribed to the model over the last 3 years. Mr. Fabian's clients are mostly city and county organizations.

2.7 *Work Plan FY2015 Q1*

Sarah Gryniewicz provided the committee with highlights of the work plan. She noted that, beginning in May, TheRide will take advanced reservations in-house for ARide customers. AAATA continues to work with the RTA to protect and grow services. Staff are evaluating the time necessary to commit to RTA tasks. The Authority will begin negotiations for a new MRide contract in August of 2015. Staff hope to integrate the fixed route, NightRide, East Medical Health Center, ExpressRide, VanRide and other services with the new contract.

Ms. Gryniewicz reported that staff demoed a new POS system with hopes of replacing the current system. The Authority is working on customer experience enhancements such as wayfinding signs and real-time information at the BTC and YTC. It was noted that the FTA's triennial review is scheduled for May 2015. Ms. Gryniewicz noted that APTA has launched a campaign to support increased transit funding with a new transportation bill. The role of AAATA during the campaign is to educate the voters. Mary Stasiak has additional information to distribute regarding the campaign.

2.8 *Propulsion Technology Resolution*

Sarah Gryniewicz reported that AAATA has confirmed the number of Low Emission Conventional (24) and Hybrid-Electric (3) buses to manufacture with Gillig. Staff also has a verbal confirmation from the manufacturer for a 5-year warranty on the 3 hybrids. Phil Webb will begin reporting on the fuel and technology saving fund at the end of the quarter. Ms. Gryniewicz noted that in February, staff will begin working on enhanced driver training by gathering data on a particular route.

Dawn Gabay reported that AAATA met with Michigan Flyer last week and the Airport (on separate occasions) to discuss ongoing issues. There will be a meeting scheduled with Bob and board members to provide an update on the service. Roger Kerson would like the Authority to explore options to allow riders to pay with credit cards with the driver.

Ms. Gabay reported that winter hours have been instituted at the Blake Transit Center. The center is now open from 3:45AM to 11:45PM daily.

3.0 Updates

3.1 *State Funding Legislation*

Mary Stasiak distributed a document on the May 2015 Transportation Funding Legislation which contains information on the ballot committees and possible ramifications to AAATA. The document is attached to the meeting summary.

4.0 Adjourn

There being no further business Mr. Kerson adjourned the meeting at 5:13 p.m.

Respectfully Submitted,

Elizabeth Tibai

May 2015 Transportation Funding Legislation

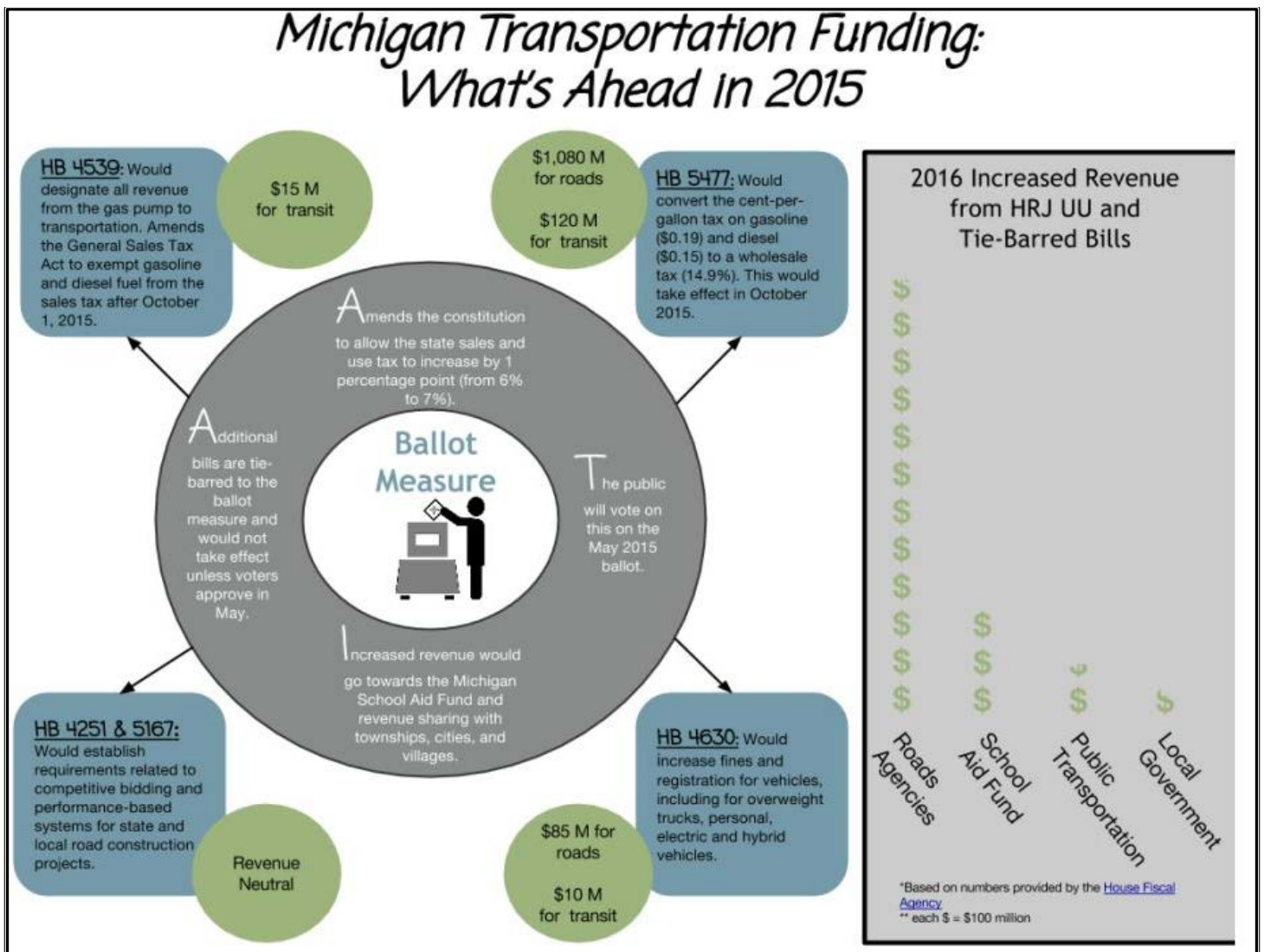


Figure 1: Graphic provided by Trans4M, January 2015

Annual Funding breakdown* (phased in over 3 years, fully funded amounts shown):

Road and Bridges: \$1.2 Billion

Schools: \$300 Million

Transit: \$130 Million

Communities: \$95 Million

*Figures calculated by the House Fiscal Agency

Ballot Committees and Positions:

Protect MI Taxpayers: Ballot committee formed in opposition to the ballot measure. This ballot committee is expected to be largely supported by Prosperity for Americans and various “taxpayer associations” around the state. The following positions were taken by Keith Allard, spokesperson of Protect MI Taxpayers, except where notedⁱ:

- 1) If approved, the package of bills will give Michigan the second highest sales tax in the entire country.
- 2) In a \$52 billion dollar budget, legislators should be able to find \$2 billion to fund roads.
- 3) The package of bills would increase sales tax on low income and all residents by 17%.
- 4) Lawmakers need to do better with (the money) they have.ⁱⁱ
- 5) When asked what should be eliminated from the state budget to pay for road, Mr. Allard said “I would say you have to look at corporate welfare, I would get rid of the MEDC...I would take a look at Hobbman’s corrections bill...film credits are a slap in the fact to Michigan taxpayers.”
- 6) Riders of mass transit need to pay their fair share.
- 7) This is not a conservative verses liberal issue, this affects everybody.
- 8) We feel like roads are an essential part of the budget, and we feel it should have been funded as a priority, not a last-minute decision to kick it back to the taxpayers.ⁱⁱⁱ

MI Citizens for Better Roads and Schools: Ballot committee formed in favor of the ballot measure approval. Expected to be funded/promoted by a broad coalition of beneficiaries of the ballot proposal such as businesses, schools, unions, etc. Groups who have already announced their support for the bill include superintendents of schools in Grand Rapids and Oakland and Macomb Counties. Per Governor Snyder^{iv},

- 1) Road and bridges are a disaster and need new funding.
- 2) The ballot proposal protects schools, communities and public transit.
- 3) The ballot proposal keeps fuel prices competitive in our state.
- 4) Tax relief for low income residents is included.
- 5) The current state of roads and bridges are life threatening.
- 6) Opponents of the deal are largely those who simply don't want any tax increase under any circumstance.

Possible Ramifications to AAATA:

If voters approve a one percent increase in sales tax in May 2015 (and tie-barred bills are therefore enacted), AAATA may see an eventual increase in funding. Typically when funding mechanisms change, it is also an opportunity for legislators to adjust the formula used to allocate funds for roads, transit agencies, etc. Given these circumstances, exact effects on AAATA’s budget are uncertain at this time.

If voters do not approve the 1 percent increase in sales tax in May 2015, AAATA will likely continue to see a decline in the state share of AAATA operations funds and roads will continue to deteriorate, assuming no other legislative action.

Staff Recommendation: AAATA should provide educational information to constituents in our service area and remind them to vote.

ⁱ Off The Record with Tim Skubick, 1/9/15

ⁱⁱ AP, “Snyder signs measure to boost road funding by \$1.3 billion.” Ionia Sentinel-Standard, 12, January 2015

ⁱⁱⁱ Livengood, Chad, “Groups form for, against sales tax increase for roads.” Detroit News, 13, January 2015.

^{iv} <http://new.livestream.com/SnyderLive/events/3723389>, 1/12/15

**Ann Arbor Area Transportation Authority
Report of Operations - Unaudited
For the Three Months Ended December 31, 2014**

Comparison to Prior Year

	12/31/2014	12/31/2014	Favorable		12/31/2013	Favorable	
	Year to Date	Year to Date	(Unfavorable)	Percent	Year to Date	(Unfavorable)	Percent
	Budget	Actual	Variance		Actual	Variance	
Revenues:							
Passenger Revenue	\$541,147	\$573,470	\$32,323	6.0% 1	\$534,974	\$38,496	7.2%
Subcontracted Revenue	389,341	440,564	51,223	13.2% 2	415,781	24,783	6.0%
Special Fares (EMU, UofM, go!Pass)	581,127	579,284	(1,843)	-0.3%	626,892	(47,608)	-7.6%
Interest, Advertising and Other	65,250	63,640	(1,610)	-2.5%	59,130	4,510	7.6%
Local Property Tax Revenue	3,400,896	3,400,896	0	0.0% 3	2,459,748	941,148	38.3%
Purchase of Service Agreements	273,438	188,705	(84,733)	-31.0% 4	242,588	(53,883)	-22.2%
State Operating Assistance	2,687,255	2,415,431	(271,824)	-10.1% 5	2,207,998	207,433	9.4%
Federal Operating Assistance	1,062,328	1,062,328	0	0.0%	1,228,701	(166,373)	-13.5%
Total Revenues	9,000,782	8,724,318	(276,464)	-3.1%	7,775,812	948,506	12.2%
Expenses:							
Wages							
Operations	2,278,514	2,249,901	28,613	1.3%	2,001,642	(248,259)	-12.4%
Maintenance	624,186	565,423	58,763	9.4% 6	512,066	(53,357)	-10.4%
Administrative	745,438	695,465	49,973	6.7% 6	641,939	(53,526)	-8.3%
Total Wages	3,648,138	3,510,789	137,349	3.8%	3,155,647	(355,142)	-11.3%
Fringe Benefits:							
Payroll Taxes	255,414	228,376	27,038	10.6%	206,242	(22,134)	-10.7%
Pension	228,734	221,598	7,136	3.1%	202,188	(19,410)	-9.6%
Medical Insurance	646,927	596,055	50,872	7.9% 7	616,022	19,967	3.2%
Post-Retirement Benefits & HCSP	108,310	98,158	10,152	9.4%	92,111	(6,047)	-6.6%
Other Fringe Benefits	248,786	239,739	9,047	3.6%	206,338	(33,401)	-16.2%
Total Fringe Benefits	1,488,171	1,383,926	104,245	7.0% 7	1,322,901	(61,025)	-4.6%
Purchased Services:							
Contracted Maintenance	161,740	105,219	56,521	34.9% 8	84,893	(20,326)	-23.9%
Consulting Fees	56,889	49,177	7,712	13.6%	71,274	22,097	31.0%
Security Services	83,145	83,986	(841)	-1.0%	84,237	251	0.3%
Other Purchased Services	177,716	212,903	(35,187)	-19.8% 8	131,753	(81,150)	-61.6%
Total Purchased Services	479,490	451,285	28,205	5.9%	372,157	(79,128)	-21.3%
Materials and Supplies:							
Diesel Fuel and Gasoline	562,900	478,682	84,218	15.0% 9	492,624	13,942	2.8%
Fuel Futures (Gains) or Losses	0	61,064	(61,064)	100.0% 9	10,987	(50,077)	-455.8%
Bus Parts	183,975	159,195	24,780	13.5%	175,013	15,818	9.0%
Printing	41,116	23,627	17,489	42.5%	10,916	(12,711)	-116.4%
Other Materials and Supplies	164,571	133,099	31,472	19.1%	169,450	36,351	21.5%
Total Materials and Supplies	952,562	855,667	96,895	10.2%	858,990	3,323	0.4%
Utilities	132,695	122,530	10,165	7.7%	105,818	(16,712)	-15.8%
Casualty & Liability Insurance	175,000	171,063	3,937	2.2%	143,556	(27,507)	-19.2%
Purchased Transportation:							
Aride and Good as Gold	788,251	785,942	2,309	0.3%	772,320	(13,622)	-1.8%
Night Ride	142,499	139,277	3,222	2.3% 10	149,768	10,491	7.0%
Air Ride	302,691	310,377	(7,686)	-2.5% 10	296,447	(13,930)	-4.7%
WWAVE, Northfield and Guar Ride	360,201	335,598	24,603	6.8%	308,663	(26,935)	-8.7%
Total Purchased Transportation	1,593,642	1,571,194	22,448	1.4%	1,527,198	(43,996)	-2.9%
Other Expenses	182,321	152,379	29,942	16.4% 11	87,941	(64,438)	-73.3%
Local Depreciation	74,250	74,250	0	0.0%	37,000	(37,250)	-100.7%
Total Expenses	8,726,269	8,293,083	433,186	5.0%	7,611,208	(681,875)	-9.0%
Gain (Loss) from Operations	\$274,513	\$431,235	\$156,722		\$164,604	266,631	

