



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

Agenda

February 16, 2012

Ann Arbor Transportation Authority

Board of Directors Meeting

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

- 1.0 Public Hearing – None Scheduled
- 2.0 Communications and Announcements
- 3.0 Presentation on Community Survey Results by Hugh Clark, CJI Research Corporation
- 4.0 Public Time – Comment on Agenda Items
- 5.0 Review and Approval of Minutes
 - 5.1 Review and Approval of Minutes of January 19, 2012 (p. 1-12)
- 6.0 Board and Staff Reports
 - 6.1 Chief Executive Officer (p. 13-20)
 - 6.1.1 Website Redevelopment
 - 6.2 Planning and Development Committee (p. 21-27)
 - 6.3 Performance Monitoring and External Relations Committee
 - 6.4 Local Advisory Council
- 7.0 Question Time
- 8.0 Old Business
- 9.0 New Business
 - 9.1 Committee Assignments

- 9.2 Resolution of Intent to Apply for Financial Assistance for FY2013 under Act 51 of the Public Acts of 1951, as Amended (p. 28-29)
- 9.3 Resolution to Award a Contract to Indian Trails to Provide Public Transit Service between Ann Arbor and Detroit Metropolitan Airport (p. 30)
- 9.4 Resolution to Establish Fares for AirRide Service between Ann Arbor and Detroit Metropolitan Airport (p. 31)
- 9.5 Resolution Authorizing Extension of Contract with Steer Davies Gleave (p. 32-35)

10.0 Public Time

11.0 Adjourn



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

Proposed Minutes

January 19, 2012

Ann Arbor Transportation Authority

Board of Directors Meeting

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

Board Members Present: Eli Cooper, Anya Dale, Charles Griffith (Acting Chair), Roger Kerson, David Nacht, Rich Robben

Absent with Notice: Jesse Bernstein

Staff Present: Michael Benham, Terry Black, Ron Copeland, Dawn Gabay, Michael Ford, Jan Hallberg, Don Kline, Ed Robertson, Nancy Shore, Mary Stasiak, Phil Webb, Chris White

Guests: Dusty Francher (Midwest Strategy Group) and Clark Harder (Michigan Public Transit Association)

Recording Secretary: Karen Wheeler

Acting Chair Charles Griffith declared that a quorum was present and called the meeting to order at 6:35 p.m.

1.0 *Public Hearing*

There was no public hearing.

2.0 *Communications and Announcements*

Charles Griffith welcomed Eli Cooper back to the AATA Board. Mr. Griffith announced that the meeting was the last for Rich Robben and thanked Mr. Robben for his service.

2.1 *Appoint Acting Secretary*

Charles Griffith appointed Rich Robben Acting Secretary.

3.0 *Presentations*

3.1 *State Legislation by Dusty Francher (Midwest Strategy Group) and Clark Harder (Michigan Public Transit Association)*

Clark Harder presented an overview of the Michigan Public Transit Association (MPTA), which was formed in 1974 and became incorporated as a 501c6 organization in 1977 to provide education and training for transit systems. Mr. Harder noted that AATA has been a member of the association continuously for many years and acknowledged members of the AATA staff who serve on the MPTA Board and committees.

Mr. Harder provided a brief history of MPTA's lobbying efforts on behalf of its 50 members. Mr. Harder introduced Dusty Francher, MPTA's Legislative Relations Coordinator, highlighting Ms. Francher's 15 years of experience in transit.

Dusty Francher, principal partner at the Midwest Strategy Group, provided an overview of her background. Ms. Francher described the Governor's support of discussions around Regional Transit Authority (RTA) legislation noting that the bills detailing an RTA have yet to come forward. Ms. Francher reported on the Governor's discussions about transportation infrastructure and acknowledgement that the transportation system has been woefully underfunded for years at the state and federal level. A multiple bill package is expected to be introduced to increase funding overall for roads and transit and consideration is being given to modify the revenue distribution at the state level, if more funds are received, and to changing the formula on how roads are funded. Options being considered for additional funding include increasing the gas tax, a sales tax on gasoline, changes to registration fees on vehicles, and increasing the state sales tax (which would require a statewide vote). Ms. Francher reported on the work of Representative Rick Olson who is studying transit funding and will release a report.

Ms. Francher reported on her work investigating how changes in property taxes could impact millages, Public Act 152 regarding thresholds for how much employers can pay for employee health benefits, and statewide legislation regarding idling diesel powered vehicles to ward against pollution. Ms. Francher reported on an upcoming presentation to the House Transportation Committee on urban versus rural transportation and how funds are distributed in Michigan compared to how funds are distributed in other states. A future presentation will be made on Bus Rapid Transit and the House Transportation Committee is scheduled to discuss public transportation in January. Ms. Francher indicated that transportation is getting a lot of traction.

Mr. Harder announced that MPTA will not take a position on the RTA legislation until such time as the association knows the feelings of AATA and MPTA's other

southeast Michigan membership. If there is a conflict between members, MPTA would not take a position formally.

David Nacht detailed five areas where AATA has made progress and asked Ms. Francher to take the information back to the Governor and Legislature:

1. Worked cooperatively with the labor union to reduce legacy costs of retiree health care and implemented a program that is fiscally sound.
2. Worked as a board with staff to improve operating efficiencies by implementing private sector techniques into the public agency (a union environment) while delivering the same level of service at a lower cost to the taxpayer; an endemic part of culture.
3. Successfully negotiated cooperative agreements with the City of Ann Arbor, University of Michigan and Washtenaw County to maximize the use of taxpayer dollars by working together.
4. Successfully implemented regional commuter bus service and stand ready to replicate the model in future regional approaches.
5. Worked cooperatively with private sector providers to offer service under the AATA brand, or that of private providers, whichever makes the most sense.

Mr. Nacht classified the agency as being responsive to public initiatives from private and public agendas, and emphasized the efforts of the Transit Master Plan to put forth the best approach for regional transit that improves movement and is environmentally and fiscally sound.

Ms. Francher complimented the Board and staff for a well run organization noting the percentage of farebox revenue yielded. Mr. Harder agreed that AATA is an outstanding agency and often used as an example in discussions with legislators.

Ms. Francher and Mr. Harder responded to questions on how additional funding from an RTA might impact the transition from a city to county authority and a possible collision between initiatives. Mr. Harder noted that the preliminary indication is that an RTA would not replace or duplicate existing systems. Mr. Harder indicated that that more would be known once actual language in the legislation is available. Ms. Francher reported on details in the state constitution regarding designation of funds.

In response to other inquiries Mr. Harder indicated that creative thinking is required, both by transit systems and the government, to determine how to accomplish the many possible transit initiatives. Ms. Francher added that the multiple bills being considered could potentially change the Act 51 formula. Mr. Harder restated the Governor's strong stand and focus on transportation,

including public transportation.

Mr. Griffith thanked Ms. Francher and Mr. Harder for their presentation.

