

Agenda
April 22, 2009
Ann Arbor Transportation Authority
Board of Directors Meeting
ATA Headquarters, 2700 South Industrial Highway, 5:30 p.m.

- 1.0 Interview Executive Director Candidate Michael Ford
- 2.0 Public Hearing – Federal Program of Projects
- 3.0 Communications and Announcements
- 4.0 Public Time – Comment on Agenda Items
- 5.0 Review and Approval of Minutes
 - 5.1 Review and Approval of Minutes of March 18, 2009 (p. 1-12)
 - 5.2 Review and Approval of Minutes of March 25, 2009 (p. 13-15)
- 6.0 Board and Staff Reports (p. 16-48)
 - 6.1 Report on FY2007-2008 Audit
- 7.0 Question Time
- 8.0 Old Business
- 9.0 New Business
- 10.0 Public Time
- 11.0 Executive Session – Personnel Matters
- 12.0 Adjournment

Proposed Minutes
March 18, 2009
Ann Arbor Transportation Authority
Board of Directors Meeting
AATA Headquarters, 2700 South Industrial Highway, 6:30 p.m.

Board Members Present: Paul C. Ajegba, Jesse Bernstein, Charles Griffith, Sue McCormick, David Nacht (Chair), Rich Robben

Board Members Absent: Ted Annis

Staff Present: Terry Black, Ron Copeland, Dawn Gabay, Jan Hallberg, Ed Robertson, Mary Stasiak, Phil Webb

LAC Representative: Rebecca Burke

Recording Secretary: Karen Wheeler

Chairman David Nacht declared that a quorum was present and called the meeting to order at 6:45 p.m.

1.0 Public Hearing

There was no Public Hearing.

2.0 Communications and Announcements

Mr. Nacht announced the passing of Sam Breck, former Chair of the Local Advisory Council and longtime AATA friend. Mr. Nacht indicated that a funeral service was expected to be held in Ann Arbor in April.

Mr. Nacht announced that AATA provided transportation for train passengers following an accident involving a car and a train in Chelsea on March 17. Mr. Nacht commended AATA employees for responding to the emergency and participating in the mutual aid effort.

3.0 Public Time – Comment on Agenda Items

Thomas Partridge appeared before the Board. Mr. Partridge commented on the paratransit Senior Ride program and his understanding of services mandated by the Federal Department of Transportation. Mr. Partridge also commented on the funding source for services provided by People's Express and the WAVE.

Mr. Nacht requested that Mr. Partridge focus his comments on agenda items.

Mr. Partridge commented on the Vision Statement on the agenda under Old Business suggesting that it include expanding AATA services countywide. Mr. Partridge added that AATA should be resourceful in applying for all viable grants. Mr. Partridge alleged that the proposed fare increases are coming at the wrong time, are unnecessary, and could be obviated by using other grants or enacting surcharges on other segments of the AATA community including the University of Michigan. Mr. Partridge announced that the proposed increases are particularly discriminatory in that they ask the least economically able of the community to pay 200-300% more than bus passengers paying a dollar per ride. Mr. Partridge proposed that the current fare structure be revised so that senior citizens and people with disabilities ride free, or for less than the current dollar per ride fare imposed on conventional bus riders presumably with sufficient income to pay whatever fare that the AATA determines to be fair.

Susan Farley announced her support for the proposed fare change reducing the fixed-route fare for Gold Card holders and Green Card holders from 25 cents to zero.

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

4.0 Review and Approval of Minutes

- 4.1 Review and Approval of Minutes of February 18, 2009
- 4.2 Review and Approval of Minutes of March 9, 2009
- 4.3 Review and Approval of Minutes of March 13, 2009

Mr. Bernstein moved approval of the minutes of February 18, 2009, March 9, 2009, and March 13, 2009 as written. Ms. McCormick supported the motion. The motion passed unanimously.

5.0 Board and Staff Reports

Executive Search Committee

Mr. Ajegba reported on interviews of five candidates for the Chief Executive Officer position held on March 9. Mr. Ajegba thanked Board members for participating in the interviews. Mr. Ajegba reported that following the interviews panel participants, including Board members, stakeholders, and staff, provided input on the candidates. The Executive Search Committee then chose two candidates, Michael Ford and Carl Jackson, to recommend to the Board for second interviews.

Mr. Nacht presented the following resolution for the Board to consider adopting the Executive Search Committee's recommendation. Mr. Nacht noted that there was no need for a second as the resolution came out of committee.

Designation of Two Finalists for AATA Executive Director
and Referral to the Full Board for Public Interviews

WHEREAS, the AATA Board of Directors appointed a Search Committee charged with designing and implementing a recruitment and selection process to identify one or more qualified candidates as finalists for the position of Executive Director; and

WHEREAS, the Search Committee retained a professional executive search firm to assist in the selection process, and designed and implemented a national recruitment effort resulting in more than sixty applicants for the position; and

WHEREAS, the Search Committee selected five candidates as semi-finalists, and thereafter used several interview panels representing a wide range of community interests to provide additional input on each semi-finalist; and

WHEREAS, the Search Committee evaluated and carefully deliberated the qualifications of all semi-finalists, and came to unanimous agreement that two highly qualified candidates should be considered as finalists and be more thoroughly interviewed and evaluated by the full Board of Directors.

THEREFORE, it is resolved that Mr. Michael G. Ford and Mr. Carl L. Jackson are hereby designated as finalists for the AATA Executive Director position and will be publicly interviewed for this position as soon as possible and practical by the Board of Directors.

IT IS FURTHER RESOLVED that the Selection Committee shall make arrangements for the full Board to interview these two finalists, and will publicly announce the time and place such interviews will occur.

The resolution passed unanimously.

Mr. Ajegba announced that the two candidates would meet with the full Board at a social gathering on March 24 with the second round of interviews scheduled for Wednesday, March 25 starting at 8:00 a.m. Mr. Ajegba requested that Board members arrive at 7:30 a.m. to participate in an orientation with the consultant to the Search Committee.

Mr. Nacht announced that the March 24 and March 25 meetings would be open to the public in accordance with Michigan's Open Meetings Act. Mr. Nacht noted that the March 24 gathering was to be held at the Mediterraneo Restaurant.

Performance Monitoring External Relations Committee

Ms. McCormick reported that the Committee took a significant look at the Procurement Manual. The Committee identified some areas where there is an opportunity to strengthen

controls within the organization. Ms. McCormick indicated that the committee recommended approval of the Manual with the stipulation that the Manual will go back to committee for a thorough review over the next 90 to 120 days.

Governance Committee

Mr. Nacht reported on an abbreviated Governance Committee meeting during which he and Ms. McCormick agreed that discussions surrounding Act 196 be postponed until the new CEO can be present. Mr. Nacht announced that discussions on the Vision Statement were also being postponed to give the new CEO an opportunity to provide input.

6.0 Question Time

Mr. Nacht asked Ms. Gabay about the status of providing bus service to Detroit Metropolitan Airport. Mr. Nacht went on record as being a strong proponent of AATA providing service from the City of Ann Arbor to the airport. Ms. Gabay reported that she met with the airport manager and subsequently worked up some cost figures. Ms. Gabay noted that requests for a second meeting with the airport manager had not been answered.

Mr. Nacht suggested that perhaps both major Board committees become involved with this because since the airport is essentially a political entity and there is a private contractor providing some limited service and there are ramifications for AATA's relations with others. Ms. Gabay suggested that part of the consideration be developments of the East/West rail line that has a station slated for the Airport. Ms. Gabay noted that SEMCOG was hosting a meeting in Ypsilanti on the East/West project at which there was an AATA representative in attendance. Ms. Gabay further noted that Carmine Palombo from SEMCOG was scheduled to attend the March Planning and Development Committee meeting which had been canceled twice.

Mr. Nacht reported on a meeting he attended with a community group who are very strong proponents of the WALLY project. Mr. Nacht was informed that it would cost half a billion dollars to add an extra lane to US23, and that whatever WALLY would cost, it would be nowhere near that amount and that the number of additional riders that could be carried on US23 during rush hour would be comparable to what WALLY could carry.

Ms. Gabay indicated that staff has not heard from this group, but that staff is continuing to work the WALLY figures up in preparation for a contract with Quandel Associates through the Michigan Department of Transportation (MDOT). Ms. Gabay reported that the original Quandel contract was over budget and MDOT is preparing to let a new contract in which AATA's WALLY work is included. Ms. Gabay reported that she sent a letter to MDOT making sure that the new consultant will be doing work for WALLY also. The letter also addressed issues regarding the purchase of passenger cars which the State is interested in doing. Ms. Gabay is making sure that the specifications comply with Federal regulations by which AATA must abide.

7.0 Old Business

7.1 Vision Statement

There was no discussion due to earlier comment under the Governance Committee report.

7.2 Procurement Manual

Mr. Nacht noted that the motion was coming out of committee, which requires no second, to approve the following resolution adopting the Procurement Manual.

WHEREAS, the Ann Arbor Transportation Authority is required by the Federal Transit Administration to have a procurement manual, and

WHEREAS, there have been some changes in procedures since the current procurement manual was adopted: credit card policy adopted by the Board in 2004; implementation of Ultramain software in May 2006; periodic update in the Federal Procurement regulations from Circular 4220.1F, "Third Party Contracting Guidance" effective November 2008, and

WHEREAS, the Performance Monitoring External Relations Committee has reviewed the procurement manual and recommends adoption by the Board to comply with submitting the manual to the Federal Transit Administration by March 31, 2009 as a requirement of the Triennial Review, and

WHEREAS, the Performance Monitoring External Relations Committee will continue review of the manual and will work with staff to make recommended revisions to the manual, if necessary, in the areas of controls, signing level authority, and other areas the Committee deems appropriate,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Transportation Authority Board of Directors hereby adopts the revised Ann Arbor Transportation Authority Procurement Manual recommended by the Performance Monitoring External Relations Committee.

The motion passed unanimously.

Mr. Nacht requested that the Performance Monitoring External Relations Committee continue to work as they have proposed; improving the manual with an eye towards controls.

8.0 New Business

Mr. Nacht provided an overview of the proposed cash fare increase that would raise the fixed-route bus cash fare from \$1.00 to \$1.25 in May 2009 and from \$1.25 to \$1.50 in May 2010. Mr. Nacht noted that this is a significant increase. Mr. Nacht indicated that the full cash fare is offset by a number of reduced fares. Ms. Stasiak provided an explanation of the reduced fare program qualifications. Mr. Nacht indicated that it was incumbent upon the Board to directly address the question of whether they were comfortable adopting changes to the fare structure as recommended by the Planning and Development Committee.

Mr. Robben reported that the Committee made a full evaluation of the fare structure proposal including the efforts made during public input meetings and feedback. The Committee's work included an analysis both of the ongoing pro forma for the organization and benchmarking against peer transportation systems which showed that AATA is low with regard to the fixed-route cash fare. Mr. Robben noted that the pro forma over the next five years without a fare increase would place the agency in a deficit. Mr. Robben indicated that the Committee determined that the timing and changes to the fare structure are appropriate and recommended adoption of the changes.

