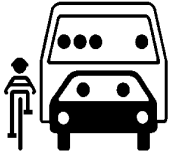


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WASHTENAW AREA TRANSPORTATION STUDY

705 NORTH ZEEB ROAD 2ND FLOOR
ANN ARBOR, MICHIGAN 48103-1560
PHONE: (734) 994-3127 FAX: (734) 994-3129
WEBSITE: WWW.MIWATS.ORG
E-MAIL: WATS@MIWATS.ORG

Agenda - Item 3.

MINUTES OF MEETING

POLICY COMMITTEE

DATE: September 17, 2008

TIME: 9:30 a.m.

PLACE: Scio Township Hall, 827 N. Zeeb Road, Ann Arbor, MI 48103

Members Present: Ypsilanti Township – Ruth Ann Jamnick, Vice-Chair
Dexter Township/WCPAB – Pat Kelly, Secretary-Treasurer
Pittsfield Township – Jim Walter
Village of Dexter – Jim Carson
SWWCOG – Ron Mann
City of Ann Arbor – Mike Anglin
City of Ypsilanti – Bill Nickels
AATA – Jesse Bernstein
Superior Township – Brenda McKinney
EMU – John Donnegan
U of M – Hank Baier
WCRC- Fred Viegel
City of Chelsea –Ann Feeney
MDOT Statewide Planning – Pam Boyd

Members Absent: City of Saline – Gretchen Driskell, Chair
WCBOC – Jessica Ping
Ann Arbor Township – Mike Moran
Northfield Township – Cindy Wilson
Scio Township – Jean King

Others Present: WATS – Terri Blackmore, Ryan Buck, Eric Bombery, Nick Sapkiewicz
WCRC – Steve Puuri
MDOT – Kari Andrewes
Scio Township Resident – Tom Partridge

POLICY COMMITTEE MEMBERS

• CITY OF ANN ARBOR • ANN ARBOR TRANSPORTATION AUTHORITY • ANN ARBOR TOWNSHIP • CITY OF CHelsea • VILLAGE OF DEXTER •
• DEXTER TOWNSHIP • EASTERN MICHIGAN UNIVERSITY • MICHIGAN DEPARTMENT OF TRANSPORTATION • NORTHFIELD TOWNSHIP • PITTSFIELD TOWNSHIP •
• CITY OF SALINE • SCIO TOWNSHIP • SOUTHWEST WASHTENAW COUNCIL OF GOVERNMENTS • SUPERIOR TOWNSHIP • UNIVERSITY OF MICHIGAN •
• WASHTENAW COUNTY BOARD OF COMMISSIONERS • WASHTENAW COUNTY ROAD COMMISSION • CITY OF YPSILANTI • YPSILANTI TOWNSHIP •
• EX OFFICIO: FEDERAL HIGHWAY ADMINISTRATION • SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS •

AN INTERMUNICIPALITY COMMITTEE ORGANIZED UNDER ACT 200 OF PUBLIC ACTS OF MICHIGAN (1957)
REPRESENTING WASHTENAW COUNTY

1. Call to Order

Vice-Chair Jamnick called the meeting to order at 9:39 a.m. She asked those present to introduce themselves.

2. Public Participation

Vice-Chair Jamnick asked if any members of the public wished to address the Committee.

Mr. Tom Partridge, resident of Scio Township provided comment to the Committee. He stated that he is running as a write in candidate for the 52nd district in the Michigan House of Representatives. He intends to represent the most vulnerable Michigan residents including the middle class, the elderly and persons with disabilities. Mr. Partridge encouraged WATS to dedicate itself in a more diligent manner to address the needs of the most vulnerable through immediately available public transit links. Mr. Partridge suggested the WATS Policy Committee vote to include representatives of the senior community and the disabled community as official members of WATS.

3. Approval of the August 20, 2008 Policy Committee Minutes

Mr. Viegel made a motion to approve the August 20, 2008 Policy Committee minutes. Ms. Kelly supported the motion.

Mr. Puuri stated that the directions of the Holmes Road project were reversed in the August minutes and that the project is nearing completion on the West side and work will continue on the East side.

The minutes were approved as amended.

4. Communications and Announcements

Ms. Blackmore stated that WATS, AATA and the Ypsilanti Chamber plan to meet with Larry Whitworth, President of Washtenaw Community College (WCC), on September 22. The meeting will be to discuss possible transit service for WCC students.

