

# INTERURBAN TRANSIT PARTNERSHIP BOARD

MARCH 25, 2009

## ATTENDANCE

### Board Members Present

Don Lawless, Chair  
Charis Austin  
Ira Hart  
Lisa Haynes  
George Heartwell  
Jack Hoffman  
Barbara Holt  
Steve Maas  
Rick Morris  
Terry Schweitzer  
Rob VerHeulen

### Staff

Peter Varga, CEO  
Robin Crothers  
Mark Fedorowicz  
Alan Hartley  
Taiwo Jaiyeoba  
Meegan Joyce  
Jennifer Kalczuk  
Chris Leighty  
Brian Pouget  
Liz Schelling  
Steve Schipper

### Board Members Absent

Randal Gelderloos  
Richard Root  
Barbara VanDuren  
James White

### Others Present

Jeff Ammon, Miller Johnson  
Anne Bond-Emrich, Grand Rapids Business Journal  
David Bulkowski, Disability Advocates/Friends of Transit  
Casey Dutmer, CCIT/CAC  
Justin Frear, Grand Valley State University Student  
Bill Kirk, Michigan League of Conservation Voters  
Sgt. Wayne Moore, GRPD/The Rapid  
Dean Peterson, MDOT  
John Verzi, Citizen  
Watchdog Miller, Citizen

**MINUTES OF  
INTERURBAN TRANSIT PARTNERSHIP BOARD  
AS RECORDED ON MARCH 25, 2009**

Commencing at 4:00p.m., Mr. Lawless called the regular meeting of the Interurban Transit Partnership Board to order.

**PUBLIC COMMENT ON AGENDA ITEMS**

Mr. Miller commented on past ridership numbers and the need for additional service in Grand Rapids.

Casey Dutmer supports the policy paper on service provision to new and expanded developments. He noted that last summer the Consumer Advisory Committee made a recommendation to encourage the six cities to engage in new planning and development and have public transportation be considered before plans are approved for development projects.

1. Minutes of the February 25, 2009 Board Meeting:

A motion was made by Haynes, supported by Hart, to approve the February 25, 2009 Board meeting minutes as written. Motion passed unanimously.

**CONSENT AGENDA**

A motion was made by Heartwell, supported by Maas, to approve items 2-6 as consent agenda items. Motion passed unanimously.

**REGULAR AGENDA**

Performance Oversight Committee

7. FY 2009 First Quarter Report Card-Fixed Route:

Mr. Schweitzer reported that the Performance Oversight Committee suggested the FY 2009 First Quarter Report Cards for Fixed Route and Paratransit be placed on the regular agenda to note that with the recently adjusted performance standards the reports are still reflecting outstanding service.

A motion was made by Schweitzer, supported by Haynes, to approve the FY 2009 First Quarter Report Cards for Fixed Route and Paratransit. Motion passed unanimously.

8. FY 2009 First Quarter Report Card-Paratransit:

Approved under item #7.

9. Authorization to Approve Contract for Wealthy A&E Services, Approve Ancillary Costs for Wealthy Operations Center, and Extend Contract with Progressive AE Five Additional Years:

Mr. Schweitzer reported that with federal stimulus funds we are able to advance the Wealthy Operations Expansion Project. He explained that we are looking at three separate resolutions on this project.

The first is requesting authorization to enter into a fixed fee contract with Progressive AE in the amount of \$2,170,112 in order to perform the design and engineering work for the Wealthy Operations Center expansion.

A motion was made by Schweitzer, supported by Haynes, to approve a contract for design and engineering services for the Wealthy Operations Center expansion. Motion passed unanimously.

Mayor Heartwell mentioned that the Strategic Planning Committee discussed the percentage of total cost included in this contract with staff and was assured that this percentage is consistent with what you would expect.

Second, staff is requesting permission to approve other design related costs to the Wealthy Operations Center with Progressive AE that are distinct from the Progressive AE design costs. That cost is not to exceed \$172,688.

A motion was made by Schweitzer, supported by Holt, to approve a contract for ancillary costs for the Wealthy Operations Center Project. Motion passed unanimously.

Lastly, staff is requesting authorization from the Board to extend the existing five year contract with Progressive AE, which expires in May of this year, for an additional five years based on the terms of the original contract which allowed up to five years of extensions.

A motion was made by Schweitzer, supported by Heartwell, to approve the 5-year extension of the current contract with Progressive AE. Motion passed unanimously.

