

Board of Director's Meeting Minutes

Meeting Date/Time: September 21, 2023 - 6:30 – 9:00pm

Members: Kathleen Mozak (Chair), Mike Allemang (Treasurer), Jesse Miller (Secretary), Chris Allen, Simi Barr, Rich Chang, Monica Ross-Williams, Kyra Sims

Location: Ann Arbor District Library (4th Floor)
Virtual attendance available via Zoom

Chairwoman Mozak called the meeting to order at 6:30pm

Agenda Item

1. OPENING ITEMS

1.1 Approve Agenda

No changes noted to the agenda.

Mr. Chang motioned to approve the agenda, seconded by Mr. Barr.

All in favor of approving the updated agenda:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The approval of the updated agenda passed unanimously.

1.2 Public Comment

Jim Mogensen shared concerns related to the new Environmental Sustainability Policy and potential conflicts with other Executive Limitations policies. He asked how the board might address potential challenges with the policy and budgetary considerations.

1.3 General Announcements

Chairwoman Mozak noted the recent resignation of Board member Dr. Elisabeth Gerber – she thanked her for her service during her tenure. She also shared that longtime Local Advisory Council (LAC) member Dr. Elizabeth Aldridge had recently passed. She expressed gratitude for Dr. Aldridge's years of advocacy for the community.

Mr. Barr shared information about the A2 Green Fair that was taking place downtown and thanked the organization for participating and promoting transit oriented activities.

Chairwoman Mozak shared that Monitoring Task Force (not on the agenda) didn't meet in September but will meet in October, the Government Procurement Task Force will begin to meet, and the Governance Committee is reviewing CEO compensation and will make a recommendation to the Board later this year.

1.4 Officer Elections

Chairwoman Mozak opened the floor for nomination for Board Secretary for the 2024 year.

Mr. Chang nominated Mr. Miller, seconded by Mr. Allemang.

Mr. Miller accepted the nomination for Board Secretary for the 2024 year.

All in favor of nominating Mr. Miller for Board Secretary:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

All in favor, none opposed.

Chairwoman Mozak opened the floor for nomination for Board Treasurer for the 2024 year.

Ms. Sims nominated Mr. Allemang, seconded by Mr. Miller.

Mr. Allemang accepted the nomination for Board Treasurer for the 2024 year.

All in favor of nominating Mr. Allemang for Board Treasurer:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

All in favor, none opposed.

Chairwoman Mozak opened the floor for nomination for Board Chair for the 2024 year.

Mr. Chang nominated Chairwoman Mozak, seconded by Mr. Miller.

Chairwoman Mozak accepted the nomination for Board Chair for the 2024 year.

All in favor of nominating Chairwoman Mozak for Board Chair:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

All in favor, none opposed.

2. CONSENT AGENDA

2.1 Board Meeting Minutes August 17, 2023

2.2 Committee Meeting Summaries

Mr. Chang motioned to approve the Consent Agenda, seconded by Ms. Sims

All in favor of approving the Consent Agenda:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The approval of the Consent Agenda passed unanimously.

3. OWNERSHIP LINKAGE

3.1 Open Dialogue Task Force Updates

Mr. Chang provided an update of the ODTF – after meeting with AA Mayor Taylor, it was requested that TheRide and DDA alternate months providing info/updates to City Council. He is currently working to arrange a meeting with Mayor Brown of Ypsilanti.

4. MONITORING

5. POLICY

5.1 Budget Approval

Mr. Carpenter provided an overview of the budget approval which is a hybrid board process between Policy Governance and traditional budget processes. He shared that the two monitoring reports (Financial Planning & Budgeting and Fare Policy Monitoring) are the first step in the process followed by the board approval of the budget which is required by law. To pass the budget, 60% of serving board members (6 members) must approve the budget.

*Ms. Ross-Williams joined the meeting at 6:42pm

5.1.1 Financial Planning & Budgeting Monitoring (2.4)

Ms. Reed presented the monitoring report for Financial Planning & Budgeting. She noted that the finance committee had recommended the Board accept the report as (A) in compliance. Also noted was a survey comment that policy 2.4.1 may not be in compliance with policy 2.5 and the board might consider reviewing at a later date.

Mr. Allen motioned to accept Financial Planning & Budgeting Monitoring (2.4) as (A) Compliant, seconded by Mr. Allemang.

All in favor of accepting Financial Planning & Budgeting Monitoring (2.4) as (A) Compliant:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to accept Financial Planning & Budgeting Monitoring (2.4) as (A) Compliant, passed unanimously.

5.1.2 Fare Policy Monitoring (2.5.12)

Ms. Reed presented the monitoring report for the Fare Policy which was provided evidence of full compliance. She shared there had been a question in the survey responses regarding fare changes and that there were no fare changes for FY 2023 and no fares will be changed for FY 2024. After comments about clarifying paratransit and flex-ride cost determinations, information was updated in the budget book. After reviewing the monitoring report at their September meeting, the Finance Committee had recommended the Board accept the report as (A) in compliance

Mr. Miller motioned to accept Fare Policy Monitoring (2.5.12) as (A) Compliant, seconded by Ms. Sims.