Variances:

Detail of Budget Variances - Positive (Negative):

	December	December	
	Year to Date	Year to Date	
A: Other Purchased Services Variances:		C: Utilities Variances:	
Management & Agency Fees	(\$12,042)	Natural Gas	(3,850)
Physical Exam Fees	883	Electricity	7,135
Legal Fees	(7,160)	Water	4,144
IT Services/Contract Employees	(30,667)	Telephone	2,736
Custodial Services	(5,093)		10,165
Internet Services	17,667		
Towing	2,322	D: Other Expenses Variances:	
Admin Fee - Benefit Source	(1,097)	Uniform Expense	4,672
	(35,187)	Postage	4,105
B: Other Materials and Supplies Variances:		Dues and Subscriptions	546
Lubricants	(6,454)	Conference and Travel	2,320
Tires, Tubes and Wheels	(5,604)	Media costs	(10,449)
Tools and Equipment	1,700	Employee Development	18,714
Equipment Repair	1,746	Wellness	2,389
Other Materials and Supplies	30,290	Recruitment and Hiring	43
Computer Software	9,794	Equipment Rental	7,602
	31,472		29,942



2700 S. Industrial Highway
Ann Arbor, MI 48104

734.973.6500 Phone
734.973.6338 Fax
TheRide.org Online

MEMO

To: Board of Directors, Ann Arbor Area Transportation Authority
From: Philip Webb, Controller/Manager of Finance
Date: December 12, 2014
Re: Notes to the Financial Report of Operations—December 31, 2014

Message: The following are the explanations and notes for budget to actual variances for the AAATA's year-to-date unaudited financial report of operations, generally +/- 5.0% and \$10,000.

OVERALL – The Report of Operations reflects a \$431,000 surplus after deferring \$263,325 of the future July 2015 property tax millage to the purchase of buses in late FY 2015.

REVENUES: Total Revenues are 3.1% under budget (unfavorable), but consistent with expenses.

1. Passenger Fares are over budget by 6.0 % due to higher cash fares and monthly pass sales. We budgeted a modest increase in the FY 2015 budget over FY 2014.
2. Subcontracted Fares are over budget due to the higher than expected fares for AirRide for October to December, (\$280,000 vs. \$217,100 budgeted).
3. Property taxes reflect the additional 0.7 property tax millage to be levied on July 1, 2015, along with the budgeted deferment of \$1.053 million for FY 2015 bus purchases (\$87,775 per month).
4. Purchase of Service Agreements are under budget since there is \$56,000 less in private contractor match for AirRide due to the passenger fares being greater than budget.
5. State Urban Operating Assistance is under budget by \$200,000 because it is based on eligible expenses x 31.015%, which is less than budgeted. We received \$88,441 from MDOT, final payment on FY 2011 based on the audit. However, we were expecting \$143,243, creating a loss (contra-revenue) on this prior year adjustment of \$54,802.

EXPENSES: Total Expenses are 5.0% under budget (favorable).

6. Wages are under budget for maintenance due to 3 new positions in the budget as of October 1, which are still vacant. These positions are a facility maintenance supervisor, facilities technician and the 2nd bus stop technician. There are 2 vacant positions in administration; administrative assistant in Community Relations and IT Computer Support Technician.
7. Fringe Benefits are under budget due to the vacant positions.
8. Contracted maintenance is under budget due to the timing of keeping payables open for Fiscal Year 2014. Many disbursements in October and some in November are recorded back into September to ensure proper cutoff between FY 2014 and FY 2015 expenses.
9. Fuel and fuel futures expenses are under budget by \$23,000, after consideration of the loss on fuel futures. We paid an average of \$2.93 per gallon in October & November and \$2.44 in December, which are below the budget of \$3.25 per gallon. However, we recognized losses on fuel futures of \$61,100. With fuel prices falling, we realize a loss on futures contracts when we sell. Our last 2 fuel deliveries on 12/31 and 1/13 have averaged \$1.65, which is \$1.60 per gallon below budget. This will save about \$88,000 per month on 55,000 gallons projected to be used in January 2015, which will offset the loss of \$49,000 on the fuel futures contract sold in January.
10. Purchased Transportation –NightRide is under budget due to the later hours on the fixed route. AirRide is over budget due to extra runs being added due to demand, but the increase in fare revenue covers the added cost.
11. Other expenses are under budget as noted under note D.

Ann Arbor Area Transportation Authority
Report to the Treasurer: Summary Operating Statement by Mode
For the Three Months Ended December 31, 2014

Year-To-Date Summary Operating Statement by Mode							
	Fixed	Demand		Express		N/S Rail, GDT,	Total
Revenues (except Property Tax):	Route	Response	NonUrban	Ride	AirRide	UrbanCore, Van	Actual
Passenger Revenue	\$531,290	\$42,180	\$0	\$0	\$0	\$0	\$573,470
Subcontracted Revenue	\$0	\$136,863	\$23,575	\$0	\$280,126	\$0	\$440,564
Special Fares (EMU, UofM, go!Pass)	\$539,672	\$0	\$0	\$39,612	\$0	\$0	\$579,284
Interest, Advertising and Other	\$62,225	\$0	\$0	\$0	\$0	\$1,415	\$63,640
Purchase of Service Agreements	\$24,077	40,591	\$108,012	\$3,750	\$0	\$12,276	\$188,705
State Operating Assistance	\$1,802,769	\$366,971	\$121,680	\$22,347	\$101,665	\$0	\$2,415,431
Federal Operating Assistance	\$750,229	\$30,000	\$44,583	\$6,053	\$0	\$231,463	\$1,062,328
Total Revenues	\$3,710,261	\$616,604	\$297,850	\$71,761	\$381,791	\$245,154	\$5,323,422
Expenses:							
Wages	3,180,954	129,310	5,979	38,015	25,152	131,380	\$3,510,789
Fringe Benefits	1,242,568	55,419	2,562	16,292	10,779	56,306	\$1,383,926
Purchased Services	394,589	0	1,354	4,311	1,125	49,906	\$451,285
Diesel Fuel, Net of Futures	534,590	0	0	5,156	0	0	539,746
Materials and Supplies	296,226	8,788	632	3,018	445	6,812	315,921
Utilities	115,833	5,526	0	1,171	0	0	122,530
Insurance	154,461	13,685	1,283	1,634	0	0	171,063
Purchased Transportation	0	971,641	289,176	0	310,377	0	1,571,194
Other Expenses	115,651	0	610	1,456	33,912	751	152,379
Local Depreciation	73,541	0	0	709	0	0	74,250
Total Expenses	6,108,412	1,184,370	301,595	71,761	381,791	245,154	8,293,083
Net Local Property Tax Applied	\$2,398,151	\$567,766	\$3,745	\$0	\$0	\$0	\$2,969,661
Percent of Total	80.8%	19.1%	0.1%	0.0%	0.0%	0.0%	100.0%
Local Property Taxes							\$3,400,896
Authority Wide Surplus (Loss)							\$431,235
Service Hours	54,434	20,059		520	2,256		77,269
Cost per Service Hour	\$ 112.22	\$ 59.04		\$ 138.00	\$ 169.23		
Passengers	1,677,236	41,767		8,947	22,613		1,750,563
Cost per Passenger	\$ 3.64	\$ 28.36		\$ 8.02	\$ 16.88		\$ 4.74
Percent of Expenses Paid by Riders	17.5%	15.1%	7.8%	55.2%	73.4%		19.2%
Percent of Expenses Paid by Local Tax	39.3%	47.9%	1.2%	0.0%	0.0%		35.8%

Balance Sheet	
Assets:	12/31/2014
Cash & Investments	\$15,058,933
Accounts Receivables	619,882
Grants Receivables	1,717,936
Other Receivables	3,794,331
Inventory	808,327
Prepaid Expenses	545,620
Total Current Assets	22,545,029
Land & Buildings	35,036,067
Equipment	54,780,962
Accum Depreciation	(43,086,146)
Net Capital Assets	46,730,883
Total Assets	\$69,275,912
Liabilities:	
Accounts payable	\$716,422
Accrued Payroll	672,456
Accrued Vacation	1,388,016
Other Accruals	179,329
Unearned Revenue	546,301
Post-Retire Benefits	251,512
	3,754,036
Equity:	
Unrestricted (GASB 31)	10,992,663
Unrestricted (Available)	7,798,330
Total Unrestricted	18,790,993
Invested in Capital Assets	46,730,883
Total Equity	65,521,876
Total Liab & Equity	\$69,275,912
Total FY 2015 Expenses*	\$35,633,507
Months in Unrestricted	
Net Assets (Min 2.5)	2.63
Amount above Minimum	\$374,683

*Expenses do not include R&D projects

**ANN ARBOR AREA TRANSPORTATION AUTHORITY
CASH AND INVESTMENT STATUS REPORT
AS OF 12/31/2014**

ACCOUNT NUMBER	ACCOUNT NAME	10/1/2014 BEG BALANCE	RECEIPTS	DISBURSEMENTS	NET TRANSFERS	12/31/2014 BALANCE
990-101-200	IMPREST	\$1,024,571.29	\$1,539,959.75	(\$355,864.38)	(\$1,603,000.00)	\$605,666.66
990-101-210	OPERATING	\$24,266.56		(\$4,356,741.55)	\$4,497,000.00	\$164,525.01
990-101-300	PAYROLL	\$32,152.44		(\$2,010,606.67)	\$1,980,369.42	\$1,915.19
990-101-100,110	CHANGERS/PETTY	\$2,820.00			\$0.00	\$2,820.00
990-101-410	PASSES/TOKENS	\$11,848.66	\$3,496.44		\$0.00	\$15,345.10
990-101-500	CAPITAL	\$2,572,792.04	\$1,007,502.87		(\$3,488,500.00)	\$91,794.91
990-101-970	FLEX SPENDING	\$23,123.96	\$2,457.69	(\$2,942.34)	\$15,568.93	\$38,208.24
990-101-730	GETDOWNTOWN	\$130,894.79	\$43,139.35		\$3,000.00	\$177,034.14
TOTAL CASH		\$3,822,469.74	\$2,596,556.10	(\$6,726,154.94)	\$1,404,438.35	\$1,097,309.25
990-102-150	PR TAX TRNSFR			(\$810,043.91)	\$810,043.91	
	WIRE TO HARTFORD			(\$519,163.74)	\$519,163.74	
	WIRE TO MERS			(\$99,854.00)	\$99,854.00	
990-101-700&800	INVESTMENTS	\$13,649,348.98	\$3,636,156.40	(\$490,381.92)	(\$2,833,500.00)	\$13,961,623.46
GRAND TOTAL		\$17,471,818.72	\$6,232,712.50	(\$8,645,598.51)	\$0.00	\$15,058,932.71

S/B \$0.00

INVESTMENTS SUMMARY:

12/31/2014

TYPE OF	PURCHASE	DATE OF MATURITY	INTEREST RATE	TOTAL
Bank of AA - CDARS		5/21/2014	0.20%	\$1,476,221.41
Bank of AA - CDARS		1/22/2015	0.10%	\$1,968,496.00
Bank of AA - CDARS		3/25/2015	0.20%	\$1,968,000.00
Bank of AA - CDARS		9/23/2015	0.30%	\$4,160,000.00
Uvest		Daily	0.00%	\$0.00
RBC Futures Account		Daily	0.10%	\$455,795.28
PNC BANK (FORMERLY NATIONAL CITY)		Daily	0.10%	\$25,289.35
JP MORGAN CHASE BANK		Daily	0.02%	\$13,781.89
COMERICA GOVERNMENTAL "J" FUND		Daily	0.04%	\$13,883.15
KEY BANK MONEY MARKET		Daily	0.10%	\$5,388.19
BANK OF AA MONEY MARKET SAVINGS		Daily	0.20%	\$3,786,540.56
MERS Retirement Savings				\$88,227.63
TOTAL INVESTED		Weighted Avg %	0.09%	\$13,961,623.46
				\$13,961,623.46
	DATE		Check S/B \$0.00	\$0.00
			CDARS total	\$9,572,717.41
			MIF/Savings	\$4,300,678.42
			MERS	\$88,227.63
				<u>\$13,961,623.46</u>



2700 S. Industrial Highway
Ann Arbor, MI 48104

734.973.6500 **Phone**
734.973.6338 **Fax**
TheRide.org **Online**

MEMO

To: PMER Committee
From: Phil Webb, Controller
Date: January 16, 2015
Re: Status of Ultra-Low Sulfur Diesel Fuel Futures

Message: **Background:** At the December 2014 Board meeting, we discussed the status of our participation in the Fuel Futures Commodities market and the impact of the declining price of a barrel of oil. Since the update, the oil price has continued to decline, from \$60 to under \$48 per barrel. Prices for other energy products, like diesel fuel and gasoline have declined as well.

