



Approved Minutes

January 19, 2017

Ann Arbor Area Transportation Authority Board of Directors

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

Board: Mike Allemang, Jack Bernard, Eli Cooper, Sue Gott (departed 7:57 p.m.), Prashanth Gururaja, Roger Hewitt, Larry Krieg, Eric Mahler (Chair), Stephen Wade

Absent with Notice: Gillian Ream Gainsley

Staff: Matt Carpenter, Bill De Groot, Sarah Pressprich Grynowicz, Phil Webb

Recording Secretary: Karen Wheeler

Chairman Eric Mahler declared that a quorum was present and called the meeting to order at 6:31 p.m.

1.0 Public Hearing

There was no Public Hearing.

2.0 Communications and Announcements

There were no communications or announcements.

3.0 Public Time – Comment on Agenda Items

Kathleen Mozak-Betts appeared before the Board. Ms. Mozak-Betts commented on municipal website offering email alerts that includes out-of-date information on AAATA routes. Ms. Mozak-Betts requested that the information be updated, if the information will continue to be available.

Mr. Mahler asked Mr. Carpenter to respond. Mr. Carpenter requested clarification on the source of the information which was identified as the City of Ann Arbor. Mr. Carpenter agreed to reach out to the City to correct the information. Mr. Cooper announced that he would address the matter with City staff.

Michelle Barney appeared before the Board. Ms. Barney commented on the new Federal Administration and possible changes to public services. Ms. Barney commented on the potential for conflict during the Inauguration. Ms. Barney suggested preparing bus drivers and providing someplace to call in, if drivers see trouble starting.

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

4.0 Review and Approval of Minutes

4.1 Review and Approval of Minutes December 15, 2016

Eli Cooper moved approval of the minutes as written with support from Roger Hewitt. The motion passed. Sue Gott abstained.

5.0 Board and Staff Reports

5.1 Chief Executive Officer

There was no report.

5.2 Planning and Development Committee

Mr. Wade reported on the Planning and Development Committee (PDC) meeting. PDC received a presentation on the Operational Space Plan from the project consultants. A wide ranging conversation followed. Key points included balancing operational needs with the organization's principles and values and considering different ways about how to operate.

Ms. Gott added to the report noting the importance of having an operational strategy and bringing additional vitality to the community. Ms. Gott reviewed the ideas for additional goals and evaluation criteria shared by PDC members. Ms. Gott reported that PDC will be coming back to the Board to get early input once different scenarios for space plans are identified.

5.3 Performance Monitoring and External Relations Committee

Mr. Allemang reported on the Performance Monitoring and External Relations (PMER) Committee meeting. PMER received a report on the financial and performance indicators for the first two months of the fiscal year. Mr. Allemang noted that reserves are less than the objective of 2.5 months at 2.1 months. Mr. Allemang reported that fixed-route ridership is 6% above last year. This is the fourth month in a row where ridership has exceeded the same period a year ago. Mr. Allemang reported that the auditors completed their onsite review for

FY2016 and will make a report at the February PMER meeting. PMER discussed the Policy Governance template with a focus on the Ends.

5.4 Local Advisory Council

Mr. Carpenter reported on the Local Advisory Council (LAC) meeting. LAC discussed operational concerns with paratransit service, received a report on the Communications Subcommittee, and reviewed the LAC's responsibilities and goals. Mr. Carpenter announced plans to meet with the LAC Chair to discuss how LAC sees its role and where LAC wants to focus its efforts.

5.5 Washtenaw Area Transportation Study

Dr. Krieg reported on the Washtenaw Area Transportation Study (WATS) Policy Committee meeting. The Committee passed the Washtenaw County Unified Planning Work Program which includes AAATA planning tasks and anticipated funding for the WATS fiscal year starting July 1, 2017. Dr. Krieg reported to the Committee about increased ridership on AAATA routes and efforts by the Livingston County Transportation Coalition to find better ways to get to Washtenaw County. Dr. Krieg reported on his attendance at the Transportation Research Board conference where autonomous vehicles were discussed.

5.6 Governance

Mr. Mahler introduced the discussion on the draft Policy Template and proposed committee structure. Mr. Mahler suggested that board deliberate carefully on its vision as a board and for the organization. Mr. Mahler opened the floor for discussion.

Mr. Bernard distributed a document detailing his thoughts on the Ends (please see text below).

Section 1: ENDS

1.0 POLICY TITLE: GLOBAL END (REVISED)

AAATA exists to provide public transportation for people who live in, work in, or visit the Ann Arbor-Ypsilanti Region. AAATA strives to—

- 1.1 provide up-to-date, multi-modal transit services in a manner that supports and increases the use of public transportation in the region;
- 1.2 provide accessible public transit services, vehicle facilities, programs, and communications for all, including people who have disabilities, seniors, children, non-native speakers, poor people, and those without other means of transit, among others;

- 1.3 provide affordable, reliable, convenient, efficient transit services, vehicles, facilities and programs;
- 1.4 provide safe, clean, well-maintained, environmentally-responsible transit services, vehicles, facilities, programs, and working environments for all, including riders, employees, volunteers, and visitors, among others;
- 1.5 be and remain relevant to and involved with local, municipal, county and state governments as part of an ecosystem of transit, planning, development, and research;
- 1.6 uphold practices of equal opportunity for all persons and act in ways that do not discriminate on the basis of race, color, national origin, age, disability, marital status, sex, sexual orientation, gender identity, gender expression, religion, height, weight, or veteran status; and
- 1.7 engage in its activities in a lawful, ethical manner, with prudent financial stewardship and professionalism, and mindful of industry standards and best practices; and
- 1.8 use research, evidence, and data to make decisions consistent with these ends.

Board members engaged in a robust discussion about developing Ends including whether to bring the Ends back for further discussion by the full Board, or the possibility of creating a Drafting Committee. No action was taken.

6.0 Question Time

Dr. Krieg noted that the level of reserves is less than the amount set by Board policy yet the budget has a favorable balance. Dr. Krieg requested clarity on the relationship between reserves and the budget.

Mr. Allemang responded that the reserves are impacted by results from the operating budget, and also from the capital budget.

Mr. Carpenter added that year-end operational funds are put into the reserves noting that the year-to-date budget can have a favorable balance but not have built reserves back up to where it ought to be.

Dr. Krieg asked what is done when the level of reserves is below the policy.

Mr. Carpenter responded that Board policy directs maintaining 2.5 months of reserves. If the reserves fall below the limit, the CEO is charged with finding a remedy.

Mr. Cooper commented on work completed two years ago that led to the Board establishing the reserve level at 2.5 months. Mr. Cooper noted that AAATA's level is above some standards articulated by financial oversight entities. Mr. Cooper recommended revisiting the reserves policy under the Policy Governance model.

Mr. Bernard suggested establishing a policy that meets the objective of having reserves at a certain capacity.

7.0 Old Business

There was no Old Business for the Board to consider.

8.0 New Business

There was no New Business for the Board to consider.

9.0 Public Time

No appearing, Mr. Mahler declared Public Time closed.

10.0 Adjourn

Jack Bernard moved to adjourn the meeting with support from Roger Hewitt. The motion passed unanimously and the meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Stephen Wade, Secretary