Ms. Blackmore explained the handouts at each place, which included:

1. Upcoming meetings
2. Ann Arbor to Detroit Update
3. Statewide Transit Vision Brochure
4. 2007 Federally funded non-motorized and transit projects
5. WATS 2035 Blog PowerPoint presentation
6. STP-U, STP-R, TEDF-D projects submitted
7. July and August Crashes

5. Approval of Bills over \$500

Ms. Blackmore reported that there were three bills over \$500.

1. LSA Associates - \$32,328 for work on the Travel Demand Forecast Model
2. WATS - \$30,000 – for transfer of funds to purchase new CD
3. Terri Blackmore - \$1,199.04 – Expenses, software, postage, phone email, flexible spending and travel

Mr. Walter suggested the possibility of collateralized accounts and stated that the Pittsfield Township Treasurer could be contacted to answer any questions.

Ms. McKinney made a motion to approve the bills over \$500. Mr. Mann supported and the motion passed.

Ms. Blackmore stated that WATS is looking at the possibility of entering into a contract with Cambridge Systematics to implement Asset ManagerNT. Ms. Blackmore stated that Ms. Evans had given a presentation on Asset ManagerNT at the previous meeting. Ms. Blackmore stated the agreement is expected to cost less than 30,000 dollars.

Ms. Kelly made a motion to authorize Ms. Blackmore to enter into an agreement with Cambridge Systematics to implement Asset ManagerNT at a cost not to exceed 30,000 dollars. Ms. McKinney supported and the motion passed.

6. Report on WATS Activities

Ms. Blackmore stated that an update on the Ann Arbor to Detroit Rapid Transit Study was at each place.

Ms. Blackmore reported that a meeting including Congressman Dingell as well as representatives from Congressman Rogers' and Senator Levin's offices was held on September 4th to discuss the North-South rail project. At the meeting, a draft of the updated business plan was presented. Those present at the meeting indicated that in order to receive financial backing, an authority needs to exist. Ms. Blackmore stated that the next Wally Coalition meeting is scheduled on September 29th at the Northfield Public Safety building.

Ms. Blackmore reported that the 2008 Asset Management Data collection is complete. The team collected data on approximately 50% of the federal-aid system. She added that the 2008 charts and tables by community have been added to the website.

Ms. Blackmore states that WATS is beginning to process HPMS counts for this year. She added that because of the fire which destroyed several traffic counters, there is a need to replace the counters which will be discussed later in the meeting.

Ms. Blackmore reported that WATS recently reviewed the Ann Arbor Township Master Plan update and completed a preliminary review of the Ann Arbor City Transportation Plan Update.

Ms. Blackmore reported Ms. Burleigh is working on the first week of September crashes and waiting on some corrections from July and August. She added that the Committee will have to decide whether or not to continue the crash program through 2009.

Mr. Buck reported that the new travel demand forecast model has been delivered. He stated that he will be giving a presentation on the model and its capabilities at an upcoming Policy Committee meeting and will come and present to any local agency that is interested in having its own presentation. He added that the model allows staff to run multiple model runs faster than the previous model.

Ms. Blackmore reported that she has presented information on the WATS Transit Plan to several regional groups such as the Washtenaw Metro Alliance, the Milan Organization for Regional Excellence, Saline Sustainability Circle, Chelsea Area Planning Team/Dexter Area Regional Team, Saline City Council and Manchester Area Joint Planning Commission. She noted that she was presenting the plan to the Ann Arbor Township Board and Planning Commission on September 22. She stated that these presentations were aimed at providing local leaders with an understanding of the concepts in the plan and how it affects each area and what local groups can do to help implement the ideas.

Ms. Blackmore stated a group has been meeting to discuss the preservation of transit service in Eastern Washtenaw County. She stated that the next meeting of the group is scheduled for September 26th at the Ypsilanti Chamber. Ms. Blackmore added that EMU president Dr. Susan Martin will be in attendance and is interested in discussing linking the various Universities as a research corridor. WATS has assisted this group by providing maps that show the origin of students and staff for EMU, WCC, St. Joseph Hospital and U of M.

Ms. Blackmore reported that in an effort to begin implementing the WATS Transit Plan, staff has been collecting data on other authorities' funding, organizational framework and voting structure. She added that WATS is working with AATA to apply for a public survey on transit funding.

Ms. Blackmore stated that WATS has been involved in developing a Statewide Vision for transit. She stated that a document that outlines needs and the benefits of a statewide system should look like is complete and added that an executive summary, press releases and PowerPoint presentation were developed and presented to the Transportation Funding Task Force last week.

Ms. Blackmore reported that an individual has been hired for the mobility management function for the county. She stated that funding for the position is made available through grants and allocations of Job Access Reverse Commute and New Freedom Funds.

