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Proposed Minutes

November 19, 2015

Ann Arbor Area Transportation Authority Board of Directors Meeting  
Ann Arbor District Library, 343 South Fifth Avenue, Ann Arbor, Michigan, 6:30 p.m.

Board: Mike Allemang, Susan Baskett, Jack Bernard, Eli Cooper, Gillian Ream Gainsley, Sue Gott, Charles Griffith, Larry Krieg, Eric Mahler (Chair), Stephen Wade

Staff: Michael Benham, Jan Black, Terry Black, Matt Carpenter, Bill De Groot, Mary Stasiak, Phil Webb, Chris White, Michelle Whitlow, Reggie Whitlow

Guests: Dusty Fancher, Midwest Consulting; Clark Harder, Michigan Public Transit Association

LAC Representative: Rebecca Burke

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 – None Scheduled

There was no Public Hearing.

2.0 Communications and Announcements

Stephen Wade reported on the Washtenaw County Equity Summit. Mr. Wade announced that the event was well attended and included great local and national speakers. A video of the event can be viewed at <http://www.opportunitywashtenaw.org/summit.html>.

Gillian Ream Gainsley announced passage of the transportation millage in Scio Township. Ms. Gainsley was appreciative of the work of the Ecology Center and community organizers.

### 3.0 Public Time – Comment on Agenda Items

Michelle Barney appeared before the Board. Ms. Barney commented on an equity document that AAATA has become a party to. Ms. Barney congratulated the organization for being part of a force that speaks for equity.

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

### 4.0 Presentation by Michigan Public Transit Association Representatives

Clark Harder, Executive Director of the Michigan Public Transit Association, made a presentation to the Board. Mr. Harder reported on the Association's 38 year history, work dedicated to public transportation, and long standing relationship with AAATA. Mr. Harder shared details of AAATA staff involvement and contributions to the Association through service as board members, committee chairs and committee members. Mr. Harder provided highlights of Board member training available to AAATA as an Association member.

Dusty Fancher, a partner with the Midwest Strategy Group and lobbyist for MPTA, made a presentation to the Board. Ms. Fancher reported on a new transportation funding package recently approved by the State Legislature; the first structural funding increase since 1987. The package includes \$1.2Billion for transportation, the majority of which will go to fund roads. After 2017, \$62Million is planned for the Comprehensive Transportation Fund which primarily funds public transportation. House Fiscal Analysis on the package can be found [here](#).

Ms. Fancher responded to questions on the amount of funding AAATA may expect to receive indicating that the amount is unknown at this time. Mr. Harder reported that nothing is certain until the legislature appropriates, and MPTA will be working with the Michigan Department of Transportation on a distribution that best serves the public.

Ms. Fancher responded to questions on the Roads Innovation Fund and working with the Washtenaw County Delegation. Ms. Fancher reported that her lobbying efforts go beyond transportation funding and also include gun legislation, union bills, bus rapid transit lanes and transit millages. Ms. Fancher responded to a question on buses running in High Occupancy Vehicle lanes noting the introduction of two Bills (5061 and 5062) related to the implementation of bus rapid transit lanes on state trunk lines. A request was made from a board member for AAATA staff to provide additional information on bills 5061 and 5062.

Mr. Mahler thanked Mr. Harder and Ms. Fancher for their presentations.

## 5.0 Review and Approval of Minutes

### 5.1 Review and Approval of Minutes of October 29, 2015

Charles Griffith moved approval of the minutes as written with support from Jack Bernard. The motion carried. Sue Gott abstained.

## 6.0 Board and Staff Reports

### 6.1 Chief Executive Officer

Matt Carpenter echoed the good news shared earlier in the meeting about the State funding package and Scio Township millage. Mr. Carpenter provided an update on the Regional Transit Authority. Draft plans are expected in January, at which time AAATA will have an opportunity to share comments. Mr. Carpenter reported on continuing to build networking connections through attendance at the November Washtenaw Area Transportation Study Policy Committee meeting, and recent meetings with the leadership of WAVE and People's Express. Mr. Carpenter noted an oversight in the original scheduling the June 2016 board meeting. The Board Chair authorized a correction, and the meeting will be posted correctly for the third Thursday of the month, June 16.