Ms. Stasiak responded to questions on the public input received related to the proposed changes to the fare structure. Mr. Nacht requested that the packet of information provided to Board members on the proposed fare structure changes be made available to the press. Ms. McCormick noted that responses to the public input were posted on the website and sent to the parties from whom the comments were received. Mr. Griffith added that staff continues to evaluate options for shorter term discounted fare passes as another cost saving option for customers. Mr. Nacht asked for opposition or amendment to the proposed changes to the fare structure. There was no opposition or amendment offered. Mr. Nacht commented on his feelings about the overall process related to the proposed changes to the fare structure indicating that while he hesitated to support such a large increase to the cash fare, there are numerous options for reduced fares. Mr. Nacht indicated that the process was thorough, and that the timing for the changes seemed to be right.

Mr. Robben moved the following resolution which required no support as it came out of committee:

8.1 Consideration of Resolution Approving Changes to Fare Structure

WHEREAS, the Ann Arbor Transportation Authority (AATA) staff, at the direction of the Board of Directors, has prepared a proposal for changes to the fare structure for implementation in May 2009 and May, 2010, and

WHEREAS, a study was conducted by staff projecting revenues and expenses over the next five years, indicating the potential for future shortfalls in revenues, and

WHEREAS, the AATA staff has provided information on the proposed changes to

customers and the general public and solicited, gathered and analyzed public input through a series of public meetings and comments received by e-mail, telephone and mail, and has recommended the proposed changes with modifications, and

WHEREAS, the AATA Planning and Development Committee has carefully considered the fare structure proposal, public comments and final staff recommendations for implementation,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Transportation Authority Board of Directors hereby adopts the 2009-2010 fare changes as shown on the attached page, and

BE IT FURTHER RESOLVED, that the Ann Arbor Board of Directors hereby directs the staff to pursue the following recommendations:

- Continue efforts to educate the public and correct misperceptions about how AATA is funded, how MRide trips and other sponsored fare programs are funded, how AATA fares compare with our transit peers and how anticipated declines in property tax receipts will affect AATA,
- Investigate expanding innovative programs for low-income individuals in an effort to remove barriers to accessing needed transportation services,
- Actively pursue the development and marketing of shorter-term passes, and
- Actively encourage employers to offer Commuter Choice Employee Benefits.

AATA Current and Recommended Fare Structure			
FARE TYPE	Current	May 2009	May 2010
CASH			
Full Cash Fare	\$1.00	\$1.25	\$1.50
Transfer	Free	Free	Free
Reduced Cash Fares:			
Children (5 & Younger)	Free	Free	Free
Student K-12 (with ID)	\$0.50	\$0.60	\$0.75
Adult Fare Deal:	\$0.50	\$0.60	\$0.75
Medicare	\$0.50	\$0.60	\$0.75
Income Eligible	\$0.50	\$0.60	\$0.75
Senior (Ages 60-64)	\$0.50	\$0.60	\$0.75
ADA (with AATA ID)	\$0.25	Free	Free
Senior 65+ (with AATA ID)	\$0.25	Free	Free
Senior Grocery Trip	\$0.50	\$0.60	\$0.75
PASSES			
Flex Pass	\$37.50	\$48.00	\$58.00
Value Pass - Student K-12 (with ID)	\$18.75	\$24.00	\$29.00
Value Pass - Senior 60-64 (with ID)	\$18.75	\$24.00	\$29.00
Value Pass - Income Eligible (with ID)	\$18.75	\$24.00	\$29.00
Value Pass - Disability (with ID)	\$18.75	\$24.00	\$29.00
Liberty Pass - ADA (with ID)	\$10.00	NA/Free	NA/Free

Liberty Pass - ADA (with ID)	\$10.00	NA/Free	NA/Free
One-Day Pass Full Fare valid until 11:59 p.m. on day issued	NA	\$3.75	\$4.50
TOKENS			
Full Fare (10)	\$10.00	\$12.50	\$15.00
Half Fare (100)	\$50.00	\$60.00	\$75.00
LINK			
	Free	Free	Free
SENIOR TAXI			
Cash - Advance Reservation (with ID)	\$2.00	\$2.50	\$3.00
Cash - Will Call return trip (with ID)	\$2.00	\$2.50	\$3.00
Cash - Same-Day (with ID)	\$3.00	\$3.50	\$4.00
Scrip Tickets (10)	\$20.00	\$25.00	\$30.00
Companion Fare	\$0.50	\$2.50	\$3.00
Companion Fare (Youth K-12)	\$0.50	\$1.25	\$1.50
Companion Fare (5 & Younger)	Free	Free	Free
Personal Care Assistant (Registered)	Free	Free	Free
NIGHT RIDE/HOLIDAY RIDE			
Cash (Passes/Tokens not valid)	\$5.00	\$5.00	\$5.00
Senior & ADA (with ID)	\$2.50	\$2.50	\$2.50
SPECIAL EVENT SHUTTLE			
Art Fair	\$1.00	\$1.25	\$1.50
Football Ride	\$1.00	\$1.25	\$1.50
COMMUTER			
Chelsea-AA Express - Cash	\$5.00	\$5.00	*
Chelsea-AA Express - Monthly Pass	\$125.00	\$125.00	*

*Still in evaluation phase; future fares to be determined.

The motion passed unanimously.

The following resolution was moved by Ms. McCormick with support from Mr. Robben.

8.2 Consideration of Resolution to Award Contract for Unarmed Security Guard Services

WHEREAS, the Ann Arbor Transportation Authority issued Request for Proposal (RFP) # 2009-04 for the purpose of identifying a firm to provide unarmed security guard services, and

WHEREAS, proposals were sent to twenty nine (29) firms and eleven (11) responses were received, and

WHEREAS, AATA staff evaluated the proposals and determined that the proposal of Advance Security was found to be the most responsive and responsible of the eleven (11) proposals received, and

Whereas, the terms of the agreement may result in payment in excess of \$100,000

which requires approval from the Board of Directors,

NOW, THEREFORE, BE IT RESOLVED, that the Ann Arbor Transportation Authority Board of Directors authorizes the Executive Director to enter into a contract with Advance Security for unarmed security guard services for a one-year period based on the following hourly rates, with up to four one-year renewals under the same terms and conditions provided.

**PROPOSED PRICES FOR
UNARMED SECURITY GUARD SERVICES**

Advance Security	Hourly Rate	Weekly Hours	Extended	Multiplier	Yearly Cost
Main Facility Regular Hours	\$13.59	57	\$774.63	52	\$40,280.76
Ypsilanti Regular Hours	\$13.59	130	\$1,766.70	52	\$91,868.40
Main Facility Holidays Mon-Fri.	\$20.39	112	\$2,283.68	1	\$2,283.68
Main Facility Holidays Sat-Sun.	\$20.39	59.85	\$1,220.34	1	\$1,220.34
Blake Winter Hours	\$13.59	9	\$122.31	17	\$2,079.27
Approximate Annual Cost					\$137,732.45
Overtime Rate	\$20.39				

Mr. Nacht inquired as to whether Advance Security was the low bidder, and if they were not, what was the reason they were selected. Ms. Gabay responded that she was not sure but would look into the pricing. Ms. Gabay noted that the project committee, a cross functional team of staff, evaluated the responses to the request for proposals separately from pricing and evaluated for the most responsive bidder. Ms. Gabay confirmed that the procurement process was in accordance with AATA procurement policies. Ms. Gabay offered to forward the pricing on the bids to the Board.

The motion carried: Ajegba – Yes; Bernstein – Yes; Griffith – Yes; McCormick – Yes; Robben – Yes; Nacht – No.

Mr. Nacht requested that future requests for the Board to vote on contracts include whether there was a low bidder that does not get the award, and what the justification is for not getting the award. Mr. Nacht indicated that he wants to be sure that technical evaluations are not used where costs are increased unnecessarily. Ms. Gabay agreed to include the information, and restated that bids are evaluated for responsiveness. Ms. McCormick noted that this is a subject that will likely be discussed by the Performance Monitoring External Relations Committee.

Mr. Nacht reported that the revised resolution for the Michigan Department of Transportation (MDOT) included some language that previously appeared in MDOT resolutions and was now required again.

Mr. Robben moved the following resolution with support from Ms. McCormick.

8.3 Consideration of Revised Resolution Authorizing Submission of FY2010 Application to the Michigan Department of Transportation

WHEREAS, pursuant to Act No. 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, to provide a local transportation program for the state fiscal year of 2010 and, thereby apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for the Ann Arbor Transportation Authority, 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 Michigan Department of Transportation 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.

WHEREAS, the AATA has reviewed and approved the proposed balanced budget, and funding sources of estimated federal funds \$2,383,200, estimated state funds \$6,681,400, estimated local funds \$10,926,588, estimated fare box \$4,517,000, estimated other funds \$149,000, with total estimated expenses of \$24,657,188.

NOW THEREFORE, be it resolved that the Ann Arbor Transportation Authority does hereby make 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 the Executive Director, as the Transportation Coordinator, for all public transportation matters, who is authorized to provide such information as deemed necessary by the Commission or Department for its administration of Act 51 for 2010.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to execute agreements with the Michigan Department of Transportation

for capital, operating, and planning funds offered as a result of this application for financial assistance.

The motion carried: Bernstein – Yes; Griffith – Yes; McCormick – Yes; Nacht – Yes; Robben – Yes; Ajegba – Abstained.

9.0 Public Time

James Hollerbach from TransAmerican Robotic Fueling appeared before the Board and introduced the Automatic Robotic Fueling System. The system is widely used in Europe and was used in a two year pilot program at the Chicago Transit Authority.

Wilfred Beal from TransAmerican Robotic Fueling appeared before the Board. Mr. Beal distributed copies of a PowerPoint presentation detailing features of the TransAmerican Robotic Fueling system and reviewed highlights of the system. Mr. Beal requested the opportunity to discuss AATA purchasing the fueling system with stimulus funds. Mr. Beal thanked the Board for their time and the opportunity to introduce AATA to his product. Mr. Nacht referred Mr. Beal to Ms. Gabay to share additional information on his product.

Carolyn Grawi from the Center for Independent Living (CIL) appeared before the Board. Ms. Grawi requested that the security company under contract with AATA look at the training of their guards with an eye toward how patrons with special needs who come through transit centers are treated. Ms. Grawi announced “Let’s Get Moving Legislative Day” scheduled for April 21 in Lansing. Ms. Grawi encouraged people from the community to attend and discuss transportation objectives with legislators. Ms. Grawi announced two upcoming CIL events made possible by a national training grant: *Disability Awareness & Sensitivity Training for Business Owners and Employers* on April 9 and *Disability Accommodations and the Law: What You Need to Know about Responding to Employee Requests* on April 23.

Rebecca Burke appeared before the Board. Ms. Burke reported that the Local Advisory Council (LAC) received a presentation from Mary Stasiak on the proposed changes to the fare structure. Ms. Burke also reported that other than the presentation, very little was accomplished at the March meeting due in large part to disruptions made by Thomas Partridge. Ms. Burke announced that a letter had been written to Mr. Partridge informing him that further comment for the LAC should be made in writing, that the LAC Executive Council was calling for his removal as an LAC member and requesting that he no longer attend LAC meetings.

Mr. Partridge was out of order, objected to Ms. Burke’s announcement, and engaged in a verbal attack against Ms. Burke claiming forthcoming litigation against Ms. Burke and AATA. Mr. Nacht requested that Mr. Partridge cease from addressing Ms. Burke further.

Mr. Bernstein moved to adjourn the meeting. It was noted that there was one more individual signed up to speak during public time, and Mr. Bernstein withdrew his motion.