7. Old Business

There was no old business.

8. New Business

A. STP Urban Program Amendment - Action

Ms. Blackmore discussed the changes to the 2009-2013 STP Urban program. She stated that WATS prioritized 26 projects and that one additional project was added at the meeting. The additional project was to purchase a pool of new traffic counters to replace those that were destroyed in a fire.

Ms. Blackmore stated that unlike previous programs, the current program does not anticipate increases in funding and funding estimates remain the same beginning in 2011.

Mr. Carson inquired as to a potential project in the Village of Dexter on Central Street which is expected to cost \$1,000,000 and is prioritized high but is only programmed with \$50,000 in 2013.

Ms. Blackmore reported that funds were received based on population and that WATS tracks funds allocated and that Dexter was significantly over its target allocation prior to the addition of the Central Street project. She also noted that the programs change over time and that since the project is already included it will be possible to increase funding.

Ms. Boyd indicated that the project phase should reflect the work and suggested the phase be preliminary engineering.

Mr. Walter made a motion to approve the STP-Urban program. Ms. Boyd supported and the motion passed.

B. STP Rural and TEDF-D Program Amendments - Action

Ms. Blackmore discussed the changes to the STP-Rural and TEDF-D programs. She stated that WATS received 12 rural projects and five TEDF-D projects. She reported that the Rural Federal Aid Committee met on August 13th to discuss the changes.

Ms. Blackmore reported that all of the projects included in the program were for preventive maintenance for the first time because of the lack of local funding. Mr. Puuri pointed out that the Road Commission received permission to use Category D dollars for preventive maintenance.

Ms. Kelly made a motion to approve the changes to the STP-R and TEDF-D programs. Mr. Walter supported and the motion passed.

C. 2007 Mode Funding Split

Mr. Buck discussed the background of the 2007 Mode Funding Split report. He stated that in 2006 the Committee voted to update its mode split policy target to 80% for roads, 10% for transit

and 10% for non-motorized. Mr. Buck stated that staff was requested to collect information on 2007 projects and report back to the Committee to discuss whether the targets were being met.

Mr. Buck stated that staff collected information on projects funded using STPU, STPR, TEDF-D CMAQ and SAFETY funds. Mr. Buck stated that when the information was first presented to the Technical Committee, the Committee asked to expand the data to all funding sources, not just federal funds allocated by WATS. The additional information that was received was added to spreadsheet 1, which Mr. Buck pointed out was for information only.

At the same meeting, AATA indicated it would provide WATS with non-formula transit funds expended. Mr. Buck reported staff added the AATA information to create spreadsheet 2, which is the 2007 Mode Funding Split report. Mr. Buck stated the report shows 12 federally funded projects with a total federal cost of \$12,194,121. Of the total federal amount, \$1,259,620 or 10.3% was spent on non-motorized improvements while \$172,101 or 1.4% was spent on transit improvements.

Mr. Buck stated that when the Federal Aid Urban Committee met, they called into question how this policy should be considered when creating the program. This highlighted the need for further discussion by the WATS Committees regarding specifics of the target.

Mr. Buck stated that at the Technical Committee meeting discussion occurred regarding whether or not the 10% non-motorized target be set aside specifically for implementation of the WATS non-motorized plan. While no recommendation was made on the use of a set aside at the meeting, the Committee did ask staff to relay the potential impacts of a set aside. Several Technical Committee members stated that with the anticipated reduction in funds that maintenance of the existing system will be the only projects they will be able to fund. Technical members also noted the inefficiency of building non-motorized improvements that are not part of a road project. Committee members also stated that a reduction in funds may impact even the ability to adequately maintain the existing system.

Mr. Puuri stated that it makes financial sense to include non-motorized improvements as part of road improvements as opposed to separate projects.

Mr. Walter made a motion to accept the 2007 Mode Funding Split Report. Mr. Mann supported and the motion passed.

Ms. Kelly made a motion to accept the Technical Committee recommendation that the task force reconvene to discuss the details of how to track the funding and to report back to the Policy Committee as well as to continue tracking spending for FY 2008. Ms. McKinney supported and the motion passed.

D. 2035 Transportation Plan Blog for Public Involvement

Mr. Buck gave a short presentation on implementing a web blog as a public involvement tool for the 2035 Long Range Plan. Mr. Buck stated that staff is interested in reaching as many people as

possible with information regarding the plan and to provide a continued opportunity for the public to comment.

Mr. Buck stated that the Technical Committee recommended staff track time devoted to upkeep of the blog and that comments related to a specific community or jurisdiction be forwarded to the appropriate party.