All in favor of accepting Fare Policy Monitoring (2.5.12) as (A) Compliant:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to accept Fare Policy Monitoring (2.5.12) as (A) Compliant, passed unanimously.

5.1.3 FY2024 Operating and Capital Budget (Decision)

Ms. Reed provided a presentation of the recommended FY2024 Operating and Capital Budget for Board approval ([Board Packet pg.83](#)). She shared that the organization is operating at full service levels, working on accelerating millage services, there are no fare changes, the budget is balanced, and capital projects are fully funded. The FY 2024 Operating and Capital Budget was presented with total expenditures of **\$61,357,289 for Operations** and **\$26,406,000 for Capital Investments**.

Board members thanked Ms. Reed and staff for their work on the budget.

Mr. Allen put forth a motion to adopt the Resolution as presented, seconded by Mr. Chang.

Motion was tabled as a brief sidebar was made to clarify wording in the Resolution.

Mr. Allen put forth a re-motion to adopt the Resolution as presented, seconded by Mr. Chang.

All in favor of adopting the Board Resolution for the *Adoption of the FY2024 Operating and Capital Budget*:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to adopt the Board Resolution for the *Adoption of the FY2024 Operating and Capital Budget* passed unanimously.

6. BOARD EDUCATION/DISCUSSION

7. OPERATIONAL UPDATES

7.1 Title VI Update

Mr. Yang shared a Title VI update – transit agencies are required to provide a review and updates every 3 years and submit the updates by November 30th. Consultants have been working with Mr. Yang’s team and the final updates will be ready in October. As a part of the Title VI update, two organizational policies (Public Input and Equity Analysis) have been reviewed and updated and are ready for Board approval.

Mr. Miller put forth a motion to adopt the *Revised Public Input Policy for Service and Fare Changes Resolution* as presented, seconded by Mr. Chang.

All in favor of adopting the *Revised Public Input Policy for Service and Fare Changes Resolution*:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to adopt the *Revised Public Input Policy for Service and Fare Changes Resolution* passed unanimously.

Mr. Chang put forth a motion to adopt the *Revised Equity Analysis Policy for Service and Fare Changes Resolution* as presented, seconded by Mr. Miller.

All in favor of adopting the *Revised Equity Analysis Policy for Service and Fare Changes Resolution*:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to adopt the *Revised Equity Analysis Policy for Service and Fare Changes Resolution* passed unanimously.

7.2 Q3 Service Report

Mr. Brooks shared the Q3 Service Report – he noted that the system software is now running effectively, and on-time performance is now able to be accurately reported. On-time performance is at 81% and overall ridership is at 79% of pre-pandemic levels. Mr. Brooks also followed up on requests from the Service Committee regarding flex-ride denials in the eastern portion of the service area. Operations is reviewing vendor contracts to ensure service expectations are included and outlined. He also shared that service times have been expanded in the eastern service area and better software is in place, so denials are decreasing.

7.3 Construction Grant Authorization Discussion (Policy 2.10)

Mr. Carpenter shared an overview of Policy 2.10 that requires Board approval for the organization to apply for grants. The RTA is requesting TheRide partner with them in applying for a competitive regional grant and he requested approval from the Board to move ahead with applying for the grant.

Ms. Ross-Williams motioned to approve the Construction Grant Partnership Authorization, seconded by Mr. Allemang.

All in favor of approving the Construction Grant Partnership Authorization:

Mr. Mike Allemang: Yes
Mr. Chris Allen: Yes
Mr. Simi Barr: Yes
Mr. Rich Chang: Yes
Mr. Jesse Miller: Yes
Ms. Monica Ross-Williams: Yes
Ms. Kyra Sims: Yes
Chairwoman Kathleen Mozak: Yes

The motion to approve the Construction Grant Partnership Authorization passed unanimously.

7.4 CEO Report

Mr. Carpenter provided an overview of the CEO Report and highlighted that next month he will be providing a Zero-Emissions Bus Propulsion presentation to the board in October. He shared potential impacts of the UAW strike and shared information on a leadership conference provided to staff that Board members are welcome to attend.

8. EMERGENT ITEMS

9. CLOSING ITEMS

9.1 Action Item Recap

Mr. Chang will be coordinating with Mr. Carpenter regarding attending AA City Council meetings, budget was approved, Title VI policies were approved along with the construction grant authorization.

9.2 Topics for Next Meetings

- Compensation & Benefits (2.3)
- Construction (2.10)
- Zero-Emissions Bus CEO Recommendation
- Title VI

9.3 Public Comment

Jim Mogensen shared his thoughts on the Title VI public input process and how he would like to participate in having more in-depth conversations related to service expansion and the impacts of route changes.

9.4 Adjournment

Mr. Allen motioned to adjourn the meeting, seconded by Mr. Barr.