Thomas Partridge appeared before the Board. Mr. Partridge requested that AATA Board meetings be held in a more publicly accessible venue with broadcast facilities. Mr. Partridge alleged that meetings are being held in secrecy.

Mr. Nacht announced that AATA Board meetings are publicly noticed.

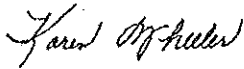
Mr. Partridge commented on the selection process for the "Administrative Director" and the Board's hiring of a consultant in 2008 to aid in restructuring Board committees. Mr. Partridge commented on the current structure of the Board committees. Mr. Partridge commented on the structure, format, and timing of Local Advisory Council meetings. Mr. Partridge commented on the fare structure approved by the Board earlier in the meeting.

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

10.0 Adjournment

Mr. Bernstein moved to adjourn the meeting with support from Ms. McCormick. The motion passed unanimously and the meeting was adjourned at 7:44 p.m.

Respectfully Submitted,



for

Charles Griffith, Secretary

Proposed Minutes
 March 25, 2009
 Ann Arbor Transportation Authority
 Special Board of Directors Meeting
 AATA Headquarters, 2700 South Industrial Highway, 7:30 a.m.

Board Members Present: Paul C. Ajegba, Ted Annis, Jesse Bernstein, Charles Griffith, Sue McCormick, David Nacht (Chair), Rich Robben

Staff Present: Terry Black, Shawn Brophy, Ron Copeland, Lois Crawford, Connie Curry, Heidi Dziak, Katherine Forts, Dawn Gabay, Jan Hallberg, Karen Kaminski, Ken Miller, Jeff Murphy, Ed Robertson, Faith Schechtman, Mary Stasiak, Phil Webb, Reggie Whitlow, Michelle Wilson

Guests Present: Michael Ford, Carl Jackson, Marjorie Young

Recording Secretary: Karen Wheeler

Chairman David Nacht declared that a quorum was present and called the meeting to order at 8:00 a.m.

1.0 Communications and Announcements

There were no communications or announcements.

2.0 Public Time – Comment on Agenda Items

Mr. Nacht opened the floor for public comment. No one appearing, Mr. Nacht declared Public Time closed.

3.0 Orientation for Interviewing CEO Finalists

Marjorie Young distributed documentation for Board members to rank the CEO candidates at the conclusion of the interviews.

4.0 Interview CEO Finalists

Mr. Nacht introduced Michael Ford and provided highlights of Mr. Ford's career. Mr. Ford made an opening statement to the Board and then responded to interview questions from Board members. Mr. Ford made concluding remarks and thanked the Board for the opportunity to be a finalist for the CEO position.

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The Board took a 15 minute recess at 9:30 a.m. Mr. Nacht called the meeting back to order at 9:45 a.m.

Mr. Nacht introduced Carl Jackson and provided highlights of Mr. Jackson's career. Mr. Jackson made an opening statement to the Board and then responded to interview questions from Board members. Mr. Jackson thanked the Board the opportunity to participate as a finalist in the CEO search process, and asked the Board for the CEO position.

The Board took a five minute recess at 10:51 a.m. Mr. Nacht called the meeting back to order at 10:56 a.m.

Jesse Bernstein moved that the Board proceed to offer Michael Ford the position of CEO of AATA and instruct the Chair and appropriate staff to begin negotiations with him. Mr. Griffith supported the motion.

Board members discussed the qualifications of Mr. Ford and Mr. Jackson, and their respective responses to interview questions. Board members then shared their perceptions, discussed the strengths and weaknesses of the candidates, and each candidate's ability to move the organization forward. It was suggested that both candidates have the ability to lead the organization, although their styles vary significantly.

Board members shared their candidate preferences. The Board then engaged in a lengthy discussion centered on Mr. Ford, during which some concerns were raised. Mr. Bernstein reported on discussions with Mr. Ford's references which were positive. Board members discussed options for how to proceed with the selection process.

At the conclusion of the discussion, Mr. Bernstein restated his motion: that the Board proceed to offer Michael Ford the position of CEO of AATA and instruct the Chair and appropriate staff to begin negotiations with him.

Ms. McCormick recommended that the Board continue discussions with Mr. Ford and include their concerns in the discussion.

Mr. Bernstein withdrew his motion.

Mr. Bernstein moved that the Board empower the Chair and staff to continue discussions with Michael Ford regarding the CEO position. There was no support for the motion.

Mr. Nacht stated that he was looking for a consensus hiring decision and wanted to provide an opportunity for anyone with concerns to have the opportunity to have those concerns assuaged prior to an offer being extended. Mr. Nacht posed the question of how to proceed.

Charles Griffith suggested that the Board consult with Marjorie Young. Ms. Young recommended that the Board be very clear on what their expectations are going into the next discussion with the preferred candidate. Board members, with input from Ms. Young,

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discussed holding a final interview with Mr. Ford during which there would be an opportunity for the entire Board to determine if he is the person to whom the Board wants to make an offer.

Mr. Bernstein moved that the Board continue discussions with Michael Ford. Ms. McCormick supported the motion.

Board members discussed the option of exploring a candidate who was not selected as a finalist, but agreed to see the pending process through before exploring that option.

Mr. Griffith proposed an amendment to the motion on the table to identify Mr. Ford as the preferred candidate. There was no support for the amendment.

The original motion passed unanimously.

Ms. McCormick suggested that each Board member provide questions specific to their concerns for the next interview.

Mr. Nacht thanked the Executive Search Committee and Ms. Young for their work, and the full Board for their participation in the selection process.

5.0 Public Time

Thomas Partridge appeared before the Board. Mr. Partridge commented on the interview process and alleged that the Board made an unfair decision in not calling back both candidates and/or both candidates and at least a third candidate. Mr. Partridge spoke in favor of transforming AATA into an expanded countywide transportation board. Mr. Partridge made further comment on the selection process and announced his personal preference for Mr. Jackson. Mr. Partridge alleged a lack of attention to greater ride support for senior citizens and disabled citizens of the community.

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

6.0 Adjournment

There being no further business, Mr. Nacht adjourned the meeting at 11:18 a.m.

Respectfully Submitted,



for

Charles Griffith, Secretary

Performance Monitoring – External Relations Committee

DRAFT Meeting Agenda
Wednesday April 8, 2009

Discussion Items

3:30 – 3:50 Exception Report – monthly report on operations and performance and quarterly service standard report

3:50 – 4:10 Development of a template and timetable for FY 2010 goals and objectives

4:10 – 4:40 Role of the Committee in public relations

4:40 – 4:50 Timeline for talking points on county-wide service

Action Items

Updates

4:50 – 4:55 Procurement Manual

4:55 – 5:00 Status of partnership with WCC

5:00 – 5:05 Ridership by fare category

5:05 – 5:15 Status of development of Park and Ride lot at Plymouth Rd. & US 23

5:15 – 5:25 DDA Review of the Link Route

Future Agenda Items

Review of A2 Chelsea Express after one year

Presentation on AATA fixed-route service design

DRAFT

ANN ARBOR TRANSPORTATION AUTHORITY
PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE

Meeting Summary – 3:30 p.m., Wednesday, April 8, 2009

Present: Committee – Sue McCormick, Chair; Charles Griffith; Jesse Bernstein
Staff – Dawn Gabay; Chris White; Mary Stasiak; Phil Webb; Lois Crawford; Neil Greenberg

Ms. McCormick called the meeting to order at 3:50 p.m.

Role of the Committee in Public Relations

Ms. Stasiak distributed a draft entitled Board of Directors Role in External Relations as well as media policies/guidelines from three other transit systems. The Committee discussed the development of a media policy that would define those areas that staff would be authorized to handle and those that would be subject to board review. The policy would need to define which individuals are authorized to speak for AATA.

The Committee also identified the need for the development of talking points on key issues, to be posted on the web site and updated as progress is made. The Committee asked staff to begin draft talking points on the new CEO, the local connector study and the east-west commuter rail project. Other topics for which talking points will need to be developed are WALLY, countywide service, countywide millage, the relationship between AATA and the University of Michigan and the relationship with Washtenaw Community College.

Key messages for the talking points for CEO were discussed and included:

- 1) The open and extensive selection process
- 2) The interviewing of many people
- 3) The broad spectrum of panelists
- 4) A profile of the new CEO and a comparison with what the board was looking for
- 5) Tying of the significant issues AATA faces with the strengths of the successful candidate

Staff will develop an interim statement on the CEO process.

Timeline for Talking Points on Countywide Service

Ms. Stasiak distributed a draft outline entitled Countywide Timeline Discussion. Discussion focused on the need to define what our message will be, and also what

information we can have available to respond to questions. Ms. McCormick suggested the development of position papers and FAQs. Mr. Bernstein suggested having a consultant provide media guidance at the next board retreat.

Development of a Template and Timetable for FY 2010 Goals and Objectives

The Committee discussed the need for a combined timetable for the Goals & Objectives and the budget, as well as a need to review what has been accomplished on the Goals & Objectives to date. Staff was asked to develop a template for tracking Goals & Objectives in the form of a spread sheet to include timing/target dates and quarterly status listings.

Procurement Manual

The Committee asked staff to review the areas that the Committee identified at the March meeting, which included delegating of authority, spending authorization and disposal of property.

Status of Partnership with Washtenaw Community College

Ms. Stasiak reported that WCC pass holders took 25,000 rides in March, and that, in general, feedback on the service has been positive. She noted that service on Route 3 does not run between WCC and Ypsilanti in the evening, so that pass holders cannot use the buses for evening classes. WCC has agreed to extend the pass through the summer. Mr. White noted that the boardings at WCC have increased from 100 to between 200 and 300 each weekday.

Exception Report – monthly report on operations and performance and quarterly service standard report

Because the meeting was early in the month, the reports were not complete. Complete reports will be posted in Hyperoffice the week of April 13.

Due to time constraints, the following memos were distributed, but not discussed:

Ridership by Fare Category

Status of Development of Park & Ride Lot

DDA Review of the Link Route

Mr. White requested that Committee members review the Link memo, as the DDA Board may wish to discuss Link service with the AATA Board.

The meeting ended at 5:30 p.m.

