



Approved Minutes

June 23, 2016

Ann Arbor Area Transportation Authority Board of Directors

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

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

Staff: Michael Benham, Matt Carpenter, Bill De Groot, Dawn Gabay, Sarah Pressprich Gryniowicz, Chris White

Recording Secretary: Karen Wheeler

Chairman Eric Mahler declared that a quorum was present and called the meeting to order at 6:30 p.m.

1.0 Public Hearing

There was no public hearing.

2.0 Communications and Announcements

Mr. Mahler welcomed new board member Roger Hewitt. Mr. Hewitt introduced himself. Mr. Hewitt has been a downtown business owner for 25 years. Mr. Hewitt's community involvement includes restoration of the Michigan Theater and the renovation of other downtown buildings. Mr. Hewitt served on the Ann Arbor Downtown Development Authority Board of Directors for 12 years.

Mr. Gururaja announced that the Citizens Advisory Committee for the Regional Transit Authority (RTA) unanimously supported the RTA's Master Plan.

3.0 Public Time – Comment on Agenda Items

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

4.0 Review and Approval of Minutes

4.1 Review and Approval of Minutes May 19, 2016

Jack Bernard moved approval of the minutes as written with support from Larry Krieg. Gillian Ream Gainsley and Roger Hewitt abstained. The motion carried.

4.2 Review and Approval of Minutes June 8, 2016

Mike Allemang moved approval of the minutes as written with support from Gillian Ream Gainsley. Roger Hewitt abstained. The motion carried.

5.0 Board and Staff Reports

5.1 Chief Executive Officer

Mr. Carpenter provided an update on the May 1 service changes which have been well received by the public and continue to go well. Mr. Carpenter commented on positive feedback received from AAATA drivers about the changes. Mr. Carpenter announced execution of a contract with Michigan Flyer for AirRide service for the final year of the contract to end in March 2017. Mr. Carpenter reported on receipt of regulatory documents from the Airport Authority which includes a new definition of public transportation. Analysis and review of the documents will be conducted by legal counsel and more information provided to the Board through committee.

5.2 Planning and Development Committee

Ms. Gainsley reported on the Planning and Development Committee meeting. The chief topic of discussion was the Work Plan/Capital Plan. The committee identified two areas for clarification and adjustment: BTC Boarding Area Improvement and Intercept Lot Analysis. A recommendation was made for the board to prioritize the safety of passengers and effectiveness of transit at the BTC through improvements and enhancements. A second recommendation was made to reconvene the taskforce to advise the board on development of the lot adjacent to the BTC. A recommendation was made to reframe the discussion of intercept/park and ride lots and develop a last mile strategy.

5.3 Performance Monitoring and External Relations Committee

Mr. Allemang reporting on the Performance Monitoring and External Relations (PMER) Committee meeting. The Committee agreed to change its schedule to meet on Tuesday the week prior to Board meetings on a trial basis. Mr. Allemang noted that moving the meeting up a week may cause the financial and performance data to be presented at the actual meeting.

Mr. Allemang reported that PMER reviewed the Work Plan/Capital Plan and MRide Agreement. Staff presented the financial and performance data reports

eight months into the fiscal year. PMER discussed the potential affects from expanded service and agreed that it was too early to draw any conclusions. New service will be evaluated in more detail as data is available from the CAD/AVL system. PMER received a report on the CAD/AVL system which is scheduled to be operational in July and include real-time information.

5.4 Local Advisory Council

Mr. Bernard reported on the Local Advisory Council (LAC) meeting. Mr. Bernard recounted comments received during public time on the topics of standing orders, driver courtesy and training staff. LAC discussed the accessible service included in the RTA's plan. LAC received a presentation on the ARide transition. LAC received an update on the website. Mr. Bernard reported on his participation in beta testing to see how the interface works for people with a variety of disabilities. LAC received an update on the Connector project. Mr. Bernard reported that planning is underway for a retreat of the LAC's Executive Committee.

5.5 Washtenaw Area Transportation Study

Mr. Krieg reported on the Washtenaw Area Transportation Study (WATS) Policy Committee meeting which was held at the BTC. The committee received a report on the FY2017 budget where renewal membership dues were noted. The committee approved a grant proposal for AAATA for \$1.6Million in CMAQ funds to purchase three replacement buses. Officer elections were held.