3.2 *getDowntown by Nancy Shore*

Nancy Shore, getDowntown Director, made a presentation on key findings from the 2011 getDowntown Program Evaluation, a survey conducted every two years to get a snapshot of the commuting habits of downtown Ann Arbor employees and gauge employer and employee attitudes and awareness of the getDowntown Program. Ms. Shore reported on the general awareness of the getDowntown program which is high among employers and employees (70%).

Ms. Shore reported that the survey (compared to the 2009 survey) showed an increase in the percentage of employees using public transportation to get to work. Ms. Shore reviewed results on the importance of public transportation for attracting a quality workforce and customers and how employees get to work. People who drive alone do so first for convenience and second due to a lack of alternative commuting options which speaks to why the TMP so important.

Ms. Shore reported on how modes of transportation to work vary with distance to work and displayed a map of the area with an overlay of a four mile radius, essentially the distance around the City of Ann Arbor (which has convenient transportation). Ms. Shore reported on the use of AATA to commute, and factors that would encourage more people to commute with express, more direct service and service closer to respondent residences receiving the highest ranking. Ms. Shore detailed how commuting modes changed in the last year and reasons for changes of mode with a high number of respondents indicating the availability of the go!pass.

A suggestion was made for additional questions in the next survey regarding whether additional park and ride lots, express service and additional service discounts might attract more riders. Ms. Shore responded to questions and agreed to investigate the availability of zip code information from survey respondents. Mr. Griffith thanked Ms. Shore for her presentation.

4.0 *Public Time – Comment on Agenda Items*

Ethel Potts appeared before the Board and commented on planning for a five year transportation plan. She noted her long-term interest in AATA plans over many years citing a 1990 transportation some of the elements of which were completed. Ms. Potts suggested that line bus service was removed to accommodate service to the Plymouth Road park and ride lot and stated that good transportation takes you where you want to

go. Ms. Potts suggested that the current system is good, but needs to be shaped up prior to considering a 4-party agreement for an expanded system.

Vivienne Armentrout appeared before the Board. Ms. Armentrout commented on a Planning and Development Committee discussion about plans for a millage vote. Ms. Armentrout displayed a diagram showing progress of the countywide program which has the u196 board assigned the responsibility to plan for a millage. Ms. Armentrout noted that the u196 board has only three AATA board members, and would lose one with Mr. Robben's departure. Ms. Armentrout encouraged the Board to be more involved, especially in the early stages of planning and discussions about finances, millage votes and specific services.

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

5.0 *Review and Approval of Minutes*

5.1 *Review and Approval of Minutes of December 15, 2011*

Anya Dale moved approval of the minutes as written with support from Roger Kerson. The motion carried; Eli Cooper abstained.

6.0 *Board and Staff Reports*

6.1 *Chief Executive Officer*

Michael Ford reported on the countywide meetings that had taken place since the last Board meeting. Mr. Ford welcomed Eli Cooper to the Board. Mr. Ford thanked Rich Robben for his service on the Board; for his tireless efforts, his support and guidance. Mr. Ford presented Mr. Robben with an AATA mailbox.

Mr. Ford reported on the status of the A-Ride Carry on Policy which is being studied by a subcommittee of the Local Advisory Council. Mr. Ford reported on his investigation into the status of high mileage vehicles being used to provide paratransit service noting that he personally rode in high mileage vehicles used for door-to-door service. No safety concerns or performance issues were found and Mr. Ford indicated that he was satisfied with the investigation.

Mr. Ford reported on the PDC meeting chaired by David Nacht. The committee moved forward a resolution to approve submission of the Capital and Categorical Grant Program. The committee discussed passenger safety near the Washtenaw Avenue transfer location. Staff was directed to place a sign instructing people to cross only in crosswalks, and staff was tasked with conducting a safety assessment of how pedestrians and cars are interacting near the transfer location.

Mr. Ford noted that the committee requested a report on how the WALLY Project could be sustainable. A report will be presented to PDC in March, and the work will not move forward without the Board's concurrence.

Mr. Ford reported that PMER did not meet and referred to two action items under new business which staff could present.

Mr. Ford provided an update on the Transit Master Plan reporting on a presentation on the 4-Party Agreement to Ann Arbor City Council and individual meetings with u196 Board members regarding governing structure and organizing outreach in each district.

Mr. Ford reported on internal efforts including Airport Service, Van Pool Service, a new Marketing Plan, the Blake Transit Center Reconstruction and facility improvements at AATA Headquarters. Mr. Ford reported on the recent audit of the financial statements of last fiscal year by a new contractor, Plante Moran. Mr. Ford noted that he had held numerous meetings with business and community partners, the details of which were included in his written report.

6.1.1 *Website Redevelopment*

Mary Stasiak reported on the design phase of the website redevelopment project noting the importance of making sure that design will be sustainable. Ms. Stasiak reported on feedback sought from several hundred riders and people in the community, as well as the review of best practices. Once the final design template is complete, the project team will begin to populate the site and build each page. Following that, further user testing will be conducted.

6.1.2 *Financial/Operating Data and Analysis*

Phil Webb reported on the financial operating data for the three months ended January 31, 2012. Mr. Webb indicated that the budget is tracking as projected and listed a few of the line items under budget: wages (due to open positions), contracted maintenance (due to less snowfall so far this winter), and agency and media fees (a timing difference expected to even out through the rest of the fiscal year).

Chris White noted that PMER Committee members did not have an opportunity to review the operating statistics since the committee did not meet. Mr. White reported that there were no particular issues, and essentially a continuation of existing trends. Mr. White indicated that a detailed report would be made at the February PMER meeting. Mr.

White referred to the Quarterly Service Standards Report.

6.1.3 *Effect of Stadium Bridge Detours on On-Time Performance*

Chris White reported that the first two weeks of the closure of the Stadium Bridges (at which time State Street was also closed) had an impact on on-time performance for routes 5, 6 and 36. Mr. White noted that the City made several intersection improvements prior to the construction and indicated that since the reopening of State Street the difficulty was reduced. Mr. White added that in the summer State Street is scheduled to be closed in one direction but less of an impact is expected.

6.2 *Planning and Development Committee*

David Nacht reported that staff had previously undergone tough questioning from Rich Robben about the project financing for reconstruction of the Blake Transit Center. Mr. Nacht indicated that during the committee's January meeting staff was well prepared and gave a detailed presentation on the status of the project. The committee was satisfied that Mr. Robben's concerns had been fully addressed and gave their endorsement to move forward with the Capital and Categorical Grant Program as presented.

6.3 *Performance Monitoring and External Relations Committee*

There was no report.

6.4 *Local Advisory Council*

Cheryl Weber reported that the LAC had a major discussion about the Carry on Policy noting that the number of packages allowed to be carried compares with the number allowed on buses, and is similar to policies of other transit providers.