### 6.2 Planning and Development Committee

Gillian Ream Gainsley presented the Planning and Development Committee report. The Committee received a report on the Washtenaw Equity Summit and equity implications being discussed countywide. The importance of having equity at the forefront of discussions for the next five year plan was noted.

The Committee endorsed a resolution for the next bus order; carrying out the plan already agreed on by the board. The Committee endorsed a resolution to approve revisions to the Five-Year Transportation Improvement Program for May 2016.

The Committee received a presentation on changes to the Capital and Categorical Grant Program. Approval of the changes will be sought from the Board in December. The Committee discussed including capital projects in a five year plan that would also include strategic items. Ms. Gainsley invited board members to share ideas for strategic items.

### 6.3 Performance Monitoring and External Relations Committee

Susan Baskett presented the Performance Monitoring and External Relations Committee report. The Committee received a report from staff on closing out

the financials for the Blake Transit Center. The Committee was not ready to bring the item forward to the board, and asked the CEO to engage legal counsel to determine liability and responsibility.

The Committee received a request to endorse a resolution approving revisions to the Management Personnel Handbook to assure that policies and practices related to travel expenses are in line with the mission of the organization. The Committee discussed the perplexity of the board approving an employee handbook, and determined that the matter should be handled as two separate issues: oversight of the employee handbook itself, and periodic review of the CEO's expenses by the Governance Committee.

The Committee endorsed a resolution approving a contract for snow removal services. The Committee received reports on the A-Ride service delivery model and new website, and staff presented the financial and operating statistics.

#### 6.4 Local Advisory Council

Rebecca Burke presented the Local Advisory Council (LAC) report. LAC discussed an A-Ride survey scheduled to be sent out in December. Ms. Burke suggested that the survey results may inform the A-Ride service delivery model. LAC received a report on the A-Ride Long-Term Continuity Plan, and reviewed draft A-Ride rules to be posted in sedans to remind passengers about the number of packages permitted. Staff reported on trip notification possibilities for the future including passengers receiving trip updates via text message.

#### 6.5 Washtenaw Area Transportation Study

Larry Krieg reported that Matt Carpenter attended the Washtenaw Area Transportation Study Policy Committee meeting. The majority of the meeting was consumed with an audit report. Agency reports included a reminder from the Michigan Department of Transportation that M-14 between Main Street and Maple will be closed for six months next year. Dr. Krieg noted that while the closure does not directly impact AAATA routes, it will make a difference in traffic flow.

#### 7.0 Question Time

Charles Griffith commented on the M-14 closure indicating that it reminded him of the Jackson Road closure last year. Mr. Griffith suggested that in hindsight there was a missed opportunity to provide an alternative as buses were stuck in traffic. Mr. Griffith suggested coming up with some creative options to get more people out of their cars during the impending closure. Mr. Griffith suggested discussing the topic at a future committee meeting, and asking staff to share their thoughts. Eric Mahler suggested

that PDC may be an appropriate place for a discussion.

8.0 Old Business

There was no Old Business for the Board to consider.

9.0 New Business

Charles Griffith moved the following resolution with support from Eli Cooper.

9.1 Consideration of **Resolution 2/2016 Approval of Order of 12 Low Emission Conventional and Hybrid-Electric Public Transit Buses**

**WHEREAS**, the Ann Arbor Area Transportation Authority requires five (5) replacement buses and seven (7) new buses for the adopted Five-Year Transit Improvement Program (5YTIP) by August, 2017, and

**WHEREAS**, of the 12 buses purchased, 3 will be Hybrid and the remaining 9 will be Low Emission Conventional in accord with Board Resolution 04/2015, and

**WHEREAS**, delivery of the buses is desired for July, 2017, and the manufacturing process for buses takes approximately 18-24 months from the issuance of a purchase order, and

**WHEREAS**, there are sufficient Federal and State Grants and 5YTIP funds budgeted for the purchase of replacement and new buses for service, and

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

**NOW, THEREFORE, BE IT IS RESOLVED** that the Ann Arbor Area Transportation Authority Board of Directors hereby authorizes the Chief Executive Officer to execute an order for the purchase of 3 Hybrid and 9 Low Emission Conventional Public Transit Buses to Gillig LLC to be delivered by July, 2017 for an amount not to exceed \$690,000.00 per bus.