5.6 Governance

Mr. Mahler asked for feedback on the Board's June 20 Retreat on the Carver Policy Governance Model. Each board member shared their impressions about moving toward becoming a policy board. Overall the comments about the concepts in the model were favorable. There were concerns raised about the possible strictness of some aspects of the Carver model.

Mr. Mahler thanked board members for their participation. Mr. Mahler recommended taking the fundamentals of the Carver model and using what the board deems best to transition to a policy model within which the board can conduct its work. Mr. Mahler proposed establishing a taskforce to outline the proposed steps for a seamless transition. Mr. Mahler invited board members to contact him, if they are interested in serving on the taskforce.

6.0 Question Time

Mr. Wade asked about the LAC's mission and the upcoming LAC retreat.

Mr. Bernard commented on the LAC's mission and focus on issues of accessibility. Mr. Bernard noted the LAC's composition of seniors and people who have disabilities and the engagement among meeting attendees. Mr. Bernard encouraged board members to attend an LAC meeting.

Mr. Krieg expressed appreciation for larger text on destination signs which are able to be read from a distance. Mr. Krieg suggested adding "Ann Arbor" to signs that currently read "Blake" to give an indication that buses are going to Ann Arbor.

Mr. Cooper commented on efforts at the City for an intermodal transportation facility in the community. Mr. Cooper noted that there was no entry in the Work Plan indicating that AAATA would have a role in the development of a facility where passengers could transfer conveniently between transportation modes under one roof.

Ms. Gainsley commented that there was discussion about several Work Plan items and there was some difficulty figuring out how to represent them in the plan because the timing of the projects is speculative. Ms. Gainsley agreed that it is important to anticipate those projects.

Mr. Carpenter responded that the Work Plan is a draft program for input into the budget. Mr. Carpenter noted a placeholder for board emergent priorities to anticipate opportunities that may arise through the course of the year that had not been anticipated or known. Mr. Carpenter indicated that when AAATA is informed that the intermodal facility project is moving forward, there will be interest in working with the City on how AAATA can provide support.

Mr. Gururaja commented on the Sustainability Plan and fostering smart land use. Mr. Gururaja requested a general sense of where the agency might be.

Ms. Gryniwicz reported on work of the City of Ann Arbor's Climate Partnership Land Use and Access Group. The group has started discussions about how to shape smart land use. Ms. Gryniwicz is hopeful that smart land use will fit into the Ends discussion.

Mr. Mahler commented on the issue of last mile planning in the PDC report suggesting that Mr. Cooper is a good resource for that discussion.

7.0 Old Business

7.1 RTA Plan

Mr. Mahler reported that feedback on the RTA Plan is due by the end of June. Mr. Mahler opened the floor for feedback. A summary of board member requests for the RTA is included below.

- Implement services, such as regional rail, as soon as possible
- Maximize the effects of Bus Rapid Transit (BRT) to reduce travel times and utilize dedicated lanes
- Consider park and ride lots as a connection for regional services
- Add an AirRide stop in Ypsilanti
- Emphasize land use in the final Plan
- Collaborate with AAATA to provide local service that is equitable, operationally sound and responsive to local preferences
- Provide assurance of fiscal solvency in the Plan

Mr. Mahler supported the ideas shared by board members and asked Mr. Carpenter to identify a resource through which board members could share additional comments. Mr. Carpenter asked Ms. Gryniwicz to manage board member input and assemble a letter from the Board to the RTA.

8.0 New Business

Mr. Carpenter introduced the resolution on the FY2017 Work Plan/Capital Plan. Mr. Carpenter reported that the documents were vetted in both committees. Mr. Carpenter noted that the documents are intended to be used for building the proposed budget for FY2017.

Sue Gott moved the following resolution with support from Gillian Ream Gainsley.

8.1 FY2017 Work Plan/Capital Plan

Resolution 21/2016

FY 2017 Work Plan and Capital Plan as Input to Develop FY 2017 Budget

WHEREAS, Ann Arbor Area Transportation Authority (AAATA) Staff developed a Work Plan and Capital Plan detailing change initiatives and major projects for Fiscal Year 2017, and illustrating the next four fiscal years, to help guide major projects that are important to the advancement of public transportation, and

WHEREAS, the Work Plan was presented to the Board Governance, Planning and Development Committee (PDC), Performance Monitoring and External Relations Committee for feedback, and

WHEREAS, the programs and projects contained within the FY 2017 Work Plan and Capital Plan will be incorporated into the recommended FY 2017 Budget as appropriate in order that they may be funded,

WHEREAS, the Board will discuss and approve the final FY 2017 Budget in August or September 2016,

NOW THEREFORE, BE IT RESOLVED, staff will utilize the FY 2017 Work Plan and Capital Plan as the Board's input for developing the FY 2017 budget.