Ms. Weber reported on a letter approved and sent to the CEO of the University of Michigan Hospitals and Health Centers. The letter notes that access to the medical facility for people who use public transportation is not anywhere near equal to access for drivers. A prior plan to provide protection from the weather for public transportation users was abandoned. The LAC felt compelled to bring that back to their attention.

7.0 *Question Time*

There were no questions from Board members.

8.0 *Old Business*

There was no Old Business for the Board to consider.

9.0 *New Business*

Rich Robben moved the following resolution with support from Anya Dale.

9.1 *Consideration of Resolution Adopting 2012-2015 Capital and Categorical Grant Program*

WHEREAS, the Ann Arbor Transportation Authority (AATA) adopted a revised 2011-2015 Capital and Categorical Grant Program in August, 2011, and

WHEREAS, the program for FY 2011 is complete, and a program for FY 2016 has been developed, and

WHEREAS, expansion projects have been developed as part of the development of the Transit Master Plan which have been added to the FY 2012 and FY 2013 elements, and

WHEREAS, the attached FY 2012 – FY 2016 Capital and Categorical Grant Program is the result of these changes, and

WHEREAS, the attached program continues to be consistent with potential funding and to comply with various federal and state requirements,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Transportation Authority Board of Directors hereby adopts the attached FY2012 -2016 Capital and Categorical Grant Program.

BE IT FURTHER RESOLVED, that the \$1.5 million in the FY 2013 Expansion Program for final funds for the Blake Transit Center reconstruction is a maximum amount. Staff will continue design and value engineering activities to complete the scope and provide a final cost estimate to the Board by March, 2012.

David Nacht announced that this is an annual, established procedure followed by transit boards nationally. Mr. Nacht noted that there is some flexibility to reprogram funds but the expected expenditure of funds is consistent with the planning process.

The motion passed unanimously.

Rich Robben moved the following resolution with support from David Nacht.

9.2 *Consideration of Resolution Approving the Purchase of Vans for Vanpool Service*

WHEREAS, the AATA Board of Directors authorized its Chief Executive Officer to enter into a contract with VPSI for vanpool services in the Ann Arbor area, and

WHEREAS, the purchase of vans are required to provide the service, and

WHEREAS, The State of Michigan currently has a five year contract which is extended to local units of Government and Michigan Department of Transportation authorizing transit agencies to purchase vans from Bill Snethkamp's Lansing, Inc., and

WHEREAS, funds for these purchases are included in approved federal and state grants,

NOW, THEREFORE, BE IT RESOLVED, that the AATA Board of Directors hereby authorizes AATA to purchase seven (7) 2012 Dodge Caravans at a base price of \$21,272.00 each with an option to purchase up to a total of twenty-five (25) vans for vanpool services.

Charles Griffith announced that there was funding in the budget to move forward with the purchase of seven initial vans for new vanpools and authorization for up to 25 total vehicles.

David Nacht indicated that while he was in favor of purchasing from the state contract, the vendor, while a state of Michigan vendor, is not located in Washtenaw County. Mr. Nacht suggested exploring the option of purchasing the first seven vehicles from the proposed vendor and exploring a Washtenaw County company for the purchase of the remaining 18 vehicles to see how local business pricing compares to the state contract.

Chris White responded that there would have to be a separate procurement and noted that Washtenaw County dealers had the opportunity to bid on the state contract. Mr. White added that purchasing from the state contract fulfills federal requirements and there is no allowance for geographic preference.

David Nacht suggested moving ahead with the purchase of seven vans, and prior to the next round of purchases, conducting an informal exploration without a competitive bid process to determine if a local provider could give a lower price than the state contract. Michael Ford indicated that the agency usually receives better pricing going through the state bid. Mary Stasiak added that included in the contract with the recommended dealer is storage at no cost. Ms. Stasiak indicated that it would be important to seek the same terms, if an alternate vendor were pursued.

Ms. Stasiak was asked to report back to PMER for further discussion.

The motion passed unanimously.

David Nacht moved the following resolution with support from Eli Cooper.

9.3 *Consideration of Resolution Authorizing Submission of Federal Grant Applications and Associated Documents*

Resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for Federal transportation assistance authorized by 49 U.S.C.

Whereas, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for a transportation project; and

Whereas, the grant or cooperative agreement for Federal Financial assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost; and

Whereas, the Applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

Now, Therefore, Be It Resolved by the Board of Directors of the Ann Arbor Transportation Authority:

1. The Chief Executive Officer or his designee is authorized to execute and file application for Federal assistance on behalf of the Ann Arbor Transportation Authority with the Federal Transit Administration. The Ann Arbor Transportation Authority is the designated recipient requesting Urbanized Area Formula Program assistance authorized by 49 U.S.C. §5307 for the Ann Arbor urbanized area.
2. The Chief Executive Officer or his designee is authorized to execute and file with its application the annual certification and assurances and other documents the Federal Transit Administration requires before awarding a Federal assistance grant or cooperative agreement.
3. The Chief Executive Officer or his designee is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Ann Arbor Transportation Authority.

CERTIFICATION

The undersigned duly qualified Secretary, acting on behalf of the Ann Arbor Transportation Authority, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of Directors of the Ann Arbor Transportation Authority held on January 19, 2012.

Charles Griffith indicated that the resolution was pro forma. It was noted that the resolution was an update of a prior resolution and exactly the same, with the exception of changing the title of Michael Ford's position from Executive Director to Chief Executive Officer.

The motion passed unanimously.

- 9.4 David Nacht moved that the Board thank Rich Robben for years of outstanding service to the Board. Roger Kerson supported the motion.

David Nacht described Mr. Robben's professional career including a vast wealth of knowledge and expertise in several areas that have benefited the agency. Mr. Nacht outlined Mr. Robben's active committee service including chairing the Planning and Development Committee and spending tireless hours fulfilling that commitment. Board members showered Mr. Robben with praise characterizing his service and their experience working with him as incalculable, delightful and enjoyable.

The motion passed unanimously.

Rich Robben thanked Board members for their kind words indicating that he greatly enjoyed his term serving on the Board. Mr. Robben complimented the Board for their excellent work and applauded Michael Ford and the senior staff for running an outstanding organization.

10.0 *Public Time*

Nancy Kaplan appeared before the Board and read an excerpt from a "transportation agreement". Ms. Kaplan requested clarification of specific language in the agreement.

Michael Ford agreed to provide follow-up and clarification.

Clark Charnetski, LAC co-chair, appeared before the Board. Mr. Charnetski commented on the SMART Local Advisory Council meetings in Detroit noting that the committee meets only four times per year due to infrequent bus service outside of peak hours from the suburbs to downtown. Mr. Charnetski voiced his support for the countywide regional plan indicating that some LAC participants have trouble getting to critical destinations outside of the normal service areas.

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

11.0 *Adjourn*

Rich Robben moved to adjourn the meeting with support from Roger Kerson. The motion carried and the meeting adjourned at 8:10 p.m.