Respectfully submitted,

Lois Crawford, Administrative Assistant for Community Relations

Board of Directors Role in External Relations-Discussion

- **Performance Monitoring and External Relations Charter**
 - **External Relations Components**
 - Overseeing the administration of customer satisfaction surveys, reviewing such surveys, and reporting survey results to the full Board as appropriate.
 - Overseeing the development and implementation of strategies to foster a positive public image for AATA, and for maintaining close, positive relationships between AATA and its customers and its key external stakeholders.
 - Overseeing the development and implementation of governmental relations policies and strategies.
 - Recommending positions on legislative issues to the full Board
 - Coordinating opportunities for Board members to speak on behalf of AATA in appropriate forums.
 - Fashioning strategies and plans to enhance external communication.
 - Fashioning strategies and plans to promote community involvement in AATA's planning, service development, and operations.
- **Development of a Media Relations Policy**
 - To establish guidelines to effectively, quickly and accurately handle requests from media outlets
 - Charleston
 - HART
 - Grand Rapids
- **Development of Board's Role in Strategy Development and Implementation**
 - **Media Relations**
 - Press release development, timing, messaging
 - Spokesperson(s) selection, etc.
 - Talking Points development, timing, messaging, distribution
 - Media Lists development, updating
 - Media Contact Cultivation
 - Media Interviews coordination, soliciting requests
 - Editorial Board Meetings; soliciting requests, responding to requests, development of topics to cover, timing, scheduling, spokesperson selection
 - Press Conferences; timing, topic selection, statement development, venue selection, interview requests, photo-ops, etc.
 - Media Training
 - **Public Outreach**
 - Event Selection
 - In-house event development, selection of attendees, etc.
 - Community Organization List development
 - Presentation development and delivery
 - Speaker's Bureau Development, selection of speakers
 - Speaker's Bureau topics/messaging/presentations
 - Speaker's Bureau Scheduling/Calendar

For Internal Use Only-Draft

- Advertising
 - Campaign Development
 - Selection of Advertising Placement
 - Selection of Advertising Schedule
- Promotion
 - Development/Design of handouts, brochures, flyers, postcards, etc.
 - Selection of promotional items
 - Determination of free ride/promo ride material
- Web Site/Internet
 - Web Site Content
 - Web Site Functionality
 - Real time subscription to AATA updates (Gov.Delivery)
 - Policies about use of web site i.e. advertising by 3rd parties
 - Web Site Development
 - Use of Social Media Sites

Charleston

Media Policy

As Charleston's mass transit system governed by eight member governments and by regulations of the Federal Transportation Authority, CARTA has a responsibility to consider any media requests and handle them as the system deems appropriate, on a case by case basis.

CARTA asks that all media outlets respect the rights of bus system users, drivers and other staff to wait for and ride the bus system without disturbance.

The following policy and guidelines have been set in order for CARTA to effectively and quickly handle any media requests from documented media outlets and contact:

- Requests to board any CARTA bus should be submitted more than 48 business hours in advance of need.
- Media must provide assignment details in writing or over the phone, including timing, focus of the story, interview needs (CARTA spokesperson, driver and/or passenger), if bringing a video or traditional camera, etc.
- If a media contact first contacts the CARTA office, a CARTA employee will record all necessary details (name, media outlet, request, timing, etc.). The CARTA employee then will send the information to Rawle Murdy and also ask the media contact to contact Rawle Murdy directly.
- All media requests will be relayed to Rawle Murdy, on behalf of CARTA. Media outlets are welcome to contact Erin Watson with Rawle Murdy directly with any requests (contact info below).
- CARTA requests the opportunity to comment on any story that is filmed on or about CARTA buses or the transit system.
- When the request is to board a CARTA bus, a CARTA representative must be present. This is to aid in coordination of any interview and access needs in a timely and smooth manner.
- The CARTA executive director will serve as the official spokesperson unless otherwise indicated. Depending on the specific circumstances, the executive director may designate another CARTA staff person to serve as spokesperson on a particular issue.
- CARTA and CARTA representatives, including drivers and staff employed by Veolia Transportation, have the right to refuse boarding for any reason.
- If at any time, media representatives are deemed unwelcome by riders for any reason, CARTA drivers and staff have the right to ask them to deboard the bus.

Contact Information:

All media requests should be directed to Erin Watson through the following:

Office: (843) 577-7327

Cell: (843) 513-9059

Email: ewatson@rawlemurdy.com

HART

MEDIA GUIDELINES

HART's media relations staff is available to assist the media by providing information about HART transit services, facilities, projects and leadership. Below are some guidelines to follow when requesting information about HART.

Interviews

All requests for interviews with HART employees should be made to the media relations office by calling (813) 223-6831. We will try to provide a representative who can best address the topic of the interview.

While on HART Property

If you want to shoot video, take photographs or conduct interviews on HART property, you can make your request through the media relations office by calling (813) 223-6831.

Please allow our customers to enter/leave buses or facilities without obstruction. Do not block or restrict the movement of customers, drivers or vehicles.

Serious Accidents or Incidents

In the event of a serious accident or incident, HART will provide general information on agency policies and procedures. Media will be referred to the investigating law enforcement agency for details regarding the specific incident.

Public Meetings

HART Board and committee meetings are open to the public. We welcome you to observe meetings of our Board of Directors and committee meetings that are open to the public. You may videotape and/or record these meetings. We will gladly assist you with placement of cameras and microphones as needed.

Grand Rapids

Media Policy

As a public agency, ITP has a responsibility to ensure that timely, accurate information is provided to the media. To this end, the CEO and the External Relations Manager are ITP's designated spokespeople; the Assistant Executive Director and other Directors may also speak on behalf of the agency if they have been designated as acting CEO. When the media makes an inquiry to ITP on any matter, all other employees are required to forward that inquiry to the External Relations Manager.

At times, it may be advantageous for employees other than the CEO, acting CEO, and External Relations Manager to speak to the media on ITP's behalf, but in those cases, advance approval must be received from the External Relations Department or the CEO.

Unless they receive advance approval from the External Relations Department or the CEO, other employees should not write letters to the editor, post on blogs, or otherwise provide material or information that pertains to the business and/or operation of ITP without making it clear that they are speaking and/or acting on their own behalf, not on behalf of ITP.

For purposes of this policy, "media" is defined as television, radio, newspapers or other printed publications, and web-based sites and publications.

Any violations of this policy will be considered grounds for disciplinary action, up to and including termination of employment.

For further information, contact the External Relations Manager.

Countywide Timeline Discussion

- City of Ann Arbor's Transportation Update Plan
 - This plan incorporates the need for additional transit investment
 - Ann Arbor Planning Commission Approval - Completed
 - Ann Arbor City Council Approval - ?
 - Board's position statement – on PDC schedule
- Development of a countywide service offering
 - Service offering presentation development underway planned draft completion by end of April
 - Service offering review by PDC - May
 - Full Board review of service offering presentation - ?
 - Board decision to proceed with public input ?
- Comprehensive countywide transportation needs survey
 - Planned for Summer 2009
 - Coordinate release of results with public input (see below)
- Public comment/input on countywide service offering plan
 - Based on Board decision to proceed with public input (see above)
 - Material development for public presentation underway
 - Schedule and venue determination for outreach – dependent on timing of board decision to proceed
- Reorganization under ACT 196
 - Evaluation of options underway
 - Board review and discussion of options
 - Board decision on whether to proceed
- Funding/millage decision
 - Board decision to begin discussions about funding recommended countywide service offering utilizing comprehensive countywide transportation needs survey results
 - Identify options to fund recommended countywide service offering
 - Decision on whether to proceed with millage vote or issue millage vote - November
 - Support Advocacy groups with messaging, consultation
- WALLY
 - Build support to fund operations and connecting bus service
- East/West Rail
 - Identify funding options for coordinated bus service
- New CEO
 - Start Date TBD ~June
 - Board's priorities for CEO
 - Introductions internally
 - Introductions to external stakeholders
 - Identify speaking opportunities
 -
 -
- Moving POSA partners to fully allocated rates
 - Discussions underway
 - Identify potential impacts on continued service
 -

**Ann Arbor Transportation Authority
Report of Operations - Unaudited
For the Six Months Ended March 31, 2009**

Comparison to Prior Year

	3/31/2009 Year to Date Budget	3/31/2009 Year to Date Actual	Favorable (Unfavorable) Variance	Percent	3/31/2008 Year to Date Actual	Favorable (Unfavorable) Variance	Percent
Revenues:							
Passenger Revenue	\$808,792	\$788,919	(\$19,873)	-2.5%	\$767,134	\$21,785	2.8%
Subcontracted Revenue	298,494	275,333	(23,161)	-7.8%	222,307	53,026	23.9%
Special Fares (EMU & UofM)	883,035	895,792	13,756	1.6%	817,381	79,411	9.7%
Interest and Other	157,497	80,972	(76,525)	-48.6%	426,944	(345,972)	-81.0%
Local Tax Revenue	4,980,588	4,960,588	0	0.0%	4,860,393	100,195	2.1%
Purchase of Service Agreements	602,223	630,931	28,708	4.8%	533,008	97,923	18.4%
State Operating Assistance	3,445,848	3,506,134	60,286	1.7%	3,587,708	(81,574)	-2.3%
Federal Operating Assistance	1,258,693	881,346	(397,347)	-31.6%	1,000,540	(139,194)	-13.9%
Total Revenues	12,415,171	12,001,015	(414,156)	-3.3%	12,215,415	(214,400)	-1.8%
Expenses:							
Wages							
Operator Wages	2,739,949	2,763,576	(23,627)	-0.9%	3,153,935	390,359	12.4%
Other Wages	1,950,612	1,879,397	71,215	3.7%	1,981,378	101,981	5.1%
Total Wages	4,690,561	4,642,973	47,588	1.0%	5,135,313	492,340	9.6%
Fringe Benefits:							
Payroll Taxes	345,519	351,814	(6,295)	-1.8%	385,425	33,611	8.7%
Pension	386,382	379,742	6,640	1.7%	391,489	11,747	3.0%
Medical Insurance	650,577	667,906	(17,329)	-2.7%	720,876	52,970	7.3%
Post-Retirement Benefits/HCSP	138,750	126,000	12,750	9.2%	127,719	1,719	1.3%
Other Fringe Benefits	356,859	357,467	(608)	-0.2%	437,142	79,675	18.2%
Total Fringe Benefits	1,878,087	1,882,929	(4,842)	-0.3%	2,062,651	179,722	8.7%
Purchased Services:							
Contracted Maintenance	236,706	285,308	(48,602)	-20.5%	187,607	(97,701)	-52.1%
Consulting Fees	31,992	22,789	9,203	28.8%	30,540	7,751	25.4%
Security Services	88,248	71,763	16,495	18.7%	82,262	10,509	12.8%
Other Purchased Services	A 270,492	283,543	(13,051)	-4.8%	347,251	63,708	18.3%
Total Purchased Services	627,438	663,393	(35,955)	-5.7%	647,660	(15,733)	-2.4%
Materials and Supplies:							
Diesel Fuel and Gasoline	999,246	681,463	317,783	31.8%	1,057,464	376,001	35.6%
Fuel Futures (Gains) or Losses	0	219,517	(219,517)	100.0%	(182,704)	(402,221)	100.0%
Bus Parts	262,500	278,529	(16,029)	-6.1%	378,354	99,825	26.4%
Printing	96,214	77,683	18,531	19.3%	30,493	(47,190)	-154.8%
Other Materials and Supplies	B 345,944	294,539	51,405	14.9%	298,303	3,764	1.3%
Total Materials and Supplies	1,703,904	1,551,731	152,173	8.9%	1,581,910	30,179	1.9%
Utilities	C 260,907	356,939	(96,032)	-36.8%	262,242	(94,697)	-36.1%
Casualty & Liability Insurance	227,496	202,129	25,367	11.2%	295,689	93,560	31.6%
Purchased Transportation:							
Mobility Management	0	25,635	(25,635)	-100.0%	0	(25,635)	#DIV/0!
Commuter Express	101,600	102,500	(900)	-0.9%	0	(102,500)	#DIV/0!
Aride and Good as Gold	1,588,912	1,676,311	(87,399)	-5.5%	1,531,866	(144,445)	-9.4%
Night Ride	129,196	150,945	(21,749)	-16.8%	130,900	(20,045)	-15.3%
WWAVE, Northfield and Guar Ride	463,488	475,465	(11,977)	-2.6%	472,063	(3,402)	-0.7%
Total Purchased Transportation	2,283,196	2,430,856	(147,660)	-6.5%	2,134,829	(296,027)	-13.9%
Other Expenditures	D 184,124	116,456	67,668	36.8%	150,192	33,736	22.5%
Local Depreciation	129,996	130,002	(6)	0.0%	130,002	0	0.0%
Total Expenses	11,985,709	11,977,408	8,301	0.1%	12,400,488	(440,613)	-3.6%
Gain (Loss) from Operations	\$429,462	\$23,607	(\$405,855)		(\$185,073)	208,680	