Current Status: In early January, we sold the February 2015 contract and currently hold thirteen monthly contracts from March 2015 to March 2016 for delivery of ultra-low sulfur diesel fuel. We realized a loss of \$48,972, since we bought the contract on March 18, 2014 at \$2.88 per gallon and sold it at \$1.71 on January 7, 2015.

Currently, each of our thirteen contracts has an unrealized loss ranging between \$20,200 and \$56,000 with the unrealized losses totaling \$609,800 for the thirteen contracts.

Margin Calls:

Since the December 18th Board discussion, we have had to fund \$140,000 in "margin calls" in order to have a positive balance in the commodities account.

Life to Date Gains and Losses:

Since we started this program in FY 2008, we have realized a net gain of \$216,700 through today. However, if we sold our current contracts, our net result would be net loss of \$393,600. This is a greater loss than the \$203,000 amount reported on December 18, 2014 by \$190,600.

December 31, 2014 and January 13, 2015 Fuel Deliveries:

When we took delivery of our fuel orders of 25,000 gallons on December 31, 2014 (#2 B5) and January 13, 2015 (#2 B10), we paid \$1.60 and \$1.69 respectively. These are \$1.65 and \$1.56 per gallon below the adopted budget price of \$3.25 for the delivery, saving us \$80,000. (Note that on December 31, 2014, none of our fuel suppliers could get #2 B10, so we took delivery of #2 B5).

January 2015 Monthly Budget Projection:

This means that, if we continue to average \$1.65 per gallon, the Authority should save about \$88,000 for the month of January 2015 (55,000 gallons used x \$1.60 average savings per gallon). This will be offset by the \$48,972 futures loss in January, yielding a \$39,000 positive budget variance for January.



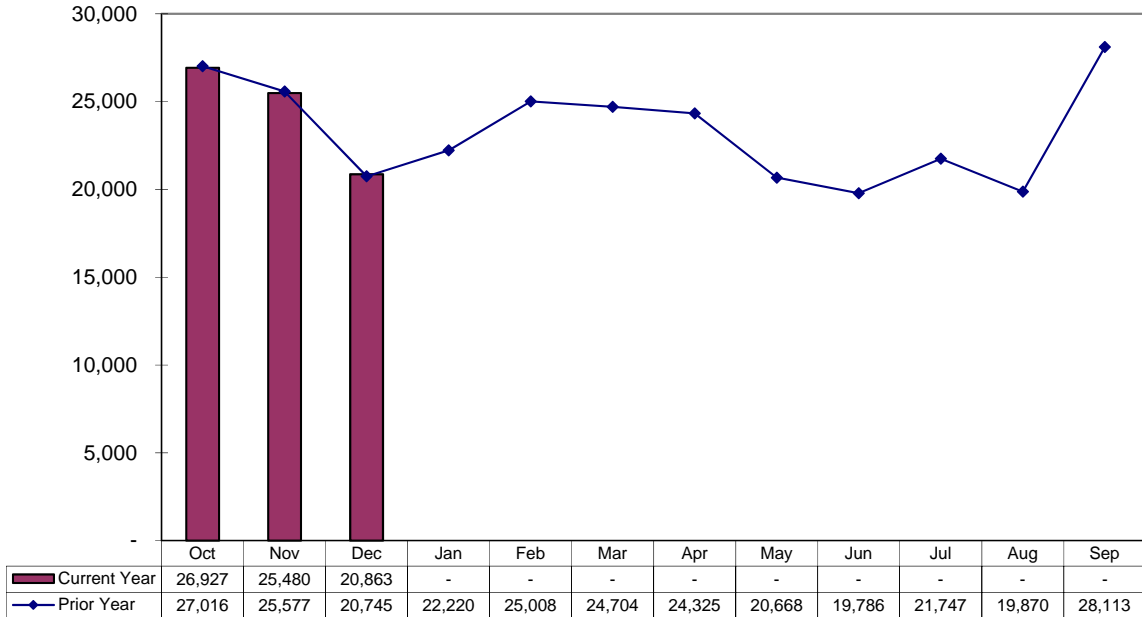
The Daily account Status Report from Thursday, January 15, 2015 is below. The negative amounts in the far right column represent unrealized losses.

DAILY ACCOUNT STATUS REPORT										Date 01/15/2015		Page 1		
TRD-DATE	S-DATE	AT	LONG	SHORT	LGN	CONTRACT/PRODUCT	DESCRIPTION	PRICE	PC	NET POS	OTE/UNREAL P/L	MKT VALUE		
131	44K	60020-ANN	ARBOR AREA	TRANSPORTATION	(C)	1/15/15	US			C	MT-0	LDA: 1/13/15		
7/29/14	F1	1	*	*		MAR 15 NYM NYHRBRULSD	AV	292.380	US			55,868.40-		
							AV	159.36	**			55,868.40*		
7/29/14	F1	1	*	*		APR 15 NYM NYHRBRULSD	AV	290.940	US			56,044.80-		
							AV	157.50	**			56,044.80*		
7/29/14	F1	1	*	*		MAY 15 NYM NYHRBRULSD	AV	289.650	US			55,322.40-		
							AV	157.93	**			55,322.40*		
7/29/14	F1	1	*	*		JUN 15 NYM NYHRBRULSD	AV	288.370	US			54,142.20-		
							AV	159.46	**			54,142.20*		
7/29/14	F1	1	*	*		JUL 15 NYM NYHRBRULSD	AV	287.870	US			53,025.00-		
							AV	161.62	**			53,025.00*		
7/29/14	F1	1	*	*		AUG 15 NYM NYHRBRULSD	AV	288.090	US			52,155.60-		
							AV	163.91	**			52,155.60*		
7/29/14	F1	1	*	*		SEP 15 NYM NYHRBRULSD	AV	288.100	US			51,143.40-		
							AV	166.33	**			51,143.40*		
7/29/14	F1	1	*	*		OCT 15 NYM NYHRBRULSD	AV	288.210	US			50,215.20-		
							AV	168.65	**			50,215.20*		
8/13/14	F1	1	*	*		NOV 15 NYM NYHRBRULSD	AV	286.510	US			48,703.20-		
							AV	170.55	**			48,703.20*		
9/24/14	F1	1	*	*		DEC 15 NYM NYHRBRULSD	AV	275.420	US			43,310.40-		
							AV	172.30	**			43,310.40*		
10/07/14	F1	1	*	*		JAN 16 NYM NYHRBRULSD	AV	266.850	US			39,001.20-		
							AV	173.99	**			39,001.20*		
11/06/14	F1	1	*	*		FEB 16 NYM NYHRBRULSD	AV	248.270	US			30,685.20-		
							AV	175.21	**			30,685.20*		
12/03/14	F1	1	*	*		MAR 16 NYM NYHRBRULSD	AV	223.650	US			20,176.80-		
							AV	175.61	**			20,176.80*		
F1 MONEY TOTALS										NET FUT:	13.0			
			53,625.00	FIR		670,376.61	PBL		.00	NIM	.00	NOV	670,376.61	ACB
			53,625.00	FMR		584,753.40	-POE		.00	LIM	.00	LOV	609,793.80	-OTE
			53,625.00	TAR		85,623.21	PTC		.00	SIM	.00	SOV	60,582.81	TE
			.00	TC		1.00000000	FCV		.00	LMV	6,957.81	M/E	60,582.81	LV

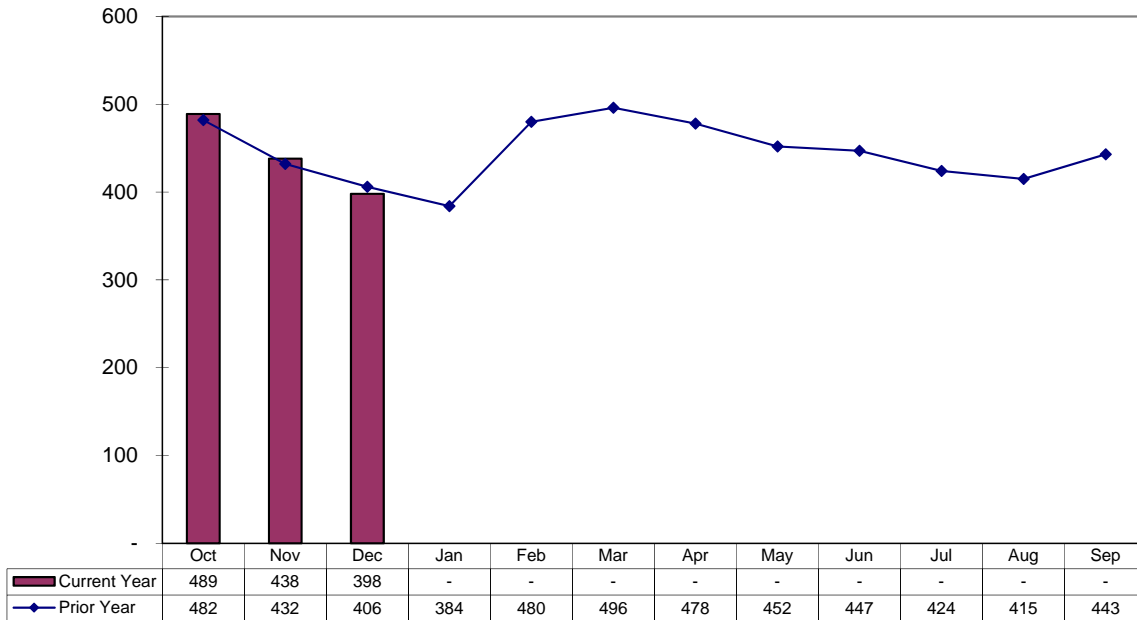
Average Weekday Passengers

December 2014

Fixed Route Average Weekday Passengers



A-Ride Average Weekday Passengers



Ann Arbor Area Transportation Authority

Performance Report - Year to Date

ExpressRide - Fixed-Route Service			December 2014			
Performance Indicators	Actual		Budgeted		Previous Year	
	Year to Date		Year to Date	% Variance	to Same Date	% Variance
Average # of Weekday Passengers	140				144	-3%
Passengers per Service Hour	17.2		19.9	-14%	17.7	-3%
Operating Expense per Passenger	\$ 8.02	\$	6.79	18%	7.19	12%
Operating Expense per Service Hour	\$ 137.92	\$	135.39	2%	127.40	8%
Operating Expense per Service Mile	\$ 5.21	\$	5.14	1%	4.81	8%
Percent of Cost paid by Passenger	55.2%		60.0%	-8%	31.2%	77%

Base Data	Actual		Previous Year	
	Year to Date		to Same Date	% Variance
Service Inputs				
Operating Expenses	\$ 71,761	\$	66,290	8%
Service Outputs				
Service Hours	520		520	0%
Service Miles	13,770		13,770	0%
Service Consumption				
Passengers	8,947		9,221	-3%
Passenger Revenue	\$ 39,612	\$	20,681	92%
Total # of Weekday Passengers	8,947		9,221	-3%

Number of Weekdays Fy 2013: 64
 Fy 2014: 64

Ann Arbor Area Transportation Authority

Performance Report - Year to Date

AirRide - Fixed Route Service

December 2014

Performance Indicators	Actual		Budgeted		Previous Year	
	Year to Date		Year to Date	% Variance	to Same Date	% Variance
Average # of Weekday Passengers	253				202	25%
Passengers per Service Hour	10.0		8.4	20%	8.2	23%
Operating Expense per Passenger	\$ 16.88		\$ 19.06	-11%	\$ 18.20	-7%
Operating Expense per Service Hour	\$ 169.24		\$ 159.44	6%	\$ 148.88	14%
Operating Expense per Service Mile	\$ 5.21		\$ 4.93	6%	\$ 4.53	15%
Percent of Cost paid by Passenger	73.4%		53.0%	38%	68.9%	6%

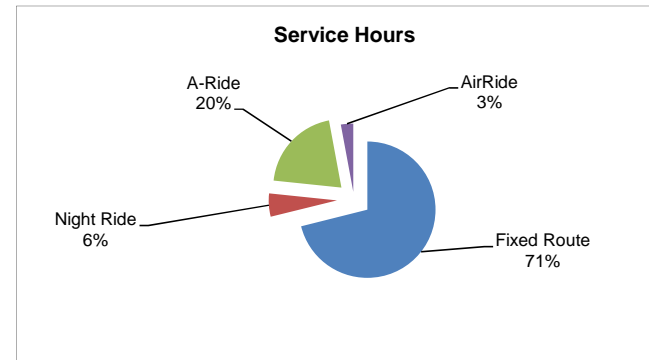
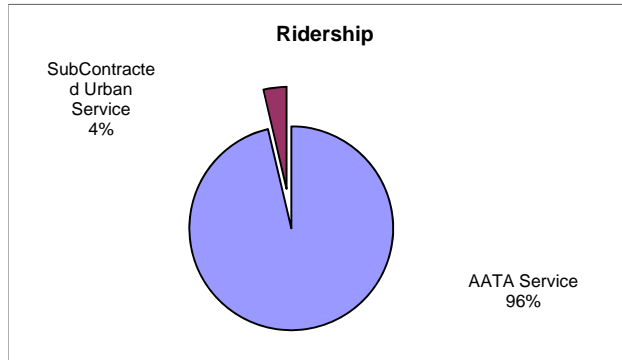
Base Data	Actual		Previous Year	
	Year to Date		to Same Date	% Variance
Service Inputs				
Operating Expenses	\$ 381,791		\$ 325,437	17%
Service Outputs				
Service Hours	2,256		2,186	3%
Service Miles	73,211		71,895	2%
Service Consumption				
Passengers	22,613		17,884	26%
Passenger Revenue	\$ 280,126		\$ 224,339	25%
Total # of Weekday Passengers	16,687		13,339	25%