Strategic Planning Committee

10. Policy Paper on Service Provision to New or Expanded Developments:

Mayor VerHeulen reported that recently The Rapid was approached by a number of development entities regarding the provision of transit service to their new locations. In each instance, there were currently no transit routes directly serving these facilities and as such the entities requested that The Rapid provide transit services to their facilities.

He explained that as the demand for transit services increases, we expect that more entities, private and public, will be coming forward to request service provision. It is likely, however, that these entities will locate their business or expand their existing business in locations where there are currently no transit services. This will in turn result in frustration on the part of the public who depend on transit to get them to those locations.

While understanding the need for transit services by each of these entities, we also strongly believe that a piece-meal approach to transit service provision within the service area would not justify the investment by the public in transit services.

He explained that this policy paper is to develop a set of recommendations for The Rapid staff and the Board in considering such requests now and in the future. The following provisions have been set forth for approval:

- 1.) ITP, as part of its preparation of a revised Long Range Transit Plan, will conduct a Transit Needs Assessment in the areas within and outside its service area (including the townships), which will take into consideration the provision of transit services in areas where the needs exist.
- 2.) ITP will not re-route existing services to new or expanded developments where services do not currently exist except in cases where planning analysis indicates a more positive than negative impact on existing passengers if service is moved.
- 3.) If new or expanded developments locate their facilities in areas without transit service, ITP recommends that the proponents provide operating funds to ITP to run a transit service to their facility or they provide private shuttles which can connect with the nearest existing transit lines.
- 4.) ITP will convey this information to the appropriate agencies, especially the Planning Departments of respective cities/townships so that they can review development applications within the context of ITP's transit service provision policy.

A motion was made by VerHeulen, supported by Maas, to approve the Policy Paper on Service Provision to New and Expanded Developments. Motion passed unanimously.

Mr. Lawless commented that the document is very well written and generally we would not modify routes, however, there could be situations where we will evaluate doing this if certain criteria are met. He noted that if we do have an opportunity to expand service, as we have considered in the past, we would certainly consider each situation.

Mayor VerHeulen suggested we forward a copy of the Policy Paper on Service Provision to New and Expanded Developments to all the Planning Departments and Councils. Mr. Morris noted that we should send this to them every few years to keep things updated.

## CEO's REPORT

### 11. CEO Monthly Report:

Mr. Varga introduced Steve Schipper the new Maintenance Manager.

Ms. Kalczuk announced that we have received the Innovation in Transit award from the Michigan WTS chapter for our on-line rideshare program.

Mr. Varga mentioned that the House version of FY 2009 Omnibus Bill includes two earmarks for the Grand Rapids area. There is a \$600,000 markup for the BRT in the Capital Investments program. This should be able to fund part of the environmental work and some of the preliminary engineering. There is also \$3.8 million allocation for the Amtrak rail relocation. This should allow us to do environmental assessment, land purchase, probable environmental mitigation and engineering work for the relocation of the rail to the land we own south of Central Station.

He noted that the American Recovery and Reinvestment Act, also known as the Stimulus Bill, has been passed by Congress and signed by President Obama. The Federal Transit Administration has issued a preliminary apportionment for these funds. We will receive \$10,603,305. These are additional funds above and beyond any grants we have received for the Wealthy Operations Center project.

## CHAIR'S REPORT

Mr. Lawless acknowledged Friends of Transit for their work on the millage campaign and noted a fundraiser from 3-5pm on March 26 at Hopson Flats.

## ADVISORY COMMITTEE REPORTS

Mr. Dutmer thanked The Rapid for allowing the Consumer Advisory Committee to be a part of the process of picking a paratransit provider. He mentioned that customer service was a great concern when considering a provider and feels MV Transportation is doing a good job.

## BOARD MEMBER COMMENTS

Mr. Hoffman noted that the millage kick-off was a well attended and positive event.

## INFORMATION ITEMS:

There was no discussion on the following information items.

- A. Minutes of 3-11-09 Governance Committee Meeting
- B. Minutes of 3-18-09 Performance Oversight Committee Meeting
- C. Minutes of 3-18-09 Strategic Planning Committee Meeting
- D. Minutes of 3-19-09 External Relations Committee Meeting
- E. Communications

## PUBLIC COMMENT ON NON-AGENDA ITEMS

David Bulkowski noted that Friends of Transit are vigorously campaigning and have received lots of support.

Mr. Miller claims that other members of the public were able to distribute material to the Board and he was not able to distribute his material. He noted that the BRT is not cost effective.

Mr. Lawless mentioned that staff is currently developing guidelines regarding the distribution of materials from the public to the Board.

The meeting was adjourned at 4:38 p.m.

Respectfully submitted,

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Robin Crothers, ITP Board Secretary