Respectfully Submitted,

Rich Robben, Acting Secretary



To: Board of Directors

From: Michael Ford, Chief Executive Officer

Date: February 10, 2012

Re: Monthly Report

Our two major focus areas over the past weeks have been on Airport Service and the Transit Master Plan: the Financial Task Force and Public Transportation Agreement (4-Party) components. Staff has been working extended hours to move the projects forward and I am indebted to them for their efforts.

Board Meeting Follow-Up

Thirteen people attended the January Rider Forum held just prior to the Board meeting. This was the highest number of attendees to date. The focus of the first portion of the meeting was the service changes on the #4 Washtenaw route and expanded Night Ride service area. Incidentally, ridership increased on both Route 4 and Night Ride service in the first week of added service. The second portion of the meeting focused on TMP improvements and was more wide-ranging including bus route improvements, rail service, airport service and the proposed bus rapid transit service included in the RTA proposal.

During public time at last month's meeting a statement was made with regard to reducing service in order to serve a park and ride lot. This is not the case. Service was not eliminated, but rather service was reduced (with approval of the Board) because of very low productivity, not to provide service to the new Plymouth Road Park and Ride lot.

We looked into the availability of mapping zip code information from the getDowntown Survey. We were advised that the study sample was too small to yield any meaningful results, and the study was not intended to provide this kind of data. The 2009 onboard survey, conducted by AATA, had enough participants to yield useful results and the dataset could be mapped, if that would be of interest.

Board Committee Meetings

Anya Dale chaired the February 7th **Planning and Development Committee** meeting. The committee endorsed four action items moving them forward to the full Board for consideration:

- Resolution of Intent for the FY2013 Application to the Michigan Department of Transportation;
- Contract Award for Airport Service;
- Establishing Fares for Airport Service; and
- Extension of Contract with Steer Davies Gleave

The resolutions are included in the Board packet. Staff provided brief updates on ongoing projects, the details of which are included in the meeting summary in the Board packet.

The February **Performance Monitoring and External Relations Committee** meeting is scheduled for February 14th. There are no action items for the committee to consider. The performance reports and financial and operating data will be available at the Board meeting.

Countywide Transit Master Plan

A draft recommendation from the Financial Task Force Service Review sub-group was completed and distributed to the full FTF in preparation for a meeting in late January. The meeting was postponed and rescheduled for February 29th.

Jesse Bernstein, staff and I attended the Ann Arbor City Council Public Hearing on January 23rd. Over two dozen people commented on the Public Transportation Agreement (4-Party), about half in favor of the agreement and half who either encouraged council to delay or not pass the agreement. However, most of the speakers were in favor of transit service in Ann Arbor, either protecting or enhancing the system. We are scheduled to appear before Council again on March 5th when it is hoped the FTF recommendations will be finalized. At that time I will also take the opportunity to share AATA's perspective on the recent transportation bills introduced by the legislature.

Inquiries about the Act 7 process

There has been some discussion about the Act 7 agreements being approved. The following (less the italicized) have all affirmatively passed a resolution to participate in the u196 board selection process. In finalizing the paperwork last week, Sharon Township (which has not previously taken a formal position) did not agree to pass the resolution, making them the fifth community not participating in the u196 board. This means, however, that 22 out of 27

governments (including Ann Arbor) ARE participating and are at the table. Our plan has been to include the Act 7s filed as attachments to the final Articles of Incorporation and Public Transportation Agreement.

- **Ann Arbor**
- **Ypsilanti**
- **Northeast:**
 - Superior Township ([June 20, 2011](#))
 - Ann Arbor Township ([May 16, 2011](#))
 - Northfield Township ([July 12, 2011](#))
 - *Salem Township* ([June 14, 2011](#)) the motion died for lack of a second)
- **Southeast:**
 - Ypsilanti Township (July 19, 2011)
 - Augusta Township (October 11, 2011)
- **South Middle:**
 - Lodi Township (September 6, 2011)
 - City of Saline (September 19, 2011)
 - York Township (September 14, 2011)
 - *Saline Township*
- **North Middle:**
 - Webster Township ([August 16, 2011](#))
 - Village of Dexter ([August 8, 2011](#))
 - Scio Township ([August 9, 2011](#))
- **West:**
 - City of Chelsea ([August 23, 2011](#))
 - Dexter Township ([September 20, 2011](#))

- Lima Township ([October 10, 2011](#))
- Freedom Township ([September 13, 2011](#))
- Manchester Twp (October 2011)
- Village of Manchester ([September 19, 2011](#))
- Lyndon Township (October 2011)
- *Sharon Township*
- *Bridgewater Township*
- *Sylvan Township*

New Service Initiatives and Work Plan Progress

Airport Service

We completed our negotiations with Michigan Flyer and reached agreement on a contract. Approval of the contract was endorsed by PDC. And after extensive deliberations, we have come to agreement with the Airport on signage.

Transit Improvements along the Washtenaw Avenue Corridor

More frequent weekday service for route #4 went into effect on 1/30/12, and first week was very positive. These results provide a comparison with the previous week. It is much too early to draw any conclusions, but getting off to a good start is great. We have received several very positive comments from riders.

Ridership

Ridership on route 4 increased 8% while system-wide ridership decreased 0.6% for the same time period.

Route 4:

- Week of 1/23 – 1/27: 18,388 boardings
- Week of 1/30 – 2/3: 19,796 boardings

System-wide:

- Week of 1/23 – 1/27: 129,579 boardings
- Week of 1/30 – 2/3: 128,754 boardings

On-time performance

On-time performance of route 4 increased 9% while system-wide performance increased 1% for the same time period.

Route 4

- Week of 1/23 – 1/27: 86%
- Week of 1/30 – 2/3: 95%

System-wide

- Week of 1/23 – 1/27: 88%
- Week of 1/30 – 2/3: 89%

Night Ride

Night Ride service was extended to downtown Ypsilanti on January 29th. Blue Cab is expected to have the data compiled for last week late this week. They report that there was no surge in demand; most of the trips to Ypsilanti in the first week were existing riders who extended their trip.

Vanpool Service

We are proceeding with the purchase of seven vans based on Board approval in January and are investigating pricing from local dealerships. The project team is working with representatives from the University of Michigan to procure electronic ride matching software that will be useful to AATA, UM and other businesses. The project team is also working through the process of how to initiate a new vanpool; specifically for UM, outlining the different procedures that are needed, and working to identify the steps necessary to transition a UM vanpool into AATA's program.

Strategic Marketing Plan

PACE & Partners, the marketing firm hired to develop a strategic marketing plan and provide an evaluation of the Community Relations Department, is scheduled to present their findings at this month's PMER meeting.

AATA Headquarters Expansion and Improvements

The bus hoist replacement project is complete and our technicians are happy to have this much needed improvement. The bus garage expansion project continues to move along nicely. The steel frame structure is in place and block and brick work is the next step. We have begun the

installation of new energy efficient lighting fixtures in the maintenance and bus storage areas. The new fixtures will reduce our overall electric usage and we are slated to receive a credit from DTE Energy for the upgrade.