Number of Weekdays Fy 2013: 66
 Fy 2014: 66

Ann Arbor Area Transportation Authority Operating Statistics

October 1, 2014 - December 31, 2014

	All Service	AATA Operated Service			Subcontracted Urban Service			
	Total	Urban Fixed Route	ExpressRide	Total	Night Ride	A-Ride	AirRide	Total
Ridership	1,750,563	1,677,236	8,947	1,686,183	8,623	33,144	22,613	64,380
Service Hours	77,269	54,434	520	54,954	4,284	15,776	2,256	22,315
Passengers Per Service Hour	22.7	30.8	17.2	30.7	2.0	2.1	10.0	2.9
Average # of Weekday Passengers	24,739	24,220	193	24,413	73	442	253	326
Average Operating Expense per Passenger	\$ 4.43	\$ 3.64	\$ 8.02	\$ 3.67	\$ 21.54	\$ 30.13	\$ 16.88	\$ 24.33
Subsidy per Passenger	\$ 3.53	\$ 3.00	\$ 3.59	\$ 3.01	\$ 16.33	\$ 26.08	\$ 4.50	\$ 17.19
Percent Cost Paid by Passenger	20.3%	17.5%	55.2%	18.0%	24.2%	13.4%	73.4%	29.3%



AAATA MEMORANDUM

To: Performance Measurement and External Relations Committee

From: Christopher White

Re: Quarterly Service Standard Report

Date: January 13, 2015

Last year, we adopted some new service standards in conjunction with the development of our Title VI report. Data on some of these standards change infrequently, while other have data that warrants more frequent reporting. We have evaluated the new standards and our other existing service standards and separated them into two categories for reporting as shown below:

Service Standard	Measurement	Reporting Period
Reliability	on-time performance at all timepoints and route end	Quarterly
Bus Condition	evaluation score for buses ready for service	Quarterly
Safety	total and preventable accidents and incidents per 100,000 miles	Quarterly
Vehicle Load	% of trips with standing load by route	Quarterly
Courtesy and Conduct	complaints by category	Quarterly
Route Productivity	passengers per service hour	Quarterly
Coverage	% of households by authority jurisdiction within 1/2 mile of service	Annual
Frequency	route headway during different time periods	Annual
Waiting comfort	bus stops with shelters, benches, trash receptacles and accessible walkways	Annual

The quarterly service standard report which follows uses a new format based on this schedule. Your comments on this procedure will be welcome at the meeting.

SERVICE STANDARD REPORT

October - December 2014

1. **Reliability Goal:** 90% of trips completed on-time

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Percent on-time – route endpoint	89%	84%	90%	88%	90%

Major road construction projects continued to have a significant impact on on-time performance well into November. With the end of construction on Pontiac Trail, Jackson Rd, and Stone School Rd., overall on-time performance increased significantly in December.

2. **Condition of Bus Goal:** *80% of buses will score 80 or higher on the 100-point scale which measures vehicle cleanliness and proper functioning of on-board systems.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Average score	87	79	83	86	87
Percent of buses exceeding 80 points	86%	62%	70%	86%	93%

The buses exceeded the standard after two quarters below the service standard.

3. **Safety Goal:** *3.5 accidents / incidents or less per 100,000 miles of service.*

The goal is based on the AAATA definition of an accident which is included in the labor agreement: “A vehicle accident is defined as any occurrence wherein an AAATA vehicle comes into contact with another vehicle, object, or person causing property damage or personal injury. All rear-end collisions, all collisions resulting from backing of vehicles, and all collisions with people will be considered as accidents regardless of the degree of resulting damage or injury. A passenger accident is defined as any occurrence wherein passengers onboard, boarding, or alighting from a vehicle, stumble or fall or are thrown by the movement of a vehicle.”

<u>Labor Agreement Definition</u>	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Accidents / Incidents	18	52	22	40	20
Accidents / Incidents per 100,000 miles	2.4	3.9	3.0	5.1	2.5
Preventable Accidents /Incidents	7	22	12	24	8
Preventable Accidents / Incidents per 100,000 mi.	0.9	2.9	1.6	3.0	1.0

The AAATA also reports on accidents and incidents to the National Transit Database (NTD). To be reportable to NTD, the accident or incident must result in property damage in excess of \$25,000, an injury requiring immediate medical attention away from the scene, a fatality, or an evacuation for safety reasons.

<u>National Transit Database Definition</u>					
Reportable Crashes / Incidents	0	0	0	2	0

The accident rate was the lowest in the last year.

4. **Vehicle Load Factor:** *Routes with more than 2% of trips with standing loads will be evaluated for potential action*

Route Name and Number	% of trips with standing load
#4 Washtenaw	5.1%
#8 Pauline	2.6%
#10 Ypsilanti Northeast	6.8%
#20 Ypsilanti Grove-Ecorse	2.5%
#36 Wolverine Tower Shuttle	6.2%

5. **Driver Courtesy and System Performance Goal:** *All complaints will be investigated.*

All complaints are being investigated. The following provides a tabulation of complaints for the quarter.

Category	October		November		December		Total		
	Valid	Invalid	Valid	Invalid	Valid	Invalid	Valid	Invalid	Total
Passenger Missed	1	7	1	9	2	6	4	22	26
Careless/Unsafe Driving	1	8	1	8	1	6	3	22	25
Rudeness/Lack of Courtesy	0	21	1	12	2	11	3	44	47
Other Operator Actions	1	1	3	5	0	6	4	12	16
Bus Off Schedule	3	10	3	4	3	3	9	17	26
Incorrect Information	0	1	0	1	0	1	0	3	3
Equipment/Facilities	0	1	0	0	0	1	0	2	2
System (policies/rates/etc.)	1	2	6	12	3	8	10	22	32
Other AATA	0	1	0	4	0	1	0	6	6
Subcontracted Service	35	26	26	16	66	19	127	61	188
TOTAL	42	78	41	71	77	62	160	211	371

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Complaints	371	279	271	267	184
Valid Complaints	160	89	91	109	88
Compliments	37	45	40	52	29

6. **Fixed-Route Service in the Urbanized Area Productivity Goal:** 25
passengers per service hour or higher in local, fixed-route service.

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	30.8	26.1	30.1	32.3	33.5

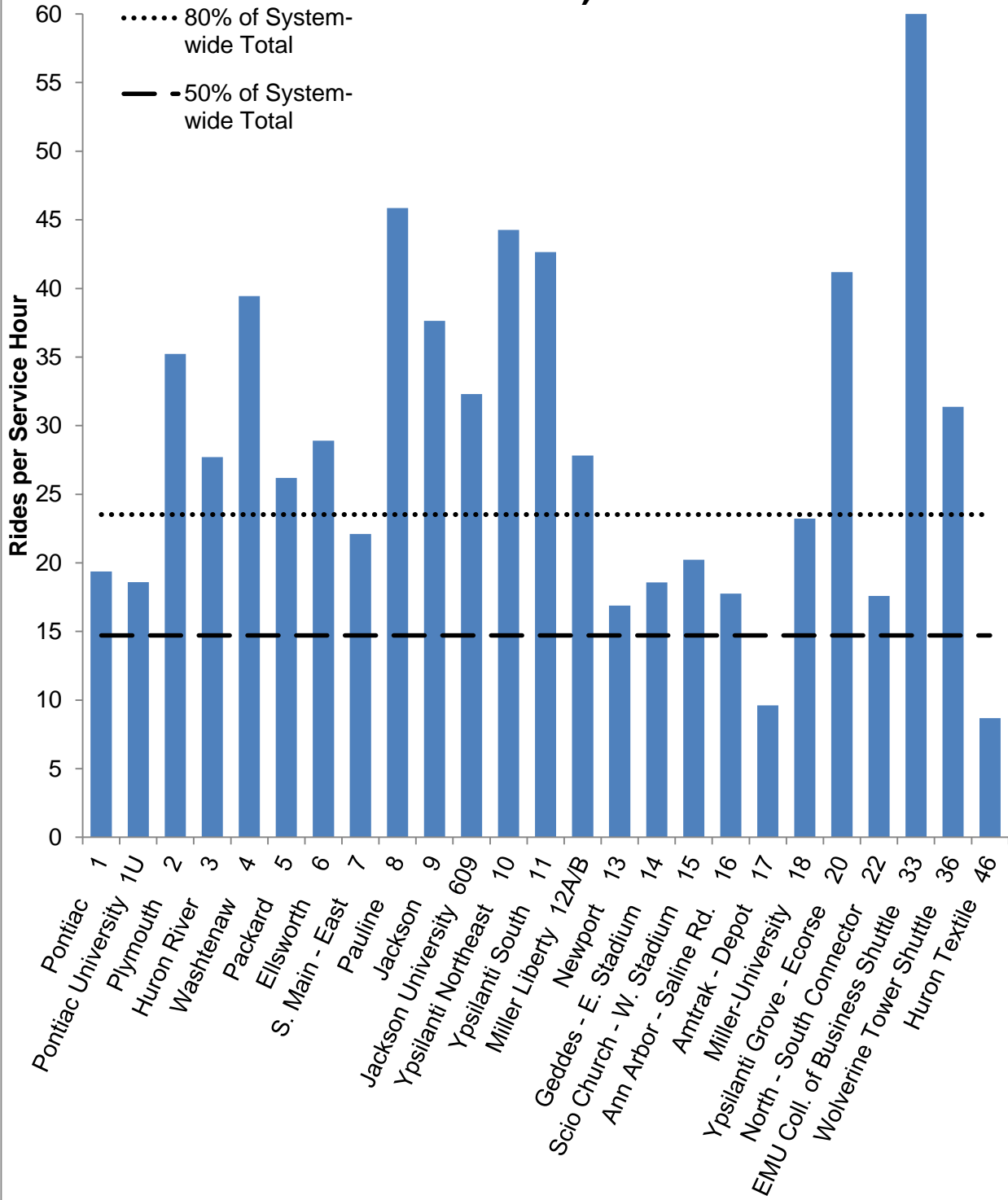
Added late evening and weekend service and the new #46 route will have a negative effect on productivity.

7. **Overall AAATA System Productivity Goal:** 20 *passengers per service hour or higher in all fixed route service including ExpressRide, AirRide and event services.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	29.9	25.6	29.1	31.2	32.3

Express services like ExpressRide and AirRide have fewer stops and longer trips. As a result, they average between 8 and 20 riders per service hour. Inclusion of these services results in a slightly lower productivity for the system as a whole compared to the local fixed-route services alone in standard #7, above.

PRODUCTIVITY BY ROUTE (Oct - Dec , 2014)



2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
1	Transportation Services			
1.01	Fixed Route + Senior Grocery Ride	<ol style="list-style-type: none"> Maintain service quality/level and excellent customer service per service standards with particular attention to snow removal and working with community partners. Operate with budget approved by Board of Directors Update service standards (see 5.04) Monitor Y1 (August 2014) Service Improvements Implement Y2 (August 2015) Service Improvements Prepare for major service restructuring outlined for Y3 (May 2016) 	<ol style="list-style-type: none"> TheRide continues to offer high quality service. Construction traffic and detours continued to have a significant impact on on-time performance through mid-November. On-time performance has since returned to 90%+ Staff have prepared for snow removal with an additional facilities employee, enhanced communications, and coordination. TheRide Fixed Route Service was under budget by 5% at the end of Q1. Many Fixed Route Service Standards were updated as part of the Title VI update. Staff are discussing a process to update the remaining standards. TheRide rolled out Year 1 of the 5-Year Transit Improvement Plan at the August 24 Service Change and report on ridership monthly and quarterly. Staff monitor new services. Staff are actively preparing for FYTIP Y2 service improvements for August 2015, which will primarily add service on weekends throughout the service area. In December, the Board approved a process for how to update the FYTIP. Service Changes, including any major plan or service changes will need to be approved by the May board meeting, to prepare for implementation and customer communications for August. Concurrently, staff are preparing for May 2016 service improvements, including working with community and institutional partners. 	On track.
1.02	A-Ride + GoodAsGold	<ol style="list-style-type: none"> Maintain service quality and excellent customer service within budget per current service standards Operate with budget approved by Board of Directors Implement new service delivery model in May 2015 (including bringing ARide call taking and booking in-house; purchasing accessible vehicles to bring total to 16; and equipping vehicles with mobile MDTs) Update service standards with new delivery model (see 5.04) Install Paratransit "Advanced Operating System" (see 4.7) Monitor for operational improvements Monitor Y1 (August 2014) Service Improvements Implement Y2 (August 2015) Service Improvements 	<ol style="list-style-type: none"> TheRide continues to offer high quality service and continues enhanced oversight of the contractor. Further improvements are anticipated (see 3, below) ARide was at budget (0.3% under) during Q1. Please see quarterly performance reports for more detailed information. After a lengthy and thorough scoping and RFP process, SelectRide was selected as the most responsive proposal. Beginning in May, TheRide will take advanced reservations in-house, which is anticipated to offer more control, customer service, etc. Staff are preparing materials, training, and hiring to prepare our customer service call center. Construction will be needed to expand the dispatch center. Updated and enhanced performance standards are included into the new ARide contract that will be monitored closely. See 4.7. Four responses to the RFP were received and staff will provide a detailed update at the committee meetings. With the August 2014 Service Change, ARide ADA service was expanded with more service hours, weekend service, and along the new Route 46. Usage is starting to increase near Route 46. Staff defining service improvement areas to be included in 2015 and 2016 users guides. 	On track
1.03	NightRide + HolidayRide	<ol style="list-style-type: none"> Maintain service quality and excellent customer service within budget. Adjust service with 5Y TIP improvements Issue RFP (current contract expires Nov 30, 2014. RFP scheduled to go out Sept 2014) Develop service standards (see 5.04) 	<ol style="list-style-type: none"> Service quality is being maintained (contractor delivers service within appropriate timeframes). NightRide is under budget by 2.3% as of the end of Q1 (7% under last year due to service changes). Because Fixed Route service was extended in Aug 2014, NightRide services now starts at midnight on weeknights and 8:30pm on Saturdays. In August 2015, Fixed Route weekend route hours will be extended, pushing NightRide service to start later. An RFP was issued and 3 responses were received. The board approved a resolution a 3-year contract with 2 one year renewal options to Blue Cab. Staff working on finalizing the contract. Staff discussing 	On track.
1.04	ArtFairRide	<ol style="list-style-type: none"> Maintain service quality and level and excellent customer service within budget (No major changes anticipated) Develop service standards (see 5.04) 	<ol style="list-style-type: none"> Art Fair is scheduled for July 15-18 2015. Staff are active participants in monthly planning committee meetings. Staff will discuss. 	On track.
1.05	FootballRide	<ol style="list-style-type: none"> Maintain service quality and level and excellent customer service within budget (No major changes anticipated) Develop service standards (see 5.04) 	<ol style="list-style-type: none"> Fall 2014 FootballRide work is complete. Service for games in Q1 went well. Staff continue to meet with UM and AAPD to discuss improved methods that will assist buses post-game departing the stadium and upon return for customers. Staff have also started to meet with City staff to develop a plan for upcoming Stadium Blvd construction. Staff will discuss 	On track.