Variations:

Detail of Budget Variances - Positive (Negative):

	March Year to Date	March Year to Date
A: Other Purchased Services Variances:		
Management & Agency Fees	(\$7,947)	
Physical Exam Fees	2,929	
Legal Fees	(6,288)	
Auditing Fees	0	
Collection Fees	267	
Temporary Help	0	
Custodial Services	(8,861)	
Internal Services	6,076	
Towing	(2,782)	
Admin Fee - Benefit Source	3,555	
	<u>(13,051)</u>	
B: Other Materials and Supplies Variances:		
Lubricants	14,257	
Tires, Tubes and Wheels	5,731	
Tools and Equipment	1,176	
Equipment Repair	(2,509)	
Other Materials and Supplies	35,880	
Computer Software	(3,130)	
	<u>51,405</u>	
C: Utilities Variances:		
Natural Gas		(62,724)
Electricity		(10,112)
Water		4,878
Telephone		(28,074)
		<u>(96,032)</u>
D: Other Expenses Variances:		
Uniform Expense		6,861
Postage		3,865
Dues and Subscriptions		(1,339)
Conference and Travel		13,074
Media costs		11,556
Employee Development		27,700
Recruitment and Hiring		129
Equipment Rental		<u>5,822</u>
		<u>67,668</u>

Ann Arbor Transportation Authority

Performance Report - Year to Date

		March 2009					
AATA Operated Service		Actual		Budgeted		Previous Year	
Performance Indicators	Year to Date	Year to Date	Year to Date	Year to Date	to Same Date	to Same Date	% Variance
Average # of Weekday Passengers	23,502		31.55		22,238		6%
Passengers per Service Hour	34.0		3.28		32.3		5%
Operating Expense per Passenger	\$ 3.03		\$ 103.55		\$ 3.37		-10%
Operating Expense per Service Hour	\$ 102.89		\$ 7.45		\$ 108.67		-5%
Operating Expense per Service Mile	\$ 7.51		23.4%		8.19		-8%
Percent of Cost paid by Passenger	23.4%				20.7%		13%

		Actual		Budgeted		Previous Year	
Base Data	Year to Date	Year to Date	Year to Date	Year to Date	to Same Date	to Same Date	% Variance
Service Inputs							
AATA Operating Expenses	\$ 9,746,075		\$ 9,878,608		\$ 10,317,339		-6%
Service Outputs							
AATA Service Hours	94,721		95,400		94,943		0%
AATA Service Miles	1,298,575		1,326,100		1,260,122		3%
Service Consumption							
AATA Passengers	3,217,088		3,009,766		3,065,121		5%
AATA Passenger Revenue	\$ 2,276,909		\$ 2,307,095		\$ 2,134,104		7%
Total # of Weekday Passengers	2,984,746				2,846,436		5%

Number of Weekdays
 FY 2008: 128
 FY 2009: 127

* Includes funds from Mride
 Program not paid by Passenger

Performance Report - Year to Date

Subcontracted Urban Service

March 2009

Performance Indicators	Actual Year to Date	Year to Date	Budgeted Year to Date	Budgeted % Variance	to Same Date	Previous Year to Same Date	Previous Year % Variance
Average # of Weekday Passengers	632		0.128	10%		598	6%
Passengers per Service Mile	0.141		19.93	-5%	\$	0.135	4%
Operating Expense per Passenger	18.89	\$	2.54	5%	\$	18.16	4%
Operating Expense per Service Mile	2.66	\$	14%	-13%		2.45	9%
Percent of Cost paid by Passenger	12%					13%	-7%

Base Data	Actual Year to Date	Year to Date	Budgeted Year to Date	Budgeted % Variance	to Same Date	Previous Year to Same Date	Previous Year % Variance
Service Inputs							
SubContracted Operating Expenses	\$ 1,782,790	\$1,759,498		1%	\$	1,662,766	7%
Service Outputs							
SubContracted Service Miles	670,097	691,501		-3%		663,541	1%
Service Consumption							
SubContracted Passengers	94,378	88,301		7%		89,561	5%
SubContracted Passenger Revenue	\$ 210,628	\$238,498		-12%	\$	205,718	2%
Total # of Weekday Passengers	82,212					77,734	6%

Number of Weekdays

Fy 2008:

130

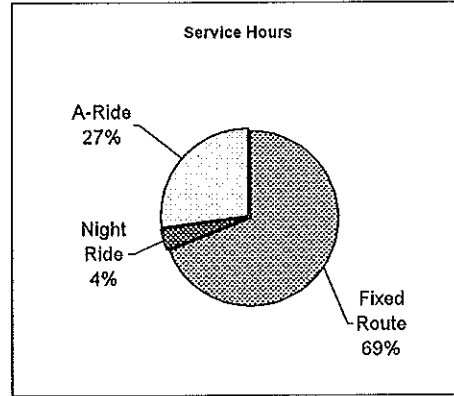
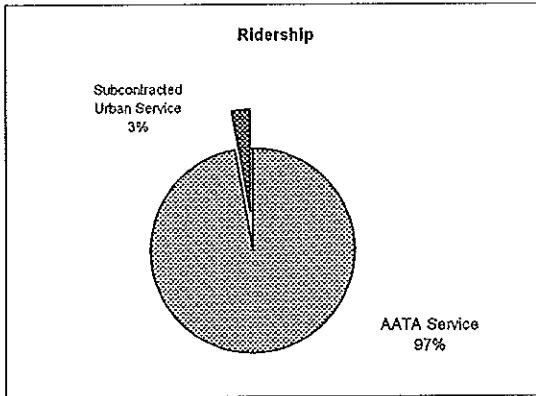
Fy 2009:

130

Ann Arbor Transportation Authority Operating Statistics

October 1, 2008 - March 31, 2009

	All Service	AATA Service		Subcontracted Urban Service		
	Total	Fixed Route	Total	Night Ride	Aride	Total
Ridership	3,311,466	3,217,088	3,217,088	8,945	85,433	94,378
Service Hours	137,700	94,721	94,721	5,496	37,483	42,979
Passengers Per Service Hour	24.0	34.0	34.0	1.6	2.3	2.2
Average # of Weekday Passengers	24,009	23,502	23,502	46	461	507
Average Operating Expense per Passenger	\$ 3.44	\$ 2.99	\$ 2.99	\$ 16.83	\$ 19.11	\$ 18.89
Subsidy per Passenger	\$ 2.69	\$ 2.28	\$ 2.28	\$ 12.27	\$ 17.12	\$ 16.66
Percent Cost Paid by Passenger	21.8%	23.7%	23.7%	27.1%	10.4%	11.8%



DRAFT – For Discussion Only

**Quarterly Service Standard
Exception Report
January 1 – March 31, 2009**

Standard 2 – Reliability

On-time performance is up slightly from the previous quarter and the same quarter a year ago, but the difference is too small to be considered significant. The overall rate of 86.8% on-time continues to be a cause for concern. The service changes implemented in August 2008 were effective in significantly improving routes with the worst on-time performance, except the #4 Washtenaw route. On-time performance during peak hours on route #4 has remained about the same, despite the steps taken in August, 2008 while on-time performance at other times has declined due to increasing ridership and traffic congestion around Washtenaw and US-23.

There remain three routes with overall on-time performance below 80%. One is the #5 Packard route. The route has enough time overall (i.e. the bus is on-time at the Blake Transit Center and Ypsilanti Transit Center), which means we should be able to adjust internal timepoints to significantly improve performance. We are in the process of developing the adjustments. The other two routes are Ypsilanti local routes (#10 and #20) where the problem is that we are trying to cover too much territory in too little time. It will be difficult to make any significant improvements until there is funding for added service.

Standard 4 – Safety

Despite the snow storms and other difficult weather during the quarter, there were only 2.0 accidents per 100,000 miles and 0.8 preventable accidents per 100,000 miles. There were no serious accidents in the quarter.

Standard 7 – Fixed-Route Productivity

Ridership for the quarter was over 1.6 million, the highest in AATA history. Productivity was over 34 passengers per service hour for the first time in AATA history.

Two routes had productivity below 20 riders per service hour:

- #16 Ann Arbor – Saline Rd. (18.1 passengers per service hour). Productivity is up 10% from last quarter. This route was shortened in August to eliminate some unproductive time and we anticipated that it would result in a greater increase in productivity. We will monitor the route to see if productivity continues to increase.
- #17 Amtrak – Depot St. (7.1 passengers per service hour). This route began service on December 1st. Ridership has grown significantly during the quarter, and we will continue to monitor it. In addition, it will not be able to have stop on campus until North Quad is completed in the summer of 2010.

SERVICE STANDARD REPORT

January 1 – March 31, 2009

SERVICE LEVELS

1. **Coverage Goal:** *90% or more Ann Arbor households within 1/4 mile of a bus route.*

91% of Ann Arbor residents are within 1/4 of a route based on 2000 census data.

SERVICE QUALITY

2. **Reliability Goal:** *95% or more of trips on-time.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Percent of trips on-time:	86.8%	85.2%	82.9%	85.1%	86.1%

3. **Condition of Bus Goal:** *80% of buses will score 80 or higher on the 100-point scale.*

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Average score	91	92	93	92	90
Percent of buses exceeding 80 points	97%	100%	99%	99%	97%

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

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Accidents	13	19	10	14	16
Accidents per 100,000 miles	2.0	2.9	1.6	2.3	2.5
Preventable Accidents	5	9	2	10	6
Preventable Accidents per 100,000 mi.	0.8	1.4	0.3	1.6	0.9

5. **Waiting Comfort Goal:** *All bus stops with more than 50 daily boardings will have a shelter where physically feasible.*

There is now a shelter at 88 bus stops, 55 of which are AATA-owned. We have agreements with 45 property owners to provide basic maintenance such as snow and trash removal at 65 of the shelters.

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

The following provides a tabulation of complaints for the quarter.

Category	January		February		March		Total		
	Valid	Invalid	Valid	Invalid	Valid	Invalid	Valid	Invalid	Total
Passenger Missed	1	2	1	4	2		4	6	10
Careless/Unsafe Driving		2		2		3	0	7	7
Rudeness/Lack of Courtesy		5	2	1		1	2	7	9
Other Operator Actions	3	3		3	1	1	4	7	11
Bus Off Schedule	5	4		2	1	2	6	8	14
Incorrect Information							0	0	0
Equipment/Facilities			1		1		2	0	2
System (policies/rates/etc.)		1		3	1		1	4	5
Other AATA	1	1	3		2		6	1	7
Subcontracted Service	2	5	1	1	1		4	6	10
TOTAL	12	23	8	16	9	7	29	46	75

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Total Complaints	75	66	89	77	107
Valid Complaints	29	27	31	22	35
Compliments	21	20	16	1	22

SERVICE PRODUCTIVITY

7. **Fixed-Route Service in the Urbanized Area Productivity Goal:**

25 passengers per service hour or higher.