Blake Transit Center

We have begun working with a new architect from DLZ on the Blake Transit Center project due to the departure of the architect who began the project. The newly assigned architect, Stephen Kromkowski, is a principal with the firm and has a wealth of experience in architectural design of transit facilities. We recently met with the City of Ann Arbor Planning Department to get a complete understanding of the City's planning and permitting process and the milestones that need to be met. We expect to have an updated cost estimate for the project in April.

Meetings with Business and Community Partners

Ann Arbor Public Schools (AAPS)

Ron Copeland, Phil Webb, Chris White and I met with the AAPS Superintendant, Assistant Superintendent, and Director of Communications last week. This was our second meeting to explore how AATA service could assist in their efforts to reduce transportation costs. Since the first meeting, we have developed some opportunities for the 2012-13 school year that would replace 2-5 AAPS high school bus routes with students using existing AATA service. AATA and AAPS staff will be working in the next few weeks to develop the details. The Superintendent expressed her pleasure with how this effort is proceeding.

Later last week I met with AAPS Board Trustees Simone Lightfoot and Susan Baskett. I shared the details of our meeting with AAPS representatives and our coordination efforts. We also discussed opportunities to provide enhanced communication to parents regarding potential changes that could better help with their understanding of what public transit is, what it can do, and the ease of use. We agreed to meet again and look at some longer term solutions such as identifying grant opportunities, raising local awareness and gathering data to pinpoint the needs of where high school student are in need of public transit, but don't have a voice nor access to navigate public transit services to school.

Exploration Committee

Chris White attended a meeting of an ad-hoc committee of WATS exploring whether WATS should seek to become a Metropolitan Planning Organization (MPO) separate from SEMCOG. If this were to occur, Washtenaw County would remain part of the SEMCOG region, but programming of transportation projects for federal funding would be approved by WATS without going to SEMCOG for concurrence. Currently, WATS performs most of the functions of

an MPO, but the need to then go through the SEMCOG process adds significant time and reduces flexibility. We have learned that Ann Arbor is the only urbanized area over 200,000 people in the country which is not its own MPO. Federal Highway Administration and Federal Transit Administration recently questioned the current status. At a minimum, this committee will be seeking changes from SEMCOG to provide more independence and better reflect the emphasis in this area on alternative transportation and public involvement. Our newest board member, Eli Cooper, also serves on this committee representing the City of Ann Arbor.

University of Michigan Marketing and Communications

Chris White and Ken Anderson met with several people from UM Parking and Transportation for the semi-monthly marketing and communications meeting. This discussion included several topics:

- Communication of upcoming AATA service changes
- Coordination of A2 Express marketing to UM staff
- Update on the TMP process
- AATA plans for an Employer Services Coordinator
- Vanpool plans and coordination with UM-sponsored vanpools
- Joint purchase of new Ridematch software
- Proposed bike sharing program

Internal Team Meetings

I have been continuing the internal team meetings with various departments. I most recently met with Maintenance staff to discuss what is going well, challenges they are facing, and how I can support their efforts.

Travel

In late January Chris White attend the Transportation Research Board (TRB) annual meeting in Washington, DC. The meeting included the presentation of more than 400 research papers relating to public transportation as well as hundreds more on related topics such as planning, pedestrians, bicycles, and demand management. Chris attended sessions on topics including the effects of free fare for seniors, transit benchmarking and performance management, advances in public involvement techniques, bike sharing startup, on-line surveys and the use of taxicabs to supplement transit service.

I attended the American Public Transportation Association (APTA) CEO conference early this month. I served as a panelist on Workforce Development where the discussion was around new models, processes, and programs to identify key positions and progressions with the capabilities required for success. We also shared ideas on programs to develop pathways, assessments, and feedback, interim opportunities and options for future transit leaders.

In addition I attended numerous sessions including meetings on safety and security, impending Federal legislation, and an update from the APTA CEO on accomplishments during his first 100 days in office.

Ann Arbor Transportation Authority Board of Directors
 Planning and Development Committee
 Approved Meeting Summary
 February 7, 2012 – 4:00 p.m.

Present: Committee – Eli Cooper, Anya Dale (Chair), David Nacht

Staff – Michael Benham, Terry Black, Ron Copeland, Michael Ford, Dawn Gabay, Jan Hallberg, Ed Robertson, Mary Stasiak, Al Thomas, Phil Webb, Karen Wheeler, Chris White

Committee Chair Anya Dale called the meeting to order at 4:07 p.m.

1.0 *Communications and Announcements*

There were no Communications or Announcements.

2.0 *Public Time – Comment on Agenda Items*

Vivienne Armentrout appeared before the committee and urged the committee not to utilize assets or reserves as was being proposed for one of the projects on the agenda. Ms. Armentrout requested that due to the uncertainty of transportation funding on the national and state level this tactic should be avoided to avert risk and to keep the bus system safe.

No one else appearing, Ms. Dale declared Public Time closed.

3.0 *Action Items*

3.1 *Resolution of Intent for FY2013 Application to MDOT*

Chris White reported on the FY2013 Application to the Michigan Department of Transportation (MDOT) which is required for AATA to receive assistance in the next fiscal year. A resolution from the Board (in a specific format prescribed by MDOT) is required to submit the application. The state also requires the submission of a proposed operating budget for FY2013 (which is still nine months away). The proposed budget should include the maximum amount perceived to be needed.

Chris indicated that the Transit Master Plan poses some difficulty in that the financial plan does not specify new service, but needs to be included to receive state operating assistance. The capital portion of the application is based on the

Capital and Categorical Grant Program adopted by the Board in January. Chris noted that it is understood that the budget is an estimate and will be amended as needed before the actual beginning of the 2013 fiscal year. He also reported on an upcoming meeting with MDOT's Director of the Passenger Transport Division to discuss the projects included in the application.

Eli Cooper moved the resolution with support from Anya Dale. The motion carried.

3.2 *Contract Award for Airport Service*

Michel Ford reported on work completed on the Airport Service project over the past year. An open and competitive bid was followed and the service will be offered through a public-private partnership with Indian Trails, dba Michigan Flyer. Mr. Ford state there would be two resolutions for consideration, one to award a contract to provide the service and one to establish fares for the newly established "AirRide" Service.

Michael touched on the details of service and noted where signage will be placed at the Detroit Metro Airport (DTW). He indicated that technology will be used to promote the service as well. He stressed that the service will be public transportation, noting that this means no fees will be incurred for AirRide buses to enter the DTW facility.

Mr. Ford reported on commitments from a variety of community partners to help promote the AirRide service. Mary Stasiak indicated that the promotional strategies will be varied and will include television and radio ads, billboards, and electronic media. Dawn Gabay added that the University of Michigan, the Ann Arbor Area Convention and Visitors Bureau, and Michigan Flyer will provide monetary contributions to marketing while the University of Michigan will make in-kind contributions. The Ann Arbor Downtown Development Authority is partnering with AATA on providing parking at greatly reduced rates for AirRide passengers.