2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
1.06	ExpressRide	<ol style="list-style-type: none"> 1. Maintain service quality and level and excellent customer service within budget using no local millage funds 2. Collaborate with partners to ensure funding and include ExpressRide arrangements with UM in the new MRide agreement. 3. Collaborate with RTA to coordinate Canton service provision 4. Develop service standards (see 5.04) 5. Launch first portion of Saline to Ann Arbor service per 5YTIP, a final funding agreement, and completion of a POSA contract (using no local millage funds). 6. Work with Ypsilanti Township and Belleville to plan for new ExpressRide in Y4 of the 5YTIP (2017). 7. Develop new partnerships as appropriate and funded (see "Completing the Urban Core: Other, below) 	<ol style="list-style-type: none"> 1. ExpressRide continues to operate successfully with no local tax dollars in Q1 (local subsidy being covered by Chelsea and UM, but Canton has contributed in-kind advertising). Ridership has been consistent and healthy in Q1. Staff are monitoring the effects of low gas prices which may impact ridership. 2. Sufficient funding has been put together to operate ExpressRide in Chelsea and Canton for FY2015 without TheRide's local tax dollars, and UM and DDA continue to contribute funding for ExpressRide, Chelsea has included funding in their budget, but Canton contributes in kind only. Staff will begin discussions with UM in Q2. 3. The RTA does not appear to be in position to coordinate or contribute to ExpressRide in the near term, but may be discussed as planning discussions gain steam. 4. Staff will discuss 5. Work continues, staff will meet with Saline in February. 6. An ExpressRide from Ypsilanti (and possibly Belleville) is planned for 2017 as part of the FYTIP. Discussions with DDA may move up this timeframe. 	On track.
1.07	AirRide	<ol style="list-style-type: none"> 1. Maintain service quality and level and excellent customer service within budget 2. Maintain relationship with airport and ensure optimal wayfinding and boarding locations. 3. Re-secure funds with partners for service, customer service staffing, and advertising 4. Work with RTA to connect with service as appropriate 5. Develop service standards (see 5.04) 	<ol style="list-style-type: none"> 1. AirRide was over budget at the end of Q1. However, the AirRide service is completely covered by passenger fare revenue and the State operating assistance, meaning no local property tax funds or Federal operating assistance funds are used. Ridership continues to increase over last year. 2. TheRide and the airport are currently discussing mutual concerns, with TheRide's priority to optimize customer service and appropriate amenities. 3. DDA and Kensington continue to providing parking options; MichiganFlyer contributes advertising support as part of the contract. Staff are working on renewing CVB's promotional contributions. Two customer service employees are cost-shared with Michigan Flyer (coverage at BTC and Airport). 4. The RTA will be conducting a Michigan Avenue Corridor study with part of its \$6.5m planning grant. 5. Staff will discuss 	On track. Staff working closely with airport (per 2)
1.08	MyRide	<ol style="list-style-type: none"> 1. Maintain service quality and level and excellent customer service within budget 2. Cross-Train employees on ARide call-taking and research efficiencies 2a. Expand availability/access to Mobility Management information with community partners through Transportation Coordinating Council initiatives 3. Continue to explore Non-Emergency Medical Transportation program with possible implementation to be budget-neutral 4. Develop coordination with RTA service providers as appropriate 5. Develop another funding source (current sources are budgeted through 2016). 6. Implement software for record keeping/scheduling. 7. Develop service standards (see 5.04) 	<ol style="list-style-type: none"> 1. Service continues to go well and operated under budget in Q1. 2. This key alignment is enabled by the new ARide service model. Staff have prepared materials. Cross-training is scheduled for Q2. 2a. Several Human Service providers serve on the Transportation Coordinating Council. TheRide continues to fund projects with community partners through a Human Services Transportation grant. TheRide continues to cost-share JARC/New Freedom programs primarily with agencies that service people with disabilities. 3. TheRide has been identified as the Pilot for MI Transportation Connection (MTC) service brokerage for NEMT. Staff anticipate this will launch in late January for a 6-month trial period. 4. RTA will begin a comprehensive transit plan in Q2. 5. JARC/New Freedom funds are in place through 2016. NEMT may be a funding source to support Mobility Management in the future. Section 5310 funds are source of ongoing funds. We have a developed a program of projects using 5310 funds and are updating the Coordinated Plan. Note, 5310 is also required to pay for replacement vehicles for private and public non-profit providers. These will be managed through the Coordinating Council and RTA, which is the designated recipient for the federal funds. 6. Staff is working with IT on automating the MyRide booking system and have selected a reasonably priced addition to the existing software, PASS CT, pending contract. This will be used for ARide, MyRide, and NEMT. 7. Staff discussing 	On track
1.09	VanRide	<ol style="list-style-type: none"> 1. Maintain service quality and excellent customer service within budget 2. Create an annual sales plan for VanRide that includes definition of target market, sales kit, and process for reaching out to new and existing VanRide clients. 3. Procure new and replacement vans for 2015 4. Develop service standards (see 5.04) 	<ol style="list-style-type: none"> 1. VanRide added 2 vans in Q1 for a total of 74 vans. Staff continues to work closely with UM to replace vans; and with employers to develop new vanpools. 2. An outreach plan for the VA has been created. Staff have a targeted list of employers and have reached out to several employers during FY2015. An overall sales process is still being developed. 3. Three vans remain in stock and staff are prepared to procure new vans when needed. 4. Staff discussing 	On Track

2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
1.1	Implementing 5YTIP	<p>1. Monitor Y1 (August 2014) Service Improvements: <i>Later weekday service on existing routes (including current Ypsi. Local routes, One hour later service on Saturdays on existing routes (including Ypsi. Local routes); Route #4 Saturday morning service every 30 minutes; Saturday service on current #20 route; Expanded midday trip time on route #2 Route "M" (Ypsilanti Township) service weekdays, weekday evenings, and weekends</i></p> <p>2. Implement Y2 (August 2015) Service Improvements: <i>Route M (Ypsilanti + Ypsilanti Township)- service every 30 minutes weekdays; Later Saturday service on existing routes (including Ypsilanti locals); Later Sunday service on existing routes (including Ypsilanti locals); Saturday service on route #13; Saturday service on route #14; EMU service change (eliminate route #33 and #34. Replace with route H and expanded service on route #3.</i></p> <p>3. Prepare for major service restructuring outlined for Y3 (May 2016): <i>Full implementation (7 days a week) of expanded service in Ypsilanti and expanded service on west side of AA</i></p> <p>4. Develop and send quarterly updates and an annual Report to communities on service performance and upcoming improvements (see 5.04)</p>	<p>1. TheRide rolled out Year 1 of the 5-Year Transit Improvement Plan at the August 24 Service Change and report on ridership monthly and quarterly.</p> <p>2. Staff are actively working on Aug 2015 implementation. All improvements are underway, with the changes to Routes 3, 33, and 41(formerly listed as "H") pending an agreement with EMU. Staff are preparing several updates to the board including any potential revisions to the 5YTIP that would require Board Approval and Public Input. Approval for the final Service Plan is needed by May 2015 for August implementation.</p> <p>3. Staff are actively working on May 2016 service changes, in conjunction with Aug. 2015 changes.</p> <p>4. In planning.</p>	On Track. Staff working with PDC and key partners for 2015 rollout.
2 Research and Development Initiatives				
2.01	Completing the 5YTIP: Saline + Pittsfield	1. Work with Pittsfield and Saline to improve transit options per 5YTIP, determine timing.	<p>1. Pittsfield: Staff and Pittsfield have completed a 15 month agreement, in preparation for Aug. 2015 service changes. Supervisor is planning a public process in spring 2015 for a longer agreement and the final FYTIP service improvements</p> <p>Saline: Interim CEO and staff recently met with Saline's Mayor Marl, and are preparing for a Council meeting in mid Q2. An agreement would be needed by May for upcoming improvements (demand response and/or express services).</p>	On Track
2.02	Completing the 5YTIP: Ypsilanti Service near EMU	1. Work with EMU, and others as appropriate, to prepare for and fund improvements as designated in the 5YTIP for May 2016.	1. Staff are working with EMU staff to reach an agreement for service changes for Aug. 2015 (changes to Routes 3, 33, and new 41(formerly listed as "H") pending an agreement with EMU). An agreement would be needed by May for upcoming improvements. Staff have started a process to defer these changes to 2016 if an agreement is not reached.	Pending agreement
2.03	Completing the 5YTIP: Jackson Road and Scio Township	1. Work with Scio Township leaders, businesses, and residents to prepare for and fund improvements as designated in the 5YTIP for May 2016.	1. Staff are actively working with leaders and community partners in Scio in preparation for service improvements in 2016. TheRide will conduct a survey in the Jackson Rd corridor in Q2, with cooperation from Scio. Several community meetings are scheduled for January. An agreement with is needed in late 2015 for May 2016 implementation.	On Track. Pending agreement
2.04	Connector	<p>1. Work with partners UM/City/DDA to determine next steps (commitments, funding, etc.)</p> <p>2. Issue final Alternatives Analysis and coordinate Public Input in Fall 2014</p> <p>3. Discuss results with FTA</p> <p>5. Other steps as determined by partners</p>	1,2,3,4. Partners are wrapping up the Locally Preferred Alternative recommendations and are planning public outreach and meetings with FTA for Spring 2015. This change in timing was requested by partners.	On track.
2.05	Transit Signal Priority	<p>DEPENDENT ON replacement of "Advanced Operating System" scheduled for 2015 and 2016.</p> <p>1. Work with City and with County to determine next steps, TheRide's role and coordinate technology investments</p> <p>2. Develop plan and timeline for decision and/or implementation</p>	<p>1. Staff from TheRide, city, county, and other organizations have discussed Connected Vehicle research opportunities with the UM Transportation Research Institute in FY2014. This may be a way to implement and align transportation technologies, including Transit Signal Priority, however next steps and timing are unclear.</p> <p>2. TSP (as well as Real Time information, website APIs, etc.) is highly dependent on TheRide's CAD/AVL system (currently TransitMaster). Staff are working with a Transit/IT consultant on procuring and installing a new CAD/AVL system. Because of the timing of the CAD/AVL implementation, funding for TSP is included in the Capital and Categorical Grant program in FY2017.</p>	On Track.
2.06	Reimagine Washtenaw Ave- Development Stds	<p>1. Continue to work with Reimagine Washtenaw Avenue partners, consultant, and as appropriate, RTA on development standards and incremental BRT elements. Prepare for BRT Study in 2017.</p> <p>2. Develop goals and timeline for implementation.</p> <p>3. Construct one Superstop.</p>	<p>1. Team has worked with consultant and partners on design standards and elements which are needed before a scope and RFP can be issued. Michael Benham will take on project management.</p> <p>2,3. One "superstop" had been included in Capital and Categorical grants for FY2014 using Federal Formula funds. Design work will occur in 2014-2105 and construction is anticipated for 2015. Funding for additional Superstops has yet to be identified. The long term plan for Reimagine Washtenaw calls for a dedicated transit lane (which would require a reduction in traffic first to implement).</p>	On track.
2.07	North-South Rail	<p>1. Finish downtown Ann Arbor Station Plans</p> <p>2. Conduct detailed Feasibility Study (funded through Federal Grant)</p> <p>3. Work with MDOT to undertake NEPA/Alternatives Analysis</p>	<p>1. The downtown Ann Arbor WALLY station Location study is complete and the preferred station location is on rail property east of 415 W. Washington.</p> <p>2. Underway.</p>	On track