Eli Cooper acknowledged the work of the PDC Committee and staff on analyzing data and for sharing information which led to the decision to purchase vehicles supporting sustainability.

The motion passed unanimously.

Gillian Ream Gainsley moved the following resolution with support from Larry Krieg.

9.2 **Consideration of Resolution 3/2016 5YTIP Revisions for May, 2016 Implementation**

WHEREAS, the Ann Arbor Area Transportation Authority (AAATA) Board of Directors adopted the Five-Year Transit Improvement Program (5YTIP) in January, 2014, and

WHEREAS, AAATA promoted the 5YTIP as the basis for the transit millage election in May, 2016, and the AAATA promised to implement the 5YTIP if the election was successful, and

WHEREAS, the AAATA Board of Directors adopted a procedure to amend the 5YTIP, and

WHEREAS, in conformance with the adopted amendment procedure staff disseminated information to riders and the public about proposed revisions to the May 2016 service improvements included in the 5YTIP, solicited comments and questions, provided multiple and diverse opportunities for riders and the public to understand the proposed changes and provide comments, objections, and suggestions, and

WHEREAS, staff has considered the public input, proposed revisions based on the input, and provided the results of public input to the AAATA Board for consideration before making a decision, and

WHEREAS, a Title VI, Service and Fare Equity Analysis was conducted on the 5YTIP before adoption, and the recommended revisions do not constitute a major change from the adopted plan.

NOW THEREFORE, BE IT RESOLVED that the Ann Arbor Area Transportation Authority Board of Directors hereby amends the 5YTIP to incorporate the proposed revisions in the service to be implemented in May 2016, briefly described as follows:

- Route #3: Extended to serve LeForge Rd.
- Route #33: No longer proposed to serve LeForge Rd.
- Route #6: No longer proposed to change routing in Ypsilanti.
- Plan Route O: Service extended to serve Ypsilanti Township Community Center.
- Plan Route I: Service extended to Clark/Ridge. No longer proposed to serve Ypsilanti Township Community Center.
- Plan Route K: Service extended to serve Ford Blvd., Russell, and Harris in one direction.
- Plan Route L: Service changed to serve Foley and Harry St. in one direction.
- Plan Route E: No longer proposed to serve Lohr Rd.
- Plan Route F: Weekday midday service proposed every 60 minutes. Sunday service added.

BE IT FURTHER RESOLVED that based on public input received, the Ann Arbor Area Transportation Authority Board of Directors hereby amends the 5YTIP with the following additional revisions described as follows:

- Route 45: Revise the route to eliminate service in Ypsilanti on Adams St. between Ferris and Catherine, and Catherine St. between Adams and Huron by using an alternative route on Hamilton, Harriet, and Huron
- Route 32: Revise the schedule for 32A trips to not serve the Miller Road park and ride lot weekdays and weekends. Service to the park and ride lot weekdays will still be provided by 32B and 32C trips, and weeknights on 32A trips.

Board members commented on the resolution. Suggestions included ensuring that the bus stops around Chidester Place are safe and accessible, being open to making adjustments to the routes in the future if things aren't working well, and Board members understanding the changes to the routes and participating with helping people understand what the changes will bring.

The motion passed unanimously.

Sue Gott moved the following resolution with support from Mike Allemang.