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	34.2	32.8	33.2	30.1	32.6

9. **Overall AATA System Productivity Goal:**

20 passengers per service hour or higher.

	<u>This Quarter</u>	<u>Last Four Quarters</u>			
Passengers per Svc. Hour	34.2	32.9	33.9	30.1	32.6

Following are tables showing the riders and productivity for each route and event service for the last 5 quarters.

Ann Arbor Transportation Authority

Riders by Route

Route # and Name		Jan. - Mar. 2009	Oct. - Dec. 2008	July - Sept. 2008	Apr. - June 2008	Jan. - Mar. 2008
1	Pontiac	60,036	56,601	61,323	56,436	59,472
1U	Pontiac University	8,079	7,351	6,359	4,718	5,431
2	Plymouth	165,649	157,194	155,424	129,487	156,794
2X	Pymouth Shuttle	7,171	7,910	4,789	6,371	6,545
3	Huron River	73,910	67,928	66,156	61,794	62,491
4	Washtenaw	215,315	208,861	214,422	184,879	197,965
5	Packard	157,339	157,313	159,712	147,244	152,247
6	Ellsworth	166,790	171,160	171,520	146,158	162,430
7	S. Main - East	86,756	82,790	88,002	78,883	74,871
8	Pauline	60,835	60,884	59,528	48,081	48,145
9	Jackson	47,533	46,213	49,164	47,572	44,661
609	Jackson University	11,194	9,890	7,481	5,713	8,518
10	Ypsilanti Northeast	33,065	33,282	36,633	34,761	31,754
11	Ypsilanti South	25,545	23,705	24,140	22,915	23,761
12A/B	Miller Liberty	63,865	63,566	62,306	63,411	70,461
12UL	Liberty University			2,207	6,355	9,832
12UM	Miller University			16,194	10,473	9,665
13	Newport	12,327	10,487	9,482	11,455	11,294
14	Geddes - E. Stadium	12,179	12,976	18,735	25,433	25,833
15	Scio Church - W. Stadium	20,855	18,210	18,366	19,091	19,611
16	Ann Arbor - Saline Rd.	30,329	33,131	36,939	37,008	36,126
17	Amtrak - Depot	3,686	521			
18	Miller-University	21,516	19,361			
20	Ypsilanti Grove - Ecorse	32,340	33,761	33,328	29,948	28,442
22	North - South Connector	60,001	56,556	56,851	48,941	55,297
33	EMU Shuttle	45,028	38,364	16,688	9,537	29,558
36	Wolverine Tower Shuttle	117,019	106,045	79,243	66,958	115,610
60	LINK	79,952	61,052	27,665	23,852	101,445
Subtotal		1,618,311	1,545,112	1,482,658	1,327,476	1,548,259
Senior Ride		1,064	422	572	756	727
Football Ride			12,001	9,822		
Art Fair Shuttle				64,578		
Fixed-Route Total		1,619,375	1,557,535	1,557,630	1,328,232	1,548,986

Ann Arbor Transportation Authority
Riders per Service Hr.

Route # and Name		Jan. - Mar. 2009	Oct. - Dec. 2008	July - Sept. 2008	Apr. - June 2008	Jan. - Mar. 2008
1	Pontiac	29.8	28.1	30.4	27.9	29.4
1U	Pontiac University	28.3	27.6	22.7	17.4	20.0
2	Plymouth	35.9	33.9	34.5	29.0	34.0
2X	Pymouth Shuttle	27.5	32.3	17.7	23.6	17.7
3	Huron River	31.1	28.2	28.1	26.3	24.7
4	Washtenaw	42.3	42.0	46.7	41.5	39.3
5	Packard	34.8	34.6	35.2	32.3	33.6
6	Ellsworth	39.9	41.1	40.9	35.0	39.0
7	S. Main - East	22.7	21.6	22.8	20.4	20.1
8	Pauline	47.0	46.8	51.8	46.0	46.0
9	Jackson	43.8	42.8	45.2	43.8	42.5
609	Jackson University	27.3	23.7	21.5	18.8	26.2
10	Ypsilanti Northeast	39.2	39.7	43.1	41.2	38.1
11	Ypsilanti South	41.3	38.8	38.9	37.2	34.8
12A/B	Miller Liberty	31.6	31.5	30.8	31.3	36.1
12UL	Liberty University			10.4	17.8	27.1
12UM	Miller University			22.6	21.4	19.6
13	Newport	21.8	18.2	16.4	19.6	18.3
14	Geddes - E. Stadium	27.5	28.8	21.7	22.2	22.8
15	Scio Church - W. Stadium	26.2	22.8	23.0	23.9	22.9
16	Ann Arbor - Saline Rd.	18.1	16.4	17.7	17.9	18.0
17	Amtrak - Depot	7.1	2.9			
18	Miller-University	20.3	18.7			
20	Ypsilanti Grove - Ecorse	47.1	48.5	47.8	42.9	36.2
22	North - South Connector	22.0	20.7	20.6	17.9	20.7
33	EMU Shuttle	58.9	49.7	61.2	35.0	36.2
36	Wolverine Tower Shuttle	45.5	42.9	38.0	33.8	44.0
60	LINK	39.8	31.4	33.0	38.9	51.6
Subtotal		34.2	32.8	33.2	30.1	32.6
Senior Ride		24.2	9.6	11.4	16.8	15.1
Football Ride			37.6	42.2		
Art Fair Shuttle				64.7		
Fixed-Route Total		34.2	32.9	33.9	30.1	32.6

MEMORANDUM

To: Performance Monitoring &
External Relations Committee

From: Chris White
Manager of Service Development

Re: Information on Ridership by Fare
Category

Date: April 1, 2009



During the discussion of the proposed fare change at the March committee meeting, there was a request to provide information about the type of reports AATA uses in reviewing ridership by fare category.

Following are two reports. The first is a report from our Access database with the number of riders by fare category by route. This is a standard report. A key is at the bottom. We use this report, for example, to look at the number of riders who board using a go! pass or the new WCC pass.

The second report is an excel spreadsheet with summary of the number of riders in each fare category by month for FY 2008. This data is derived from the Access monthly report. We have this report going back for more than 10 years to enable us to look at trends.

Month Summary by Route - February 2009

Route	Rev	UnClass	Percent UnClass	Passen gers	totFD	totSen	totADA	totStud	totXfer	totFree	totGo	totUM	totFull	FLEX	Misc	WCC	3/Day Pass	Avg Cash Fare	#Div/0!			
0	\$2.00	\$1.00	50.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0.742	0			
1	\$2,042.31	\$120.46	5.9%	16,566	1,022	280	255	1,046	1,109	318	1,375	8,772	1,215	441	30	700	0	\$0.742	0			
2	\$3,056.68	\$227.53	7.4%	48,211	1,166	1,019	265	640	1,889	319	1,617	37,818	2,253	779	47	396	0	\$0.767	0			
3	\$3,932.15	\$420.19	10.7%	22,095	1,656	398	481	1,080	2,267	711	1,882	4,410	2,914	848	61	5,386	0	\$0.849	0			
4	\$12,309.23	\$885.78	7.2%	64,480	4,975	787	883	1,515	5,969	781	4,784	29,840	9,878	2,456	333	2,267	0	\$0.897	0			
5	\$8,830.53	\$688.53	7.8%	46,622	5,730	1,191	761	2,784	4,309	1,113	5,139	15,578	6,400	2,098	165	1,347	0	\$0.817	0			
6	\$11,507.61	\$894.96	7.8%	50,056	5,578	1,112	1,224	2,377	6,031	1,511	2,946	17,011	8,712	2,060	27	1,459	0	\$0.841	0			
7	\$6,037.94	\$377.84	6.3%	27,403	2,466	964	779	2,100	3,548	1,022	2,918	5,015	4,282	1,170	210	2,926	0	\$0.781	0			
8	\$2,790.31	\$168.56	6.0%	18,597	1,739	278	363	840	2,034	448	3,757	5,924	1,960	740	33	479	0	\$0.803	0			
9	\$2,460.13	\$112.63	4.6%	14,557	2,167	385	311	701	2,090	332	2,216	3,625	1,765	486	35	442	0	\$0.768	0			
10	\$3,758.68	\$142.43	3.8%	10,330	1,500	283	212	1,204	2,007	299	499	484	2,727	492	14	608	0	\$0.784	0			
11	\$2,468.79	\$150.42	6.1%	7,597	1,241	244	208	791	1,706	171	291	349	1,715	356	17	501	0	\$0.776	0			
12	\$3,350.54	\$221.49	6.6%	20,301	2,491	645	413	1,231	2,848	600	3,306	4,572	2,217	953	86	933	0	\$0.755	0			
13	\$451.36	\$54.36	12.0%	3,814	255	134	55	286	381	123	549	1,351	221	211	78	169	0	\$0.700	0			
14	\$193.56	\$11.31	5.8%	3,488	39	8	0	237	52	209	96	2,700	82	6	56	2	0	\$0.662	0			
15	\$759.61	\$57.86	7.6%	6,683	410	76	114	348	541	142	1,534	2,449	476	238	106	248	0	\$0.788	0			
16	\$1,434.19	\$143.47	10.0%	8,574	598	372	108	682	976	556	903	2,935	837	340	40	227	0	\$0.749	0			
17	\$246.69	\$45.94	18.6%	1,304	178	38	27	62	198	47	121	346	141	94	10	42	0	\$0.924	0			
18	\$255.55	\$23.55	9.2%	6,366	86	41	18	254	80	98	353	5,162	110	81	24	59	0	\$0.699	0			
20	\$3,710.00	\$155.50	4.2%	10,033	1,328	113	126	1,357	2,201	265	518	480	2,705	378	63	497	0	\$0.801	0			
22	\$2,323.64	\$114.64	4.9%	18,160	1,331	425	340	874	1,930	465	771	9,326	1,558	526	130	484	0	\$0.756	0			
33	\$3.60	\$3.10	86.1%	12,247	1	0	1	1	2	11,236	0	993	0	0	12	1	0	\$3.600	0			
36	\$727.03	\$81.03	11.1%	33,722	214	44	72	63	120	95	591	31,691	602	132	50	47	0	\$1.040	0			
60	\$5.00	\$3.00	60.0%	22,431	0	1	0	0	7	22,167	11	229	4	0	10	0	0	\$1.250	0			
150	\$103.90	\$0.65	0.6%	342	27	315	0	0	0	0	0	0	0	0	0	0	0	\$0.304	0			
501	\$46.90	\$2.90	6.2%	628	7	0	0	84	4	360	1	57	1	3	109	2	0	\$0.552	0			
505	\$56.65	\$1.40	2.5%	424	6	1	2	94	1	125	136	8	7	0	42	2	0	\$0.540	0			
516	\$31.25	\$0.75	2.4%	383	18	2	0	39	4	213	7	2	10	1	85	1	0	\$0.601	0			
600	\$0.00	\$0.00	#Num!	29	0	0	0	0	0	29	0	0	0	0	0	0	0	#Num!	0			
601	\$33.25	\$3.50	10.5%	2,390	5	3	1	11	5	16	27	2,236	26	10	47	3	0	\$0.881	0			
602	\$68.85	\$0.85	1.2%	2,165	4	4	1	108	3	236	101	1,551	15	1	137	4	0	\$0.577	0			
609	\$94.85	\$10.35	10.9%	3,180	12	16	2	31	8	17	118	2,888	69	11	2	6	0	\$0.897	0			
					\$73,092.78	\$5,125.98	7.0%	483,178	36,250	9,179	7,022	20,840	42,320	44,024	36,567	197,802	52,902	14,911	2,059	19,238	0	\$1.025

totFD: Key1 + LgTok + VEc + LA4 totStud: Key4 + VStud totGo: Key7 + LA3 + GoMag MagPass: Flex + VStud + VFD + VADA + VSen +
 totSen: Key2 + VSen + LSen totFree: Key6 + RA2 totUM: Key8 + LA2 + SwipeMCard LADA + LSen + SwUM + DayPass + 3DayPass
 Tuesday, March 31, totADA: Key3 + VADA + LADA totXfer: Key5 + T90Rcd + T90Rcd totFull: Key9 + LA1