All in favor of adjourning the meeting:

- Mr. Mike Allemang: Yes
- Mr. Chris Allen: Yes
- Mr. Simi Barr: Yes
- Mr. Rich Chang: Yes
- Mr. Jesse Miller: Yes
- Ms. Monica Ross-Williams: Yes
- Ms. Kyra Sims: Yes
- Chairwoman Kathleen Mozak: Yes

Chairwoman Mozak adjourned the meeting at 8:11 pm.

Respectfully Submitted by Deborah Holt

APPROVAL OF FY2024 OPERATING AND CAPITAL BUDGET

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
ANN ARBOR AREA TRANSPORTATION AUTHORITY**

WHEREAS, the Ann Arbor Area Transportation Authority (AAATA) Board of Directors (Board) is required by the Michigan Uniform Budgeting and Accounting Act of 1968 to adopt a balanced operating budget on or before September 30 for its next fiscal year, which begins on October 1, and

WHEREAS, AAATA staff have developed a FY2024 Operating and Capital Budget that furthers Board Ends Policies within Executive Limitations and provides multi-year context, and

WHEREAS, the AAATA is required to develop a fiscally constrained four-year program of projects for inclusion in the Transportation Improvement Program (TIP) to be submitted to the Washtenaw Area Transportation Study (WATS) in order to be eligible for federal funds, and

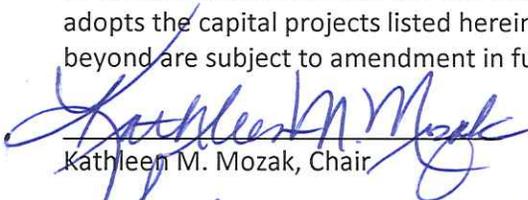
WHEREAS, the AAATA is required to submit the capital program for FY2024 to the Federal Transit Administration (FTA) as part of the annual application for FY2024 federal funding, and

WHEREAS, the AAATA is required to submit the capital program and operating budget for FY2024 to the Michigan Department of Transportation (MDOT) as part of the annual application for FY2024 state funding, which is amended by this resolution.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves the FY2024 Operating and Capital Budget as its general appropriations act with total expenditures as follows:

- \$61,357,289 for operations, and
- \$26,406,000 for capital investment.

BE IT ALSO RESOLVED that the Ann Arbor Area Transportation Authority Board of Directors hereby adopts the capital projects listed herein as updates to the FY2021-FY2024 TIP, of which FY2024 and beyond are subject to amendment in future years.


Kathleen M. Mozak, Chair

Date


Jesse Miller, Secretary

Date

September 24, 2023

9/21/23

Resolution 04/2023

ADOPTION OF REVISED PUBLIC INPUT POLICY FOR SERVICE AND FARE
CHANGES

WHEREAS, the Ann Arbor Area Transportation Authority (AAATA) is required to have a policy for public input before major service and fare changes as a condition of federal assistance, and

WHEREAS, the current policy meets the minimum requirements, but is out of date and is no longer consistent with how AAATA collects and uses public input, and

WHEREAS, staff has prepared a draft policy that reflects the importance that AAATA places on soliciting and receiving public input before making service and fare changes, and

WHEREAS, the AAATA published the draft policy, solicited comments from the public and groups, and received no concerns with or suggested changes to the draft policy,

NOW THEREFORE, BE IT RESOLVED that the Ann Arbor Area Transportation Authority Board of Directors hereby adopts the attached *Public Input Policy for Service and Fare Changes* dated September 2023.



Kathleen M. Mozak, Chair

September 21, 2023



Jesse Miller, Secretary

September 21, 2023

Resolution 05/2023

ADOPTION OF REVISED EQUITY ANALYSIS POLICY FOR SERVICE AND FARE
CHANGES

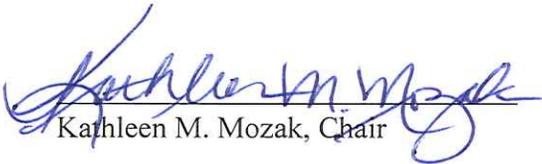
WHEREAS, the Ann Arbor Area Transportation Authority (AAATA) conducts an equity analysis prior to adopting major service changes or fare changes, and

WHEREAS, Federal guidance requires the AAATA to define thresholds for when a proposed service change will have a disparate impact on minorities or disproportionate burden on low-income population, and

WHEREAS, the AAATA has developed the required thresholds as part of the attached Service Equity Analysis Policy, and

WHEREAS, the AAATA published the draft policy, solicited comments from the public and groups, and received no concerns with or suggested changes to the draft policy,

NOW THEREFORE, BE IT RESOLVED, that the Ann Arbor Area Transportation Authority Board of Directors hereby adopts the attached *Equity Analysis Policy for Service and Fare Changes* dated September 2023.


Kathleen M. Mozak, Chair

September 21, 2023


Jesse Miller, Secretary

September 21, 2023