9.3 **Consideration of Resolution 4/2016 Approval of Contract for Snow Plow and Removal Services**

WHEREAS, the Ann Arbor Area Transportation Authority (AAATA) issued Invitation for Bid (IFB) #2016-04 for the purpose of identifying firms to provide Snow Plow and Removal Services for the Ypsilanti Transit Center (YTC), Miller Road Park and Ride Lot and Plymouth Road Park and Ride Lot., and

WHEREAS, four (4) responses were received, and

WHEREAS, AAATA staff evaluated the bids and determined that the submittal from Margolis Companies was found to be the most responsive and responsible of the four (4) bids received, and

WHEREAS, the annual expense for snow plow and removal services ranged from \$33,000 to \$135,000 over the last five years, with an average of \$79,500, and

WHEREAS, the expense for snow plow and removal services is expected to exceed \$100,000 over the award period, and Board policy requires advance authorization to incur products or services over \$100,000,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Area Transportation Authority Board of Directors authorizes the Chief Executive Officer to purchase snow plow and removal services from Margolis Companies, Ann Arbor, MI for the Ypsilanti Transit Center, Miller Road Park and Ride Lot and Plymouth Park and Ride Lot for a one-year

period with an option to extend for four additional one-year periods, not to exceed five years in total under the same terms and conditions provided.

Board members discussed the resolution commenting on the approval of a multi-year contract for an essential service. Staff responded to questions on the specifics of the contract indicating that it includes snow removal services for the Ypsilanti Transit Center, Miller Road Park and Ride Lot and Plymouth Road Park and Ride Lot. There are other contracts in place for the Blake Transit Center.

The motion passed unanimously.

#### 10.0 Public Time

Jim Mogensen appeared before the Board. Mr. Mogensen commented on requests for Night Ride service to Chidester Place in Ypsilanti and the idea of asking Ypsilanti City Council for funding. Mr. Mogensen brought forward another potential opportunity for funding from the Human Services Coordinated Plan and the use of 5310 money. Mr. Mogensen commented on areas where there is a need for A-Ride service but there is currently no service, such as the Washtenaw Intermediate School District on Wagner Road. Mr. Mogensen commented on a proposal from Greyhound to obtain \$1Million in 5311 funding for one bus going from Detroit to Port Huron and one bus going from Detroit to Ann Arbor to Flint. Mr. Mogensen commented on his interest in how formula funds are allocated. Mr. Mogensen commented on the MRide agreement urging the Board to figure out the budget and fares given lower ridership.

Michelle Barney appeared before the Board. Ms. Barney requested information on how Chidester Place will be served with the new 45 route in Ypsilanti, now that buses will not use Catherine Street. [Staff agreed to provide routing details at the conclusion of the meeting.]

Carolyn Grawi with the Ann Arbor Center for Independent Living appeared before the Board. Ms. Grawi commented on two days when A-Ride service was completely booked from 7:00 a.m. to 4:00 p.m. Ms. Grawi commented on two instances when the route 16 bus allegedly left the Blake Transit Center (BTC) early. Ms. Grawi suggested adding signage at the BTC to increase accessibility and help people understand where buses are going. Ms. Grawi announced that snow removal paths need to be 36 inches wide to accommodate the use of mobility devices.

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

#### 11.0 Executive Session – MCL 15.268 Sec. 8(d) To consider purchase or lease of real property

Sue Gott moved to adjourn to Executive Session for the purpose of considering the purchase or lease of real property. Susan Baskett supported the motion. The motion



carried on a unanimous roll call vote: Baskett – Yes; Cooper – Yes; Gainsley – Yes; Krieg – Yes; Allemang – Yes; Wade – Yes; Griffith – Yes; Bernard – Yes; Mahler – Yes. The Executive Session commenced at 7:58 p.m.

Sue Gott moved to adjourn the Executive Session with support from Larry Krieg. The motion carried, and the Executive Session adjourned at 9:25 p.m.

12.0 Adjourn

Jack Bernard moved to adjourn the meeting with support from Susan Baskett. The motion carried, and the meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Susan Baskett, Secretary