David Nacht moved the resolutions pertaining to AirRide Service, with support from Eli Cooper.

Mr. Cooper acknowledged the work on the Airport Service project indicating that the service is something that has long been needed for the Ann Arbor community.

The motion passed unanimously.

3.3 *Transit Master Plan Implementation*

Michael Ford reported on outreach and engagement work for implementation of the Transit Master Plan (TMP). The firm of Carlisle Wortman has greatly helped advance the TMP by working closely with the Financial Task Force (FTF) and also with the District Advisory Committee meetings. The work of the FTF expanded from its original mission, and is requiring additional resources. There is also the need for more help on community outreach and development of a new and comprehensive fare structure. Mr. Ford requested an additional \$95,000 for more consulting services to complete the work.

David Nacht moved the resolution with support from Eli Cooper.

David Nacht voiced his support for additional consultant work noting that at recent Board meeting he had argued against a consultant contract for a different project. David stated that there is no question that the additional TMP work is required, and the alternative to completing it would require additional full time staff (with accompanying benefits) that could also result in a potentially longer term commitment. He recognized that AATA is in a transitional state and stated his preference for additional work with consultants. Eli Cooper voiced his support given the direction of the project.

The motion passed unanimously.

4.0 *New Business*

4.1 *Board Planning Retreat*

Michael Ford reported on preliminary planning for the annual Board Retreat being proposed for sometime in May. He reviewed a list of prospective topics for the session. Committee members engaged in a lengthy discussion about content for the meeting sharing specific requests for additions and deletions to the list originally presented by staff.

Suggestions included:

- Limiting the number of discussion topics so that decisions can be made on critical issues with resolutions to follow at a regular board meeting
- Providing Board members with material in advance to prepare for the retreat so that presentations can be brief and conversation fruitful
- Designating a portion of the retreat for a joint session with u196 Board members to provide an opportunity for open dialogue about moving the Transit Master Plan forward

- A legislative briefing and options for AATA to consider in the event state or federal funding is reduced
- Presenting two versions of an Operating Budget for FY2013: one to include TMP and a Regional Transportation Authority and one for maintaining regular operations, and identifying competing scenarios between the two

Additional suggestions included an overview of new pre-TMP service initiatives already put into place, and a presentation on plans for the future development of Park and Ride facilities. It was agreed that a presentation on the Park and Ride program should not be undertaken at the retreat, but rather at a future PDC meeting. A presentation was requested for the April meeting.

5.0 *Updates*

5.1 *2700 Expansion and Improvements*

Terry Black reported that the bus hoist project in the maintenance garage has been completed. The garage expansion project is moving along nicely with block work and lighting upgrades already underway. Terry reported that AATA will receive a credit from DTE Energy to help complete the lighting upgrade throughout the existing maintenance facility (including the newly expanded bus storage area).

Terry reported that the lead architect from DLZ who worked with AATA from the start of the Blake Transit Center (BTC) project has left DLZ, and a new architect has been already been appointed. The new architect is a principal lead from the DLZ firm and is quickly making himself familiar with the project. Terry recently met with representatives from the City Planning Department to discuss timelines that will be necessary to achieve in order to start construction in this summer. The schedule will be tight to complete public meetings and approvals, but the project team is committed to hitting the target. A refined plan with a good cost estimated is expected to be completed by April.

5.2 *Transit Improvements for the Washtenaw Corridor*

Chris White reported that after one week of service on the expanded #4 Washtenaw Route, ridership increased 8% compared to the week prior. In comparison, ridership on the system as a whole increased 1%, indicating that it was possible that some of the riders on route 4 could be coming from other routes. Chris stated that it was still too early to measure the true impacts of the service improvements. He reported that for the first week of new service, on-time performance on route 4 stood at 95% compared to 89% for the system as a whole. Prior to the increase in service, on-time performance for route 4 was at

88%. He complimented AATA's Transportation Department for a smooth implementation of the new schedule. Chris reported that ridership on Night Ride service (now extended all the way to Ypsilanti) was up 4% compared to the week before, but it is also too early to analyze this ridership to any depth. A follow-up report will be provided once Blue Cab provides additional details.

Ed Robertson responded to a question from David Nacht regarding the study of passenger safety near the Washtenaw Avenue transfer site and stated that a report was being prepared to be provided to the PDC at its March meeting.

5.3 *Vanpools*

Mary Stasiak reported that a contract for Vanpool service was expected to be completed in the coming week to be sent to VPSI. She confirmed that staff was investigating van pricing from local dealers and Terry Black noted that the first new vehicles will utilize Flex Fuel E85. Mary reported on the project team's work with the University of Michigan to transition current vehicles and to provide replacement vehicles for existing vanpools. The team is working with UM on specifications for ride-matching software that will meet the needs of AATA and UM, and will be beneficial to other businesses. Mary agreed to provide an update on the status of the purchase of vans and pricing information from local dealers.

5.4 *East/West and WALLY Rail*

Michael Benham reported that a Request for Proposals for station design services is in the hands of the vendors with responses expected on February 21. He indicated that a contract will not be let until conditions for the project set earlier by the Board's have been met.

David Nacht noted that one of the Board's requirements was for a plan to fund the operational side of the project before AATA would spend any additional funds in moving the project forward.

5.5 *Chelsea and Canton Expresses*

Michael Benham reported on continuing ridership increases on express bus service noting that a 40' bus recently replaced a 35' bus on the Canton route in an effort to better accommodate the increasing number of passengers. Ron Copeland responded to a question on the attractiveness of the run to drivers and indicated that the work is still classified as "part-time" work being performed by part-time operators. The drivers assigned to the work all seem to like it.

Terry Black responded to a question on passenger comfort given the duration of the commuter express trips, indicating that the buses used for express service do have premium seating and Wi-Fi capabilities. Michael Benham responded to a question on the prospective location of the next route (if funding is available in the TMP), and indicated the possibilities include: Plymouth/Livonia, Manchester, Saline/Milan, Brighton/Whitmore Lake, and possible enhancements to the Chelsea route. Michael indicated that there was currently no prioritization of these proposed services, and noted that a route from Belleville was now a proposed addition for the TMP (as a result of feedback from the district advisory committee meetings).

Chris White noted that it is difficult to identify industry standards for express service given that this type of route is generally not operated in similar smaller sized cities. David Nacht encouraged staff to continue thinking about expanding express bus service and park and ride lots regardless of whether additional funding for the projects currently exists. He suggested that an amendment to the Capital and Categorical Grant Program might be appropriate given the economic and environmental benefits of these two initiatives for Ann Arbor.