2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
2.08	East-West Rail	<ol style="list-style-type: none"> 1. Work with RTA, SEMCOG, and MDOT to further East/West Rail Project as appropriate 2. Work with City of Ann Arbor on the Ann Arbor Station Environmental Review to identify needs, opportunities, and resources as appropriate to connect with the national rail system. 	<ol style="list-style-type: none"> 1. Track continues to be rebuilt with Amtrak and MDOT. SEMCOG interested in pursuing Demonstration train now aimed at Tigers Opening Series. 2. Staff participating as a member of the "Ann Arbor Station Environmental Leadership Advisory Group" to determine commuter station location. Station location study is awaiting news of a new development on DTE owned property near existing Amtrak station. RTA will also be doing a Detroit-Airport-Ann Arbor Michigan Avenue corridor study, which will have commuter rail as an alternative to consider. 	On track.
2.09	Developing an Environmental Policy	<ol style="list-style-type: none"> 1. Work with board committee to develop an environmental policy/goals for the organization's services, facility, and impacts. 	<ol style="list-style-type: none"> 1. Staff are working on this, and several bus propulsion-related items. A charter for the Env. Policy project will be completed in January with a target of completing work with PDC by November 2015. 	On track
3	Programs, Partnerships, and External Relations (selected)			
3.01	Millage/ Authority Partners: City of Ann Arbor, City of Ypsilanti, Ypsilanti Township	<ol style="list-style-type: none"> 1. Maintain relationship between agency and municipal partners <ul style="list-style-type: none"> -Staff: Coordinate detour, event, infrastructure, and planning efforts as appropriate. Send: Monthly Board packets, Quarterly reports, annual audit, draft budget. Others as requested and appropriate between the agency and municipal partners (work sessions, audit committee). -Regular meetings with leadership. 2. Send and present "annual report to partners" to communicate value of partnership, and quarterly updates as appropriate. 	<ol style="list-style-type: none"> 1. Staff continue to coordinate with municipal and county staff (and UM, MDOT) on detours and infrastructure for Summer 2015. CEO and staff continue to meet with leaders and staff on operational matters as well as councilmembers, etc. on Urban Core implementation and other efforts. The Urban Core Working Group was convened in October and will meet again in April. Packets and other information is sent regularly. 2. The 2014 Annual Report is planned pending final audit approval. Quarterly updates being planned. 	On track
3.02	POSA Partners: Pittsfield Township, Superior Township	<ol style="list-style-type: none"> 1. Maintain relationship between agency and POSA partners <ul style="list-style-type: none"> -Staff: Coordinate detour, event, infrastructure, and planning efforts as appropriate. -Regular meetings with leadership -renew POSA agreements as needed 2. Send and present "annual report to partners" to communicate value of partnership, and quarterly updates as appropriate. 	<ol style="list-style-type: none"> 1. A 5-year POSA with Superior has been established. A 15-month POSA with Pittsfield is established and staff are working on a longer term agreement (see 2.01 for more details). CEO and staff continue to meet with leaders and staff on operational matters as needed. The Urban Core Working Group was convened in October and will meet again in April. 2. The 2014 Annual Report is planned pending final audit approval. Quarterly updates being planned. 	On track
3.03	Ann Arbor Public Schools	<ol style="list-style-type: none"> 1. Continue to work with AAPS to optimize existing resources (communication, transportation). 2. Communicate with parents and city officials early in the process and before school year starts 3. Evaluate further agency actions/communications if HS bus transportation services were discontinued 	<ol style="list-style-type: none"> 1. AAATA and AAPS have continued their Exceptional Pass partnership, with some additional students at Pathways (former Roberto Clemente) being added to the program. Staff communicate regularly and are preparing a presentation of the Partner Report and update on several touch points with AAPS. Staff are interested how Schools of Choice impacts transportation needs. The 5YTIP Y3 will significantly improve service particularly for west side routes near Skyline HS and more frequent service. 2. This is a high priority for staff who work with AAPS to optimize communications, particularly for the fall. 3. TheRide's bus service serves all area High Schools in the City of Ann Arbor. Though, note many AAPS students live outside the area where there is no current or planned public transit service. TheRide is very limited in what it can do outside its funding area. FYTIP will improve service in the West Side of Ann Arbor and Scio township, improving student access. 	On track
3.04	Ypsilanti Community Schools	<ol style="list-style-type: none"> 1. Work with YCS to communicate transportation options to students and parents 2. Work with YCS administration to coordinate transportation options with the 5YTIP roll-out. 	<ol style="list-style-type: none"> 1,2. Will be done in coordination with 2016 service changes. 	On hold.
3.05	Regional Transit Authority	<ol style="list-style-type: none"> 1. Continue to work with RTA to protect and grow services to Washtenaw County residents, providing leadership as appropriate 2. Participate and work with RTA on coordination efforts, services, and federal and state funding processes (particularly: Connector, ReImagine Washtenaw, East/West Rail, Airport Service, ExpressRide, "Michigan Avenue Corridor," Fare Integration, System Map, Performance Metrics, etc). 3. Work with RTA to integrate comprehensive plans 	<ol style="list-style-type: none"> 1. The established Master Agreement and Calendar continues to protect local services, establishes clear roles and timeframes, reiterates Ann Arbor UZA's separate Federal Funding, limits the use of Local Bus Operating Funds, etc. RTA has received operating funds from the state through 2016. Staff will work with the RTA to update and extend the Master Agreement to reflect the RTA's delayed start-up. Staff have provided particular leadership on key regional and local interests such as Performance Measures and the Fare Integration research. 2. TheRide staff have participated and advised the Providers Advisory Council, Citizen Advisory Committee, and Finance Committee; and meet monthly with RTA board members. 3. The Planning Committee will use the \$6.5m grant and matching funds to knit together TheRide's 30 year plan with the RTCC plan (consultant to be selected Jan 29), complete the Woodward Avenue study, and do corridor studies for Michigan Avenue and Gratiot Avenue (PB and URS selected). 	On track

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3.06	MPTA/State Relations	<ol style="list-style-type: none"> 1. Support efforts for increased transit funding (short and long term) as part of MPTA and with other Urban transit agencies 2. Monitor and advocate for other transit issues that emerge 3. Collaborate with other transit agencies on best practices, maintenance, etc. 4. Evaluate membership for 2016 (RTA now an associate (not full) member) 5. Regular meetings with legislators (2-4x per year) 	<ol style="list-style-type: none"> 1. In the last hours of their 2014 Lam Duck session, the legislature approved a complex package to go to a May vote of the people to increase Transportation funds to ~\$1.2B over a few years, while benefiting Schools and local Gov't primarily through a 1% sales tax increase, adjustment of the gas tax from retail to wholesale, and removing the sales tax on fuel. Transportation money would go "through the formula" and include 8-10% for Transit. Though this is of benefit to TheRide, the amount and categorization of transit funds cannot yet be determined, and still require a positive May vote. MPTA was a strong advocate for Transit and should be commended. Staff sent regular updates and action alerts to stakeholders throughout the discussion. 2. Focus has remained on the Transportation package above. 3. Staff have been working with MPTA on several projects, including Non-Emergency Medical Transportation, evaluating ITS (CAD/AVL) options, etc. 4. It remains valuable for TheRide to continue to participate fully, though the RTA is now an associate member. 5. The Interim CEO was in frequent contact with state legislators during State Funding discussions. 	On track. State did not yet approve increases to state funding
3.07	Federal Government Relations/APTA	<ol style="list-style-type: none"> 1. Support efforts for increased transit funding 2. Monitor and advocate for other transit issues as they emerge 3. Regular meetings with legislators (1-2x per year) 4. Apply for 2015 APTA Mid-Sized System of the Year Award 5. Complete Triennial review (see 5.10) 	<ol style="list-style-type: none"> 1. Federal Transportation funding is on continuing resolution. APTA has launched a campaign to support increased transit funding with a new transportation bill. Congress has put additional money into the Highway and Transit Trust funds a few times to ensure sufficient funding for the time-being. An industry publication predicts: "highway/transit refunding could involve three timelines. Some in Congress have suggested that when lawmakers need to raise the federal debt ceiling in March to allow more borrowing, they could also negotiate outlines of a broad agreement on overall taxes and revenue that could include the Highway Trust Fund. That fund runs out of spending authority on May 31, and many observers think Congress will need to extend it at least a few months. President Obama has said he expects any long-term HTF deal to be part of a broad tax overhaul that could take six to nine months to negotiate – meaning late summer or early autumn of 2015." Staff will monitor and advocate for increased federal transit funding as opportunities arise. 2. Staff continue to research grant opportunities for Environmental needs. 3. We have a new Senator (Gary Peters) and new Representative (Debbie Dingell) and will plan outreach soon. 4. In discussion about appropriate timing. 5. See 5.10 	On track
3.08	getDowntown	<ol style="list-style-type: none"> 1. Continue to grow reach of existing programs (e.g. Commuter Challenge, Conquer the Cold, TDM activities) and services including renewing and administering goPass. 2. Re-Secure funding for goPass, ExpressRide, NightRide, Routes 4 /5 and extend time of contract. 	<ol style="list-style-type: none"> 1. January Conquer The Cold has been launched. Staff completed goPass renewals in October and launched a pilot of smart cards with photos. 2. TheRide has confirmed continued 2015 funding with the DDA for several items, including go!pass, ExpressRide, NightRide, and Routes 4 and 5. A joint meeting with the DDA will explore several topics of mutual interest in January. 	On track.
3.09	Business Engagement Team	<ol style="list-style-type: none"> 1. Develop rider and/or revenue generating relationships with employers and colleges in service area <ul style="list-style-type: none"> -Coordinate work with Major Accounts -Lead engagement with businesses on Existing Service -Assist SD with businesses with Expanded/Altered Service 2. Renew pass partnership contracts 3. Complete Business Engagement sales kit 4. Develop rider-growth programs with partners 	<ol style="list-style-type: none"> 1. BET has had a focus on several major/potential partnerships in the last quarter: UM, EMU, AAPS and are coordinating outreach activities, partner reports, and strategy. 2. WCC contract renewed in Q1. 3. Business Services Brochures have been created for both downtown and outside of downtown. Impact reports and partner packets are in development for existing partners. 4. Staff continue to conduct weekly Business Engagement Team Meetings and at many of these meetings have specifically focused on a particular partner and opportunities to increase ridership. 	On track
3.1	Detour Coordination and Planning (Detour Committee)	<ol style="list-style-type: none"> 1. Work with City of Ann Arbor, other municipalities, Road Commission, Construction Site Contractors to coordinate, plan, and optimize transit service during construction and snow events 2. Work with Event Planners and public partners to coordinate, plan, and optimize transit service during events 3. Provide timely and appropriate information to riders and public 	<ol style="list-style-type: none"> 1. Staff are coordinating with municipal, county, and MDOT staff on Summer 2015 construction. Because of the backlog of work and increase local funds for road repair, we anticipate that there will be many projects, several of which will be disruptive to service and on-time performance. 2. Few events took place in Q1. Staff are evaluating impacts that Top of the Park will have in Summer 2015. Due to continued coordination and communications, most events have resulted in minimal impact, though the Marathon and other events that close several streets are an exception. 3. Process improvements have ensured timely and appropriate communications to the public regarding detours, events, and weather events with very few exceptions. 	On track. Note there will, again, be several major road project this summer.
3.11	MRide	<ol style="list-style-type: none"> 1. Negotiate new contract to start Aug 2015, integrating Fixed Route, NightRide, East Medical Health Center, ExpressRide, VanRide, advertising, etc. 	<ol style="list-style-type: none"> 1. Staff have discussed internally and preliminary discussions with UM. Staff anticipate discussions to begin in February with UM. 	On track
3.12	Adopt a Stop	<ol style="list-style-type: none"> 1. Continue to work with existing partners 2. Expand program with potential partners, particularly in areas newly served through the SYTIP 	<ol style="list-style-type: none"> 1. The Adopt a Stop volunteers continue to allow TheRide to provide more amenities to more riders, thank you! 2. Staff have launched a "thank you" and awareness campaign for Adopt a Stop (e.g. ad in Observer, bus wrap, website). Staff worked with new FYTIP Route 46 Kroger and Paint Creek to adopt stops and offer improved amenities. Staff are outreaching to potential partners for FYTIP 2015 and 2016 rollouts. In Q1, the total number of adopted stops rose to 145. 	On track.