RIDERSHIP FY 2008

	FARE DEAL	SENIOR	ADA STUDENT	XFER	Free	Monthly	UM PASS	FULL FARE	GO	CNT TOK	BRD TOTAL
OCT	41,444	13,008	9,747	30,798	56,619	59,925	242,531	69,689	38,422	0	595,986
NOV	37,181	11,434	8,623	27,567	51,550	52,774	213,498	62,354	29,341	0	516,339
DEC	33,518	9,226	6,586	23,555	45,647	34,935	151,056	53,829	28,703	0	403,810
JAN	36,523	9,590	6,901	27,699	52,677	57,807	230,357	63,248	35,407	0	539,880
FEB	33,014	8,958	6,728	25,280	48,168	47,217	196,141	57,479	33,935	0	478,440
MAR	36,602	10,089	7,301	28,338	52,826	56,205	216,262	63,604	37,516	0	530,666
APR	39,661	11,127	8,636	28,642	54,612	45,726	192,985	65,274	38,240	0	506,677
MAY	35,174	10,445	7,832	26,909	51,605	31,234	136,877	58,926	34,313	0	414,589
JUN	35,465	11,176	7,245	27,146	51,231	12,662	143,214	62,126	36,487	0	406,966
JUL	38,735	12,735	7,709	31,032	52,717	16,915	152,786	71,623	39,245	0	503,998
AUG	38,622	12,200	7,557	24,723	51,815	14,468	159,457	65,717	38,292	0	433,773
SEP	40,397	12,152	9,371	26,952	58,506	54,903	270,994	76,706	41,253	0	615,252
TOTAL	446,336	132,140	94,236	328,641	627,973	484,771	2,306,158	770,575	431,154	0	5,946,376

FARE CATEGORY AS A FUNCTION OF TOTAL RIDER FY 2008

	FARE DEAL	SENIOR	ADA STUDENT	RANSFER	Free	FULL	Monthly	UM	Go Pass	Month+ UM +Go	FD+Sen+ ADA+Stu Discount
OCT	6.94%	2.18%	1.63%	5.16%	9.48%	11.67%	4.23%	40.62%	6.44%	51.29%	15.91%
NOV	7.18%	2.21%	1.66%	5.32%	9.95%	12.03%	4.01%	41.20%	5.66%	50.88%	16.37%
DEC	8.31%	2.29%	1.63%	5.84%	11.31%	13.34%	4.08%	37.43%	7.11%	48.63%	18.06%
JAN	6.78%	1.78%	1.28%	5.14%	9.77%	11.73%	3.50%	42.73%	6.57%	52.80%	14.97%
FEB	6.91%	1.88%	1.41%	5.29%	10.08%	12.03%	4.34%	41.06%	7.10%	52.51%	15.49%
MAR	6.90%	1.90%	1.38%	5.34%	9.95%	11.98%	4.16%	40.74%	7.07%	51.97%	15.51%
APR	7.83%	2.20%	1.70%	5.65%	10.78%	12.88%	4.28%	38.09%	7.55%	49.93%	17.38%
MAY	8.49%	2.52%	1.89%	6.50%	12.46%	14.23%	5.04%	33.05%	8.28%	46.37%	19.40%
JUN	8.72%	2.75%	1.78%	6.67%	12.59%	15.27%	4.95%	35.20%	8.97%	49.12%	19.91%
JUL	7.63%	2.51%	1.52%	6.11%	10.38%	14.10%	3.90%	30.08%	7.73%	41.71%	17.76%
AUG	8.88%	2.80%	1.74%	5.68%	11.91%	15.11%	4.34%	36.65%	8.80%	49.80%	19.10%
SEP	6.56%	1.97%	1.52%	4.38%	9.51%	12.46%	3.94%	44.03%	6.70%	54.67%	14.44%
TOTAL	7.50%	2.22%	1.58%	5.52%	10.55%	12.95%	4.20%	38.74%	7.24%	50.19%	16.82%

MEMORANDUM

To: Performance Monitoring &
External Relations Committee

From: Chris White
Manager of Service Development

Re: Status of Plymouth Road Park & Ride Lot

Date: April 7, 2009



Work is proceeding on the development of a park and ride lot on Plymouth Road at US 23. The preliminary plans were reviewed with both the City of Ann Arbor and Ann Arbor Township. As a result, the plans were revised to improve fire department access, add landscaping, decrease storm run-off, and change some parking to compact spaces. We also decided to add outlets that will enable charging of electric cars in the future. The number of parking spaces has been reduced by 7 to 256 as a result of these changes. Please let me know if you would like to take a look at the plans.

Revised plans were submitted to the MDOT and the City of Ann Arbor on Monday, March 30th. The City's site planning process will not be complete until May at least. There has been considerable debate between the City and Township about the jurisdiction of the site. Investigation by the City revealed that the site was annexed to the City in 1966, but the legality of the annexation has been questioned.

Grant work that has been recently completed for this project includes the completion of a land use agreement with MDOT, submission of final documents to the Federal Transit Administration for environmental clearance, submission of the grant application and documentation, and submission to WATS, SEMCOG, and FTA for the use of federal stimulus (ARRA) funds for this project.

The project schedule is unchanged. We are still bid letting in June and project completion in November. However, landscaping elements will probably not be installed until Spring, 2010.

Resolution 17/2009

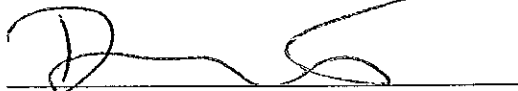
Authorization to Enter into an Agreement with Michigan Department of Transportation (MDOT) to Construct and Operate a Park and Ride Lot on MDOT Property (09-5072)

WHEREAS, the Ann Arbor Transportation Authority (AATA) desires to develop a park and ride lot in the southwest quadrant of the interchange of Plymouth Road and U.S. 23 to provide a new transit alternative for commuters into Ann Arbor, and

WHEREAS, because the property is owned by the Michigan Department of Transportation an agreement between the two parties is necessary, and

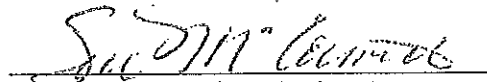
WHEREAS, AATA and MDOT staff have developed such an agreement to permit the construction and operation of the lot by AATA,

NOW, THEREFORE, BE IT RESOLVED, that the AATA Interim Executive Director is hereby authorized to enter into and execute on behalf of the AATA contract # 09-5072 between MDOT and AATA.



David Nacht, Chair

April 15, 2009


Sue F. McCormick, Acting Secretary

April 15, 2009

MEMORANDUM

To: Performance Monitoring &
External Relations Committee

From: Chris White
Manager of Service Development

Re: Review of Link Route by DDA
Transportation Committee

Date: April 7, 2009



The Link began service in 2003. The route and service design was the result of a six-month community involvement process involving people from the merchant associations, DDA, downtown residents and employees, UM staff and students, and the disabled community. A federal CMAQ grant funded the operation for the first two years.

Service was nearly discontinued when the trial period ended in April 2005. However, UM needed to have transit service to Oxford Housing, and agreed to fund a revised Link route to connect Oxford to central campus. The DDA and AATA agreed to jointly fund the local share of the cost of continuing service between central campus, downtown and Kerrytown. The number of buses was reduced from 3 to 2, service frequency went from every 8 minutes to every 15 minutes, and service operation was limited to weekdays from September through April to coincide with UM Fall and Winter semesters. Since 2005, the local funding for the Link route has been provided by the University of Michigan (1/2), DDA (1/4), and AATA (1/4).

The connection to Oxford Housing resulted in a large increase in ridership and productivity. Ridership increased significantly in 2005-06 and 2006-07, remained steady in 2007-08 and has declined somewhat in 2008-09. However, productivity in 2008-09 is still above 35 riders per service hour, and above average for the AATA system.

Both the DDA and AATA Boards have had questions about their role in funding Link service since 2005. The DDA Transportation Committee is currently evaluating the role of the Link in meeting DDA objectives which may result in recommendations for significant changes in Link service.

Attached are ridership, productivity, and cost sharing information about the Link.

LINK Route Cost Sharing

NOTE: The calculation below does not include the capital cost of buses and other equipment or the indirect (fixed) cost of operations. These costs are paid by AATA.

	Last Year 9/07-4/08	Next Year 9/08-4/09
Operating Expenses		
Annual Service Hours on Oxford Section	2560	2560
Annual Service Hours on Downtown Section	<u>2560</u>	<u>2560</u>
Total Service Hours	5,120	5,120
Direct Cost per Service Hour (est.)	<u>\$79.21</u>	<u>\$83.73</u>
Total Operating Expenses	\$405,548	\$428,698
REVENUES		
AATA Share - Advertising Revenue	\$10,000	\$10,000
State Operating Assistance	\$131,803	\$131,267
Grant Carryover Funds	\$0	\$0
DDA Share	\$65,101	\$71,023
AATA Share - Operating Subsidy	\$65,101	\$71,023
UM Share	<u>\$133,542</u>	<u>\$145,385</u>
Total Revenues	\$405,548	\$428,698

Route consists of two sections, with each bus operating both sections (see map)