5.6 *TMP Update*

Michael Benham reported that TMP work is focused on the development of the Five Year Transit Program. A draft of the document will be presented at public meetings and comments received from those meetings will be incorporated into the final document. The Funding Task Force is expected to make a recommendation at their next meeting scheduled for February 29. The 4-Party Agreement is moving along with Michael Ford's next appearance before Ann Arbor City Council scheduled for March 5.

6.0 *Public Time*

No one appearing, Ms. Dale declared Public Time closed.

7.0 *Future Meetings*

Tuesday, March 6, 2012 at 3:00 p.m.

Eli Cooper extended an invitation to two meetings on the City's Non-Motorized Transportation Plan scheduled for Wednesday, February 8, 2012 at 3:30 p.m. and 6:00 p.m. in the Ann Arbor City Council Chambers. He stated that AATA's services were integral to the success of non-motorized transportation in the area.

8.0 *Adjourn*

There being no further business, Ms. Dale adjourned the meeting at 5:10 p.m.

Respectfully Submitted,

Karen Wheeler

MEMORANDUM

To: Planning and Development Committee

From: Chris White
Manager of Service Development

Re: FY 2013 State Funding Application

Date: January 30, 2012



We have prepared the FY 2013 application for state funding for submission to MDOT. A Board resolution is required to authorize submission of the application and MDOT has a required format for the resolution. A draft resolution is attached in the required format.

One element of the application is for capital funding. This portion of the application will consist of the FY 2013 element of AATA's Capital and Categorical Grant Program.

The second element is an operating budget for FY 2013. The budget is required to be submitted at this time, but it is understood that the budget is an estimate and subject to change before the beginning of the fiscal year. The state operating assistance we will receive will be based on our actual expenses next year, not the expenses in the application.

The operating budget is just over \$33 million, 9% higher than the adopted FY 2012 budget. The increase is primarily due to a full year's operating cost for the route #4 service increase, a full year of operating cost for airport service, and implementation of the service expansion included in the TMP financial plan for 2013. The ability to implement this service expansion depends on developing a local funding source. The local funds are projected at \$12 million, about \$2 million higher than the FY 2012 budget.

In addition, we will inform MDOT during the development of the FY 2013 budget later this year if a significant change from the application is being considered. We will provide a copy of our final budget for FY 2013 to MDOT once it is adopted in September. MDOT does use the operating budget submitted in the applications for planning purposes.

Resolution 11/2012

RESOLUTION OF INTENT TO APPLY TO APPLY FOR FINANCIAL ASSISTANCE FOR FISCAL
YEAR 2013 UNDER ACT 51 OF THE PUBLIC ACTS OF 1951, AS AMENDED

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the Ann Arbor Transportation Authority (AATA) established under Act 55 of 1955 to provide a local transportation program for the state fiscal year of 2012 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the AATA, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators for this agency have been reviewed and approved by the AATA; and

WHEREAS, the AATA, has reviewed and approved the proposed balanced budget and funding sources of estimated federal funds \$3,023,440, estimated state funds \$10,988,677, estimated local funds \$12,673,833, estimated fare box \$6,552,000, estimated other funds \$151,000, with total estimated expenses of \$33,388,950.

NOW THEREFORE, be it resolved that the AATA hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Michael G. Ford as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 for 2012.

Jesse Bernstein, Chair

February 16, 2012

Charles Griffith, Secretary

February 16, 2012

Resolution 12/2012

AWARD OF A CONTRACT TO INDIAN TRAILS TO PROVIDE
REGULARLY SCHEDULED PUBLIC TRANSIT SERVICE
BETWEEN ANN ARBOR AND THE DETROIT METROPOLITAN AIRPORT

WHEREAS, the Ann Arbor Transportation Authority (AATA), in fulfilling its mission to provide public transportation options for the Greater Ann Arbor Community, wishes to provide regularly scheduled public transit service connecting the Blake Transit Center (BTC) and selected other Ann Arbor locations with the Detroit Metro Airport (DTW) (where further connections may be made via the Suburban Mobility Authority for Regional Transit), and

WHEREAS, federal regulations require the participation of private transportation companies to the maximum extent feasible in the provision of public transportation, and to this end AATA complied with these regulations and federal purchasing requirements by issuing Request for Proposal (RFP) #2011-17, and

WHEREAS, AATA has determined that the most qualified proposal for this service was submitted by a private corporation known as Indian Trails, Inc., doing business as Michigan Flyer (MI Flyer), which has offered to provide public transportation services to DTW at a cost that includes both revenue-sharing and over-all cost-sharing arrangements with AATA, and

WHEREAS, subsequent negotiations with Indian Trails, Inc., have yielded satisfactory agreements in the areas of Customer Service, Marketing, Ticketing, Fares, Operations (including boarding locations), Vehicles (including customer amenities), Schedules, Safety and Performance Standards, and other such important public concerns pertinent to the use and operation of public transportation services, now therefore

IT IS RESOLVED; that AATA shall award a contract to Indian Trails, Inc., to provide regularly scheduled public transit service between Ann Arbor and DTW for a period of two years at a cost of \$2.56 per service mile, and that the total cost for such contract shall not exceed \$700,000 per year without the specific consent of the Board, and

IT IS ALSO RESOLVED; that such contract shall provide for the ongoing flexibility of AATA to enact minor changes to the overall operation of the services for the increased benefit of the public, and

IT IS FINALLY RESOLVED; that the contract shall provide for the option of three one-year extensions at a price to be mutually agreed to by all parties prior to any such extension.

Jesse Bernstein, Chair

Charles Griffith, Secretary

February 16, 2012

February 16, 2012

Resolution 13/2012

ESTABLISHING FARES FOR AIRRIDE SERVICE
BETWEEN ANN ARBOR AND DETROIT METRO AIRPORT

WHEREAS; the Ann Arbor Transportation Authority (AATA) will provide inexpensive, safe, and regularly scheduled bus transportation (known as AirRide) between posted stops in Ann Arbor and both terminal buildings at Detroit Metro Airport (DTW) through a partnership with Indian Trails (dba Michigan Flyer), and

WHEREAS; the public-private partnership between AATA and Indian Trails provides that Indian Trails shall retain the first \$250,000 of fares collected each year of the contract; and that fares collected in excess of \$250,000 each year shall be used to offset the cost to AATA of the AirRide services provided by Indian Trails, and

WHEREAS, the AATA Board of Directors establishes both regular fares and special promotional fares for all services offered by the Authority, now therefore

IT IS RESOLVED; that the regular fares for AirRide service shall be as follows:

	<u>Advance Reservation</u> Restricted Refundable With 48 Hour Notice		<u>Fully Refundable</u> Up to time of Departure		<u>Cash Walk-up</u> Exact Fare
	<u>1 Way</u>	<u>RT</u>	<u>1 Way</u>	<u>RT</u>	<u>1 Way</u>
Standard Fare	\$12	\$22	\$15	\$30	\$15
Seniors Fare*	6	11	7.50	15	7.50
ADA Fare*	6	11	7.50	15	7.50
Passes*	12	22	15	30	15
Students (6—17)*	7.50	0	7.50	0	7.50
Children 5 and under*	Free	Free	Free	Free	Free

*Seniors must be 65 or older with an AATA issued Senior Card;

ADA Fare requires an AATA issued ADA Card or Medicare Card;

Passes include: Fare Deal, Go!Pass; MCard; or other AATA sponsored or issued passes

Students and Children 5 and younger must be accompanied by at least one Standard Fare paying adult.