Ms. Kelly made a motion to make the blog available to the public. Ms. McKinney supported and the motion passed.

9. Agency Reports

A. City of Ann Arbor

Mr. Anglin mentioned that Adams, a sign company, is interested in moving more electronic billboards into the City of Ann Arbor. He stated he felt the signs were an intrusion on people's privacy.

B. AATA

A representative was not present, however, Ms. Blackmore reported that the AATA had met with attorneys to discuss how the agency might be incorporated as a countywide transit agency in the future.

C. Ann Arbor Township

A representative was not present.

D. City of Chelsea

Ms. Feeny reported that Chelsea had a dedication ceremony for a bridge providing access to a local park that was constructed with both public and private funds. She added that most of the road paving projects in the City of Chelsea are complete.

E. Dexter Village

Mr. Carson stated the Village was very pleased with the WCRC work on the Main Street Bridge and are happy that there is now two-way traffic on the bridge.

F. Dexter Township

Ms. Kelly stated that Dexter Township is also happy to have two-way traffic back on the Main Street Bridge. Ms. Kelly also stated that the Township is very unhappy that after a recent storm, the power was out at a main intersection for two days and that when the power came back on, no one reset the signal for full operation instead of flash. Ms. Kelly stated she wished to go on the record as not agreeing with the WCRC's policy for turning on signals that default

to a flashing light. Ms. Kelly also stated that the road commission needs to do a better job at removing dead trees from the road right of way. Mr. Viegel stated that the Road Commission he created a work crew specifically to clear dead trees.

G. Planning Advisory Board

Ms. Blackmore reported the PAB held its annual planning retreat to discuss how the group will function in the next year. The group will continue to review Master Plans but will not be reviewing zoning changes. Ms. Blackmore stated that County Planning will be moving from the Zeeb Road building to the Annex building in Downtown Ann Arbor.

H. Eastern Michigan University

A representative was no longer present.

I. FHWA

A representative was not present.

J. Northfield Township

A representative was not present.

K. Pittsfield Township

A representative was no longer present.

L. MDOT Planning

Ms. Boyd reported that she will be making a presentation on the financial situation with no change in revenue at the October Policy Committee meeting. She added that despite the 8 billion dollar infusion to the highway trust fund, 2009 obligation is expected to run out as soon as March of 2009 and encouraged agencies to obligate projects as soon as possible. Ms. Boyd added that Susan Richardson has taken over duties with Small Urban Areas until a full time staff person is assigned. Ms. Boyd also stated that the 5 year plan will look much different compared to previous plans due to the uncertainty and low levels of funding.

M. MDOT Region/TSC

Ms. Andrewes stated that the annual Traffic Summit has been scheduled for October 21st at 9:00 am at the Washtenaw County Road Commission building. She stated that all construction projects are moving forward on schedule and that findings for the US-23 feasibility study will be presented at the October coalition meeting and will tie in with the Transportation Funding Task Force recommendations.

N. City of Saline

A representative was not present.

O. SWWCOG

Mr. Mann reported that Manchester met with MDOT to review plans for the M-52 project. He stated that the project is on track for the March bid letting. Mr. Mann also mentioned an article in Governing magazine regarding run off and the possibility of counties having to pave gravel roads to project water quality.

P. SEMCOG

A representative was not present.

Q. Scio Township

A representative was not present.

R. Superior Township

Ms. McKinney had nothing to report

S. University of Michigan

Mr. Baier discussed the University's interest in developing property it owns near the City of Ann Arbor's Lower Town. The proposed development includes office space, a parking structure and a transit station. He stated that the University continues to do what it can to fund and subsidize alternative transportation from Wally, to the Ann Arbor-Chelsea express bus service, the MRide agreement with AATA and more.

T. County Board of Commissioners

A representative was not present.

U. WCRC

Mr. Puuri reported that for the 2008 construction season the Road Commission completed 30 preventive maintenance jobs. He added that there were 9 major publicly funded projects, 6 privately funded projects and that for the first time grants exceeded Act 51 funds. Mr. Puuri stated that \$16.5 million of privately funded projects were constructed in 2008. He stated that as of now, next year's Road Commission budget is 15 million dollars smaller than this year's.

V. Ypsilanti Township

Ms. Jannick reported that the Township referred the WATS Non-motorized Plan for Washtenaw County to the Parks Commission to evaluate each of the projects.

W. City of Ypsilanti

A representative was no longer present.

10. Adjournment

The meeting was adjourned at 11:05 A.M.