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3.13	Community Outreach, Boards and Organizations	<ol style="list-style-type: none"> Attend major community fairs and festivals in member communities. Participate in regular meetings to educate leaders and community partners on transit, including but not limited to: <ul style="list-style-type: none"> -Washtenaw Area Transportation Study-Chris, Larry Kreig -Washtenaw County Safety Committee-Steve -Eastern Washtenaw Safety Alliance-Deb -Eastern Leaders Group-Sarah -SEMCOG- Chris -SPARK-? -AAPS Blue Ribbon Committee-? -LA2M-Don -TheRide's Our Way of Life Program Partners-Mary Develop relationships for future partnerships 	<ol style="list-style-type: none"> Staff attended several events including SEMCOG's annual meeting which was held in Ann Arbor, Senior Outreach in Ypsilanti Township to increase access to new service, Conquer the Cold outreach, and others. Staff actively participated with WATS, Safety Alliance (Launched a campaign similar to a "See Something Say Something"), SEMCOG, SPARK (collaborating with local business coordinator), AAPS, LA2M, our program partners, etc. TheRide continues to be active in the community. A highlight was outreach to riders, local businesses, and local communities to "celebrate the end of construction" and build relationships, good will, and communication. 	On track
3.14	South State Street Corridor Transp. Study	<ol style="list-style-type: none"> Assist/Advise City of Ann Arbor project 	<ol style="list-style-type: none"> Underway 	On track
3.15	Relmagine Washtenaw Ave-TDM	<ol style="list-style-type: none"> Lead business engagement efforts in collaboration with Relmagine Washtenaw Avenue Partners on Transit Demand Management program strategies Develop plan and timeline for implementation Support planning and infrastructure developments as needed 	<ol style="list-style-type: none"> 1,2,3. Washtenaw, today, is one of the most Transit Oriented Corridors in TheRide service area. Staff had envisioned working with the County to organize businesses on the corridor, but it appears that there is limited interest and opportunity at this time. However, TheRide participated in a design Charrette for Washtenaw and Golfside in October. Staff have been in contact with lead at County, Charette and implementation of Y1 may be a good opportunity to see how TDM effort can move forward. 	On hold. Limited opportunities for TDM organization.
4 Capital Projects (selected)				
4.01	Ypsilanti Transit Center Rehabilitation	<ol style="list-style-type: none"> Complete Needs Assessment (Building/Mechanical needs, redesign outdoor waiting area, address safety, include customer enhancements) (Fall 2014) Conduct Public Outreach (Fall 2014) Complete Design (Fall 2014/Winter 2015) Finish construction in time and on/under budget (Summer 2015) Host Grand Opening 	<p>This project has been on hold during BTC construction, Capital and Categorical Grant program development, etc. Staff have now commenced the project planning in earnest.</p> <ol style="list-style-type: none"> Staff are actively conducting a needs assessment Staff are planning public involvement with the community and key stakeholder groups, timed as appropriate with the needs assessment and FYTIP roll-out. 3, 4, 5. TBD 	Project had been delayed, but planning has commenced.
4.02	Bus Procurement	<ol style="list-style-type: none"> Order 27 buses by September 2014 for deliveries in 2015 and 2016. Research alternative fuels/technology for future bus procurements and orders, including articulated buses and Compressed Natural Gas. 	<ol style="list-style-type: none"> Complete. The order includes 3 Hybrid-electric buses and 24 Low Emission Conventional buses The board resolution approving the above order requires at least 3 buses to be delivered in 2017 to be Hybrid (or alternative). Staff have developed a detailed timeline for research, procurement, and implementation for future bus orders in 2017, 2018, and 2019, and prepared an update for PDC and PMER in January. 	On track for 2016 service expansion.
4.03	Point of Sale System	<ol style="list-style-type: none"> Determine funding availability If funding available Implement Evaluate 	<ol style="list-style-type: none"> The Capital Grants Program and FY2014 budget are settled and funding has been identified for a Point of Sale system to improve accounting checks and balances. Staff have found that the proposed system would address accounting concerns, but also could significantly improve pass and fare management systems. A decision to move forward or not should be made in early Q2. 2, 3. Dependent on decision to move forward. 	Restarted and making progress.
4.04	New Park and Ride Lots	<ol style="list-style-type: none"> Complete West side program Work with SYTIP partners to develop Park and Rides in later years of the SYTIP as funded and appropriate (Saline, Ypsilanti Twp., Scio, Pittsfield Twp.). 	<ol style="list-style-type: none"> Planning work will take place for west side locations in conjunction with the detailed planning for reorganization of west side routes planned for May, 2016. The SYTIP contains TheRide's Park and Ride official plans for the next five years. MDOT has proposed that TheRide construct park and ride(s) on US-23 as part of a larger project to add capacity and technology on US-23, north of Ann Arbor. TheRide and several partners have given feedback on timeframes, funding, and operational considerations, but key items have not been resolved. MDOT is anticipated to complete an Environmental Assessment in early 2015. Staff will deliver a report on this issue, pending the gathering of demand estimates and cost information. 	On track.
4.05	Bus Stops/Boarding Location Improvements	<ol style="list-style-type: none"> Implement rider amenities aligned with SYTIP service improvements and TheRide guidelines. Install one Washtenaw Avenue Super-Stop Continue Cross-walk/Stop alignment with City Continue bus stop accessibility improvements Install new shelters, ADA concrete improvements, and new benches Develop and install new amenities with Adopt-A-Stop partners as possible 	<ol style="list-style-type: none"> 1, 5, 6. Stops with 50+ riders have shelters installed or are in development (with some known exceptions due to other amenities or site conditions). Staff continue to update ridership numbers and will work closely with the FYTIP process to ensure amenities as appropriate. Maintenance staffing is a key consideration when the shelter program is expanded with new service. 2. See 2.4 Relmagine Washtenaw. 1 Stop planned for construction. 3,4. Staff continue to do this as a standard course of work 	On track.
4.06	Maintenance and Purchasing Software replacement	<ol style="list-style-type: none"> Install, convert data, and train employees on new Maintenance, Inventory, and Purchasing software packages (timing TBD) Go live in [Date TBD] Monitor installation, on going support needed, and how processes are improved. 	<ol style="list-style-type: none"> Installation of EAM pending contract which staff are finalizing with Trapeze. 2,3. TBD 	Pending contract.

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4.07	Replace "Advanced Operating System" a.k.a. CAD/AVL	<ol style="list-style-type: none"> 1. Complete evaluation and scope with TransSystems 2. Procure new "Advanced Operating System" system for Paratransit and Fixed Route (keeping in mind new Paratransit model, data/Website API/Real-time information, Transit Signal Priority, etc). 3. Paratransit: Install software, install vehicle hardware, train employees and partners, and update Website APIs by May 2015 4. Prepare for Fixed Route implementation in 2016. 	<ol style="list-style-type: none"> 1,2. Completed and scope issued. 4 Vendors submitted proposals. Staff are evaluating and plan to bring a recommendation to the Feb, PDC and Board meetings. Several key applications and initiatives rely on our "Computer Aided Dispatch and Advanced Vehicle Location System" such as dispatch, Real Time Information, Website APIs, and Transit Signal Priority, among others. 3. Staff anticipate that the new system will be installed for the May 1st Service Update for Paratransit. 4. Staff anticipate that the new Fixed Route system will commence with delivery of new buses in August and November bus deliveries, and we will continue with both the new and old systems until installation of the new system is completed fleet-wide. 	On track.
4.08	Space Needs	<ol style="list-style-type: none"> 1. Review recommended improvements to 2700 (e.g. HVAC, vestibule, flooring in Transportation, wallpaper, building's carpet, bathrooms) [Maint] 2. Review and accommodate immediate space needs as budget allows (cubicles, archive security, ARide Call Center, Transportation Supervisors for new service, etc) [Space team] 3. Develop Long Range Space Plan [Michael B] 4. Research satellite storage/maintenance facility [Michael B] 4. Determine priority, budget, and timeframe 5. Implement as appropriate 	<ol style="list-style-type: none"> 1. An atrium-area vestibule (to prevent heat loss) is planned for mid-2015 installation, programmed grant funds will become available in April. 2. Cubicles were reconfigured and installed in Oct. 2014. Enclosing HR Archives (freeing key office space), and reconfiguring Elec. Technicians Space is planned for early summer. Planning is underway for the Call Center, which is needed for April. 3,4, 5. Underway. Staff has a budget (\$50K) to be used to acquire the services of an architectural firm to do conceptual space planning. 	On track
4.09	Customer Experience Enhancements	<ol style="list-style-type: none"> 1. Scope out, procure, and install customer experience enhancements at the Blake and Ypsilanti Transit Centers as priorities and funding allows: <ul style="list-style-type: none"> -Wayfinding Signs [CR] -Real Time Information [CR] -Ticket Vending Machine [Fin] -Kiosks [CR] 2. Scope out, procure, and install customer experience enhancements with Greyhound and AirRide as technology, priorities and funding allows: <ul style="list-style-type: none"> -Real Time Information [CR] 	<p>Wayfinding signs--Project Manager waiting for final comments and then plans to go to production, Spring 2015.</p> <p>Real-time information-- the Departures screen has been updated with visual elements displaying key messages and information on TheRide services. Staff are working on a similar sign to be installed at the YTC shortly.</p> <p>Ticket Vending Machine. Funded, staff evaluating timing and appropriateness given Fare Study, CAD/AVL, etc.</p> <p>Kiosks-- Real Time signs being piloted with improved graphics and information (see above). Tablets may be appropriate after Mobile website improvements.</p> <p>NEW: ID creation at Blake Transit Center. In order to improve customer service, staff are developing a pilot to offer Fare IDs (e.g. Senior, FareDeal, ADA) at teh Blake Transit Center and hope to launch with new ARide service. This could be facilitated by a new POS system</p> <p>Greyhound-- Greyhound will be included in Wayfinding. However, they do not publish a set schedule, creating challenges in communicating Real Time information. Staff is in discussions with DDA and the State regarding Greyhound operations.</p> <p>AirRide--staff are working with the airport and Michigan Flyer to coordinate improvements to amenities for AirRide passengers.</p>	On track, though some projects may not be appropriate at this time, while other non-listed improvements have emerged.
4.10	GSA Walkway	<ol style="list-style-type: none"> 1. Work with Federal Building and DDA to construct a walkway between the Blake Transit Center and Federal Building as an extension of Library Lane. 	<ol style="list-style-type: none"> 1. An agreement is near completion with GSA and construction is anticipated for Summer 2015. 	On track
5 Management Responsibilities and Initiatives (selected)				
5.01	Operate within budget	<ol style="list-style-type: none"> 1. Manage local revenues/expenses, grants accounting, billing, etc with checks and balances between staff. 2. Advocate state and federal policy 3. Work with RTA 4. Maintain current funding 5. Secure new funding as possible 	<ol style="list-style-type: none"> 1. The Q1 operating reports show the Authority was under budget by 5%. 2. See 3.06 for State and 3.07 for Federal advocacy updates 3. See 3.05 for RTA updates 4. Funding appears stable at this time. 5. The State Legislature has put a major Transportation Funding initiative on the May 5, 2015 ballot. If passed, transit agencies will receive increased state funds, though details on distribution are not yet settled. If it does not pass, state funding will be status quo. New local funding for new and improved services established with May 2014 ballot initiative. Thank you to the voters and leadership in Ann Arbor, Ypsilanti, and Ypsilanti Township! Staff will present a budget amendment taking the new service and new revenues into account. 	On track
5.02	Labor Relations	<ol style="list-style-type: none"> 1. Manage Union labor relations per the labor contract and the Personnel Procedures Manual; manage non-union employees per the Management Personnel Handbook. 2. Ensure Labor/Management committee structures are functioning well 3. Begin negotiations training in the fall of 2015 to prepare for June 2017 Labor Negotiations. 	<ol style="list-style-type: none"> 1. The relationship between AAATA and the TWU continues to be very good. Since the beginning of the current labor agreement, there have been 4 grievances advanced to arbitration. 1st was decided in favor of AAATA; 2nd was later dropped by Union; and 3rd & 4th were consolidated and hearings were just completed and briefs were recently submitted. Answer is expected within 60 days. 2. There have been no issues for the Labor/Management to discuss in the last quarter. 3. Staff is researching appropriate programs and will identify staff who are most likely to represent the Authority. 	On track
5.03	Board Relations	<ol style="list-style-type: none"> 1. Conduct board business with committees and board 2. Train officers and orient new board members as necessary. 3. Develop and implement a Board Development program 4. Maintain excellent communication with board members 5. Use project initiation document and issue analysis for items to be re-prioritized/added/deleted from workplan 	<ol style="list-style-type: none"> 1. Board and committees meet regularly. 2. No new officers or board members came on in. 3. Staff is working on board training/development on several topics. Staff would like input from the new CEO before proceeding with the board. 4. CEO and staff make extensive efforts to ensure excellent communication with board members. 4. Staff have been using Project Charters (Initiation Document) and Issues Analysis to ensure work plan items, and potential projects are well-defined. 	On track