Mr. Carpenter responded to questions on the timing of approving budgets and the Park and Ride project in the Work Plan. Mr. Carpenter indicated that while a five-year rolling capital plan may be developed, the operating budget will likely continue to be approved on an annual basis. Mr. Carpenter reported that while the Park and Ride project does not have funds identified, the project is included so that work can take place to determine if there will be a capital project. Mr. Carpenter indicated that if the analysis on Park and Ride indicates that there is a need for capital funds, that could be brought into the budgets at the appropriate time. Mr. Carpenter noted that the Board has the authority to amend the budgets at any point during the year.

The motion passed unanimously.

Mr. Carpenter introduced the resolution on the MRide Agreement. Mr. White reported that the intention of the agreement is to have a comprehensive document of the programs between AAATA and the University.

Mr. White responded to a question on a supplemental schedule regarding the State Street Commuter Lot indicating that improvements made to the lot with federal funds reached the end of their useful life and it would not be necessary for UM to repay the funds, if the lot is no longer used for commuter service.

Mr. White responded to a question on how AAATA responds to service changes requested by the University indicating that regular meetings are held with UM representatives to discuss planning.

Stephen Wade moved the following resolution with support from Prashanth Gururaja.

8.2 MRide Agreement

Resolution 22/2016
Authorization to Execute the MRide Agreement

WHEREAS, the MRide Agreement between the Ann Arbor Area Transportation Authority (AAATA) and University of Michigan (U-M) will expire on July 31, 2016, and

WHEREAS, the MRide Agreement includes the MRide program by which U-M pays the fare for faculty, students and staff on all AAATA local fixed route service, as well as additional cooperative programs including park-and-ride lots, the Central Campus Transit Center, U-M fare payment for AAATA ExpressRide service, and U-M payment for A-Ride trips to and from East Medical Campus and U-M clinics at Domino's Farms, and

WHEREAS, the MRide program has resulted in benefits to the community, U-M, and AAATA, such as: expanded service, increased ridership, enhanced productivity, and other benefits as enumerated in the agreement, and

WHEREAS, the AAATA Board's intent has been to ensure equity in establishing third-party fares, and

WHEREAS, the AAATA board approved changes to the third-party fares policy in February 2016,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Area Transportation Authority Board of Directors hereby authorizes the CEO to enter into a five-year agreement, known commonly as the MRide agreement, with the University of Michigan.

Jack Bernard and Sue Gott abstained. The motion carried.

Mr. Carpenter introduced the resolution to contract with a recruitment firm to assist with filling one immediate vacancy and several future vacancies. Mr. Carpenter reported that the fees may exceed \$100,000.

Larry Krieg moved the following resolution with support from Roger Hewitt.

8.3 Recruitment Firm Contract

Resolution 23/2016

Authorize CEO to Enter into Contract with Recruiting Firm

WHEREAS the Ann Arbor Area Transportation Authority (Authority) anticipates 3-6 vacancies among senior staff over the next two years, and

WHEREAS, anticipated staff retirements over the next two years could reduce the Authority's effectiveness by depriving the agency of important leadership and transit-industry experience, and

WHEREAS, the Authority desires to hire the most suitable and qualified new staff available nationwide, and

WHEREAS, the Authority recognizes the need to proactively recruit candidates in order to ensure a qualified pool of applicants,

NOW THEREFORE LET IT BE RESOLVED, that the Board of Directors authorizes the CEO to enter into a contract with Harris Rand Lusk for the purposes of providing assistance to the CEO in recruiting the most qualified and suitable candidates available.

The motion passed unanimously.

9.0 Public Time

Trevor Balnaves appeared before the Board. Mr. Balnaves commented on his participation in a focus group about changes to the website and asked when the notification timetable will be available.

Mr. Carpenter requested, and received, clarification that Mr. Balnaves was referring to real-time information. Mr. Carpenter indicated that real-time information is scheduled to be ready in July.

Mr. Balnaves extended an [invitation](#) to an Americans with Disabilities Act 26th Anniversary Celebration on Tuesday, July 26, 2016 at the Ann Arbor Center for Independent Living.

No one further 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 8:50 p.m.

Respectfully Submitted,

Stephen Wade, Secretary