Passengers riding with a discount pass or ticket must be able to present proof of eligibility.

IT IS FURTHER RESOLVED; that the Standard Fare (with Advance Reservation only) may be reduced to \$10 one way and to \$20 round trip during the special introductory promotion of AirRide service to the community; and that volume discounts may be available for groups of up to eight individuals when travelling together.

Jesse Bernstein, Chair

Charles Griffith, Secretary

February 16, 2012

February 16, 2012

Highlights – Contract modification to continue Public Engagement efforts

The transit consulting firm of Steer Davies Gleave (SDG) originally assisted the AATA in the development of the 30 year Transit Master Plan, released April 2011. SDG also created the Funding Options Report, issued in August 2011. Subsequently, they have been assisting the AATA by providing Implementation Assistance Services in connection with the plan. Activities to date have included:

- Initial preparatory work toward developing a Five Year Transit Program, including refinement of the project budget, detailing of service proposals, and incorporation of on-going comments from the public, community leaders and public officials
- Organization of, and support to, the District Advisory Committees, which are intended as local forums to provide guidance on transit needs and review and refine services proposed for inclusion in the Five Year Transit Program. This work has been assisted by the local planning firm of Carlisle Wortman Associates, with an initial round of meetings resulting in over 600 comments on the Plan.
- Detailed analytical support to the Financial Task Force (and its Service Review sub-group), which has taken on the task of reviewing the Funding Options Report and identifying a feasible, sound, and acceptable funding source for the services in the Five Year Program, and in the longer term.

There has been an extraordinary level of public participation in the TMP, such that the level of effort going into preparing for and convening the DAC's and other public forums requires a high level of support. There has also been a great deal of effort provided to inform and support the work of the Financial Task Force, which has undertaken a review of proposed service in addition to their original mission of recommending funding source(s).

The Board is being asked to extend the existing contract authorization by \$95,500 to continue progress toward the implementation of the Countywide Transit Master Plan. With this contract extension, the following will be accomplished:

- A continuation and enhancement of the District Advisory Committee's (DAC's) throughout Washtenaw County, in order to maximize public participation in the development of the Five Year Program, and to ensure that the Program is responsive to the needs of the region's citizens. The DAC's have already provided a wealth of knowledge for detailing and refining the TMP service proposals, and this effort is intended to make the DAC's more structured, with more comprehensive representation. This work is being conducted by the local planning firm Carlisle Wortman Associates, which is part of the SDG team and has intimate knowledge of the region, local leaders and relevant local transit issues. This work would include both the organization of the DAC's as well as round 2 – in mid April – of the DAC meetings. Not only will the work provide more data important to planning services to meet transit needs, it will also establish an on-going forum for planning and monitoring the countywide program.
- Provide the remaining support needed by the Financial Task Force, including revisions to the financial documents they are using for their deliberations.

- A more comprehensive examination of the existing AATA fare structure, with recommendations for streamlining and increasing user-friendliness of the fare and ticketing systems, proposals to eliminate redundant or obsolete media or policies, proposals to introduce new media or policies that take advantage of state-of-the art technologies, and so forth. This work would also adapt the current fare and ticketing structure to the special requirements of countywide services.
- Continuation of work needed to define the operating model for providing dial-a-ride service countywide, as input to the Five Year Program.
- Accomplishment of needed analytical, descriptive and publishing work to complete the Five Year Program document, including inclusion of the financial constraints recommended by the u196 Board (based on the Financial Task Force recommendations) and the comments and other input coming from the DAC's. The result will be an attractive and robust document that reflects the views of the citizens of the region.

The expense of this work is offset by additional Federal planning grants, plus a reallocation of existing budgeted funds.

Resolution 14/2012

Authorization for Extension of Contract with Steer Davies Gleave

Whereas, the Ann Arbor Transportation Authority Board of Directors authorized execution of a contract with the firm Steer Davies Gleave (SDG) for the development of a Transit Master Plan (TMP) on April 21, 2010, and,

Whereas, the existing contract provides for the option of extending the contract to include the provision “Implementation Assistance” by the consultant, and

Whereas, a contract extension for “Implementation Assistance”, authorized for an amount not-to-exceed \$193,317.72 and executed in July 2011, has enabled significant on-going progress toward developing countywide transit, including: support to an ad hoc Countywide Transit Financial Task Force as it has worked toward developing recommendations for funding various elements of the Transit Master Plan; establishment of citizen forums in each of the individual districts for the purposes of development of “District Recommendations” for services, taking into account the particular needs and desires of the various geographic sub-areas of Washtenaw County, and; the commencement of detailed service development plans for specific services in consultation with the local communities participating in the Countywide Transit planning process, including an examination of issues related to fares and ticketing.

Whereas staff has determined that an extension of the contract with SDG would be prudent and allow for on-going support to the Countywide Transit effort, by undertaking the following tasks:

- A continuation and enhancement of the District Advisory Committee’s (DAC’s) throughout Washtenaw County, building on the success of previous efforts, in order to maximize public participation in the development of the Five Year Program, and to ensure that the Program is responsive to the needs of the region’s citizens.
- Provision of remaining support needed by the Financial Task Force, including revisions to the financial documents they are using for their deliberations.
- A more comprehensive examination of the existing AATA fare structure, with recommendations for streamlining and increasing user-friendliness of the fare and ticketing systems, proposals to eliminate redundant or obsolete media or policies, proposals to introduce new media or policies that take advantage of state-of-the art technologies,
- Continuation of work needed to define the operating model for providing dial-a-ride service countywide, as input to the Five Year Program.
- Accomplishment of needed analytical, descriptive and publishing work to complete the Five Year Program document, including inclusion of the financial constraints recommended by the u196 Board (based on the Financial Task Force recommendations) and the comments and other input coming from the DAC’s.

Whereas, the Planning and Development Committee unanimously supported the recommendation from staff, and

Whereas, funding for this work is offset by additional Federal planning grants, plus a reallocation of existing budgeted funds,

Now, Therefore, Be It Resolved, that the Ann Arbor Transportation Authority Board of Directors hereby amends Resolution 28/2011 to authorize the Chief Executive Officer to extend the authority for implementation assistance with SDG through June 2013 and to increase the amount of that authority by \$95,500 to an amount not to exceed \$288,817.72.

Jesse Bernstein, Chair

February 16, 2012

Charles Griffith, Secretary

February 16, 2012