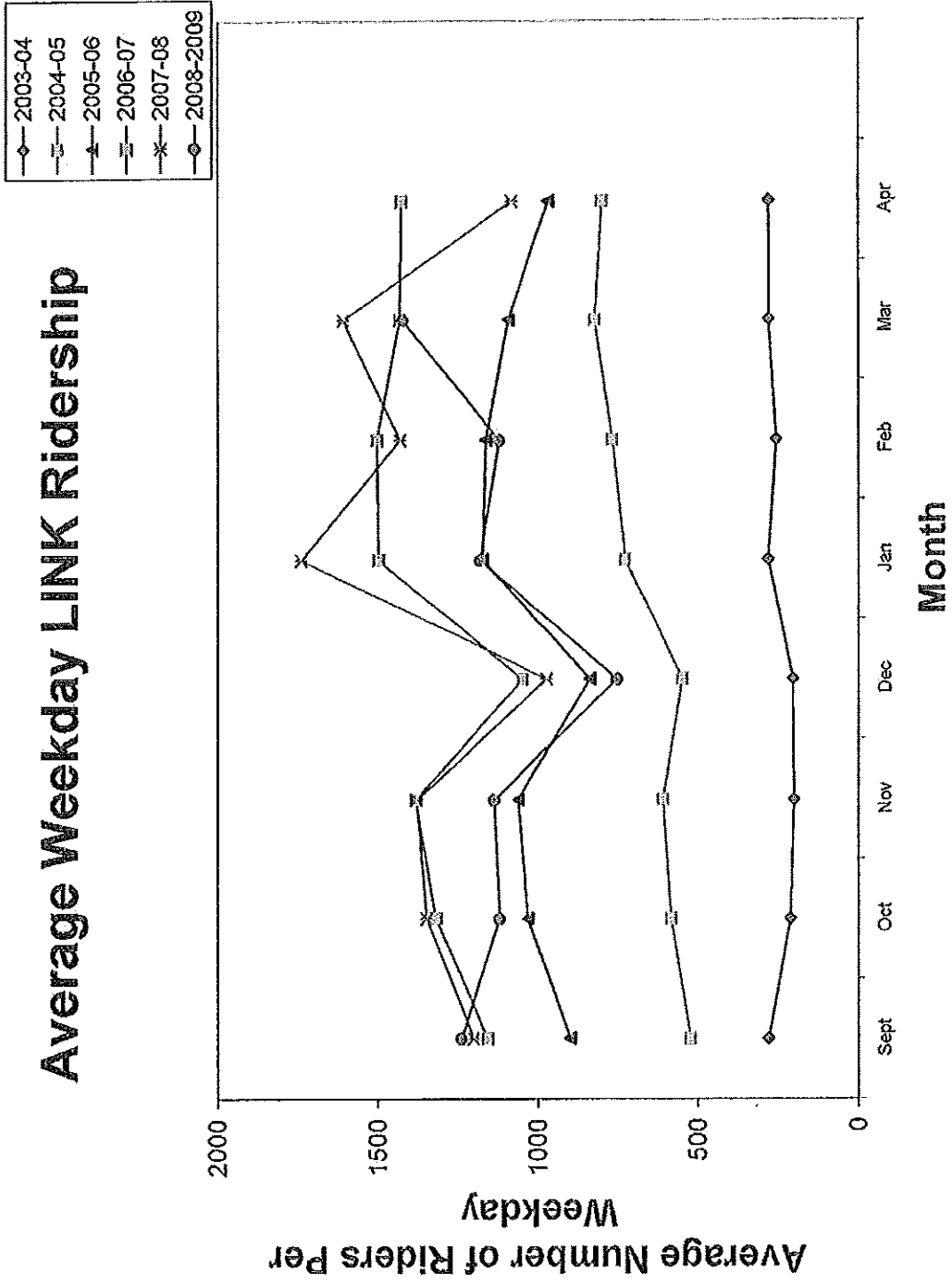
Oxford Section between Oxford Housing and CC Little on existing UM Oxford Shuttle route (including South U.)

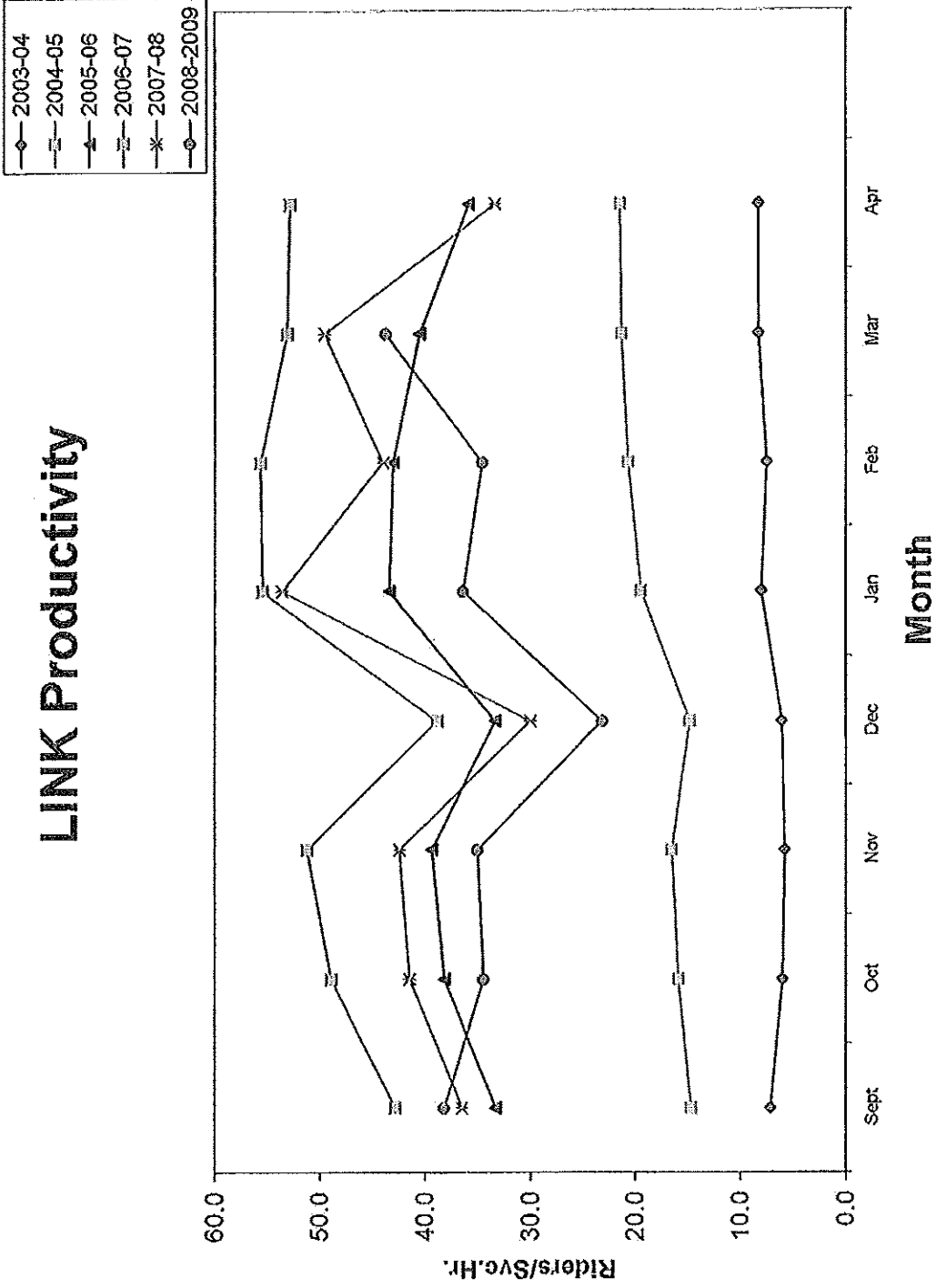
Downtown Section between CC Little and Kerrytown via the State St. and Main St. areas

Service 7 a.m - 11 p.m. Monday - Friday from September through April (160 weekdays)

Service every 15 minutes at all times

Average Weekday LINK Ridership





DRAFT

LOCAL ADVISORY COUNCIL (LAC) MEETING

Where: Ann Arbor Transportation Authority 2700 S. Industrial Hwy.
When: Tuesday, April 14, 2009 - 10:00 a.m. to 12 Noon

1.0 Introduction of Attendees

LAC Executive Council Members:

Present: Rebecca Burke (Chair), Clark Charnetski (Co-Chair), Joanne Weintraub, Karen Wanza, Mary Wells, Cheryl Weber, Amy Smyth

Absent: Sara Keller, John Kuchinski,

LAC Members: Thomas Partridge, Erin McMahon

Guests: Corey Kotkoski (SR), Dave Reid (SR), Nick Sapkiewicz (WATS), Larry Krieg (Wake up Washtenaw)

AATA Board Liaison:

AATA Representatives: Brian Clouse

Definition of Acronyms:

AACIL	Ann Arbor Center for Independent Living
AATA	Ann Arbor Transportation Authority
AAA1B	Area Agency on Aging 1B
BTC	Blake Transit Center
CSR	Customer Service Representatives
FOIA	Freedom of Information Act
LAC	Local Advisory Council
MDOT	Michigan Department of Transportation
PPA	Partners in Personal Assistance
RICC	Regional Interagency Consumer Committee
SR	Select Ride Inc.
SMART	Suburban Mobility Authority for Regional Transportation
WALLY	Washtenaw and Livingston Line
WATS	Washtenaw Area Transportation Study

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2.0 Communications and Announcements

- 2.1 Ms. Burke commented Sam Breck's funeral.
- 2.2 Mr. Charnetski commented on SMART's recent LAC meeting.
- 2.3 Ms. Webber announced a fund raising dinner for Full Circle on April 29th.
- 2.4 Ms. Smyth announced a statewide advocacy event in Lansing on April 21st.

3.0 Review and Approval of Minutes

- 3.1 The March minutes were approved with corrections.

4.0 AATA Board Meeting Report

- 4.1 Ms. Burke reported that the Mayor of Ypsilanti attended the Board meeting and pushed for additional financial assistance for bus service. Ms. Burke stated that the Board suggested that the Mayor place this item on the tax line for public vote. Ms. Burke reported that AATA's new CEO has not been determined as of yet.

5.0 Public Comment (5 minute time limit per speaker)

- 5.1 There were no comments.

6.0 New Business

6.1 LAC Code of Conduct

The LAC formed a subcommittee consisting of Ms. Burke, Mr. Charnetski, Ms. Webber & Ms. Wanza. The subcommittee will attempt to meet between LAC meetings to discuss the guidelines for a code of conduct. Mr. Clouse will assist in securing a meeting room at AATA if needed. Open discussion over what should be included within the code of conduct ensued.

6.2 Pod Cast

Mr. Charnetski read the definition of what a Pod Cast is. Open discussion over AATA's capability to create a Pod Cast ensued.

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It was decided that Mr. Clouse would look into AATA's ability to offer Pod Casts.

Mr. Partridge requested to be recognized and speak on this topic. Ms. Burke refused his request. Mr. Partridge objected to this refusal and was advised by Ms. Burke to cease interrupting or he would be asked to leave the meeting. The LAC chose to continue this discussion a the next LAC meeting.

6.3 Status of Proposed Fare Changes

Mr. Clouse responded to questions regarding personal care attendants and how a personal care attendant would be certified. Open discussion over the fare increase and proper use and eligibility of a personal care attendant ensued.

7.0 Public Comment Time

7.1 Mr. Partridge objected to the March LAC minutes as being derogatory and requested that all entries regarding his comments be stricken from the minutes. Mr. Partridge called for an abolishment of the LAC Executive Council in order to form one body. Mr. Partridge objected to the limit placed on LAC Executive Council appointments. Mr. Partridge objected to the lack of involvement from the LAC Executive Council members in AATA's search for a new CEO. Mr. Partridge comment time included several more objections prior to being informed from Mr. Burke that his time had expired.

8.0 Future Agenda Items

1. LAC code of conduct
2. Pod cast
3. Bus stop accessibility
4. AATA CEO update
5. Resolution to transform LAC & LAC Executive Council into one body
6. Presentation By Mr. Nacht on County Wide Services
7. AATA budget increase to provide transportation services for all seniors, persons with disabilities and disadvantaged people within Washtenaw County.

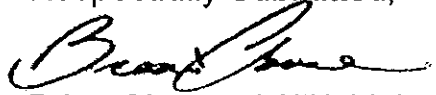
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9.0 Adjourn

10.0 Next LAC Meeting

Tuesday May 12, 2009 at AATA headquarters from 10:00 a.m.
to 12 Noon.

Respectfully Submitted,



Brian Clouse, AATA Liaison