2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
5.04	Service Performance Monitoring and Reporting	<ol style="list-style-type: none"> Issue Partner/Community Report Cards on quarterly basis Launch public Performance Star on website, review in Q2. Update Service Standards and develop policies for action if service is not meeting standards. <ul style="list-style-type: none"> -Phase 1: Fixed Route per Title VI requirements- Aug/Sept 2014 -Phase 2: ARide-with May 2015 contract -Phase 3: Fixed Route- other -Phase 4: Other non-fixed route services Develop reports tracking New Service: Weekend, Evening, New Routes Conduct biannual Peer Review Conduct biannual Community Survey Prepare for 2016 implementation of Operations Management software Prepare for 2016 implementation of Business Intelligence software 	<ol style="list-style-type: none"> In planning. Partner Reports being developed to meet key milestones or meetings with partners (e.g. completed and presented WCC's in concert with contract renewal). Performance Start is launched, and staff will update it with FY2014 data when audit is finalized, present to PMER, and publicize. Phase 1 completed, and ARide service with updated performance measures will commence in May. Staff are developing a plan for Phases 3 and 4, board involvement will be key. New Service is reported on monthly and quarterly basis. Planning to do when latest data is available. Can be done annually. Staff recommend that this is not a high priority this year and to consider doing one in 2016 and 2018. 2016 would allow TheRide to measure the effect of FYTIP service changes. 8. Programmed. CAD/AVL replacement is an essential first component to implement. 	On track
5.05	Organizational Performance Monitoring and Improvement	<ol style="list-style-type: none"> Implement Project Chartering system Evaluate staff performance software and make any needed adjustments 2a. Develop Strategic Business Plan, including a framework and tools for evaluating organizational performance. [Staff discussing how to incorporate Consultant Recommendations, Continuous Improvement Team, and Strategic Business Model]. 	<ol style="list-style-type: none"> Launched. Business Analyst assists staff as needed. Staff Performance Software operating well and staff are completing first quarter "check-ins" 2a. On hold in anticipation of a new CEO 	On track
5.06	Employee Development	<ol style="list-style-type: none"> Coordinate with department heads to improve employee development programs Assist in developing departmental and cross-departmental "depth" through cross training Improve the engagement, loyalty, knowledge, and skills of employees Continue to prepare for succession so as to develop employees capable of meeting the future needs of the organization. 	<ol style="list-style-type: none"> Staff are actively researching software to track, inventory, and assist in planning/finding Employee Development.. TheRide has also entered into agreement with Cleary College to discount courses for employees which will be communicated with employees soon. Staff are cross-training ARide and MyRide call takers. Service Development is increasing cross-functionality with FYTIP rollouts. Staff discussing. The newly implemented Employee Development software is increasing engagement and skill development discussions with employees. Staff anticipate that a new CEO will also have an impact on this process. 	On track
5.07	Website	<ol style="list-style-type: none"> Maintain website content Maintain site and ensure accessible per web-standards Prepare for improved Application Programming Interfaces (APIs) with new "Advanced Operating System" 	<p>The website item objectives have been expanded. Due to unreliability of the Rider Tools as developed, an internal team, assisted as needed by contract developers, is using an Agile strategy to make concrete, incremental improvements, first to core infrastructure so that passenger tools and user experience can be improved and enhanced. Improvements will be rolled out incrementally as "version" updates to the website, with focus on reliability, user experience, and accessibility.</p> <ol style="list-style-type: none"> Staff continue to maintain content This will be enabled through the incremental improvements as described above. Staff anticipate this and is being taken into consideration during procurement of the CAD/AVL replacement. 	Work ongoing.
5.08	Customer Service Initiative- Comprehensive	<ol style="list-style-type: none"> Review existing and develop new surveys assessing customer satisfaction Design and implement ways to improve customer experiences as possible 	<ol style="list-style-type: none"> TBD The new ARide (1.02) service model is anticipated to improve Customer Experience. Several Customer Experience Enhancements are described in 4.09 above. Staff are also actively working on the Website (5.07). 	On track
5.09	Comprehensive Fare and Fare Media Strategy	<ol style="list-style-type: none"> Research and implement fare enforcement mechanisms Conduct audit of current fare distribution and administration processes Research and implement fare administration software tools Assess availability of funding for <ul style="list-style-type: none"> -Investigate 2nd Generation Smart Cards, Stored Value Card readers -Pursue Fare Collections System with Smart Card Reader Upgrade Present plan to board Monitor Trials Train employees (MCOs, Finance, etc) 	<ol style="list-style-type: none"> Staff have launched and plan to evaluate a pilot GoPass, are analyzing the cost/benefits of upgrading fareboxes to read Next Generation Smart Cards per 4, and per 3. below are analyzing a POS system that would all aid in fare enforcement. Staff completed a comprehensive report outlining TheRide's fare media, purpose, department, and customer. Further research detailed the technical mechanisms for creating and activating each fare type, which will aid the POS decision per 3. Staff have found that the proposed Point of Sale system would address accounting concerns, but also could significantly improve pass and fare management systems. A decision to move forward or not should be made in early Q2. Staff will likely include NextGen farebox tops in the 2015/2016 bus delivery and will evaluate appropriate steps to upgrade the fleet, including coordination with RTA as their Seamless Fare Integration Study concludes later this Spring. 	On track
5.10	Triennial Review	<ol style="list-style-type: none"> Participate in preparation seminars (Fall 2014) Prepare and coordinate Review responses and presentation for Auditors Cooperate and assist with Audit (~May 2015) 	<ol style="list-style-type: none"> Completed Completed in advance of deadline in December. This was a significant effort from several departments. This has been scheduled for May. 	On track
5.11	Internal Comm.Team	<ol style="list-style-type: none"> Collect and develop information and distribute to employees to increase awareness and engagement. 	Staff continue to provide updates on the Driver's Room "Info Stop" and weekly staff e-newsletters.	On track
0	OPPORTUNITIES TO MONITOR BEYOND THE ADOPTED WORK PLAN			

2015 Ref #	Item	2015 Objectives	2015 Q1 Update	Evaluation of 2015 Q1
O1	Beyond the 5YTIP: Policies and Potential Partnerships	1. Start to discuss Policy, Procedure, and Timing for new communities becoming members of TheRide's governance. 2. Be prepared to discuss potential partnerships with interested parties, the board, etc and as needed prepare Policy, Procedure, Funding and Timing for projects like: <ul style="list-style-type: none"> • Additional transit improvements near UM's East AA Medical Campus and Domino's Farms (in Ann Arbor Township). This is highly dependent on UM. • Ann Arbor DDA-sponsored Downtown Circulator • Additional AirRide service in Ypsilanti. • Additional dedicated Park and Ride lots. • Expanding ExpressRide (with UM). Potential interested partners could include Dexter, Milan, Saline, etc. Note, there is a planned Ypsilanti Township ExpressRide in Y4 of the 5YTIP • Coordination with MDOT's efforts on US-23, North South Rail/Multimodal Corridor project and/or ExpressRide service • Coordination with Ypsilanti Community Schools, WCC, and EMU • Expanded Dial-a-Ride plus outside 5YTIP area • Other 30-year plan items 	1. Focus has been on service implementation and delivery, but this is an important component of medium and long term planning. 2. Representatives from TheRide and DDA boards and staff will be meeting in January to discuss possible projects of mutual interest, including upcoming service improvements, Park and Ride, downtown circulator, ExpressRide, BTC Area, etc. Staff continues to work closely with EMU in developing service near campus, and with UM as a contract comes up for renewal. Staff have also provided grant and purchasing support and are serving on the steering committee for a "Coast to Coast" rail study led by the Michigan Environmental Council.	In discussion
O2	Y lot	1. Board subcommittee will work with the developer of the Y Lot, Dahlmann to further TheRide's interest and investments	Board Member Sue Gott is leading effort.	Monitoring
O3	CEO Search		Charles Griffith is leading effort, working with consultant HRL. Finalist interviews anticipated for ~late February.	On Track

JANUARY 13, 2015 LAC MEETING MINUTES

UNLESS POSTED, LAC MEETINGS ARE HELD THE SECOND TUESDAY OF EVERY MONTH (EXCEPT JULY) FROM 10 A.M. TO 12 NOON AT AAATA'S MAIN OFFICE: 2700 S. INDUSTRIAL HWY., ANN ARBOR (734) 973-6500

1.0 INTRODUCTION OF ATTENDEES

LAC Executive Members Present:

Rebecca Burke (Chair), Cheryl Weber, Jody Slowins, Liz Aldridge, Clark Charnetski, John Kuchinski

AAATA Board Liaison: Jack Bernard (phone conference)

AAATA LAC Liaison: Brian Clouse

LAC Members & Guests Dave Reid & Kristin Persu (SR), Bill De Groot (AAATA) Oliver Lindsay (Jackson Transit)

Commonly Used Acronyms	
AACIL	Ann Arbor Center for Independent Living
AAATA	Ann Arbor Area Transportation Authority
AAA1B	Area Agency on Aging 1B
AADL	Ann Arbor District Library
ADA	Americans With Disabilities Act
APTA	American Public Transportation Association
BTC	Blake Transit Center
CAC	Citizens Advisory Council
CSR	Customer Service Representatives
ETA	Estimated Time of Arrival
FOIA	Freedom of Information Act
JFS	Jewish Family Services
LDA	Learning Disabilities Association
LAC	Local Advisory Council
MDOT	Michigan Department of Transportation
PPA	Partners in Personal Assistance
PEX	Peoples Express
PMER	Performance Monitoring and External Relations
RICC	Regional Interagency Consumer Committee
RFP	Request For Proposal
RTA	Regional Transportation Authority
SR	Select Ride Inc.
SMART	Suburban Mobility Authority for Regional Transportation
WALLY	Washtenaw and Livingston Line
WATS	Washtenaw Area Transportation Study
WCC	Washtenaw Community College
WAVE	Washtenaw Area Value Express

JANUARY 13, 2015 LAC MEETING MINUTES

2.0 COMMUNICATIONS AND ANNOUNCEMENTS

- 2.1 Mr. Charnetski announced the next Friends of Wally meeting on Saturday January 17 at 3:00 pm at the BTC.
- 2.2 Ms. Slowins announced the CIL is hosting a gala event on Tuesday January 27 at 4pm at the CIL. She also announced the PPA will hold a gala event on Saturday January 17 at Weber's. Contact the CIL at 734-971-0277 or the PPA at 734-241-3890 for more information.

3.0 REVIEW AND APPROVAL OF MINUTES

The LAC approved the December minutes with no corrections.

4.0 PUBLIC COMMENT TIME (5 MINUTE TIME LIMIT PER SPEAKER)

- 4.1 Ms. Slowins commented on the lack of resolution from SR on a customer's standing order trip. Ms. Persu from SR stated she would address the matter with the rider immediately following the meeting.
- 4.2 Mr. Charnetski commented on the December 10, 2014 grand opening of Dearborn's new John D. Dingle Amtrak station.
- 4.3 Mr. De Groot stated TheRide is very interested in gathering feedback from LAC members and identified community partners on accessibility and design features for the new YTC. He explained the value of obtaining this information and how it will be used to improve the accessibility of the YTC. Mr. Bernard complimented TheRide on this level of involvement with the LAC. Ms. Weber stated she would like to share this information with the Ypsilanti Non-Motorized Committee. Mr. De Groot stated he also plans on contacting this committee and would make the information available to Mr. Clouse so that he can distribute it to the LAC.

5.0 AAATA BOARD MEETING REPORT

Mr. Bernard reported that Ms. Grawi announced she was appointed Director of the CIL. He said Ms. Grawi raised a concern over the expanding fixed-route service and potential impact on SR's ability to maintain A-Ride performance levels. Mr. Clouse explained that limited A-Ride service has been available within these townships for a number of years. He stated that longer distances do increase the travel time needed to complete trips but the expansion of Fixed Route is not expected to negatively impact the performance of A-Ride service. He said current A-Ride guidelines could be reconsidered so that riders in the southern areas of these townships are informed that their travel can vary from 60 to 90 minutes based on the distance of their trip. Mr. Lindsay from Jackson Transit stated that trips within their rural area can take up to 90 minutes to complete as compared to trips within the city limits, and that they experience less shared rides in

JANUARY 13, 2015 LAC MEETING MINUTES

rural areas. He stated they limit the time service is available in rural areas at certain times of the day. He said this practice does not shorten travel time but instead allows for better shared rides. Ms. Weber was concerned that increasing the travel time of rural trips may lead to longer wait times for riders with the current service area. Mr. Bernard suggested that Mr. Clouse review current and potential trip data to help him evaluate and present any potential challenges prior to the expansion of service. Ms. Weber suggested Mr. Clouse review service performance by current zones, i.e. by city and township.

Governance Committee LAC Items: None

6.0 BUSINESS ITEMS

6.1 Website Update (Mr. Clouse)

Mr. Clouse stated he submitted the LAC website suggestions to Community Relations and that continued work is being done to improve the site. Mr. Clouse stated he made several improvements and placed the LAC under events and corrected several broken links to resources. Mr. Clouse opened the website on the large screen display for the LAC review. Mr. Charnetski requested that a link to the LAC page be placed under the menu on the Service's page.

6.2 CTF Update (Mr. Charnetski)

Mr. Charnetski provided an update on the Comprehensive Transit Fund. He explained that the May ballot may include a reduction of income tax sales but a sales tax increase from 6 to 7 percent & the tax revenue collected would then be distributed between roads and public transportation.

6.3 2016 State Application (Mr. White)

Item deferred to February LAC meeting.

6.4 APTA ADA Conference Call (Mr. Bernard)

Mr. Bernard encouraged LAC members to subscribe to APTA's telephone conference call on Friday January 16 to gather public comments regarding the FTA's proposed ADA circular. To subscribe call 866-951-1151 and enter conference room number 9375720.

6.5 A-Ride Map (Mr. Clouse)

Mr. Clouse presented the revised A-Ride map on the big screen TV for review. Ms. Weber complimented how easy the map was to understand. Mr. Clouse stated that additional revisions are being made and that he would present a completed version soon.

JANUARY 13, 2015 LAC MEETING MINUTES

6.6 Remind Call Service (Mr. Clouse)

Mr. Clouse presented and explained a free text & email customer notification service. He stated he is testing its practical use with the LAC now and if successful, would like to open subscriptions to general riders soon. He explained the free service will allow him to send mass notices to riders via text or email regarding service notifications and alerts.

7.0 PUBLIC COMMENT TIME (5 MINUTE TIME LIMIT PER SPEAKER)

There being none, Ms. Burke declared Public Comment Time closed.

8.0 FUTURE AGENDA ITEMS

1. TheRide Website Update
2. A-Ride MAP
3. YTC Survey
4. FY16 State application
5. Zone Performance

9.0 ADJOURN

Meeting unanimously adjourned at 12:00 noon.

Respectfully Submitted,



Brian Clouse, TheRide Paratransit Coordinator

Next Meeting, Tuesday, February 10, 2015, 10:00 a.m. to 12 noon